



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA 95683
916.354.3700
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AGENDA

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

REGULAR BOARD OF DIRECTORS MEETINGS ARE HELD
3rd Wednesday of Each Month

REGULAR BOARD MEETING

Wednesday, April 18, 2012

Closed Session 4:00 p.m. - Open Session 5:00 p.m.
RMCS D Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Roberta Belton	President
Richard Taylor	Vice President
Betty Ferraro	Director
Steven Mobley	Director
Gerald Pasek	Director

STAFF

Edward R. Crouse	General Manager
Darlene Gillum	Director of Administration
Greg Remson	Security Chief
Paul Siebensohn	Director of Field Operations
Suzanne Lindenfeld	District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
April 18, 2012

Closed Session: 4:00 p.m. - Open Session: 5:00 p.m.

AGENDA

	RUNNING TIME
1. CALL TO ORDER - Determination of Quorum - President Belton (Roll Call)	4:00
2. ADOPT AGENDA (Motion)	4:05
3. EMPLOYEE RECOGNITION - PROMOTIONS – CERTIFICATIONS - AWARDS	4:10
4. CLOSED SESSION <i>Under Government Code 54956.9(a): Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to 54956.9: One Potential Case.</i> <i>Under Government Code 54956.8: Real Property Negotiations - Real Property APN 128-0080-067; APN 128-0080-068; APN 128-0080-069; APN 128-0080-076; and APN 128-0100-029. Real Property Agency Negotiator: Edward R. Crouse, General Manager. Negotiating Party: Rancho Murieta 670, LLC. Under Negotiation: Price and Terms.</i>	4:15
5. OPEN SESSION <i>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.</i> <i>The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. 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.</i>	
6. REPORT ACTION FROM CLOSED SESSION	5:00
7. COMMENTS FROM THE PUBLIC <i>The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker.</i>	5:05

If you wish to address the Board at this time, as a courtesy, please state your name and address, and reserve your comments to no more than 3 minutes so that others may be allowed to speak. No action will be taken.

- 8. CONSENT CALENDAR (Motion) (Roll Call Vote) (5 min.)** 5:15
All the following items in Agenda Item 8 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 21, 2012 Board Meeting
 - b. **Committee Meeting Minutes (Receive and File)**
 - 1. April 3, 2012 Security Committee Meeting
 - 2. April 3, 2012 Improvements Committee Meeting
 - 3. April 3, 2012 Finance Committee Meeting
 - 4. April 5, 2012 Communication & Technology Committee Meeting
 - c. **Approval of Bills Paid Listing**
- 9. STAFF REPORTS (Receive and File) (5 min.)** 5:20
- a. General Manager's Report
 - b. Administration/Financial Report
 - c. Security Report
 - d. Water/Wastewater/Drainage Report
- 10. CORRESPONDENCE (5 min.)** 5:25
- a. Letter from Susan Heffington, received April 12, 2012
- 11. TIMED ITEM – RECEIVE 2011 DIVERSION REPORT – Presentation by Jack Fiori, California Waste Recovery Systems (Discussion/Action) (15 min.)** 5:30
- 12. PROVIDE DIRECTION TO PARKS COMMITTEE REPRESENTATIVE REGARDING COMMUNITY RECREATION CENTER AND AQUATIC COMPLEX (Discussion/Action) (10 min.)** 5:45
- 13. ADOPT DISTRICT RESOLUTION 2012-05, AMENDING FIXED EMPLOYER'S CONTRIBUTION FOR PUBLIC REPRESENTED EMPLOYEE MEDICAL AND HOSPITAL CARE ACT (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)** 5:55
- 14. REVIEW DRAFT TASTE AND ODOR MITIGATION PLAN (Discussion/Action) (5 min.)** 6:00
- 15. REVIEW SUMMARY OF INTEGRATED WATER MASTER PLAN FINDINGS MEMO (Discussion/Action) (10 min.)** 6:05
- a. Approve Water Supply Contingency Plan Task Order
 - b. Approve Policy 90-2 Update Task Order (Discussion/Action) (Motion)

- 16. APPROVE PROPOSAL FOR EXPANDED RECYCLED WATER FEASIBILITY REPORT** (Discussion/Action) **(Motion)** (5 min.) 6:15
- 17. APPROVE PLANT #2 SEDIMENTATION BASIN 1 – CHAIN OF FLIGHT REPLACEMENT** (Discussion/Action) **(Motion)** (5 min.) 6:20
- 18. APPROVE LEASE AGREEMENT FOR NEW SECURITY VEHICLE** (Discussion/Action) **(Motion)** (5 min.) 6:25
- 19. APPROVE HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT** (Discussion/Action) **(Motion)** (5 min.) 6:30
- 20. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES** 6:35
- a. Approve Rob McLeod attending the California Rural Water Association’s Expo in South Lake Tahoe, Nevada.
 - b. Approve Floyd McLaughlin attending California Rural Water Association’s Expo in South Lake Tahoe, Nevada.
(Discussion/Action) **(Motion)** (5 min.)
- 21. MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 6:40
- Next Regular Board Meeting:** May 16, 2012
- Committee Meeting Schedule:**
- | | |
|--------------------|------------------------------------|
| ✚ Security - | Tuesday, May 1, 2012 at 8:30 a.m. |
| ✚ Improvements – | Tuesday, May 1, 2012 at 9:00 a.m. |
| ✚ Finance - | Tuesday, May 1, 2012 at 9:30 a.m. |
| ✚ Communications - | Thursday, May 3, 2012 at 8:30 a.m. |
| ✚ Personnel - | Thursday, May 3, 2012 at 9:00 a.m. |
| ✚ Joint Security - | T.B.A. |
- 22. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 6:45
- 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.*
- 23. ADJOURNMENT** **(Motion)** 6:50

"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 13, 2012. 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 21, 2012

4:00 p.m. Closed Session - 5:00 p.m. Open Session

1. CALL TO ORDER/ROLL CALL

President Roberta Belton called the meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:02 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Roberta Belton, Richard Taylor, Betty Ferraro, Steven Mobley, and Gerald Pasek. Also present were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. ADOPT AGENDA

Motion/Ferraro to adopt the agenda with Agenda Item 12 removed per Mr. Beer's attorney. **Second/Belton. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

3. EMPLOYEE PROMOTIONS – CERTIFICATIONS- AWARDS

None.

4. BOARD ADJOURNED TO CLOSED SESSION AT 4:04 P.M. TO DISCUSS THE FOLLOWING ITEMS:

Under Government Code 54956.9(a): Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to 54956.9: One Potential Case.

Under Government Code 54957: Public Employee Performance Review: General Manager.

5/6. BOARD RECONVENED TO OPEN SESSION AT 5:00 P.M. AND REPORTED THE FOLLOWING:

Under Government Code 54956.9(a): Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to 54956.9: One Potential Case. No reportable action.

Under Government Code 54957: Public Employee Performance Review: General Manager. No reportable action.

7. COMMENTS FROM THE PUBLIC

None.

8. CONSENT CALENDAR

Motion/Mobley to adopt the consent calendar. **Second/Taylor. ROLL CALL VOTE: Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek.**

6. STAFF REPORTS

Under Agenda Item 6d, Director Pasek asked the status of the water storage. Paul Siebensohn reported 310 acre feet of secondary and 4,338 acre feet of raw water. Staff is currently using two (2) pumps.

10. CORRESPONDENCE

None.

11. DISCUSS MIDGE FLY SPRAYING

Ed Crouse gave a brief history of the midge fly spraying and asked the Board for direction on whether or not to budget for the spraying in the 2012-13 budget. President Belton stated that the District has asked Rancho Murieta Association and Murieta Townhouses, Inc., for financial assistance in covering the costs for spraying, which they both refused.

Jane Hall, lot 55, commented that the midge flies affect not just the residents living in that area but also anyone using the trails/paths.

Alex Thompson, Lot 76, commented on his concerns regarding the midge flies and asked that the District be pro-active in spraying for midge flies.

Director Pasek stated the best way to treat the midge fly problem would be to drain the basin, dredge the bottom, refill, and stock with mosquito fish. Paul Siebensohn stated that would be ideal but very expensive. Director Pasek suggested fogging the entire area. Paul stated that does more harm to humans than to the midge flies. A discussion followed.

Judy Burnell, Lot 72, commented on her concerns regarding the midge flies and asked if any treatment has been scheduled yet.

Cindy Thompson also commented on her concerns regarding the midge flies.

Lou Lopez, Lot 66, commented on his concerns regarding the midge flies and his feeling that RMA leaving the grass clippings on the ground adds to the problem. A discussion followed.

Mr. Lopez asked if the District would contact RMA regarding this issue. Director Ferraro suggested Mr. Lopez attend RMA's Maintenance Committee meeting and the RMA Board meeting and voice his concerns. Mr. Lopez stated he is on the MTI Board of Directors and will suggest the MTI Board pay for one (1) or two (2) treatments.

Ed Crouse requested that the residents notify the District when the midge flies start to appear so a treatment can be scheduled. Ed will initiate a dialogue with RMA regarding re-stocking Laguna Joaquin with mosquito fish.

Willa Clore, Lot 93, commented on her concerns regarding the quality of the water and how bad the mosquitoes are this year.

12. CONSIDERATION OF RANCHO MURIETA AIRPORT APPEAL OF SECURITY TAX

This item has been removed from the Agenda, per the request of Mr. Beer's attorney.

13. PRESENT 2012/2013 DRAFT BUDGET

Darlene Gillum gave a brief summary of the 2012/13 draft budget. The proposed budget is a “worst case scenario” and assumes no new growth and/or development. The scenario presented has a 9.37% increase, reduced from the 12.93% previously presented.

Staff is seeking direction from the Board regarding implementing a credit card processing fee to be charged to anyone using a credit card to pay their District account. Currently, it costs the District approximately \$24,000 a year for this service, which the District is not reimbursed for. This averages to \$6.00 per transaction.

After a discussion, the Board agreed, by consensus, to pursue the user fee for credit card transactions and remove the prefunding of the Van Vleck Ranch Irrigation Fields for the 2012/2013 budget year. With these changes, it brings the rate increase down to 6.5%. The Board also agreed to not consider adopting multi-year budgets this year.

Motion/Pasek to notify residents of a worst case scenario rate increase of 6.5%, in accordance with Proposition 218. **Second/Mobley. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

14. FIELD OPERATIONS YEAR IN REVIEW – PRESENTATION BY PAUL SIEBENSOHN, DIRECTOR OF FIELD OPERATIONS

Paul Siebensohn gave the annual presentation of the Field Operations for 2011. The presentation discussed the following: staffing, facilities, Capital Improvement Projects completed, projects completed, water production, and water quality. A question and answer period followed.

President Belton left at 7:02 p.m.

15. ADOPT DISTRICT RESOLUTION 2012-04, AUTHORIZING SALE OF SURPLUS PROPERTY

Chief Remson gave a brief summary of the recommendation to adopt Resolution 2012-04.

Motion/Mobley to adopt Resolution 2012-04, authorizing the sale of District surplus equipment. **Second/Pasek. Roll Call Vote: Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

16. ADOPT DISTRICT POLICY 2012-01, RESPONSE TO PUBLIC COMMENT

Ed Crouse gave a brief summary of the recommendation to adopt Policy 2012-01. This policy supersedes District Policy 2010-10.

Motion/Ferraro to adopt District Policy 2012-01, Response to Public Comment. This policy supersedes District Policy 2010-10. **Second/Mobley. Roll Call Vote: Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

17. ADOPT DISTRICT POLICY 2012-02, COMMUNICATION OUTREACH

Ed Crouse gave a brief summary of the recommendation to adopt Policy 2012-02.

Motion/Taylor to adopt District Policy 2012-02, Communication Outreach. **Second/Ferraro. Roll Call Vote: Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

18. ADOPT DISTRICT POLICY 2012-03, DISTRICT INSURANCE REQUIREMENTS

Darlene Gillum gave a brief summary of the recommendation to adopt Policy 2012-03.

Motion/Ferraro to adopt District Policy 2012-03, District Insurance Requirements. **Second/Pasek. Roll Call Vote: Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

19. APPROVE PROPOSALS FOR CHEMICAL PURCHASE CONTRACTS

Paul gave a brief summary of the recommendation to approve the proposals for chemical purchase contracts. This is done annually. Director Pasek requested staff look into cost sharing with El Dorado Irrigation District (EID).

Motion/Mobley to approve the chemical purchase contracts as follows:

NTU Technologies Inc. was able to lower their costs from the previous year for Protek 301, price not to exceed \$1.02/lb delivered; Liquid Aluminum Sulphate, price not to exceed \$0.159/lb delivered; Pro Pac 9890, price not to exceed \$1.39/lb delivered. The contract will last to June 30, 2013.

Sierra Chemical supplies chlorine gas one-ton cylinders, \$540/ton delivered. This is approximately a 3% increase from last year's pricing. Contract pricing will last through December 31, 2012.

Sodium Hydroxide 50% from UNIVAR at \$3.85/gal delivered price and Potassium Permanganate at \$210.50/pail plus delivery, contract pricing through December 31, 2012, subject to a 30 day notice of increase and a fuel surcharge. UNIVAR purchased BCS last year who was our previous supplier. This cost is up 24% from last year's quote but only up 2.9% from our most recent invoice as the pricing has increased throughout the past year. Funding to come from the applicable Water and Sewer Operating Budgets. **Second/Pasek. Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

20. APPROVE PROPOSAL FOR SLUDGE DREDGE RENTAL

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal for sludge dredge rental.

Motion/Mobley to approve the costs from SRS Crisafuli for sludge dredge rental, in an amount not to exceed \$30,100. Funding to come from Sewer Non-routine Maintenance Operations Budget. **Second/Pasek. Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

21. RECEIVE WATER SUPPLY ASSESSMENT REPORT

Paul Siebensohn gave a brief summary of the Water Supply Assessment Report, prepared by HDR. Paul will be presenting his draft taste and odor mitigation plan to the April Improvements Committee for review. Director Pasek stated the report is very comprehensive.

22. NOMINATIONS FOR CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS

None.

23. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

No discussion.

24. MEETING DATES/TIMES

No changes.

25. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF

Director Mobley thanked Darlene Gillum for the work done on the draft budget. Chief Remson and Paul Siebensohn also thanked her.

Suzanne Lindenfeld reminded everyone of the e-waste curbside pickup scheduled for Monday, April 2, 2012.

26. ADJOURNMENT

Motion/Ferraro to adjourn at 7:41 p.m. **Second/Mobley. Ayes: Taylor, Ferraro, Mobley, and Pasek. Noes: None. Absent: Belton.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: April 3, 2012
To: Board of Directors
From: Security Committee Staff
Subject: April 3, 2012 Security Committee Meeting

Director Ferraro called the meeting to order at 8:30 a.m. Present were Directors Ferraro and Mobley. Present from District staff were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

MONTHLY OPERATIONS REVIEW

Operations

Various snakes have been observed recently in the back areas, businesses and homes. Chief Remson reminded everyone to be aware of your surroundings and not to reach into areas where you cannot see.

Interviews to establish a Gate Officer eligibility list were conducted.

Nothing new on the PTF gates.

Chief Remson commented on the security expo he attended with Director Mobley last week and on the gate arms that have LED message board on them.

Incidents of Note

Chief Remson stated there have been several thefts of garage sale/flea market type items in Murieta Village.

RMA Citations/Advisals

Chief Remson reported on the following Rancho Murieta Association (RMA) rule violation citations for the month of March: 22 speeding, 18 stop sign, and 7 driveway parking. RMA rule violation admonishments and/or complaints for the month of March: 39 loose dogs, 12 speeding, and 10 open garage doors. Also discussed was the process of notifying residents of speeding and stop sign violations, and residents being responsible for guest violations.

RMA Compliance/Grievance/Safety Committee Meeting

At the April 2, 2012, meeting, there were appearances regarding speeding and stop sign. The next meeting will be on Monday, May 7, 2012 at 1:00 p.m.

Joint Security Committee Meeting

The Joint Security Committee meetings have been cancelled until further notice.

James L. Noller Safety Center

The Safety Center has been open on Monday and Wednesday from 10:00 a.m. to 2:00 p.m. It also will remain available to all law enforcement officers for report writing, meal breaks and any other needs that arise.

The Wilton Safety Center may be closing in May of 2013 due to funding. Chief Remson stated they might possibly move to the District's Safety Center.

New North Gate

No forward progress has been made.

APPROVE SECURITY VEHICLE PURCHASE

Chief Remson stated that he is checking with the company that installs the equipment in the vehicles for the District on whether the equipment can be installed with the emergency brake being located in the center console instead of the floor.

DIRECTOR & STAFF COMMENTS

Director Mobley commented on the security conference he attended with Chief Remson. Director Mobley stated that Chief Remson knows his stuff.

ADJOURNMENT

The meeting adjourned at 8:58 a.m.

MEMORANDUM

Date: April 3, 2012
To: Board of Directors
From: Improvements Committee Staff
Subject: April 3, 2012 Committee Meeting Minutes

Director Pasek called the meeting to order at 9:00 a.m. Present were Directors Ferraro and Pasek. Present from District staff were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

REVIEW DRAFT TASTE AND ODOR MITIGATION PLAN (taken out of order)

Paul Siebensohn gave a brief summary of staff's recommendation to proceed with Option 1, which includes aquatic weed harvesting, geosmin & MIB sampling, the use of algacides cutrine, Green Clean Pro, or a powdered activated carbon and potassium permanganate. **This item will be added to the April 18, 2012 Board of Directors meeting agenda.**

RECEIVE GRANT UPDATE

DWR Grant for Augmentation Well

RWA is still working on the DWR grant agreement as well as individual grant agreements.

New Bureau of Reclamation Grant

The Bureau of Reclamation requested additional information from the District. They should be sending out notification later this month.

REVIEW SUMMARY OF INTEGRATED WATER MASTER PLAN FINDINGS MEMO

Ed Crouse gave a brief summary of the Integrated Water Master Plan (IWMP) model revisions and updates, along with task order 12-01 and 12-02. A short discussion followed. **This item will be added to the April 18, 2012 Board of Directors meeting agenda.**

WATER PLANT #2 SEDIMENTATION BASIN 1 – CHAIN OF FLIGHT REPLACEMENT

Paul Siebensohn gave a brief summary of the recommendation to approve replacement of water plant #2 sedimentation basin 1 chain of flight. A short discussion followed. **This item will be added to the April 18, 2012 Board of Directors meeting agenda.**

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

None.

ADJOURNMENT

The meeting was adjourned at 9:29 a.m.

MEMORANDUM

Date: April 3, 2012
To: Board of Directors
From: Finance Committee Staff
Subject: April 3, 2012 Finance Committee Meeting

Director Belton called the meeting to order at 9:33 a.m. Present were Directors Belton and Pasek. Present from District staff were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

RECEIVE GRANT UPDATE

DWR Grant for Augmentation Well

RWA is still working on the DWR grant agreement as well as individual grant agreements.

New Bureau of Reclamation Grant

The Bureau of Reclamation requested additional information from the District. They should be sending out notification later this month.

CREDIT CARD PROCESSING FEE

Darlene Gillum stated she is working with the District's legal counsel on drafting the resolution. Darlene is also reviewing the contract to see if we are legally able to charge a processing fee. If not, staff will look at discontinuing accepting credit card payments.

HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT

Darlene Gillum gave a brief summary of the costs for conducting a household hazardous waste collection event. **This item will be added to the May 16, 2012 Board of Directors meeting agenda.**

BUDGET UPDATE

Darlene Gillum gave a brief update on the budget. By consensus, the Committee agreed to lower the amount being collected for the household hazardous waste collection event from \$20,000 to \$12,000 for the 2012-13 budget. Managers will be meeting next Tuesday to go over additional cuts to their department budgets.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Darlene Gillum stated she will not be at the April Board meeting as she will be on vacation.

Director Pasek asked if any community flushing of the distribution system has been scheduled yet. Paul Siebensohn stated no, not at this time.

President Belton reminded everyone that Rancho Murieta Association (RMA) is holding a meeting on Tuesday, April 10, 2012 to discuss the proposed community center.

ADJOURNMENT

The meeting was adjourned at 10:08 a.m.

DRAFT

MEMORANDUM

Date: April 5, 2012
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: April 5, 2012 Communication & Technology Committee Meeting

Director Taylor called the meeting to order at 8:33 a.m. Present was Directors Taylor. Present from District staff were Edward Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Director Ferraro was absent.

COMMENTS FROM THE PUBLIC

None.

UPDATES

Communications Survey

The communications survey went out with the February billing statements and is available on the District's website. To date, 212 surveys have been returned. The top three (3) District communications most valuable are: 1) bill stuffer; 2) special mailings; and 3) website. Of the 212 surveys returned, about 100 of them provided an email address that will be added to our Pipeline mailing list.

Creek Week

Creek Week runs April 6 – 14, 2012. Banners will be put up along with information on the District's website.

May Water Awareness Month

May is water awareness month. Banners will be put up along with information on the District's website. The District plans to offer rebates for rotator head sprinklers and weather based controllers. The District will also be offering the Water-Wise House Call to residents.

DIRECTOR & STAFF COMMENTS/SUGGESTIONS

Ed Crouse stated that the Prop 218 letters went out on March 30, 2012.

Darlene sent out about 350 letters to the top 10% water users. About 100 that received letters last year dropped off the list this year and received a thank you letter, 150 letters were sent out to residents that received one last year and about 100 new residents were added.

Paul commented on his attending the Fishing Club meeting last night. Topics discussed included invasive species, reservoirs, water rights, and taste and odor concerns.

Darlene stated she will be on vacation from April 13 to 23, 2012 and will miss the April Board meeting.

ADJOURNMENT

The meeting was adjourned at 9:06 a.m.

DRAFT

MEMORANDUM

Date: April 10, 2012
To: Board of Directors
From: Darlene Gillum, Director of Administration
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **March 2012**. 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:

Vendor	Project/Purpose	Amount	Funding
Carrillo Enterprises	Leak Repairs, Sand, Sludge Management	\$5,688.90	Operating Expense
Cummins West	Generator Repair, Software Upgrade	\$6,214.83	Operating Expense
SMUD	Monthly Power	\$23,029.74	Operating Expense
California Waste Recovery Systems	Solid Waste Contract	\$42,348.93	Operating Expense
Carrillo Enterprises	Line Repair, Sand and Rock, Meter Replacement Project	\$10,187.10	Operating Expense
Emergency Communications Network, LLC	CodeRED Annual Renewal	\$5,000.00	Operating Expense
ERS Industrial Services, Inc.	WTP2 Filter Repairs	\$18,109.86	Operating Expense
HDR Engineering, Inc.	Raw Water Assessment Plan	\$39,694.54	Operating Expense
Kyle Yates, Inc.	Airhawk SCBA (qty 2)	\$5,175.81	Operating Expense
SMUD	Monthly Power	\$30,617.27	Operating Expense

Rancho Murieta Community Services District
Bills Paid Listing for March 2012

Ck Number	Date	Vendor	Amount	Purpose
CM25000	3/2/2012	Accounting & Association Software Group	\$72.50	Toolkit Installation
CM25001	3/2/2012	Action Cleaning Systems	\$1,245.27	Monthly Cleaning Service
CM25002	3/2/2012	AM Conservation Group, Inc.	\$299.00	Water Conservation Kits (100)
CM25003	3/2/2012	American Public Works Association	\$413.00	Voided
CM25004	3/2/2012	Applications By Design, Inc.	\$125.00	Security Data Backup
CM25005	3/2/2012	Aramark Uniform Services	\$143.90	Uniform Service - Water
CM25006	3/2/2012	ARC - Brownie's Digital Imaging	\$175.64	Image Scanning
CM25007	3/2/2012	AT&T	\$1,240.93	Monthly Phone Bill
CM25008	3/2/2012	Borges & Mahoney Co.	\$3,962.21	Maintenance and Repair Supplies
CM25009	3/2/2012	California Rural Water Association	\$807.00	Annual Membership Renewal
CM25010	3/2/2012	Caltronics Business Systems	\$675.93	Copier Monthly Maintenance
CM25011	3/2/2012	Carrillo Enterprises	\$5,688.90	Leak Repairs, Sand, Sludge Management
CM25012	3/2/2012	Cummins West	\$6,214.83	Generator Repair, Software Upgrade
CM25013	3/2/2012	Department of Public Health	\$90.00	Distribution Certification Renewal
CM25014	3/2/2012	Employment Development Department	\$2,536.37	Payroll
CM25015	3/2/2012	ERS Industrial Services, Inc.	\$1,557.76	WWRP Filter Sand
CM25016	3/2/2012	Express Office Products, Inc.	\$310.86	Office Supplies
CM25017	3/2/2012	Folsom Lake Fleet Services	\$1,511.80	#214 repair, #519 maintenance
CM25018	3/2/2012	Franchise Tax Board	\$126.15	Payroll
CM25019	3/2/2012	Gempler's, Inc.	\$658.87	Supplies
CM25020	3/2/2012	Groeniger and Company	\$2,123.74	Maintenance and Repair Supplies
CM25021	3/2/2012	Guardian Life Insurance	\$4,993.71	Payroll
CM25022	3/2/2012	Linda Heffelfinger	\$2,401.62	WaterSMART Grant Application
CM25023	3/2/2012	Infilco Degremont, Inc.	\$486.50	WTP Filter Spray Nozzle
CM25024	3/2/2012	KWA Safety & Hazmat Consultants, Inc.	\$820.00	Annual Training - Respiratory Protection
CM25025	3/2/2012	Motion Industries, Inc.	\$1,847.85	WTP2 Maintenance
CM25026	3/2/2012	National Payment Center	\$189.50	Payroll
CM25027	3/2/2012	Nationwide Retirement Solution	\$1,578.23	Payroll
CM25028	3/2/2012	NORMAC	\$402.11	WTP Replacement Parts
CM25029	3/2/2012	Operating Engineers Local Union No. 3	\$507.75	Payroll
CM25030	3/2/2012	PERS Long Term Care Program	\$132.19	Payroll
CM25031	3/2/2012	Public Agency Retirement Services	\$400.00	Trust Admin Fees
CM25032	3/2/2012	Radio Accessory Headquarters, Inc.	\$206.00	Portable Radio Batteries
CM25033	3/2/2012	Rancho Murieta Association	\$280.47	Landscaping/Cable/Internet
CM25034	3/2/2012	Romo Landscaping	\$325.00	Landscaping
CM25035	3/2/2012	S. M. U. D.	\$23,029.74	Monthly Power
CM25036	3/2/2012	Sierra Chemical Co.	\$584.22	Chemicals
CM25037	3/2/2012	Sierra Office Supplies	\$1,389.44	Communications Survey, Return Envelopes
CM25038	3/2/2012	State Board Of Equalization	\$148.40	Use Tax
CM25039	3/2/2012	TASC	\$178.11	Payroll
CM25040	3/2/2012	The Westmark Group, Inc.	\$4,930.20	Groundwater Monitoring and Reporting

Rancho Murieta Community Services District
Bills Paid Listing for March 2012

Ck Number	Date	Vendor	Amount	Purpose
CM25041	3/2/2012	Univar USA Inc.	\$3,945.03	WTP Corrosion Control
CM25042	3/2/2012	USA Blue Book	\$900.25	Maintenance and Repair Supplies
CM25043	3/2/2012	Vision Service Plan (CA)	\$474.87	Payroll
CM25044	3/2/2012	W.W. Grainger Inc.	\$165.55	Maintenance and Repair Supplies
CM25045	3/2/2012	Water Environment Federation	\$270.00	Annual Membership Renewal
CM25046	3/2/2012	Western Exterminator Co.	\$387.50	Monthly Service and Rodent Control
CM25047	3/2/2012	American Water Works Association	\$413.00	Annual Membership Renewal
CM25048	3/2/2012	California Public Employees' Retirement Sys	\$31,008.14	Payroll
EFT	3/5/2012	Internal Revenue Service	\$9,776.22	Payroll Taxes
CM25049	3/8/2012	P. E. R. S.	\$37,359.23	Payroll
CM25052	3/16/2012	Aramark Uniform Services	\$87.95	Uniform Service - Water
CM25053	3/16/2012	Blue Gavel Press	\$129.30	Cal/OSHA Compliance Guide
CM25054	3/16/2012	C.S.D.A.	\$50.33	Book
CM25055	3/16/2012	Brian Chenoweth	\$1,600.00	IT Support
CM25056	3/16/2012	Jack Copeland	\$100.00	Toilet Rebate
CM25057	3/16/2012	Employment Development Department	\$2,500.79	Payroll
CM25058	3/16/2012	Betty Ferraro	\$100.00	Toilet Rebate
CM25059	3/16/2012	Barbara Foley	\$300.00	Toilet Rebate
CM25060	3/16/2012	Gallery & Barton	\$1,872.76	Legal Consulting
CM25061	3/16/2012	Law Office of Valentina Reiner	\$296.00	Legal Consulting
CM25062	3/16/2012	Les Schwab Tires	\$1,730.64	#813 Tires
CM25063	3/16/2012	Lisa Wood Design	\$953.59	Fix A Leak Week Banners (3)
CM25064	3/16/2012	Maddaus Water Management	\$1,859.50	IWMP Update
CM25065	3/16/2012	National Payment Center	\$189.50	Payroll
CM25066	3/16/2012	Nationwide Retirement Solution	\$1,578.23	Payroll
CM25067	3/16/2012	Operating Engineers Local Union No. 3	\$507.75	Payroll
CM25068	3/16/2012	P. E. R. S.	\$62,144.36	Payroll
CM25069	3/16/2012	PERS Long Term Care Program	\$132.19	Payroll
CM25070	3/16/2012	Pitney Bowes	\$188.65	Postage Machine Ink Cartridges
CM25071	3/16/2012	Jon Prenez	\$300.00	Toilet Rebate
CM25072	3/16/2012	Progressive Business Publications	\$195.50	Subscription Renewal - Admin Pro
CM25073	3/16/2012	Ramos Environmental Services	\$55.00	Removal of Waste Oil
CM25074	3/16/2012	Roto Rooter Service & Plumbing	\$3,770.00	Lift Station Cleaning
CM25075	3/16/2012	Sacramento Bee	\$438.82	Gate Officer Advertising
CM25076	3/16/2012	TASC	\$124.61	Payroll
CM25077	3/16/2012	William Thacher	\$100.00	Toilet Rebate
CM25078	3/16/2012	Yale Pacific, Inc.	\$724.57	Repair Forklift Fuel Pump
EFT	3/19/2012	Internal Revenue Service	\$9,498.69	Payroll Taxes
CM25079	3/20/2012	CA Water Environment Association	\$142.00	Lab Analyst I Cert - Siebensohn
EFT	3/26/2012	US Postmaster	\$1,250.00	Postage
EFT	3/28/2012	Internal Revenue Service	\$221.63	Payroll Taxes

Rancho Murieta Community Services District
Bills Paid Listing for March 2012

Ck Number	Date	Vendor	Amount	Purpose
EFT	3/28/2012	US Postmaster	\$1,500.00	Postage
CM25080	3/30/2012	Ace Hardware	\$687.29	Monthly Supplies
CM25081	3/30/2012	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
CM25082	3/30/2012	Allied Waste Services #922	\$322.70	Container Service
CM25083	3/30/2012	American Express	\$1,637.40	Monthly Bill
CM25084	3/30/2012	AmeriPride Services, Inc.	\$220.65	Safety Jackets (2)
CM25085	3/30/2012	Applications By Design, Inc.	\$125.00	Security Data Backup
CM25086	3/30/2012	Aramark Uniform Services	\$222.85	Uniform Service - Water
CM25087	3/30/2012	AT&T	\$1,176.17	Monthly Phone Bill
CM25088	3/30/2012	California Waste Recovery Systems	\$42,348.93	Solid Waste Monthly Contract
CM25089	3/30/2012	Caltronics Business Systems	\$725.33	Copier Monthly Maintenance
CM25090	3/30/2012	Carrillo Enterprises	\$10,187.10	Line Repair, Sand & Rock, Meter Replacement Proj
CM25091	3/30/2012	CLS Labs	\$2,821.42	Monthly Lab Tests
CM25092	3/30/2012	Costco Wholesale	\$1,067.53	Monthly Supplies
CM25093	3/30/2012	Emergency Communications Network, LLC	\$5,000.00	CodeRED Annual Renewal
CM25094	3/30/2012	Employment Development Department	\$1,979.66	Payroll
CM25095	3/30/2012	ERS Industrial Services, Inc.	\$18,109.86	WTP2 Filter Repairs
CM25096	3/30/2012	Express Office Products, Inc.	\$395.51	Office Supplies
CM25097	3/30/2012	Fresh Training Concepts	\$2,495.00	Hazardous Waste Operator Training
CM25098	3/30/2012	Golden State Flow Measurement	\$2,575.23	Meters
CM25099	3/30/2012	HDR Engineering, Inc	\$39,694.54	Raw Water Assessment Plan
CM25100	3/30/2012	Home Depot Credit Services	\$37.15	Maintenance and Repair Supplies
CM25101	3/30/2012	Howe It's Done	\$275.74	Board Meeting Dinner
CM25102	3/30/2012	Kronick Moskovitz Tiedemann & Girard	\$442.53	Legal Consulting
CM25103	3/30/2012	Kyle Yates, Inc.,	\$5,175.81	Airhawk SCBA (qty 2)
CM25104	3/30/2012	Lehr Auto Electric	\$297.50	Remove Equipment from #518
CM25105	3/30/2012	MWH Laboratories	\$1,000.00	Taste & Odor Analysis
CM25106	3/30/2012	National Payment Center	\$189.50	Payroll
CM25107	3/30/2012	Nationwide Retirement Solution	\$1,578.23	Payroll
CM25108	3/30/2012	Operating Engineers Local Union No. 3	\$507.75	Payroll
CM25109	3/30/2012	PERS Long Term Care Program	\$132.19	Payroll
CM25110	3/30/2012	Plaza Foods Supermarket	\$15.57	Refreshments for Hazmat Training
CM25111	3/30/2012	Public Agency Retirement Services	\$400.00	Trust Admin Fees
CM25112	3/30/2012	Rancho Murieta Association	\$560.94	Landscaping/Cable/Internet
CM25113	3/30/2012	Rancho Murieta Business Center	\$17.24	1/3 Cut Stuffers
CM25114	3/30/2012	Reed & Graham Inc.	\$534.44	Maintenance and Repair Supplies
CM25115	3/30/2012	S. M. U. D.	\$30,617.27	Monthly Power
CM25116	3/30/2012	Sprint	\$933.62	Cell Phone
CM25117	3/30/2012	TASC	\$179.11	Payroll
CM25118	3/30/2012	TelePacific Communications	\$481.62	Monthly Phone Bill
CM25119	3/30/2012	U.S. Bank Corp. Payment System	\$3,881.57	Monthly Gasoline

**Rancho Murieta Community Services District
Bills Paid Listing for March 2012**

Ck Number	Date	Vendor	Amount	Purpose
CM25120	3/30/2012	U.S. Healthworks Medical Group, PC	\$83.00	Fit For Duty Exam
CM25121	3/30/2012	UPS	\$32.01	Shipping Fee
CM25122	3/30/2012	VOLVO RENTS	\$435.31	Dump Truck Rental
CM25123	3/30/2012	W.W. Grainger Inc.	\$706.54	Safety Supplies
CM25124	3/30/2012	Western Exterminator Co.	\$387.50	Monthly Service and Rodent Control
CM25125	3/30/2012	Wilbur-Ellis Company	\$2,650.01	Chemicals
EFT	3/31/2012	PremierWest Bank	\$65.00	Bank Fees
EFT	3/31/2012	Global Pay	\$1,016.05	Merchant Service Fees
EFT	3/31/2012	Payment Tech	\$649.34	Merchant Service Fees
EFT	3/31/2012	El Dorado Savings Bank	\$65.00	Bank Fees
		TOTAL	\$440,051.56	

**Rancho Murieta Community Services District
Bills Paid Listing for March 2012**

Ck Number	Date	Vendor	Amount	Purpose
		CFD#1 Bank of America Checking		
CM2637	3/2/2012	CoreLogic Solutions, LLC.	\$165.00	CFD#1 Admin Fees
CM2638	3/16/2012	Bank of America	\$27.46	CFD#1 Admin Fees
CM2639	3/30/2012	CoreLogic Solutions, LLC.	\$165.00	CFD#1 Admin Fees
CM2640	3/30/2012	NBS	\$2,077.53	CFD#1 Admin Fees
		TOTAL	\$2,434.99	
		EL DORADO PAYROLL		
Payroll (El Dorado)				
Checks: # CM10734 to CM10761 and Direct Deposits: DD05478 to DD5567			\$ 161,043.25	Payroll
EFT	3/31/2012	National Payment Corporation	\$ 141.32	Payroll
		TOTAL	\$161,184.57	

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Edward R. Crouse, General Manager
Subject: General Manager's Report

The following are highlights since our last Board Meeting.

Employee Relations

The Board will be asked to adopt Resolution 2012-05, which will revise Resolution 2011-11, PERS medical contribution for represented employees. Resolution 2011-11 was adopted prior to the adoption of the Memorandum of Understanding with OE-3. Resolution 2012-05 corrects the language to reflect that the District's contribution for health benefits shall be eighty percent (80%) of the employee's health care plan premium. This does not affect the amount the District pays for active employees.

Finance/IT

Darlene Gillum and staff continue to refine the budget following direction from the Finance Committee. Darlene will be making the budget PowerPoint presentation at the May 2012 Board meeting.

Security

No major incidents to report. Patrol officers continue to conduct speeding and stop sign enforcement on a more regular basis since Rancho Murieta Association's (RMA) change to driveway parking enforcement.

Greg has several potential candidates in a Gate Officer candidate pool should a vacancy occur this spring.

Water

We just reached the spillway level at Chesbro and Calero. As such, Paul stopped diversions. We will install batter boards across the spillways on April 15, 2102 so we can restart diversions and continue through May 31, 2012.

Wastewater

We are slowly catching up on our secondary storage. Paul is working with Rich Scoles, Rancho Murieta Country Club (RMCC), on starting recycled water deliveries earlier than we originally thought.

Drainage

Paul held our quarterly MS4 drainage meeting with our local partners to discuss ongoing drainage maintenance.

His crews began, but stopped, ditch maintenance due to recent storms. They will restart maintenance activities once things dry out.

Paul continues to work with RMCC on culvert replacement across Hole 15 North, although it is somewhat lagging as RMCC works through issues with their Greens Committee.

Solid Waste

Nothing new to report. All seems well, given the lack of complaints.

The E-waste curbside collection went well and was completed in one day. The totals collected are 2,462 lbs in televisions and monitors (half of what was picked up last September) and 2,414 lbs in mixed electronics such as computers, printers, phones, video equipment, etc. (more than what was picked up last September).

Grant Funding

Nothing new to report. Like last month, our Regional Water Authority (RWA) grant for the augmentation well is still on hold, pending final DWR agreements.

Again, this month, we submitted additional information at the request of the Bureau of Reclamation for the recycled water feasibility grant. We are hopeful this second request means we are getting closer to grant funding.

Engineering

Nothing new to report this month, Recall last month more cost information on the R&B reimbursement for previously constructed facilities was provided to the 670 Group for consideration. We are still working through other cost issues that have arisen due to the slow economic outlook.

Conservation

April 6 – 14, 2012 was Creek Week. Banners were up at both the North and South Gate entrances and information regarding river friendly landscaping was highlighted on the District's website.

Next month is Water Awareness Month, when we will offer rebates for sprinkler replacements and weather based controllers.

Darlene sent out our top 10% letter. As a result, we have scheduled ten (10) Water Wise audits.

MEMORANDUM

Date: April 10, 2012
 To: Board of Directors
 From: Darlene Gillum, Director of Administration
 Subject: Administration/Financial Reports

Enclosed is a financial summary report for **March 2012**. 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	0.0	2511	2511	2511	2511	2512	2512	2512	2512	2513			
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1699	2871	3043	2753	1989	1306	978	1071	851	842			
Gallons per day	424	716	759	686	496	326	244	267	212	210			

Lock-Offs

For the month of March, there were 30 lock-offs.

Aging Report - Delinquent accounts total \$68,115, which is 15.2% of the total accounts receivable balance of \$448,046. Past due receivables, as a percent of total receivables, have remained flat since February.

Summary of Reserve Accounts as of March 31, 2012 – The District’s reserve accounts have increased \$493,422 year to date since July 2011. The increase is due to the reserve amounts collected in the Water and Sewer base rates and interest earned. The District has expended \$118,990 of reserves since the beginning of the fiscal year, which started July 1, 2011. The total amount of reserves held by the District as of March 31, 2012 is \$8,493,125. Please see the Reserve Fund Balances table below for information by specific reserve account.

Reserve Fund Balances

Reserve Descriptions	Fiscal Yr Beg Balance July 1, 2011	YTD Collected & Interest Earned	YTD Spent	Period End Balance Mar 31, 2012
Water Capital Replacement (200-2505)	2,466,331	147,652	(88,907)	2,525,076
Sewer Capital Replacement (250-2505)	2,504,993	218,787	(0)	2,723,780
Security Capital Replacement (500-2505)	50,973	98	(0)	51,071
Sewer Capital Improvement Connection (250-2500)	3,981	8	(0)	3,989
Capital Improvement (200-2510/250-2510)	433,949	3,195	(0)	437,144
Water Supply Augmentation (200-2511)	2,567,525	9,091	(30,083)	2,546,533
Water Debt Service Reserves (200-2512)	25,087	40,472	(0)	65,559
Sewer Debt Service Reserves (250-2512)	63,697	74,115	(0)	137,813
Rate Stabilization (200/250/500-2515)	2,156	4	(0)	2,160
Total Reserves	8,118,693	493,422	(118,990)	8,493,125

PARS GASB 45 Trust: The PARS GASB 45 Trust, which is the investment trust established to fund Other Post Employment Benefits, had returns of 6.38% over the most recent 3-month period ended February 29, 2012. The investment return for the comparable CalPERS investment program (CERBT-Strategy 1) during the same 3-month period was a 8.73% increase.

Financial Summary Report:

Revenues:

Water Charges, year-to-date, are **below** budget by \$9,629 or .8%

Sewer Charges, year-to-date, are **below** budget by \$938 or 0.1%

Drainage Charges, year-to-date, are **below** budget by \$252 or 0.2%

Security Charges, year-to-date, are **above** budget by \$224 or 0%

Solid Waste Charges, year-to-date, are **above** budget by \$1,785 or 0.4%

Total Revenues, which include other income and interest income year-to-date, are **above** budget **\$5,295 or .1%**. Revenue areas that exceeded budget are primarily Late Charges.

Expenses: Year-to-date total expenses are **below** budget by **\$104,429 or 2.8%**. Year-to-date operational reserve expenditures total **\$117,278**. 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 **over** budget by **\$41,885 or 4.4%**, prior to reserve expenditures. The majority of the over-run is due to the Water Supply Assessment and Response Plan completed by HDR in response to the Taste and Odor issue experienced in August 2011. Wages and Employer Costs are over budget primarily due to the variance between the actual allocation of labor charges between Water, Sewer and Drainage and the

forecasted budgetary allocation percentages. Other areas running over budget are Lab Tests, Training/Safety, Equipment Rental, Dam Inspections, Supplies, Vehicle Maintenance, Fuel, Post Repair Road Paving, Consulting and Tools. Power, Chemicals, Maintenance & Repairs, Meters, and Permits are running below budget. Year-to-date, \$117,278 of expenses have been incurred from reserves expenditures; primarily for the meter retrofit project and the IWMP Update.

Sewer Expenses, year-to-date, are **below budget by \$80,869 or 11.3%, prior to reserve expenditures**. Wages and Employer Costs are under budget primarily due to the variance between the actual allocation of labor charges between Water, Sewer and Drainage and the forecasted budgetary allocation percentages. Other areas running below budget are Power, Chemicals, Lab Tests, Supplies, Hazardous Waste Removal, Legal, Vehicle Maintenance, Fuel and IT Systems Maintenance. Areas running over budget are Permits and Training/Safety. Year-to-date, there have been no expenses incurred from reserves expenditures.

Drainage Expenses, year-to-date, are **below budget by \$356 or .4%**. Wages and Employer Costs are under budget primarily due to the variance between the actual allocation of labor charges between Water, Sewer and Drainage and the forecasted budgetary allocation percentages. Areas running over budget are Power, Permits, Tools and Improvements. The largest areas running below budget are Equipment Rental and Chemicals.

Security Expenses, year-to-date, are **below budget by \$43,731 or 5.7%**. Employers Costs are below budget due to variances in elected employee benefit coverage compared to budget. Areas running over budget are Bar Codes, Equipment Repairs, Vehicle Maintenance and Legal. In addition to Employers Costs, IT Systems Maintenance, Vehicle Lease, Uniforms and Off Duty Sheriff are the largest areas running under budget.

Solid Waste Expenses, year-to-date, are **below budget by \$5,341 or 1.3%**. This under-run is due to the mix in actual service provided (i.e., the size of collection cart used per residence) compared to the anticipated mix in service used to formulate the budget. In addition, Consulting is running below budget.

General Expenses, year-to-date, are **below budget by \$16,018 or 2.0%**. Wages, Supplies, Memberships, Community Communications, Consulting, Vehicle Maintenance, Building Maintenance (due to replacement of one HVAC unit) and Director Expenses/Reimbursements are the largest categories running over budget. Employer Costs, Director Meeting Stipends, Travel/Meetings, Legal, Vehicle Fuel and IT Systems Maintenance are the largest areas running below budget.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$248,773. Net income/(Loss) adjusted for estimated depreciation expense of \$838,302 is (\$589,529).

The YTD expected net operating income before depreciation, per the 2011-2012 budget, is \$139,049. The actual net operating income is \$109,724 higher than the budget expectation due to revenue running \$5,295 over budget and total operating expenses running under budget \$104,429.

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH MARCH 2012

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	29.9%	\$1,543,782	30.0%	\$1,160,379	\$1,150,750	29.7%	(\$9,629)	(0.8%)
Sewer Charges	21.9%	1,128,190	21.9%	846,250	845,312	21.8%	(938)	(0.1%)
Drainage Charges	3.2%	163,320	3.2%	122,490	122,238	3.2%	(252)	(0.2%)
Security Charges	21.7%	1,122,360	21.7%	841,770	841,994	21.7%	224	0.0%
Solid Waste Charges	11.4%	586,920	11.4%	440,190	441,975	11.4%	1,785	0.4%
Other Income	1.6%	80,212	1.5%	58,808	79,546	2.1%	20,738	35.3%
Interest Earnings	0.0%	2,180	0.0%	1,355	434	0.0%	(921)	(68.0%)
Property Taxes	10.4%	534,960	10.4%	401,220	395,508	10.2%	(5,712)	(1.4%)
Total Revenues	100.0%	5,161,924	100.0%	3,872,462	3,877,757	100.0%	5,295	0.1%
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	13.8%	710,970	14.3%	533,150	528,329	14.6%	(4,821)	(0.9%)
Employer Costs	6.5%	337,620	6.8%	253,990	234,454	6.5%	(19,536)	(7.7%)
Power	6.3%	325,860	6.1%	228,233	220,262	6.1%	(7,971)	(3.5%)
Chemicals	4.1%	209,140	3.4%	127,965	114,198	3.1%	(13,767)	(10.8%)
Maint & Repair	5.5%	285,400	5.5%	206,175	198,409	5.5%	(7,766)	(3.8%)
Meters/Boxes	1.1%	55,000	1.0%	37,250	18,435	0.5%	(18,815)	(50.5%)
Lab Tests	1.6%	85,000	1.5%	55,500	56,613	1.6%	1,113	2.0%
Permits	1.1%	59,130	1.2%	43,510	49,007	1.4%	5,497	12.6%
Training/Safety	0.3%	17,500	0.3%	10,350	19,930	0.5%	9,580	92.6%
Equipment Rental	0.8%	43,000	0.9%	32,000	41,442	1.1%	9,442	29.5%
Other	6.5%	333,520	6.0%	223,529	231,234	6.4%	7,705	3.4%
Subtotal Water/Sewer/Drainage	47.7%	2,462,140	46.9%	1,751,652	1,712,313	47.2%	(39,339)	(2.2%)
Security								
Wages	11.2%	578,400	11.7%	435,800	429,625	11.8%	(6,175)	(1.4%)
Employer Costs	6.4%	332,500	6.7%	251,400	226,106	6.2%	(25,294)	(10.1%)
Insurance	0.1%	4,500	0.1%	3,375	3,375	0.1%		0.0%
Off Duty Sheriff Patrol	0.2%	10,500	0.2%	7,875	2,337	0.1%	(5,538)	(70.3%)
Other	2.4%	123,479	2.0%	74,708	67,984	1.9%	(6,724)	(9.0%)
Subtotal Security	20.3%	1,049,379	20.7%	773,158	729,427	20.1%	(43,731)	(5.7%)
Solid Waste								
CWRS Contract	10.0%	513,600	10.3%	385,200	382,021	10.5%	(3,179)	(0.8%)
Sacramento County Admin Fee	0.6%	32,400	0.7%	24,300	24,638	0.7%	338	1.4%
Consulting	0.1%	5,000	0.1%	2,500		0.0%	(2,500)	(100.0%)
HHW Event	0.2%	12,000	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.9%	563,000	11.0%	412,000	406,659	11.2%	(5,341)	(1.3%)
General / Admin								
Wages	9.0%	462,500	9.4%	349,200	356,736	9.8%	7,536	2.2%
Employer Costs	4.9%	254,100	5.1%	190,400	172,286	4.7%	(18,114)	(9.5%)
Insurance	1.0%	54,060	1.1%	40,545	40,598	1.1%	53	0.1%
Legal	0.5%	25,000	0.5%	18,000	12,616	0.3%	(5,384)	(29.9%)
Office Supplies	0.4%	19,200	0.4%	14,400	18,436	0.5%	4,036	28.0%
Director Meetings	0.3%	18,000	0.4%	13,500	10,300	0.3%	(3,200)	(23.7%)
Telephones	0.1%	4,140	0.1%	3,105	3,357	0.1%	252	8.1%
Information Systems	1.8%	95,000	1.6%	59,600	39,344	1.1%	(20,256)	(34.0%)
Community Communications	0.2%	9,900	0.1%	4,050	5,127	0.1%	1,077	26.6%
Postage	0.4%	18,600	0.4%	13,950	14,802	0.4%	852	6.1%
Janitorial/Landscape Maint	0.3%	16,800	0.3%	12,600	15,418	0.4%	2,818	22.4%
Other	2.1%	109,810	2.1%	77,253	91,565	2.5%	14,312	18.5%
Subtotal General / Admin	21.1%	1,087,110	21.3%	796,603	780,585	21.5%	(16,018)	(2.0%)
Total Operating Expenses	100.0%	5,161,629	100.0%	3,733,413	3,628,984	100.0%	(104,429)	(2.8%)
Operating Income (Loss)	100.0%	295	100.0%	139,049	248,773	100.0%	109,724	78.9%
Non-Operating Expenses								
Water Reserve Expenditure	0.0%		0.0%		117,278	100.0%	117,278	0.0%
Total Non-Operating Expenses	0.0%	0.0%	0.0%	0.0%	117,278	100.0%	117,278	0.0%
Net Income (Loss)	100.0%	295	100.0%	139,049	131,495	100.0%	(7,554)	(5.4%)

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH MARCH 2012

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE Amount %	
WATER								
REVENUES								
Water Charges	98.6%	\$1,543,782	98.6%	\$1,160,379	\$1,150,750	98.3%	(\$9,629)	(0.8%)
Interest Earnings	0.0%	420	0.0%	315	(215)	0.0%	(530)	(168.3%)
Other Income	1.3%	20,890	1.3%	15,669	20,083	1.7%	4,414	28.2%
Total Water Revenues	100.0%	1,565,092	100.0%	1,176,363	1,170,618	100.0%	(5,745)	(0.5%)
EXPENSES (excluding depreciation)								
Wages	28.4%	383,970	30.3%	287,940	314,737	31.7%	26,797	9.3%
Employer Costs	13.5%	182,330	14.4%	137,170	139,789	14.1%	2,619	1.9%
Power	12.5%	169,000	12.2%	115,483	109,846	11.1%	(5,637)	(4.9%)
Chemicals	8.9%	120,245	8.1%	77,190	70,142	7.1%	(7,048)	(9.1%)
Maint & Repair	9.6%	129,500	10.2%	97,125	89,163	9.0%	(7,962)	(8.2%)
Meters/Boxes	4.1%	55,000	3.9%	37,250	18,435	1.9%	(18,815)	(50.5%)
Lab Tests	3.0%	40,000	2.4%	22,500	29,449	3.0%	6,949	30.9%
Permits	2.4%	32,000	2.4%	22,500	19,413	2.0%	(3,087)	(13.7%)
Training/Safety	0.6%	7,500	0.6%	5,475	6,636	0.7%	1,161	21.2%
Equipment Rental	1.6%	21,500	1.6%	15,000	25,370	2.6%	10,370	69.1%
Other Direct Costs	15.6%	211,470	13.9%	132,386	168,924	17.0%	36,538	27.6%
Operational Expenses	100.0%	1,352,515	100.0%	950,019	991,904	100.0%	41,885	4.4%
Water Income (Loss)	15.7%	212,577	23.8%	226,344	178,714	18.0%	(47,630)	(21.0%)
38.9% Net Admin Alloc	15.7%	211,751	16.0%	152,053	146,922	14.8%	(5,131)	(3.4%)
Reserve Expenditures	0.0%		0.0%		117,278	11.8%	117,278	0.0%
Total Net Income (Loss)	0.1%	826	7.8%	74,291	(85,486)	-8.6%	(159,777)	(215.1%)
SEWER								
REVENUES								
Sewer Charges	98.7%	1,128,190	98.7%	846,250	845,312	98.6%	(938)	(0.1%)
Interest Earnings	0.1%	820	0.1%	530	(59)	0.0%	(589)	(111.1%)
Other Income	1.2%	13,590	1.2%	10,188	12,400	1.4%	2,212	21.7%
Total Sewer Revenues	100.0%	1,142,600	100.0%	856,968	857,653	100.0%	685	0.1%
EXPENSES (excluding depreciation)								
Wages	28.3%	277,240	29.1%	207,900	180,881	28.6%	(27,019)	(13.0%)
Employer Costs	13.4%	131,660	13.9%	99,050	79,956	12.6%	(19,094)	(19.3%)
Power	14.7%	143,960	14.5%	103,310	98,713	15.6%	(4,597)	(4.4%)
Chemicals	8.1%	79,310	6.5%	46,350	43,290	6.8%	(3,060)	(6.6%)
Maint & Repair	15.0%	147,500	14.4%	102,750	103,082	16.3%	332	0.3%
Lab Tests	4.6%	45,000	4.6%	33,000	27,164	4.3%	(5,836)	(17.7%)
Permits	2.4%	23,130	2.9%	21,010	24,742	3.9%	3,732	17.8%
Training/Safety	1.0%	10,000	0.7%	4,875	13,242	2.1%	8,367	171.6%
Equipment Rental	1.6%	16,000	1.7%	12,000	12,427	2.0%	427	3.6%
Other Direct Costs	10.9%	106,460	11.7%	83,643	49,522	7.8%	(34,121)	(40.8%)
Operational Expenses	100.0%	980,260	100.0%	713,888	633,019	100.0%	(80,869)	(11.3%)
Sewer Income (Loss)	16.6%	162,340	20.0%	143,080	224,634	35.5%	81,554	57.0%
29.7% Net Admin Alloc	16.5%	161,672	16.3%	116,092	112,174	17.7%	(3,918)	(3.4%)
Total Net Income (Loss)	0.1%	668	3.8%	26,988	112,460	17.8%	85,472	316.7%
DRAINAGE								
REVENUES								
Drainage Charges	99.9%	163,320	99.9%	122,490	122,238	99.9%	(252)	(0.2%)
Interest Earnings	0.1%	240	0.1%	135	136	0.1%	1	0.7%
Total Drainage Revenues	100.0%	163,560	100.0%	122,625	122,374	100.0%	(251)	(0.2%)
EXPENSES (excluding depreciation)								
Wages	38.5%	49,760	42.5%	37,310	32,711	37.4%	(4,599)	(12.3%)
Employer Costs	18.3%	23,630	20.3%	17,770	14,709	16.8%	(3,061)	(17.2%)
Power	10.0%	12,900	10.8%	9,440	11,703	13.4%	2,263	24.0%
Chemicals	7.4%	9,585	5.0%	4,425	766	0.9%	(3,659)	(82.7%)
Maint & Repair	6.5%	8,400	7.2%	6,300	6,164	7.1%	(136)	(2.2%)
Permits	3.1%	4,000	0.0%		4,852	5.6%	4,852	0.0%
Equipment Rental	4.3%	5,500	5.7%	5,000	3,645	4.2%	(1,355)	(27.1%)
Other Direct Costs	12.1%	15,590	8.5%	7,500	12,839	14.7%	5,339	71.2%
Operational Expenses	100.0%	129,365	100.0%	87,745	87,389	100.0%	(356)	(0.4%)
Drainage Income (Loss)	26.4%	34,195	39.8%	34,880	34,985	40.0%	105	0.3%
6.1% Net Admin Alloc	25.7%	33,206	27.2%	23,844	23,039	26.4%	(805)	(3.4%)
Total Net Income (Loss)	0.8%	989	12.6%	11,036	11,946	13.7%	910	8.2%
SECURITY								
REVENUES								
Security Charges	96.7%	1,122,360	96.7%	841,770	841,994	95.5%	224	0.0%
Interest Earnings	0.0%	100	0.0%	75	320	0.0%	245	326.7%
Other Income	3.3%	37,932	3.3%	28,449	39,782	4.5%	11,333	39.8%
Total Security Revenues	100.0%	1,160,392	100.0%	870,294	882,096	100.0%	11,802	1.4%

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH MARCH 2012

	% of	Annual	% of	YTD	YTD	% of	YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	Total	Amount	%
EXPENSES (excluding depreciation)								
Wages	55.1%	\$578,400	56.4%	\$435,800	\$429,625	58.9%	(\$6,175)	(1.4%)
Employer Costs	31.7%	332,500	32.5%	251,400	226,106	31.0%	(25,294)	(10.1%)
Insurance	0.4%	4,500	0.4%	3,375	3,375	0.5%		0.0%
Equipment Repairs	2.2%	23,400	0.4%	3,303	9,800	1.3%	6,497	196.7%
Vehicle Maintenance	0.6%	6,700	0.6%	5,025	6,759	0.9%	1,734	34.5%
Vehicle Fuel	2.1%	21,960	2.1%	16,095	15,975	2.2%	(120)	(0.7%)
Off Duty Sheriff Patrol	1.0%	10,500	1.0%	7,875	2,337	0.3%	(5,538)	(70.3%)
Other	6.8%	71,419	6.5%	50,285	35,450	4.9%	(14,835)	(29.5%)
Operational Expenses	100.0%	1,049,379	100.0%	773,158	729,427	100.0%	(43,731)	(5.7%)
Security Income (Loss)	10.6%	111,013	12.6%	97,136	152,669	20.9%	55,533	57.2%
20.3% Net Admin Alloc	10.5%	110,503	10.3%	79,350	76,671	10.5%	(2,679)	(3.4%)
Total Net Income (Loss)	0.0%	510	2.3%	17,786	75,998	10.4%	58,212	327.3%
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	586,920	99.9%	440,190	441,975	99.9%	1,785	0.4%
Interest Earnings	0.1%	600	0.1%	300	252	0.1%	(48)	(16.0%)
Total Solid Waste Revenues	100.0%	587,520	100.0%	440,490	442,227	100.0%	1,737	0.4%
EXPENSES (excluding depreciation)								
CWRS Contract	91.2%	513,600	93.5%	385,200	382,021	93.9%	(3,179)	(0.8%)
Sacramento County Admin Fee	5.8%	32,400	5.9%	24,300	24,638	6.1%	338	1.4%
Consulting	0.9%	5,000	0.6%	2,500		0.0%	(2,500)	(100.0%)
HHW Event	2.1%	12,000	0.0%			0.0%		0.0%
Operational Expenses	100.0%	563,000	100.0%	412,000	406,659	100.0%	(5,341)	(1.3%)
Solid Waste Income (Loss)	4.4%	24,520	6.9%	28,490	35,568	8.7%	7,078	24.8%
5.0% Net Admin Alloc	4.8%	27,218	4.7%	19,544	18,885	4.6%	(659)	(3.4%)
Total Net Income (Loss)	-0.5%	(2,698)	2.2%	8,946	16,683	4.1%	7,737	86.5%
OVERALL NET INCOME(LOSS)	100.0%	295	100.0%	139,047	131,601	100.0%	(7,446)	(5.4%)

MEMORANDUM

Date: April 11, 2012
To: Board of Directors
From: Finance Committee Staff
Subject: 2012/13 Budget Review – Status Update

Draft Budget Update

Since the March Board Meeting, staff has continued to work on fine tuning the proposed 2012/13 budget in an effort to keep rate increases at a minimal level while still providing the quality of services expected by the Rancho Murieta community.

At the March 2012 meeting, the Board approved suspending the Van Vleck Ranch Permanent Irrigation Spray Fields debt service prefunding in the amount of \$147,000. The Board is hopeful that the Regional Water Quality Control Board will agree to allow the current above-ground irrigation piping to remain in place rather than requiring the District to install the permanent spray fields. The suspension of this debt service prefunding reduced the monthly average increase for a residential metered lot from 9.37% to 6.37%.

Since the March Board Meeting, the following reductions have also been identified:

	Savings
1. The Communications Committee recommends removing the cost for the paper Pipeline (Administration)	\$ 4,000
2. The Finance Committee recommends removing the additional monies added in 2012-13 for the Household Hazardous Waste Event (Solid Waste)	\$ 8,000
3. The Improvements Committee recommends adopting Option 1 of the Taste & Odor Mitigation Plan (Water)	\$24,000
4. Decrease Security Legal	\$ 3,000
5. Decrease in supplies, training and miscellaneous for Security	\$ 2,850
6. Decrease in supplies and miscellaneous for Water	\$ 2,450
7. Decrease in supplies, copy machine maintenance and miscellaneous for Sewer	\$ 5,700
Total Reductions	\$50,000

Implementing the above reductions reduces the monthly average increase for a residential metered lot from 6.37% to 4.25%.

Staff is continuing to research the implementation of a credit card processing fee to ensure compliance with Prop 26 requirements.

MEMORANDUM

Date: April 11, 2012
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of March 2012

OPERATIONS

Various snakes have been observed recently in the back area, businesses and homes. Be aware of your surroundings and do not reach in areas where you cannot see.

Interviews to establish an eligibility list for Gate Officer were held. There are some good prospects.

Patrol Officer Mike Scarzella attended the Kiwanis Kids Fishing Day at Lake Clementia. Officer Scarzella helped with baiting hooks, untangling lines, teaching casting, and assisting as needed.

Sergeant Jim Bieg and Patrol Officer Mike Scarzella attended the Kiwanis Easter Egg Hunt at Stonehouse Park. They handed out cups, pencils and magnets. The event was well attended and the weather was perfect. The Gate Officers were very busy on Saturday for the Easter Egg Hunt and on Sunday for Easter visitors.

INCIDENTS OF NOTE

March 3, Saturday, 1:50 a.m. 12th North Tee Box. Damage found while looking in area for juveniles.

March 7, Wednesday, 4:25 p.m. Murieta Parkway/Alameda Drive. A juvenile threw a "popper" at a vehicle. The driver chased the subjects, who dropped a bicycle. The bicycle was taken to North Gate. Soon a juvenile reported the bicycle as stolen. The bicycle was returned; the parents were contacted and notified of incident. No damage to the vehicle.

March 9, Friday, 4:35 p.m. Murieta Parkway. During the previous night, the resident's dog alerted to something outside. The next day damage was found to the lawn and sprinklers, possible done by a golf cart.

March 10, Saturday, 8:07 a.m. Reynosa Drive. A lawn mower was taken from the back yard. Referred to Sacramento Sheriff's Department (SSD) for a report.

March 10, Saturday, 8:29 a.m. Rio Oso at Guadalupe Drive. A street light appeared to have been shot out.

March 10, Saturday, 9:17 p.m. Reynosa Drive. A juvenile fell out of a golf cart, sustaining injuries. She was transported to the hospital by Sacramento Metro Fire Department (SMFD) Medic 59. The driver was an unlicensed juvenile.

March 11, Sunday, 5:25 a.m. Murieta Parkway at Alameda Drive. A street light appeared to have been shot out.

March 17, Saturday, 4:35 a.m. Stonehouse Park. A street light appeared to have been shot out.

March 19, Monday, 7:39 a.m. Riverview Park restroom. A toilet paper holder was knocked off the wall.

March 24, Saturday, 1:22 p.m. Sonora Drive. Keys and snow chains were taken from an unlocked vehicle. Referred to SSD for a report.

March 25, Sunday, 7:58 p.m. Equestrian Center. A red suitcase was taken from a truck. SSD report.

March 26, Monday, 9:25 a.m. Cardoza Court. Property was taken from an unlocked shed. SSD report.

During March, District Patrol Officers responded to complaints of juvenile disturbances, doorbell ditching and loud people and parties.

RMA CITATIONS/ADMONISHMENTS

Chief Remson reported on the following Rancho Murieta Association (RMA) rule violation citations for the month of March: 22 speeding, 18 stop sign, and 7 driveway parking. RMA rule violation admonishments and/or complaints for the month of March: 39 loose dogs, 12 speeding, and 10 open garage doors. Also discussed was the process of notifying residents of speeding and stop sign violations, and residents being responsible for guest violations.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

The meeting was held April 2, 2012. There were appearances regarding speeding and stop sign. The next meeting will be on Monday, May 7, 2012 at 1:00 p.m.

JOINT SECURITY COMMITTEE MEETING

Meetings have been cancelled until further notice.

JAMES L. NOLLER SAFETY CENTER

The Safety Center has been open most Mondays and Wednesdays from 10:00 a.m. to 2:00 p.m. VIPS Jackie Villa and Steve Lentz in patrolling the District as another set of "eyes and ears".

The Safety Center is also available to all law enforcement officers for report writing, meal breaks and any other needs that arise.

Anyone who is interested in joining the VIPS program or would like information on the Neighborhood Watch program can contact the VIPS at the Safety Center office at 354-8509.

NEW NORTH GATE

There has been no forward progress on building a new gate.

MEMORANDUM

Date: April 10, 2012
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

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

Water

Water Treatment Plant #1 production is at 0.75 million gallons per day (MGD). Plant #2 is has been cleaned and disinfected and will be ready for operation when demand picks up. Total potable water production for March 2012 was approximately 24.6 million gallons (MG) or approximately 75.4acre-feet, 3 MG less than our ten (10) year average.

Maintenance this past month included the annual maintenance servicing for the chlorine storage and feed system, completed by Borges & Mahoney. Staff completed the replacement of flexible chemical feed lines with schedule 80 PVC, repaired the Plant #2 drum screen and flushed the raw water line feeding the water treatment plant.

Water Source of Supply

Raw water diversion continues from the Cosumnes River to storage in our Calero Reservoir using its two (2) minor capacity pumps (125hp each). On April 4, 2012 Calero, Chesbro, and Clementia Reservoirs' combined raw water storage was measured at 4,615 acre-feet. Total storage volume for just Calero and Chesbro was 3,665.8 acre-feet. As the reservoirs volumes are near their spillways, we are currently only running the diversion pumps during SMUDs off-peak hours to help conserve energy costs. On April 15 of each year, the Department of Dam Safety allows us to put stop logs in the spillways which allow us to fill the reservoirs even more.



Inflow structure at Calero Reservoir on April 5, 2012.

Wastewater

Influent wastewater flow averaged 0.406 MGD, approximately 36.2 acre-feet, to the wastewater plant during February 2012. This is the lowest monthly influent total in the past ten years. A total of 335 acre-feet of secondary wastewater was measured in the secondary storage reservoirs on April 4, 2012. The secondary storage plus our seven (7) year average influent flow from April – October of 275 acre-feet will provide more than an adequate supply of reclaimed water to the Rancho Murieta Country Club (RMCC) for irrigation use. It has been communicated to RMCC that we are ready to begin supplying reclaimed water as soon as they are ready to receive it.

Maintenance this past month included the reinstallation by Kirby Pump and Mechanical Inc. of the North Course Pumps and Tertiary Pumps. Staff continued cleaning and preparing the biosolids drying beds, purchasing chemicals, making repairs to the tertiary plant, and conditioning instrumentation for the upcoming reclamation season. TESCO Controls is continuing to work on the PLC upgrade project which is nearly complete.



Old view of WW Plant RTU(remote terminal unit) #1



Preview of new panels with HMI (Human machine interface)

Collections

After experiencing issues with flows, staff removed approximately three (3) gallons worth of rock from the discharge piping of the Crest sewer lift station. Staff removed an emergency sewer line blockage with the help of Rotor-Rooter this past month at Guadalupe Drive near 1 Park. Utility staff has been inspecting sewer collection lines throughout the District for obstructions, finding a lot of non-approved plantings in easements. Staff is making contact with the residents to work out removing obstructions, if practical. If not, staff is adding the areas to their “hot spots” maintenance list for annual maintenance.

Drainage

Staff continues to conduct storm water inspections before, during and after rainfall events to ensure that there are no issues with erosion in the District. We will begin cutting vegetation in the drainage ditches once the rains stop and they begin to dry up. The first midge fly treatment should occur this month in Laguna Joaquin, depending on when our contractor receives the product.

Utility Operations

Staff has been working to clean vegetation, debris, and a small landslide, as well as make repairs, to prepare the CIA ditch for this upcoming irrigation season. Meter maintenance completed last month included four (4) water meter, ten (10) registers, eight (8) MXU replacements, and three (3) MXU re-wiring. Utility staff has also worked to clean out and make repairs to wastewater biosolids drying beds #7 and #4 to prepare for the upcoming reclamation plant operating season.

April 10, 2012

Board of Directors
Rancho Murieta Community
Service District
PO Box 1050
Rancho Murieta, Ca 95683

This letter is in response to your Proposed Rate increase notice of March 30, 2012. As the District (Board of Directors) has had numerous rate increases of the past, recent years, you cannot expect people in your district to constantly make up for reduction in property tax revenue. As a past Business owner, I know there are always plans to save money and live within your allotted Budget! Consider residents who have retired here, live on a fixed income and have survived our economic crash. It is time - past time - you should the sacrifice.

Susan Heffington
6528 Chesbro Circle
Rancho Murieta, Ca 95683
Lot # 2024
Acct # 3202401

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Edward R Crouse, General Manager
Subject: Provide Direction to Parks Committee Representative Regarding Community Recreation Center and Aquatic Complex

Director Ferraro is asking for Board direction on the District's position regarding the Community Recreation Center and Aquatic Complex for the up-coming Parks Committee meeting.

Rancho Murieta Association (RMA) has tentatively scheduled the next Parks Committee meeting for May 10, 2012. Attached is the meeting's agenda.

Also attached is the business plan for the recreation center.

RANCHO MURIETA PARKS COMMITTEE MEETING

Thursday, May 10, 2012 at 10:00 a.m.

Rancho Murieta Association Building
7191 Murieta Parkway

PLEASE CALL 354-3500 IF YOU ARE UNABLE TO ATTEND THE MEETING

Jim Moore, RMA
Tim Maybee, RMA
Betty Ferraro, CSD
TBD – Land Owner
TBD – Land Owner

Dick Taylor, CSD alt

Mark Parsons, RMA staff
Nick Arther, RMA staff
Danise Hetland, RMA staff
Darlene Myers, RMA staff
Ed Crouse, CSD staff
Darlene Gillum, CSD staff

AGENDA

- | | | | |
|-----|--|------------------|------------|
| 1. | Call to Order | | 10:00 a.m. |
| 2. | Elect a Committee Chair | COMMITTEE ACTION | 10:05 a.m. |
| 3. | Approve Minutes for January 28, 2010 | COMMITTEE ACTION | 10:10 a.m. |
| 4. | Parks Fund Balance for year ending 2009, 2010 and 2011 | | 10:15 a.m. |
| 5. | Reimbursement of Taxes paid on Interest Income of Parks Fund by RMA for year ending 2008, 2009 and 2010 | COMMITTEE ACTION | 10:20 a.m. |
| 6. | Discussion on the use of funds currently ear marked by RMA for future contributions to Parks and future credits for the proposed Community Recreation & Aquatic Center | COMMITTEE ACTION | 10:25 a.m. |
| 7. | Review and Update Park Matrix | COMMITTEE ACTION | 10:55 a.m. |
| 8. | Other Business | | 11:15 a.m. |
| 9. | Next meeting date – Thursday, August 9, 2012 at 10:00 a.m. | | 11:20 a.m. |
| 10. | Adjournment | | 11:20 a.m. |

RANCHO MURIETA ASSOCIATION



Community Recreation & Aquatic Center

BUSINESS PLAN

Rancho Murieta, California

April 10, 2012



Community Recreation and Aquatic Center



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Overview and Purpose of the Business Plan

The Rancho Murieta Association (RMA) is proposing to build a Community Recreation & Aquatic Center (CR&AC) that would occupy approximately four acres in an easily accessible location within Rancho Murieta. This facility would consist of an indoor facility that would house a large multipurpose room for various activities, a workout room, a youth/teen room, food serving/warming kitchen, offices, and restrooms accessible to the exterior. The proposed facility would have an outdoor competition-sized swimming pool along with a tot pool and adjacent shaded and un-shaded lounging areas. This business plan addresses the pre-design phase of the project as defined by the CR&AC Ad Hoc Committee Charter (Appendix A). If the project is approved by the RMA membership, it will take approximately 12 months to select an architect to prepare the design and construction documents, obtain a building permit, solicit bids for the construction of the project and award the construction contract. It will take an additional 8 to 12 months for construction of the facility.

The purpose of this business plan is to provide guidance to the Rancho Murieta Association Board of Directors and support staff in major aspects of the proposed recreational facility. It is also intended to provide relevant demographics, a recommended site location, suggested design and cost estimates and to offer suggested procedures to use for the design, building and operation of the proposed recreational facility. This business plan is intended to help identify and document strengths, weaknesses and key areas where we need to develop expertise.

Project Background and History

It's no secret over the past ten years that there has been an ever increasing recreational demand placed on our community from both the young and old alike. Members of the Rancho Murieta Association Board of Directors recognize that the community needs a facility that would offer programs for the entire family. A place where mom can take an aerobics class; while Tommy works on his tumbling skills; while dad takes Sarah to her swim meet at the pool; and at the same time grandma is leaving a pottery class at the senior lounge and then heading for a dance class.

The current Rancho Murieta Association building was built in 1978 and has insufficient space available to serve the recreational and social needs of our Rancho Murieta citizens. A new recreation center is intended to meet these needs of the Rancho Murieta community.

Over the past twenty years there have been many leaders of our community who have attempted to bring a recreation center to Rancho Murieta to create affordable recreation opportunities that would improve our real estate values, promote community wellness and combat juvenile delinquency and vandalism. Most of these attempts came to a standstill in their planning stages. In August of 2010, RMA launched a public involvement campaign to engage the community in gathering input for a new Community Recreation and Aquatic Center.

The CR&AC Ad Hoc Committee, consisting of eight members, was constituted by the RMA Board of Directors to function as part of the team for this planning process. Applicants were recruited who had a broad understanding of community needs, community institutions and systems and services that are related to community recreation center operations.

The CR&AC Ad Hoc Committee was asked to review demographic and facility data, examine future trends that could impact this facility and engage the community in dialogue regarding the future direction of the recreational facility. The committee was also asked to formulate options to address facility amenities and then present recommendations to the RMA Board of Directors. Over the sixteen month planning process, hundreds of RMA members participated in the information gathering and public input process. The team worked with the community to determine the needed and desired facility components based on budgetary goals and to validate previous analysis and survey work. The team also worked with the RMA staff to evaluate and assess current facilities and programs in addition to desired future activities. Based on the information gathered in these surveys, town hall meetings and neighborhood focus groups, a proposed design has been developed that incorporates the most highly desired amenities as viewed by the community. Once approved by the membership and as a part of the next phase of this project, a more detailed plan will be developed and finalized.

RMA Project Mission

"To promote a healthier lifestyle by providing a recreational facility with quality recreation and leisure programs to the RMA membership and do so in a fiscally responsible way".

RMA Project Goal

Build a Community Recreation and Aquatic Center that can be efficiently operated and maintained as a multi-generational facility that serves people of all ages and abilities that will:

- Offer a wide range of activities that promote social interaction, culture, wellness and recreation for all age groups
- Create a multi-use facility through flexible scheduling and programs that respond to the present and changing interests of Rancho Murieta
- Reflect a character and identity that captures the qualities and spirit of Rancho Murieta
- Compliment but not duplicate services available to the community
- Provide a facility plan that is financially feasible, affordable and sustainable
- Include an implementation plan and expansion strategy

Rancho Murieta Lifestyle and Demographics Analysis

In evaluating the needs of the Rancho Murieta residents as they relate to a Community Recreational and Aquatic Center, a number of national and statewide trends are important to consider. These trends can be roughly divided under the headings of general demographics data, age distribution, educational attainment and annual household income. The Rancho Murieta population consists of mainly older, upper-class, college-educated professionals. In 2009, the Nielsen Claritas Company¹, a leading global information and measurement company that provides market research, insights and data about what people watch and what people buy, classified Rancho Murieta's overall lifestyle as Affluent Empty Nesters. According to Nielsen, these upscale empty-nesting couples enjoy the trappings of success including belonging to the Country Club, maintaining large investment portfolios, and spending freely on computer technology.

Recreational Demands

As our communities' and our nation's leisure time has been increasing, our health habits have not, which has placed demands on the RMA Staff and management to provide access to a more healthy style of living. These demands are being met nationally by the creation of recreational facilities around the nation. Recent data from Onboard Informatics² reveals that the current national trend is toward a "one-stop" facility to serve all ages. According to the National Sporting Goods Association³, among sports and activities with 10 million or more participants, in 2010 the overall leader was exercise walking with 95.8 million participants, followed by exercising with equipment at 55.3 million participants, followed by swimming with 51.9 million participants, then bicycle riding with 39.8 million, then aerobic exercising with 38.5 million participants, followed by hiking with 37.7 million, then running/jogging with 35.5 million and finally tennis with 12.3 million participants.

Amenities that are becoming "typical" include:

- Multi-purpose, large regional centers for all ages/abilities with all amenities in one place
- Basketball & volleyball courts
- Interactive game rooms
- Indoor walking tracks
- Climbing walls
- Indoor soccer fields

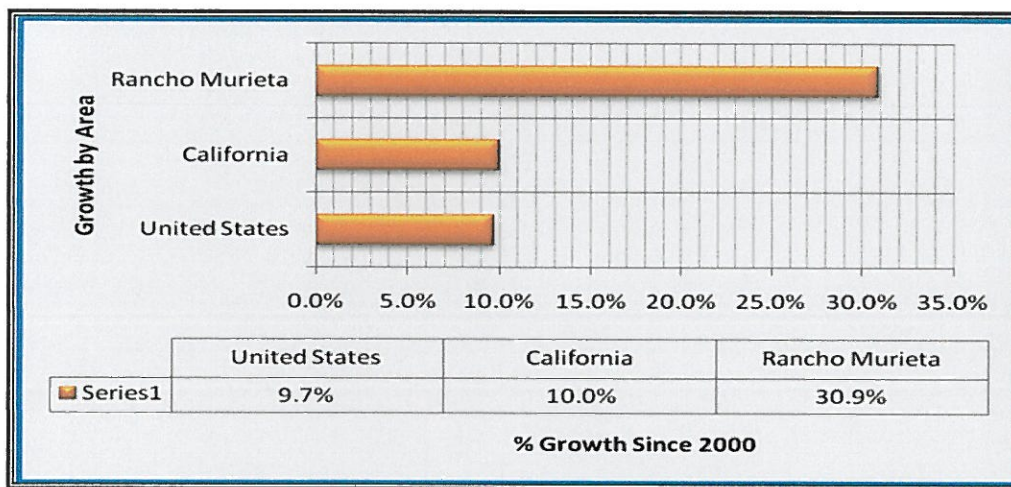
Recreational Use and Advantages

There are considerable positive health and economic impacts to our community that could be gained through the construction of this new recreational facility. Recreation promotes family and community bonds that last a lifetime. That's one of the many reasons that recreation contributes to our quality of life. It has numerous health and social benefits including improving physical fitness, reducing stress, increasing life satisfaction, and discouraging youth vandalism. Recreational space components include a multi-purpose meeting area, a cardio-fitness/weight room and an aerobics/dance studio. Add a community hall, and youth activity room with a lobby and it becomes clear how this facility becomes the communities' key social and gathering center.

An aquatic center with a competition-sized swimming pool will further attract and encourage the entire family to healthy lifestyle habits while also serving as a learning resource for aquatic safety principles that can be applied to surrounding open bodies of water and confined swimming spaces alike, reducing the likelihood of drowning fatalities. With drowning as the second leading cause of death among children, a strong water safety and awareness program on a community level can help prevent needless tragedies.

United States and Rancho Murieta Population Growth and Aging Trends

Data from the 2010 Census⁴ depicted in the graph below shows that the population for Rancho Murieta in 2010 grew to 5,488 which represents a growth in population of about 31 % since the last Census was taken in 2000.

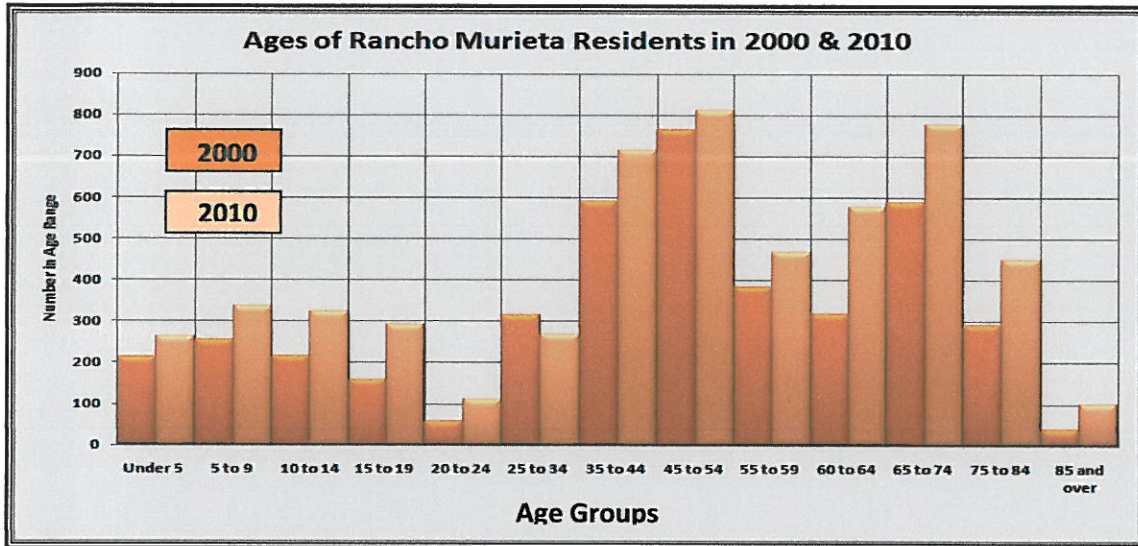


America and Rancho Murieta are growing in population but they are also aging. In 2010, the median age nationally was 37 years, and by 2030 the median age nationally will be 39 years. In the United States, the current life expectancy at birth is 77.9 years and there is a growing body of evidence that indicates that aging has more to do with lifestyle and health behaviors than genetics. Seniors are the fastest growing segment of health club memberships, according to the International Health, Racquet and Sports club Association (IHRSA)⁵. Data from a National Sporting Goods Association (NSGA) survey shows that the top three sports activities for persons 65 years and older in 2004 were: exercise walking, exercising with equipment and swimming. Baby boomers make up approximately 25% of the total population in the United States and according to IHRSA data for 2003, 91% of boomers feel the need to take measures to ensure their future health. Boomers are using recreational facilities to stay in shape and accounted for 37.6% of all health club memberships. The National Sporting Goods Association Survey on sports participation found that the top five activities are: walking, swimming, bicycle riding, hiking and fishing. Additionally, the following active, organized, or skill development activities still remain popular: field sports, skateboarding and inline skating, golf, aerobic exercise, yoga, tai chi, pilates and martial arts.

The most current 2010 census data shows that between the years of 2000 and 2010 the median age in Rancho Murieta increased from 49.4 to 50.1 years of age. The median age of 50.1 is approximately 14 years older than the national median age.

Age Groups in Rancho Murieta

The breakdown of Rancho Murieta population by age groups in 2000 and 2010 is shown in the chart below. Knowledge of these groups plays an important part of how a community center should be designed and therefore be explored. The graph shows the age group with the biggest increase between 2000 and 2010 was the group between the ages of 65 to 74 with the only decrease occurring in the 25 to 34 age groups. It must be remembered that the population of the United States as a whole is aging and it is common to find negative growth numbers in the younger age groups and net gains nearing 20% in the 45 plus age groupings in communities which are more stable in their population numbers.



The graph above depicts data from the 2010 Census and shows what the age breakdown of the Rancho Murieta residents was in 2000 and 2010. It is key to note that in 2010 the age bracket of non-voters (typically in the 0 to 19 year age bracket) accounted for 1,213 of the community or 22.1 % of the total population. Also key is that the 60 and over age brackets accounted for 1,904 of the community or 34.7% of the total population in 2010. This leaves 42.3% of the population or 2,371 individuals that would typically have children living at home that may participate in teen/young adult programs offered at a recreational facility. Assuming that there is an average of two adults per household in the 20 and over range, it is plain to see that a very large number of both young adults and seniors are needed to support and vote for this project to become a reality.

The significance of various age groups relative to recreational activities is summarized below:

5% are under 5 years

This group represents users of preschool and tot programs and facilities, and as trails and open space users, are often in strollers. These individuals are the future participants in youth activities.

12 % are between 5 to 14 years old

This group represents current youth program participants.

7 % are between 15 to 24 years old

This group represents teen/young adult program participants moving out of the youth programs and into adult programs. Members of this age group are often seasonal employment seekers.

5 % are between 25 to 34 years old

This group represents involvement in adult programming with characteristics of beginning long-term relationships and establishing families.

30% are between 35 to 54 years old

This group represents users of a wide range of adult programming and park facilities. Their characteristics extend from having children using preschool and youth programs to becoming empty nesters.

18 % are between 55 to 64 years old

This group represents users of older adult programming exhibiting the characteristics of approaching retirement or already retired and typically enjoying grandchildren.

23% are over 65 years

Nationally, this group will be increasing dramatically. Current population projections suggest that this group will grow almost 70% in the next 12 years. Health, wellness and social opportunities for this group should significantly impact the health of older adults. Recreation facilities and programs should serve as a significant link in the health care system. This group includes very healthy active seniors to more physically inactive seniors.

Housing Demographics in Rancho Murieta

Rancho Murieta occupies an area of approximately 3,500 acres. The average household size in Rancho Murieta in 2010 was 2.39 people as compared to the California average household size in 2010 of 2.9 people. The table of household by type below shows that in Rancho Murieta, a very large percentage of the households are occupied by individuals that are 65 years and over. This demographic suggests that a major thrust of the Recreation & Aquatics Center amenities should be aimed toward activities that would be beneficial to the 65 years and over age group.

HOUSEHOLDS BY TYPE	HOUSEHOLDS BY TYPE
Total housing units	2,436
Households with individuals under 18 years	617
Households with individuals 65 years and over	896
Average household size	2.39
Average family size	2.72

Note: The demographic data includes approximately 300 housing units in The Villas and The Villages which are not part of RMA and tend to skew the average age upward a very small amount.

Household Income

Recreation Participation Patterns¹⁰ notes that households with more than \$50,000 in annual income were far more likely to participate in recreational activities than households with incomes ranging between \$20,000 and \$50,000. Similarly, those households with less than \$20,000 in annual income were less likely to participate in recreational activities than households with annual incomes ranging between \$20,000 and \$50,000. This and other studies point to the conclusion that affordability of any recreational activity is a key issue.

According to U.S. News, the 2010 median household income for Rancho Murieta was \$109,537 which is significantly higher than the California median household of \$58,931 and the United States median of \$50,221. The median household income level must be balanced against the cost of living for the area to determine possible discretionary income available for recreation purposes. While the income level for Rancho Murieta was significantly higher than the national average in 2010, the relative cost of living for the area was only 103.2%¹¹ of the national average. These two factors make the level of discretionary income available for recreation purposes in Rancho Murieta very strong.

Income and Recreational Activities

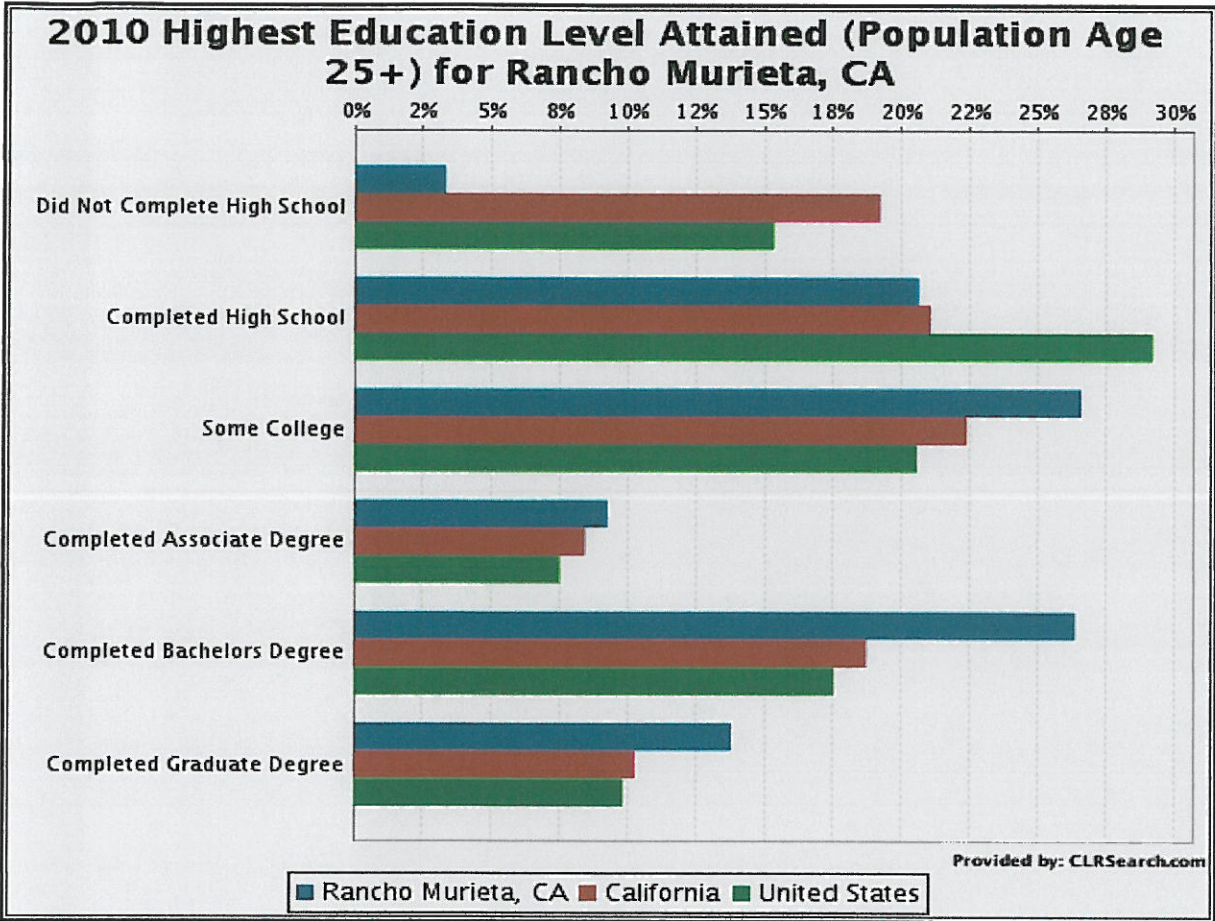
Americans spend more than \$300 billion on recreation annually and the greater the household income, the more likely that members started a new recreational activity in the last year and patronized public parks and recreation services. The most socially and politically active group in the United States is also the most recreationally active. The expenditures and household expenses of Rancho Murieta, California and the United States are shown in the table below. Note that the data shows that Rancho Murieta households spent 145% of the National average for Health Care in 2008.

Expenditures & Household Expense Index			
Expenditures	Rancho Murieta	California	United States
Sales Tax Rate	8.88%	NA	NA
Average Total Household Expenditure	\$84,783	\$60,645	\$54,001
Apparel	158	113	100
Education	184	119	100
Entertainment	160	113	100
Food and Beverages	149	111	100
Health Care	145	109	100
Household Furnishings and Equipment	166	113	100
Shelter	159	113	100
Household Operations	175	116	100
Miscellaneous Expenses	150	111	100
Personal Care	154	112	100
Reading	158	112	100
Tobacco	124	106	100
Transportation	151	111	100
Utilities	142	110	100
Gifts	181	116	100

Education in Rancho Murieta

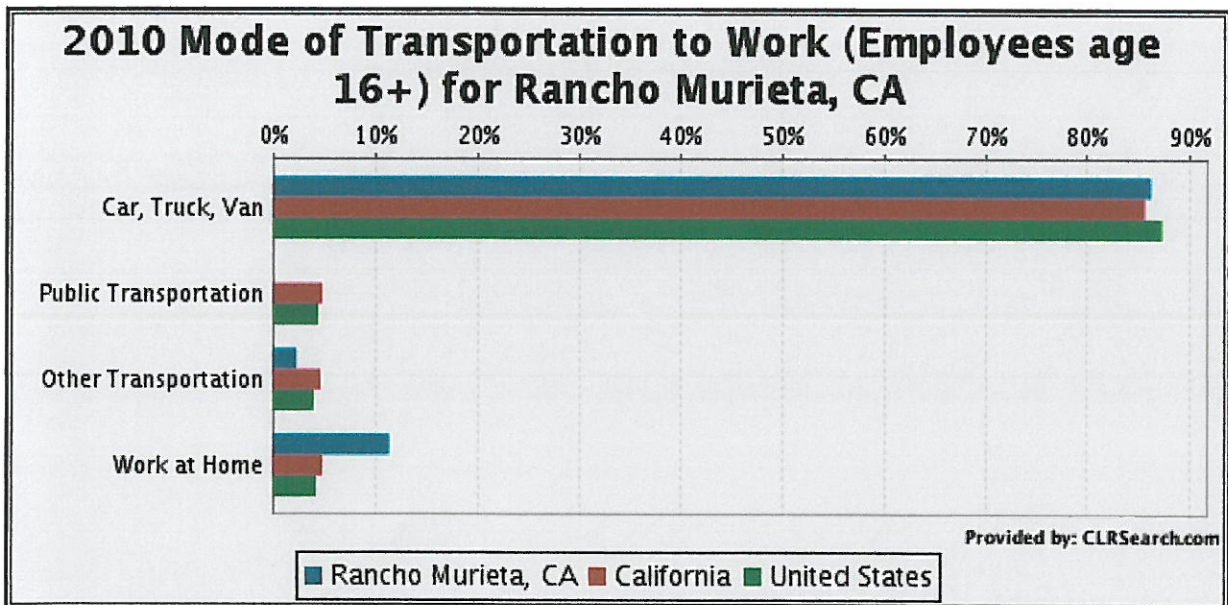
In much of the published recreation related research, there appears to be a correlation between educational attainment levels and participation in recreational activities. In a recent report it was determined that persons with a college degree or greater reported significantly higher recreational participation rates than those with a high school diploma or less. This study reported that 44 percent of adults with less than a high school education were inactive while only 15 percent of college graduates were inactive.

As the following table shows, Rancho Murieta has a greater percentage than both the state and national averages for attaining greater than a high school diploma. According to the U.S Census Bureau, Rancho Murieta has a higher percentage of residents with some college and/or Associates degrees compared with both the county and state, and a higher percentage of residents with bachelor's or higher degrees.



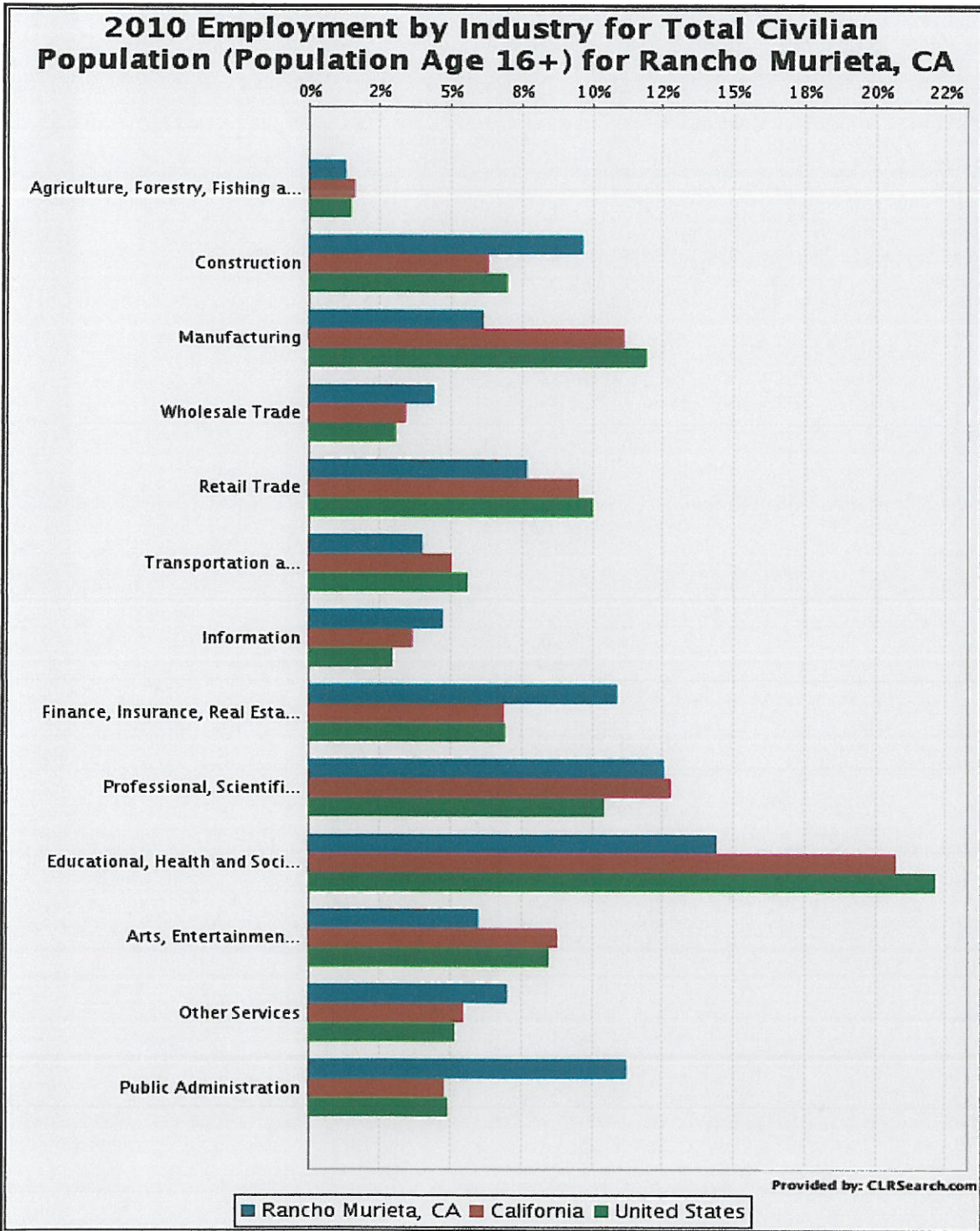
Worker Travel in Rancho Murieta

As shown in the graph below, a smaller percentage of the workers in Rancho Murieta walk or bike to work as compared to workers in both California and the United States thus decreasing the average daily exercise of our Rancho Murieta workforce.



Employment in Rancho Murieta

According to CLRSearch.com¹¹, of the employed work force in Rancho Murieta in 2010, approximately 75.27 % are engaged in white collar professions such as management, business, financial and sales, and the blue collar workforce comprises (24.73%). The graph below shows that California has a slightly higher percentage of people engaged in white collar occupations (78.88 %) as compared to Rancho Murieta.



Health Statistics and Advantages of Athletic Recreation

Based upon data collected through the Behavioral Risk Factor Surveillance System (BRFSS)⁶, the prevalence of obesity in California is estimated to increase from the current level of 28.80% obese to 41.30% obese in 2018. The BRFSS is a collaborative project of the Centers for Disease Control and Prevention (CDC) and U.S. states and territories. Administered by the CDC, the survey is designed to measure behavioral risk factors for the adult population (18 years of age or older).

According to the United Health Foundation⁷, obesity has increased 132 percent from 11.6 percent of the population in 1990 to 26.9 percent in 2010; meaning that today, more than one in four Americans are considered obese. If current trends continue, 103 million American adults will be considered obese by 2018. Obesity is growing faster than any previous public health issue our nation has faced. California ranked 23rd in the obesity rating in 2009; it was 24th in 2008. Obesity continues to be one of the fastest growing health issues in our nation and America is spending billions in direct health care costs associated with poor diet and physical inactivity. If rates continue to increase at their current levels, the U.S. is expected to spend \$344 billion on health care costs attributable to obesity in 2018. Obesity-related direct expenditures are expected to account for more than 21 percent of the nation's direct health care spending in 2018.

If obesity levels were held at their current rates, the U.S. could save an estimated \$820 per adult in health care costs by 2018 - a savings of almost \$200 billion dollars. Today, it is estimated that \$8.6 billion dollars is spent due to obesity in California. With the projected increase in obesity levels, this will increase to \$344 billion dollars in 2018 or about \$1,348 dollars per adult in California. Since data shows that the adult obesity rate in Rancho Murieta was 25.0 % as compared to the California average of 21.3 % in 2006 one could hypothesize that in 2018 Rancho Murieta citizens could save about \$1,582 dollars in health care costs annually by exercising and losing weight.



Potential Economic Impact of the Community Recreation Center

A direct positive economic impact of the Community Recreation Center is anticipated through the creation of jobs, special events and rentals, admission and use fees, as well as through local users, event participants and spectators and visitors making use of community services and food and beverage venues. Indirect positive economic impact is also anticipated from this facility through attracting business location or relocation, attracting persons to move to or retire in the area, and enhancing real estate values.

Additional Advantages of Athletic Recreation to Rancho Murieta

According to data published by the "White House Office of National Drug Control"⁸, the top five reasons kids 9 to 17 Say "No" to Drugs are:

1. Sports = 30%
2. Hobbies = 16%
3. Family and Friends = 14%
4. Arts = 12%
5. Music = 11%

Over half of teens surveyed (54%) said they wouldn't spend as much screen time if they had other things to do. The same number indicated they wished there were more community or neighborhood based programs and two-thirds said they'd participate if they were available (Penn, Schoen & Bertrand)⁹.

Facility Operating Efficiencies and Opportunities

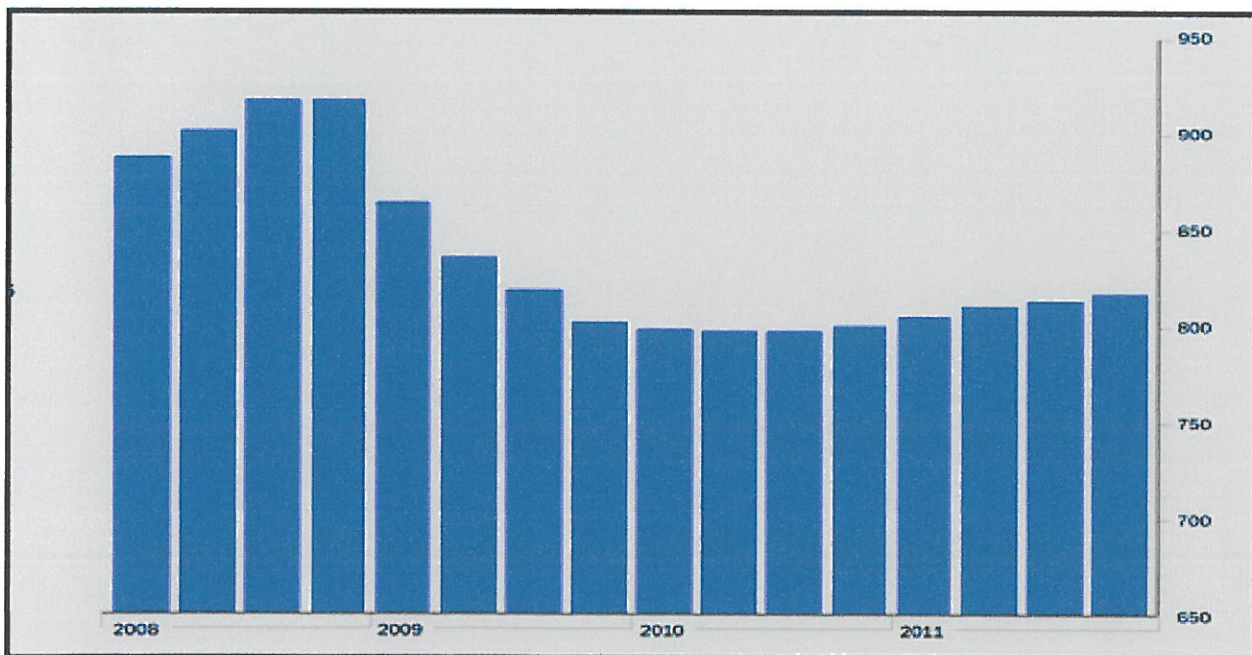
The existing RMA Building is an old structure and staff has maximized programming opportunities and keeps the facility functional but due to its size it has limited recreational use. It would be beneficial to keep the existing RMA building in use as an administrative facility, however it is recommended that the best investment for Rancho Murieta is to build a completely new recreational facility with new technologies, energy efficient materials, and mechanical systems as opposed to a major renovation and retrofit of the existing building.

Is this the Right Time?

During the community input gathering process, many of the members asked "Is now the right time to build a Community Recreation & Aquatic Center in light of the downturn in the economy?"

Data collected by the Turner Construction Company¹² has shown that the nationwide costs of building a complex such as this hit a recent low in 2010 and has since started to climb. The graph below shows the Turner Building Cost Indices history between 2008 and the end of 2011. The Turner Company has prepared the construction cost forecast for more than 80 years and is used widely by the construction industry and federal and state governments. The Cost Index is determined by several factors considered on a nationwide basis, including labor rates and productivity, material prices and the competitive condition of the marketplace. The Turner Building Cost Index measures costs in the non-residential building construction market in the United States.

The Turner Building Cost Index for 2011 reflects a 13% decrease from the fourth quarter of 2008 and 2.01% yearly increase from the recent average yearly low, which occurred in 2010. The fourth quarter 2011 Turner Building Cost Index has slightly increased over the third quarter of 2011. Commodity and material prices, although stable, have been putting slight upward pressure on construction prices and there are some indications of material price increases in the first part of 2012. Many experts in the field believe that this growth will accelerate in the next few years back to the 2008 level.



Turner Building Cost Index History

Expected Community Use

Based on the demographic data within Rancho Murieta, national and statewide aquatic and recreational participation trends and comparisons with aquatic facility user rates in other markets, it can be estimated that an average of five percent of the local population from Rancho Murieta is likely to use an aquatic facility on a weekly basis. Using 2010 Census population numbers, this translates into an average of 280 weekly users. To be conservative, one should subtract the weeks surrounding the Thanksgiving and Christmas holidays. These figures result in up to 13,440 annual visitors to the Recreation and Aquatic Center.

These figures are estimates and do not guarantee a certain level of visitation, but can be used for planning purposes. The presence of complimentary features and services such as a day care, walking paths, cardiovascular and weight training equipment and others could add a substantial boost to user rates.

RMA Member Involvement Process

Since the inception of the Community Recreation and Aquatic Center Ad Hoc Committee in August of 2010, committee members have been holding regular monthly meetings while gathering and formatting pertinent information which would be necessary to design and build a recreation and aquatic facility. Their efforts have resulted in the belief that there is widespread support for the project, although it is reportedly tinged with a degree of skepticism. The skepticism stems from the fact that community members have been discussing building a recreation and aquatic facility for a number of years with no success to date. However, up to this point, no concentrated effort had been made to evaluate the overall level of public support.

To better measure the level of public support, the Ad Hoc Committee developed an on-line survey to better gauge the needs and desires of the Rancho Murieta community. The Ad Hoc Committee toured several recreational and aquatic centers in the area to better understand the type of amenities that they were providing and to get a sense of how they were, or were not, meeting the needs of their users. Based on committee member input and the facility tours, a list of possible recreation and aquatic center amenities was compiled. This list was then voted upon by the Ad Hoc Committee to establish a tailored list of amenities that may be possibly desired by the RMA members. This tailored list was used to make up the survey form shown below.

Between May 18, 2011 and July 1, 2011, an online survey was conducted via the RMA website where members could vote on which amenities they wanted to be contained in the Community Recreation & Aquatic Center. The existence of this survey was publicized on RanchoMurietaWeb.org, RanchoMurieta.com, the local channel 5 television station and in the River Valley Times newspaper.

Between July 2011 and January 2012, neighborhood focus meetings were held to explain the program and to have attendees voice their opinions and fill out a hard copy of the survey form. During the on-line survey period, there were 310 of the 2,319 Rancho Murieta households that responded which equates to a response rate of almost thirteen percent. The subsequent neighborhood focus group sessions collected another 48 surveys that were filled out and reviewed as part of the amenity selection process. This response rate of 358 out of 2,319 RMA members is not generally considered statistically significant, but is not otherwise considered a poor rate of response for a survey of this type.

Below is a copy of the survey form followed by a summary of the results of the survey. It must be noted that not all of the RMA members frequent the RMA or Rancho Murieta.com websites or had access to the questionnaire. Because of the lack of comprehensive questionnaire response, there are obvious limitations with the results of this survey.

Community Recreation & Aquatic Center Survey

Enter your
RMA Lot
Number

↓

(One Vote per Lot Number Please)

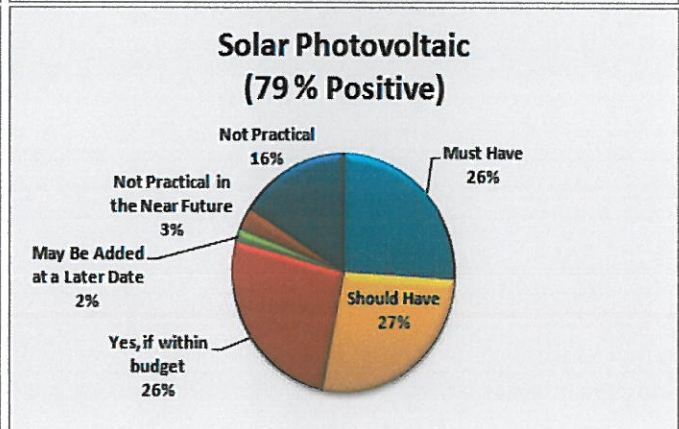
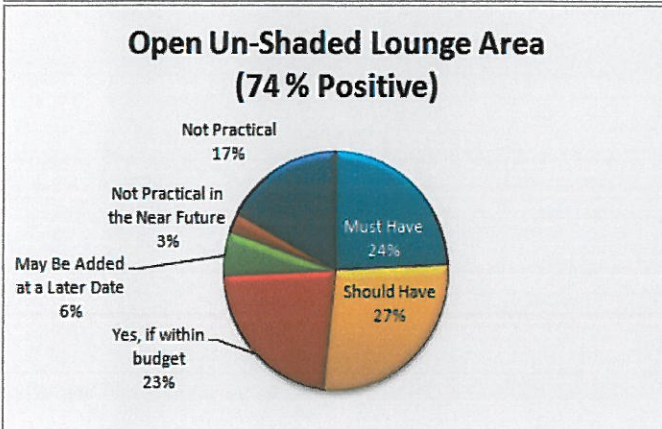
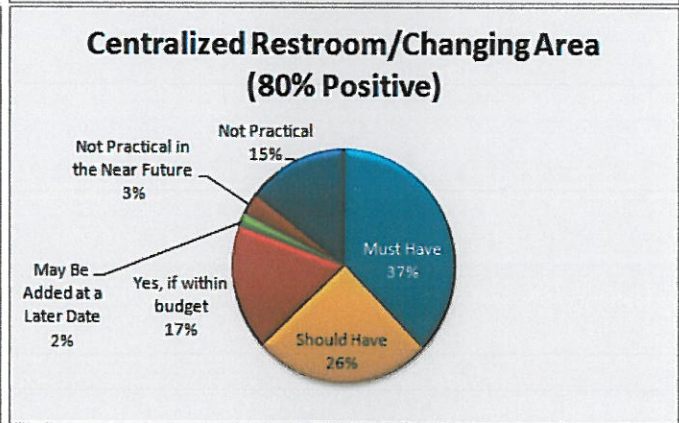
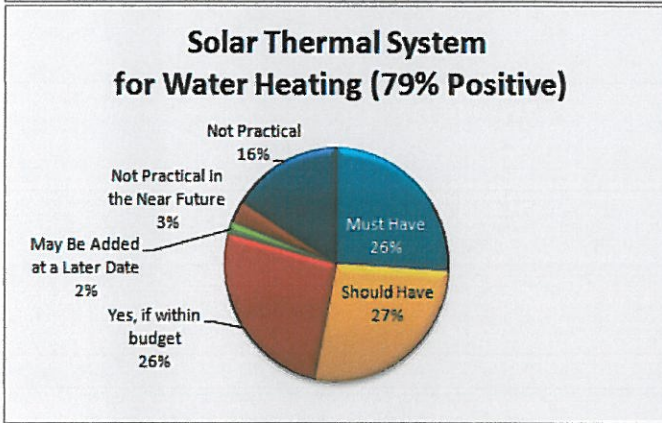
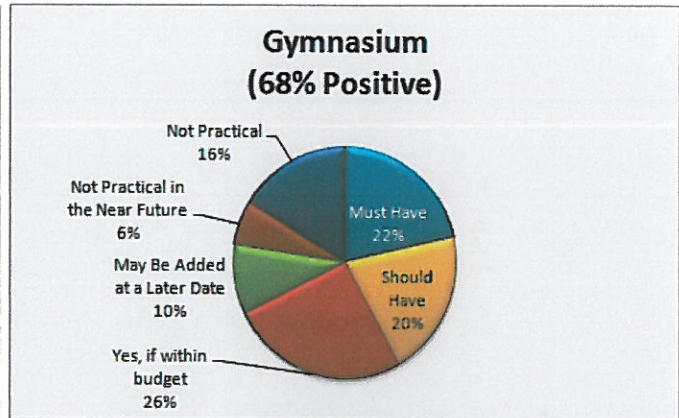
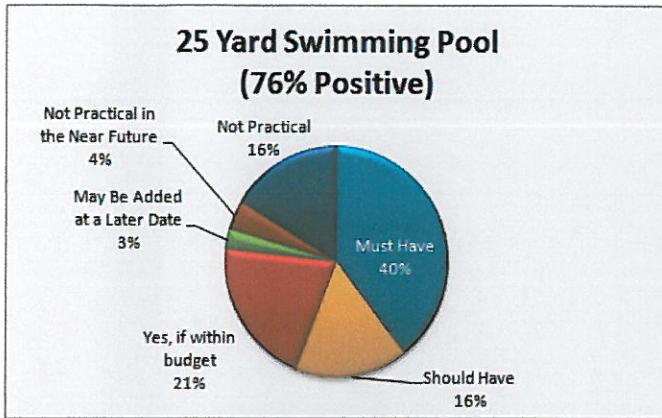
Ranking of Possible Outdoor Community Center Elements (Add up to 3 other elements as desired)

Item No.	Amenities.	Must Have	Should Have	Yes, if within Budget	May Be added later	Not Practical in near future	Not Practical
	Please rank your desired elements by putting an (X) in only one of the six boxes in each horizontal row below.						
1	25 yard pool, 6-10 lanes wide, 4 foot deep minimum						
2	Easy-entry – sloping shallow area/mechanical chair assist						
3	Separate tot pool w/spray fountains						
4	Separate pop-fountain/water park area of youth activity						
5	Water slide into/at main pool						
6	Hot tub/spa						
7	Outdoor shower area						
8	Covered areas for shading; lounge activity only						
9	Open (un-shaded) lounge area; turf, hard cape, or artificial turf						
10	Snack-bar serving both cold and hot quick/ready foods.						
11	Adjacent (outside fenced area) picnic/lounging areas where food can be prepared						
12	Solar thermal system for water heating						
13	Solar Photovoltaic panels to reduce grid electrical demands.						
14	Standard 100' x 60' Gymnasium-Basketball; volley ball; multi-purpose room. Possible stage and/or drop down screen for community event presentations.						
15	'Complementing', non competitive amenities against those that already exist in the community.						
16	Separate aerobics/karate/dance room with ability to provide padded floor area. Permanent or temporary, more flexible mats.						
17	Fitness /Weight room; work-out room; exercise machine centric.						
18	Non-athletic multi-purpose meeting room(s). Larger, flexible space room, with partitions for meetings; board/card games, classes, etc.						
19	Staff offices/entry/greeting/check-in area						
20	Game/Teen room; billiards, foosball.						
21	Food serving/warming kitchen; facilitating parties, catering, etc. Co-locate with snack bar facilities						
22	Racquetball, handball courts						
23	Centralized restroom/changing room facilities to serve both outdoor and indoor activities.						
24	Lockers						
25	Parent Supervised T.O.T. Activity Center						

RMA On-Line Survey Results

These survey results were used to get a better understanding as to which amenities the community wanted as well as to select a recommended building site which the committee believed would best accommodate the majority of the highest desired amenities. The top eight amenities desired by the members taking the survey are graphically displayed in the eight charts below. The top three primary amenities along with their accompanying amenities that can be summarized as being highly desired are:

1. A 25 yard swimming pool with a solar thermal system for heating water and outdoor showers
2. An indoor gymnasium type building with a centralized restroom and changing area
3. Shaded and un-shaded lounging areas



Potential Locations of Recreation & Aquatics Center

Some of the general and usual needs that were considered when looking into possible site locations included:

- Facilities or non-existent infrastructure construction needed (including utility improvements)
- Price of land procurement
- Site preparation work required including excavation costs
- Road or street improvements required
- Access to community center
- Lot size:

The minimum requirement for the planned facilities and parking lot is approximately 1.5 acres with a 100% land utilization. Experts on the committee recommended, however, that we adopt an area to land utilization ratio of at least 2.5. For the purpose of land excavation costing, a ratio of 2.7 land utilization has been assumed yielding a 4 acre lot requirement.

At the inception of the Ad Hoc Committee, there were seven site location options being considered for the construction of the facility. At the March 17, 2011 Ad Hoc Committee meeting, an eighth option was added - North Murieta Parkway @ De La Cruz - prior to going through a more formal and structured selection process.

Initial List of Potential Site Locations

North Murieta Parkway next to existing RMA Building

Escuela Drive across from Stonehouse Park

Beyond Stonehouse Park near the RMA maintenance yard

Camino Del Lago across from Chesboro Lake

Parking Lot of Lake Clementia

Riverview Park

Near Country Club tennis courts

North Murieta Parkway and De La Cruz

The eight options shown above were initially identified as potential site locations. For various logistical and cost reasons this list was subsequently reduced down to the five options shown on the following page midway through the site evaluation process. Each option is described along with with a brief summary of the attributes of each of the five sites that were selected for the final evaluation process:

Option # 1 - North Murieta Parkway and De La Cruz Boulevard

- Approximately 11 acres of which approximately 5 acres could have a boundary line adjustment
- Relatively flat site
- Fronts onto Murieta Parkway and De La Cruz Boulevard
- Located on a major roadway (Murieta Parkway)
- Fairly central location (from south via wooden bridge)
- Convenient access
- Potential negative impact to surrounding residential neighborhood (increased traffic, noise)
- Current property owner is in negotiations for sale and does not appear to be interested in a trade or sale at this time

Option # 2 - Escuela Drive next to Stonehouse Park

- Approximately 14 acres
- Relatively flat site
- Space for future growth
- Longer access routes from south population center
- Much of the existing 58 parking spaces could be utilized
- Not on a main roadway
- Possible future access from Stonehouse Road
- Potential negative impact to surrounding residential neighborhood (increased traffic, noise)
- Current property owner has shown an interest in selling

Option # 3 - near the Country Club tennis courts

- Approximately 10 acres
- Sloping site
- The site is mostly land locked to internal space with a small frontage off of Alameda Drive through the Country Club driving range
- Some of the existing 160 parking spaces could be utilized
- Surrounded by tennis courts
- The irregular shape of the site and isolated portions of the lot makes development difficult
- Current property owner is in negotiations for sale and does not appear to be interested in a trade or sale at this time
- Access through Country Club property would take coordination with the Country Club
- Coordination with Country Club (tennis courts, cart path, joint use of facilities, etc.) would require a Memorandum of Agreement with the Country Club

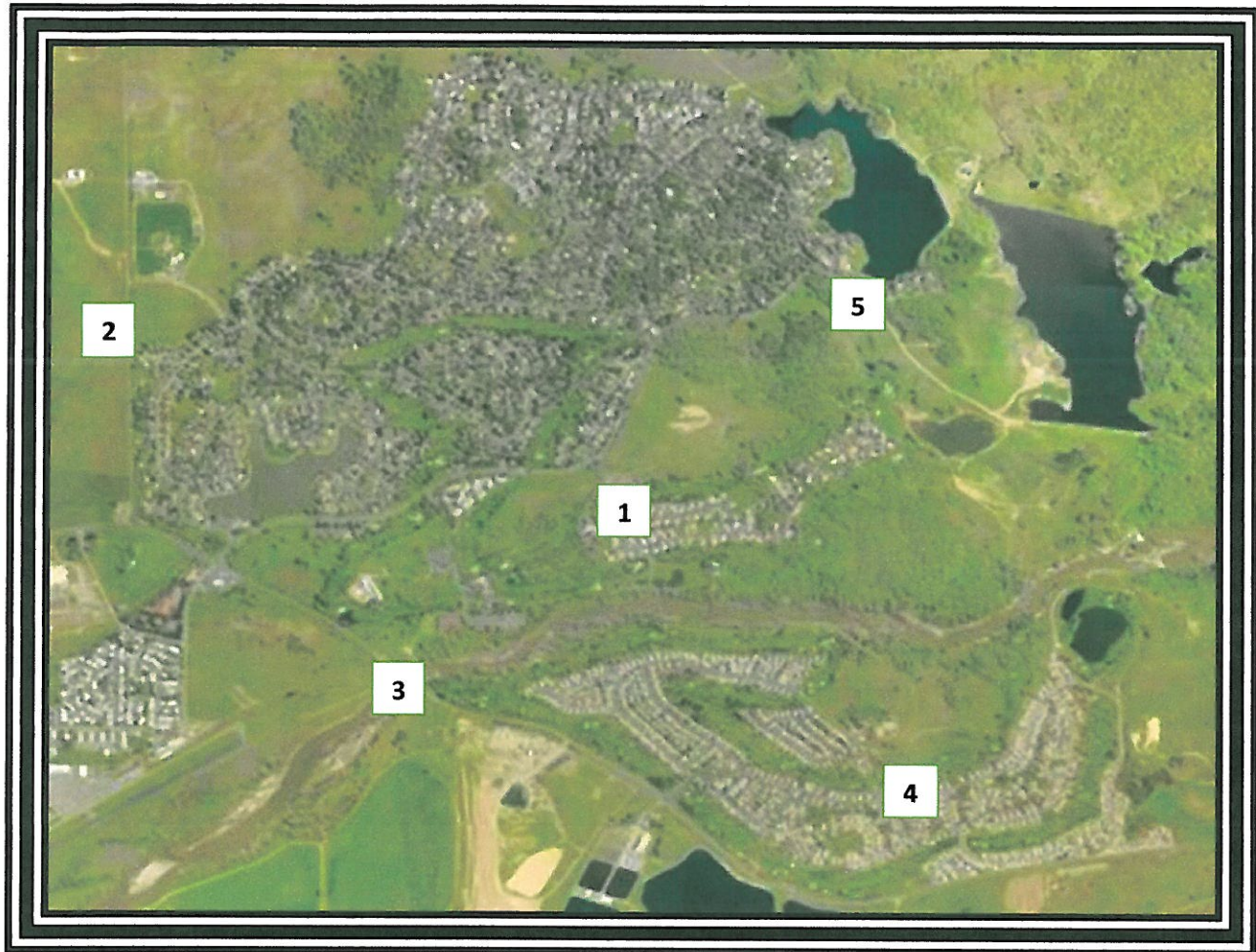
Option # 4 - near the restrooms at Riverview Park

- Approximately 6 acres
- Relatively flat site
- Sits next to an existing park
- Some of the existing 25 parking spaces could be utilized
- Limited development area
- Longer access routes from north population center
- Potential negative impact to surrounding residential neighborhood (increased traffic, noise)
- Located on a major street (Reynosa), good access

Option # 5- Camino Del Lago across from Chesboro Lake

- Approximately 11 acres presently owned by RMA
- Land exchange for 3 acres on corner could be explored
- Sloping terrain
- Several oak trees on property
- Relatively centrally located
- Potential negative impact to surrounding residential neighborhood (increased traffic, noise)
- Located on a major street (Camino Del Lago), good access

The aerial view of Rancho Murieta below shows the general locations of the five site options that were under consideration for the Community Recreational and Aquatic Center. A more detailed aerial view of the individual locations is included in the appendices.



Aerial View of Rancho Murieta

Site Selection

The CR&AC Ad Hoc Committee has identified the site at Escuela Drive as the most viable. In an effort to carry out a quantitative evaluation of each of the five sites, an evaluation matrix was developed and subsequently individually filled out by 7 of the 8 committee members. The matrix shown below was separately filled out by each committee member with each assigning their own weights from 1 to 3 and scores ranging from 1 to 10 to the 16 parameters. The completed site selection matrix below represents the averages of the weights and scores assigned by all 7 of the participating committee members.

Based on the results of this evaluation matrix and other more recent focus group discussions, the committee believes that the Escuela Drive property by Stonehouse Park best meets the requirements for a recreation & aquatic facility. Although the distance from the south and an uncertainty in sewer service infrastructure capacities are issues with this location, it is still believed to be the best overall choice available. The synergy with the existing Stonehouse facility would enhance the use of the facility.

Subsequent to the committee's choice, the RMA board authorized an offer to be made to the owner of the Escuela Drive property subject to a member vote and the project moving forward. That offer was accepted and the costs for the land purchase are included in the building costs section of this business plan.

RANCHO MURIETA ASSOCIATION



Option Number	10= Best 1= Worst	Cut/Fill Required	Utilities	Drainage	Traffic Impact	Noise	Views to Membership	Lighting Impact on surrounding houses	Central to Community at Large	Future Growth potential	Surrounding Parking to Share	Land Acquisition Costs Required	Potential Land Trade available	Convenient to Golf Cart Access	Size and Proportion	Compatible to Surrounding Uses	Gated Access to Public in Future	Total Weighted Score	
																			Matrix Scoring
		Recreation Center Site Assessment Matrix																	
		Site Work			Neighborhood Impacts					General								Total Weighted Score	
Option	Average of weighted value assigned by Seven Committee Members	2.0	2.0	2.1	2.4	2.4	1.9	1.6	2.3	1.9	1.4	3.0	2.9	1.3	2.3	1.7	1.4	Total Weighted Score	
1	North Murieta Parkway and De La Cruz Blvd	Average of Committee Member Scoring	6.4	9.0	5.6	5.9	6.3	6.4	6.0	12.6	9.4	4.6	6.1	7.6	10.4	11.0	5.0	2.1	237
		Average of Committee Members Weighted Scoring	12.9	18.0	11.9	14.2	15.3	11.9	9.4	28.7	17.5	6.5	18.4	21.6	13.4	25.1	8.6	3.1	
2	Escuela Drive across from Stonehouse Park	Average of Committee Member Scoring	8.7	6.9	8.4	11.0	11.0	10.1	10.1	3.7	12.6	11.9	6.0	4.3	7.3	12.6	12.4	12.7	294
		Average of Committee Members Weighted Scoring	17.4	13.7	18.1	26.7	26.7	18.8	15.9	8.5	23.3	16.9	18.0	12.2	9.4	28.7	21.3	18.2	
3	Near the Country Club tennis courts	Average of Committee Member Scoring	6.7	8.3	7.7	3.0	9.7	9.1	12.9	9.4	4.6	10.3	5.9	8.9	10.4	4.9	12.7	8.0	260
		Average of Committee Members Weighted Scoring	13.4	16.6	16.5	7.3	23.6	17.0	20.2	21.6	8.5	14.7	17.6	25.3	13.4	11.1	21.8	11.4	
4	Near the Restrooms at Riverview Park	Average of Committee Member Scoring	7.6	9.4	6.1	5.3	5.4	4.7	4.4	4.3	2.4	8.6	7.7	8.6	6.4	5.9	9.1	2.9	204
		Average of Committee Members Weighted Scoring	15.1	18.9	13.2	12.8	13.2	8.8	7.0	9.8	4.5	12.2	23.1	24.5	8.3	13.4	15.7	4.1	
5	Camino Del Lago near Chesboro	Average of Committee Member Scoring	3.6	8.9	4.3	5.6	4.9	6.0	4.6	6.0	5.0	5.6	12.3	12.3	7.0	6.3	6.3	2.7	219
		Average of Committee Members Weighted Scoring	7.1	17.7	9.2	13.5	11.8	11.1	7.2	13.7	9.3	8.0	36.9	35.1	9.0	14.4	10.8	3.9	

Traffic Flow to and from the Facility

The aerial view below shows the three main traffic arteries (Pera Drive, Upper Guadalupe Drive and Lower Guadalupe Drive) that would be used to enter and exit the Recreation and Aquatic Center. Key to note is the possible entrance onto Escuela Drive off of Stonehouse Road that may be explored in the future.



Recommended Amenities

The CR&AC Ad Hoc Committee has identified the specific amenities listed below as the most requested by the RMA community for incorporation into the Community Recreation and Aquatic Center. These recommended amenities are based on the RMA demographic data, national and statewide aquatic and recreational participation trends and comparisons with aquatic facilities in a similar community atmosphere. The recommendations have been tailored to meet the majority of the community's needs as identified by the detailed survey results and feedback from numerous neighborhood focus group and town hall meetings while keeping the overall building and operational costs to an acceptable level.

Aquatics and Outdoor Facility Plan

The aquatics and outdoor facility will occupy approximately 1 acre of land with the following amenities:

- 75' x 45' pool
- 1,200 SF tot/family pool
- Zero foot entry and lifts
- Solar panels for pool heating
- 1,200 SF of sundeck
- Outdoor showers connected to the building with a tiled area

5,000 SF of other outdoor amenities:

- Gazebos
- Sod area
- Bicycle parking
- Sidewalks and landscaping

Indoor Facility Plan

The proposed building includes approximately 10,000 square feet of space as shown in the table below:

Recommended Building Amenities	
Amenity	Floor Space (SF)
Storage	400
Equipment Room	500
Multipurpose Rooms	3,000
Aerobics/Dance Room	600
Workout Room	1,000
Youth/Teen Room	600
Tot Room	300
Kitchen	400
Sitting Room	600
Entry Reception Area	1,300
Locker Rooms	900

Parking Plan

The zoning code of Sacramento County requires off-street parking spaces and loading spaces for all land uses in the unincorporated area of the County of Sacramento sufficient in number to accommodate all vehicles which will be congregated at a given location at a given point in time. The parking access area shall provide parking and maneuvering room for motor vehicles and for pedestrian safety based on the anticipated occupancy of a given building, structure or area of land or water.

For swimming pools, the code specifies that at least one (1) parking space for every one hundred (100) square feet of pool area shall be provided. Other uses within the pool area or building such as snack bars, seating for observation, game rooms or areas, locker and other uses shall provide additional parking spaces. Recreational clubs or facilities shall provide at least the number of parking spaces or amount of parking area required by the use requiring the greatest parking area plus 50 percent of the parking required by the sum of other uses. Additional parking spaces are not required for maintenance shops or buildings.

Modifications of improvement requirements may be granted by the Project Planning Commission. For example, Northridge California's Spectrum Fitness Center sized and designed their facilities parking lot using parking lot sizing criteria specifically tailored for a sports facility with a basketball court, pool and other lower-use areas. The City of Northridge allowed Spectrum to reduce the City's standard commercial building requirement of one parking spot for every 100 square feet of commercial building space to one parking spot for every 161 square feet of sports complex building space.

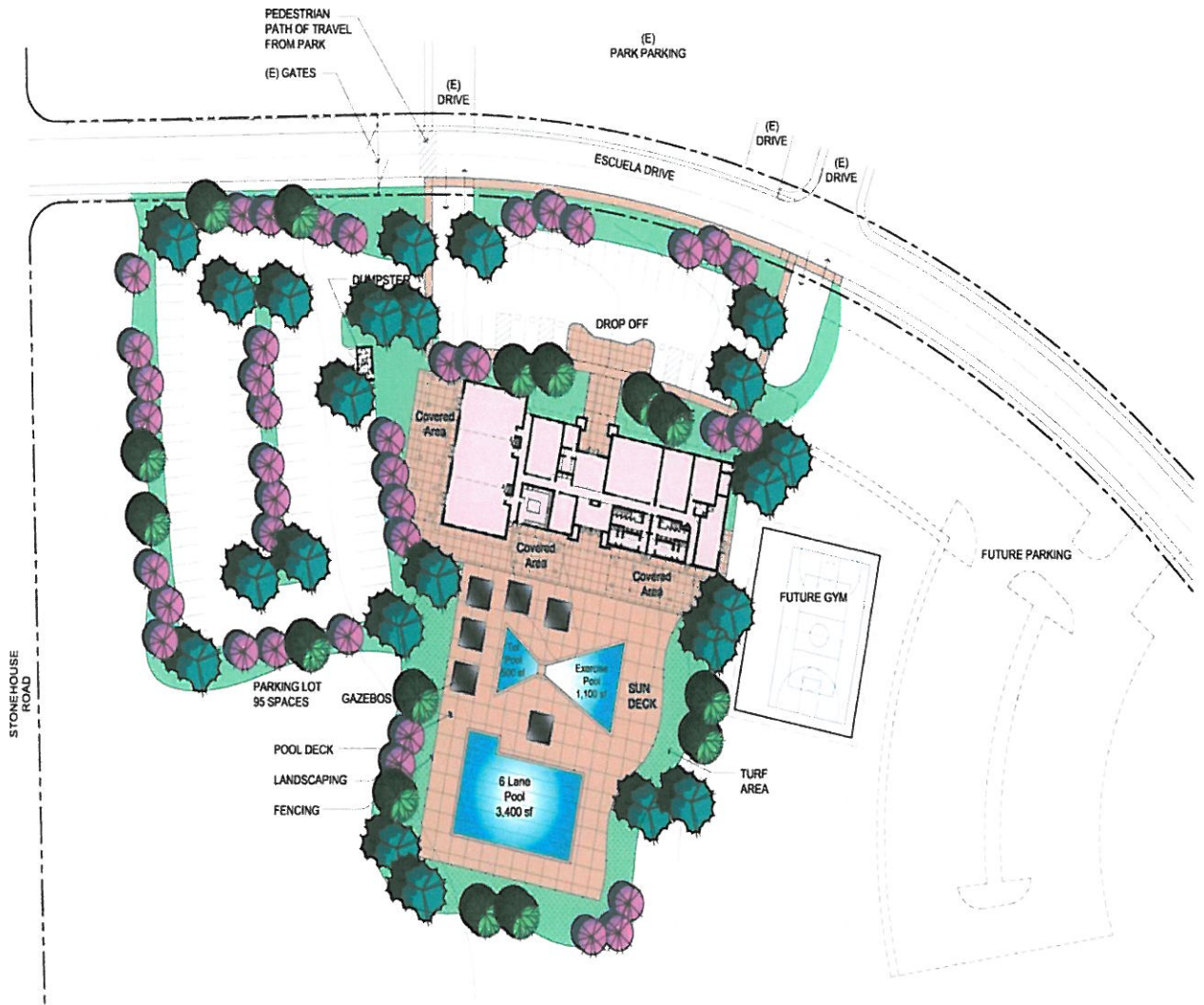
Applying that 161 number to the proposed 10,000 square foot recreation building equates to 62 parking spots. If one were to apply the same rule to the 5,000 square feet of swimming pools the numbers of parking spots would grow to approximately 100.

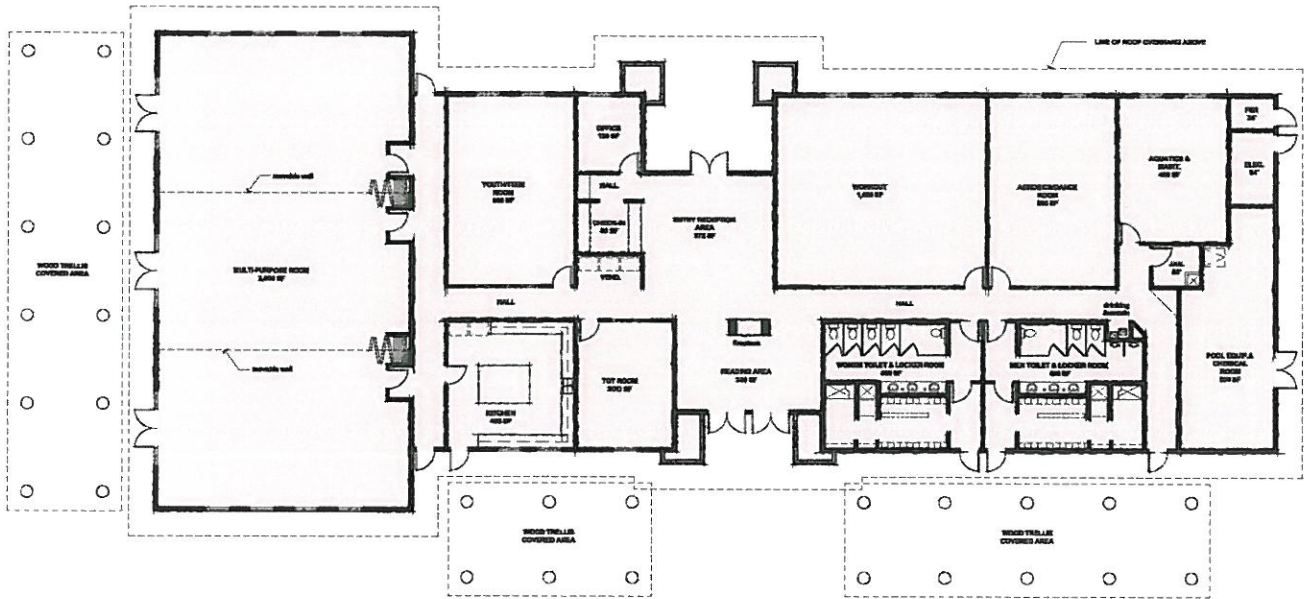
It is estimated that the parking lot will occupy approximately .75 acres of land. Since the proposed Escuela Drive site is in very close proximity to the 58 existing parking spots at Stonehouse Park and the location provides easy access for walkers, bicyclists and golf carts, the number of parking spots could possibly be lowered further by up to 30% if a variance by Sacramento Country were to be pursued and approved during the design process.

Recommended Site and Building Plan

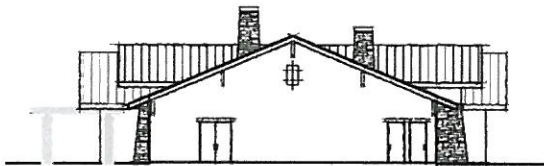
The RMA board authorized the committee to engage the services of an architect to draw up preliminary plans that conceptualize a facility that contains the amenities that the committee recommended. The pool and building is proposed to be constructed on the Escuela Drive property that was chosen through the vetting process above. The committee chose Comstock Johnson Architects, Inc. located in Mather, California. The firm specializes in the type of improvement envisioned by this business plan. The committee met with the architect and conveyed the recommendations contained in this plan and subsequently reviewed and approved the conceptual layouts that were submitted.

The following pages contain the drawings of the building, pool and site work that summarizes what the committee is proposing be constructed. While the drawings are conceptual in nature, the floor plans, layouts and schematics essentially represent the recommendations of the committee for the construction of the proposed facility.





BUILDING AREA= 10,534 S.F.



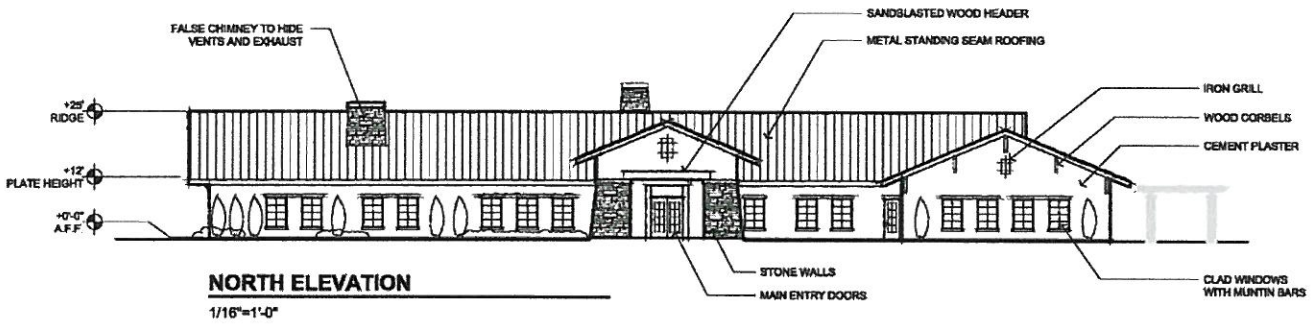
EAST ELEVATION

1/16"=1'-0"



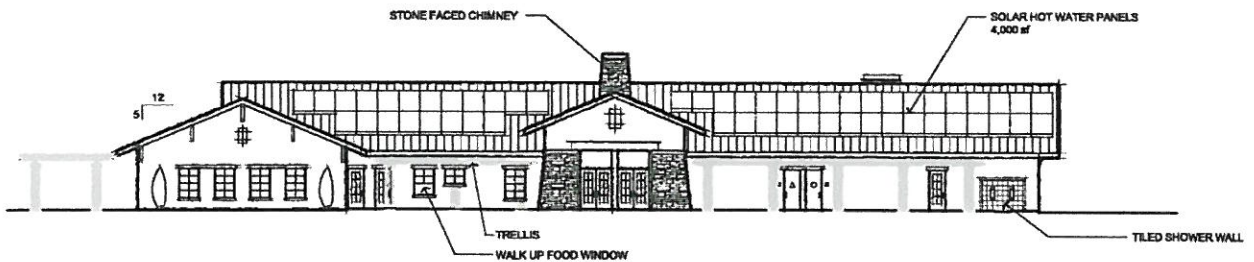
WEST ELEVATION

1/16"=1'-0"



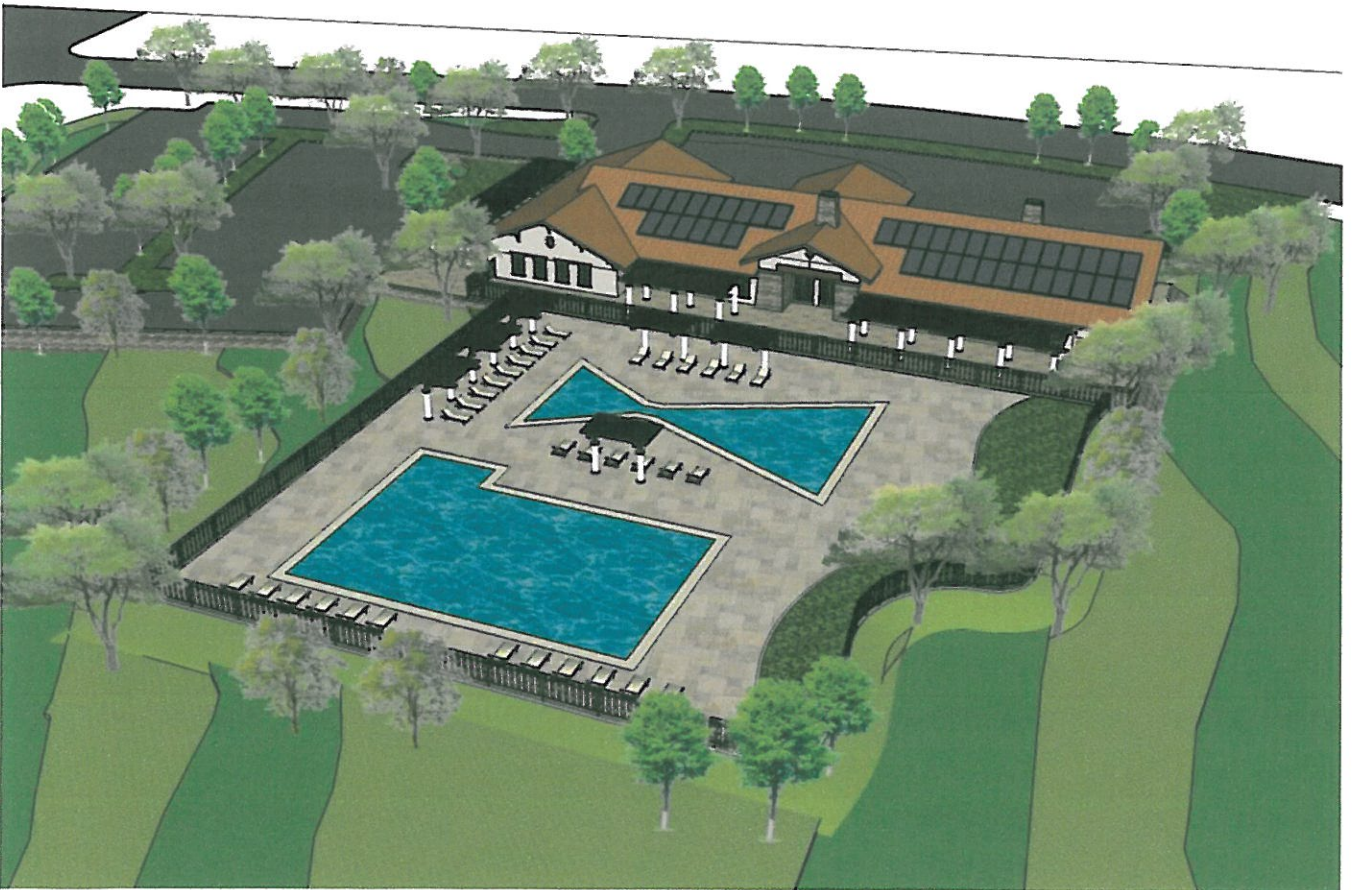
NORTH ELEVATION

1/16"=1'-0"



SOUTH ELEVATION

1/16"=1'-0"



Estimated Cost of Project

Estimated Project Cost	
Improvement	
Recreation Center Building:	
Building Construction	1,335,000.00
Contract Administration	196,000.00
Contractor Fees	92,000.00
Site Survey, Soils Report and Special Construction Inspection	30,000.00
Interior Furniture and Appliances	55,000.00
Exercise Equipment	<u>80,000.00</u>
Total Recreation Center Building	1,788,000.00
Site Improvements and Parking:	
Sitework	627,000.00
Contract Administration	128,000.00
Contractor Fees	48,000.00
Landscaping, Shade Structures and Fence	<u>100,000.00</u>
Total Site Improvements	903,000.00
Swimming Pools:	
Pool Construction	355,000.00
Solar Heating Panels	50,000.00
Pool Decking (Stamped Colored Concrete)	<u>143,000.00</u>
Total Swimming Pools	548,000.00
Design Fees (6% of Construction Costs)	180,000.00
Building Permits	60,000.00
Land Acquisition	200,000.00
CSD Water and Sewer Permits	31,000.00
Contingency Allowance	<u>250,000.00</u>
TOTAL COSTS	3,960,000.00

Facility Design and Building Costs

The cost to build a recreational building with a large multi-purpose room depends upon the location, project scope, specific components used and current market conditions. Building construction and design cost estimates, based on the drawings by Comstock Johnson, were determined from proposals from 3 contractors based in the Sacramento area familiar with this type of construction: Unger Construction Company, DesCor Builders and Integrated Builders. The 3 construction building proposals received were within 2% of each other.

Pool Cost

It is proposed that two pools be constructed so that the pools could be separately heated and be used for independent activities. The total surface area of the pools would be approximately 5,000 SF comprised of 3,400SF of lap pool, 1,100 SF of exercise pool and 500 SF of tot pool. The construction cost estimate for this configuration was obtained from a proposal by Western Water Features, Inc., a national pool construction company experienced in construction of similar pools. A cost proposal for approximately 4,000 SF of solar panels for pool heating was obtained from local supplier Sierra Pacific Solar, Inc.



Site Prep & Parking Lot Costs

Sitework proposals were received from the building contractors based on:

- Drawings by Comstock Johnson
- 100 parking spots with 24 foot aisle widths
- 242.25 SF per parking spot requiring 24,250 SF (.55 acres)
- Approximately four acres of land preparation
- Landscaping, fencing and gazebos constructed in-house by RMA

Other Costs

- Permit expenses are estimated at \$60,000 based on current county fee structures.
- The types and quantity of the exercise and cardiovascular equipment is based upon the recommendation of a prominent supplier of equipment for physical fitness centers in California (Paramount Innovating Fitness). Some of the pieces of recommended equipment are shown below.

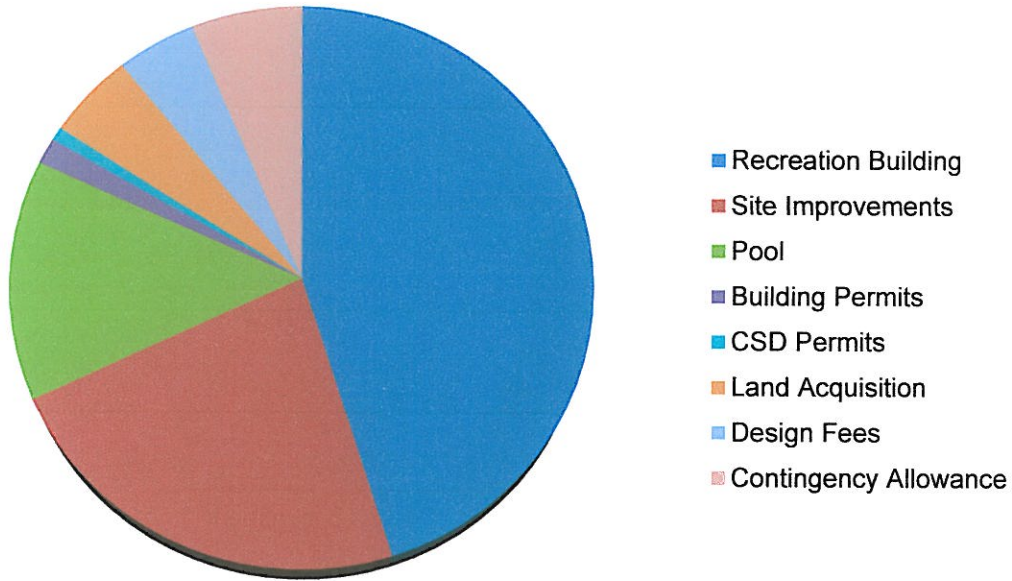


- \$31,000 is allocated for Community Service District (CSD) water and sewer permits based on approximately 5 Equivalent Dwelling Units (EDUs) A EDU is a water use factor, which in Rancho Murieta, is based on an estate lot that uses 750 gallons of water per day.

Elements of the Estimated Cost of the Project

The \$3,960,000 cost estimate to design, build and equip the Rancho Murieta Community Recreation and Aquatics Center is broken down into elements as shown:

PROJECT COSTS



Estimated Annual Operational Cost Projections

In order to complete operational budget planning, assumptions have been made regarding a variety of projections. Costs are based on a basic understanding of the operational aspects of the conceptual project and the best information available regarding the market area and current practices used in the existing RMA buildings. The estimates are made in 2013 dollars. Projections are based on the square footage and design of components included in the facility and a comparison to other facilities with similar components in California and others from around the country. Expenditure estimates are based on the type and size of the activity and support spaces in the center and the anticipated hours of operation. Where possible and available, calculations are based on actual practice or methodology and other expenses are estimated based on experience at similar facilities. The expense projections were initially determined by the committee and further developed and reviewed by the RMA Finance Committee.

The estimated \$320,255 annual cost (including \$57,525 for reserves) to operate and maintain the Rancho Murieta Community Recreation and Aquatics Center is based on typical facilities around the country and similar feasibility studies.

Operating Expenses

Bad Debt Expense		3,000
Chemical Supplies - Pool		6,000
Contract Services:		
Alarm Service	240	
Janitorial - Weekly	11,280	
HVAC	3,000	
Pest Control	1,080	
Security	6,000	
Total Contract Services		21,600
Dues/Fees/Subscriptions		700
Insurance		3,000
Landscaping		2,000
Salaries & Wages		122,300
Overtime		2,500
Employer Costs:		
Health Benefits	13,600	
Payroll Taxes	11,000	
Pension & Retirement	2,400	
Workers Compensation Insurance	5,230	
Total Employer Costs		32,230
Building Maintenance & Repair		3,000
Supplies:		
Kitchen Supplies	1,200	
Janitorial Supplies	3,000	
Office Supplies	1,500	
Pool Supplies	1,000	
Total Supplies		6,700
Telephone Expense		1,000
Utility Expense - Building:		
Water	7,700	
Electric	15,000	
Propane	12,000	
Total Utilities - Building		34,700
Utility Expense - Pool:		
Water	3,000	
Electric	3,000	
Propane	18,000	
Total Utilities - Pool		24,000
TOTAL EXPENSES		262,730
 <u>Reserve Expenses</u>		
Pool (includes decking, pumps, filters, furniture, fencing)		26,875
Building (including furniture, fixtures, HVAC, roofing, surfaces)		26,650
Equipment (exercise equipment at \$80,000 over 20 years)		4,000
TOTAL RESERVES		57,525

Assumptions used in the Annual Operational Budget:

- Hours of operation: 7am - 10pm Mon-Sat, 10am - 6pm Sunday
- Pool closed for 4 months each winter
- Staffing: one recreation/facility manager, F/T exempt salary @ \$40k with benefits
- Two receptionists 10am - 6pm daily, 28 hrs each @ \$12 per hr, no benefits
- CPO (train existing personnel) 10 hrs per week @\$30 per hr, benefits included
- Pool monitors 12pm - 6pm daily, Jun 1 - Aug 31, @ \$10 per hr, no benefits
- Daily maintenance and janitorial avg. 4 hrs per day @ \$14 per hr, no benefits
- Landscape maintenance 10 hrs per week @ \$14 per hr, no benefits

Solar Heating Use

Construction and operating costs assume the use of approximately 4,000 SF of solar panels to assist in heating the pool. The amount of surface area is as recommended by a local supplier experienced in this type of pool and familiar with our specifications.

Actual sizing of the solar panels should be determined during the design process. The determination should use a model similar to RetScreen International that compares the initial cost of the solar heating materials and installation with the fuel savings over the life of the system.

Proposed Project Funding

Possible Funding Sources:

Establish Capital Fund from Operating Fund	\$	300,000
Reserves Funding Reduction	\$	250,000
Park Fund Matching Contribution Reserves	\$	725,000
Special Assessment	\$	<u>2,685,000</u>
	\$	3,960,000

A Special Assessment would be levied. Based on the present RMA membership of 2,319, it would be levied for \$1,158 per membership. To land on the conservative side, this should be rounded up to \$1,200.00.

Notes:

1. Establish Capital Improvement Fund from Operating Fund - At the conclusion of Fiscal Year 2009, the association maintained unexpended revenues of approximately \$300,000 as a result of unanticipated income and reduced expenses. The board elected to move these funds forward and they are available for use at the Board of Directors' discretion.
2. Reserves Funding Reduction - Currently RMA's reserves are funded at 92.9%. Reserve specialists agree that a funding percentage above 70% is a strong position. RMA can reasonably reduce 2013's reserve assessment from \$600,000 to \$350,000. This would allow a \$250,000 contribution to a Capital Improvement Fund and still keep reserve funding at a strong 75%. In 2014, the reserve assessment will return to \$600,000 which will continue to maintain RMA's reserves at a strong level.
3. Park Development Commitment - RMA, CSD and landowners (developers) entered into a Park Development Agreement for the development of park facilities in 1990/1991. RMA and the landowners are required to make contributions to the Park Fund as lots are mapped. Annually, RMA sets aside money for its future required contributions to the Park Fund. With the consent of the Park Committee, RMA can contribute the existing funds (\$725,000) to a Capital Improvement Fund and be given a credit against required RMA contributions for the development by RMA of facilities of equivalent value or quality. Should the RMA board decide it is not feasible to use these funds, the assessment would need to be increased an additional \$313.00 per household.

Payment Options

- \$50.00 per month for 24 months
- \$100.00 per month for 12 months
- \$1,200.00 one-time payment

Payments would commence January 1, 2013

Note: Operating expenses projected at \$12.00 per month would replace the Special Assessment at the end of the payment period chosen above.

Proposed Operating Cost Funding

Funding the operating costs of \$320,255 would require an increase in member dues of \$11.51 per member per month. To land on the conservative side, this should be rounded up to \$12.00 per month.

Project Recommendations

The conclusion of the committee is that RMA should take the next steps to build a Community Recreation & Aquatics Center. The specific recommendations are:

1. Generate a ballot measure that contains the significant portions of this business plan including: site location, list of amenities, floor plans and drawings, cost analysis and funding proposals.
2. Send out ballots for a membership vote.
3. If the vote is successful, generate a Request for Proposal (RFP), develop final plans and send it out to at least three potential bidders.
4. Consult with potential business partners (physical therapists, massage therapists, etc.).
5. Develop policies and protocol before the facility opens.

The above recommendations are intended to provide the Rancho Murieta Board of Directors with guidance regarding how to proceed. However, the single most important item to successfully developing a community facility is not a task but an attribute. There is no substitute for a board of directors that provides effective leadership to a community project. The board must be willing to commit time and lots of energy to the project.

Operational Recommendations

The following operational recommendations should begin immediately and be tackled as the community moves forward to establish phases for funding, design and construction:

- Review all rental agreements and pricing structures.
- Create a fee waiver policy that is objective, equitable and manageable.
- Consider fundraising to underwrite and subsidize the operational costs.
- Create different rental fee categories for resident, private, non-profit, and non-resident user groups.
- Create partnership and sponsorship policies.

Future Expansion

Initial plans for an indoor gymnasium have been postponed at this time due to the desire to keep dues increases for construction and maintenance costs at an affordable level. This may be an amenity that can be revisited in the future. Space for the gymnasium and related parking is readily available on the site and are shown in the architect's drawings.

The Escuela Drive site is 14 acres in size, of which only 4 acres are being used for the recreation center. This leaves plenty of space for recreation center expansion and other community uses that would be relatively inexpensive to construct: walking/jogging paths, community gardens, picnic areas, and volleyball (or other type) courts, just to name a few.

If desired, future expansion of Stonehouse Park onto the site would make a good fit with the facility, giving the community plenty of alternatives for indoor and outdoor recreational activities.

Summary

The CR&AC Ad Hoc Committee has determined that there is indeed a need and a desire for a community center and based on the demographic information and level of community support shown to date, it appears very feasible to fund, develop and operate a recreational and aquatic facility in Rancho Murieta within the next few years.

Rancho Murieta has a sizeable population of active older residents that would both contribute to and utilize the facility if desirable features and programs were made available. The results of the recent website survey and inputs from numerous RMA members all indicate that the facility should provide features and programs that include a lap pool, family use pool and a large multipurpose room with accompanying exercising rooms. The presence of complimentary features and services such as a tot activity center, outdoor walking paths, cardiovascular and weight training equipment are also recommended and would provide a substantial boost to user participation.

Landscaping is necessary to make the facility attractive and shade, provided by trees or a canopy, is essential on hot summer days since the pool facility is outdoors. During summer afternoons, when the number of visitors to an aquatic facility is likely to be greatest, the potential for parking lot overuse would be minimized if the parking area is shared with existing facilities at Stonehouse Park.

Our future vision includes providing swim lessons to young children in cooperation with the school system through physical education programs. Programming will provide additional attractions by allowing participation in organized activities. Aquatic programming primarily centers on the needs of various age groups and family dynamics as they change with time.

Special programs should be offered during the day when seniors are not likely to be working and the pools are available. This allows seniors an opportunity to enjoy the facility offerings at quieter times of the day. Exercise classes, in addition to those mentioned above, will be added for seniors who want or need the support of low impact water exercise programs to increase mobility. The types and physical range of these classes will vary based on individual needs. Social aspects of swim programs will be emphasized for seniors as well as staff dedicated to providing quality service.

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http://www.clrsearch.com/95683_Demographics/Education-Level-and-Enrollment-Statistics
12. Turner Construction Company- Building Cost Index History <http://www.turnerconstruction.com/cost-index>
13. Reed Construction Company-2011 "RSMeans Construction Cost Estimating Gymnasium Construction Costs" - Sacramento, California
<http://www.reedconstructiondata.com/rsmeans/models/gymnasium/california/sacramento/>

Appendices

Appendix A- CR&AC Ad Hoc Committee Charter

Appendix B- Aerial view of Option #1 (North Murieta Parkway and De La Cruz Drive)

Appendix C- Aerial view of Option #2 (Escuela Drive across from Stonehouse Park)

Appendix D- Aerial view of Option #3 (Near the Country Club tennis courts)

Appendix E- Aerial view of Option #4 (Near the Restrooms at Riverview Park)

Appendix F- Aerial view of Option #5 (Camino Del Lago across from Chesboro Lake)



Ad Hoc Committee Charter

The purpose of the 2011 Community Recreation and Aquatic Center Committee is to research, study and analyze the potential feasibility of building and operating a community recreation and aquatic center (CR&AC) in Rancho Murieta, and present conclusions and recommendations to the Rancho Murieta Association Board of Directors. Specifically, the committee will provide to the Rancho Murieta Association Board of Directors:

1. A recommendation of a suitable location of the CR&AC and the necessary steps to acquire the subject location;
2. An estimate regarding the planning, land use entitlement, design and construction costs of the CR&AC;
3. An estimate of annual facility operations, management and maintenance costs of the CR&AC;
4. An estimate of annual reserve funding requirements for the CR&AC;
5. Research and outline the potential land use entitlement process, and schedule of completion;
6. Identify community and County planning documents that require modification;
7. Research and identify potential outside agency involvement, and define the needed approach and liaison(s);
8. Research and provide analysis of funding and the cost of the CR&AC and options and recommendations pertaining to the financing of the CR&AC;
9. Recommend an implementation plan, including a potential project schedule; and
10. Present conclusions and recommendations to the Rancho Murieta Board of Directors by December 31, 2011.

The Community Recreational and Aquatic Center AD Hoc Committee Members are:

Scott Adams
Nick Arthur
Les Clark
Paul Gumbinger

Randy Jenco (Chairperson)
Chelle Kaiser
Martin Pohll
Clint Souza

Appendix B



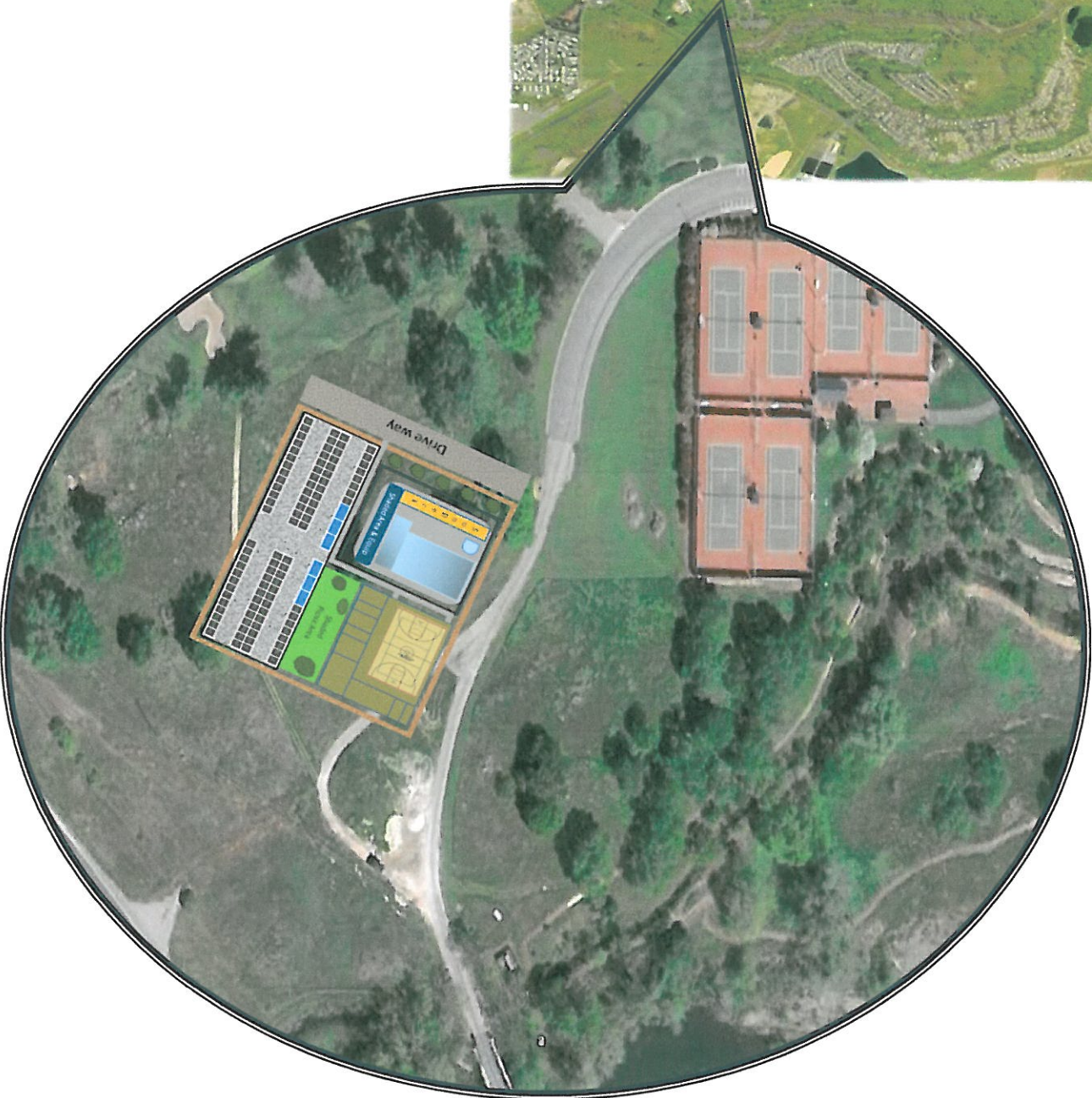
**Option # 1 (North Murieta Parkway & De La Cruz Blvd.)
Shape & location on site for display purposes only**

Appendix C



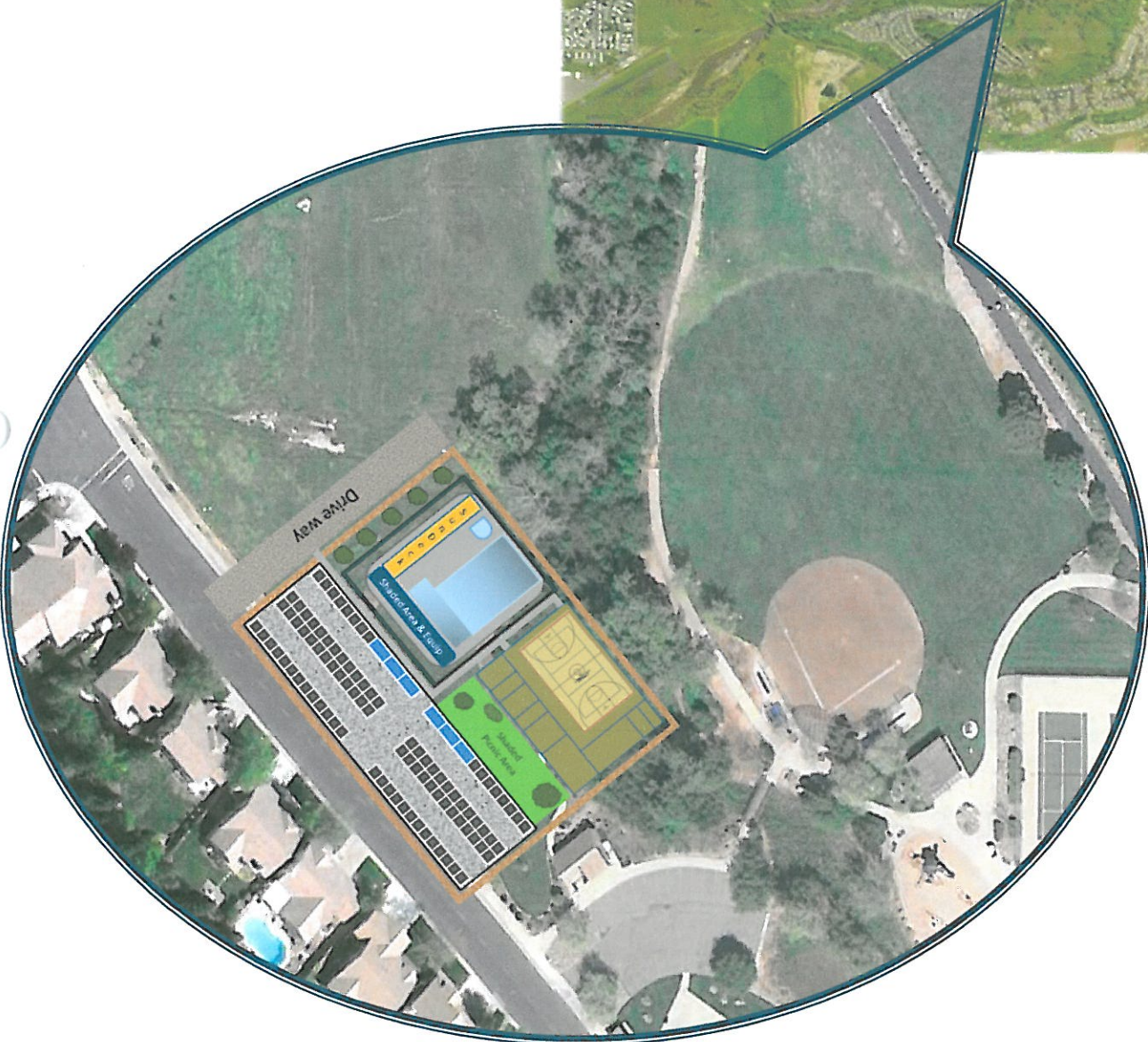
**Option # 2 (Escuela Drive next to Stonehouse Park)
Shape & location on site for display purposes only**

Appendix D



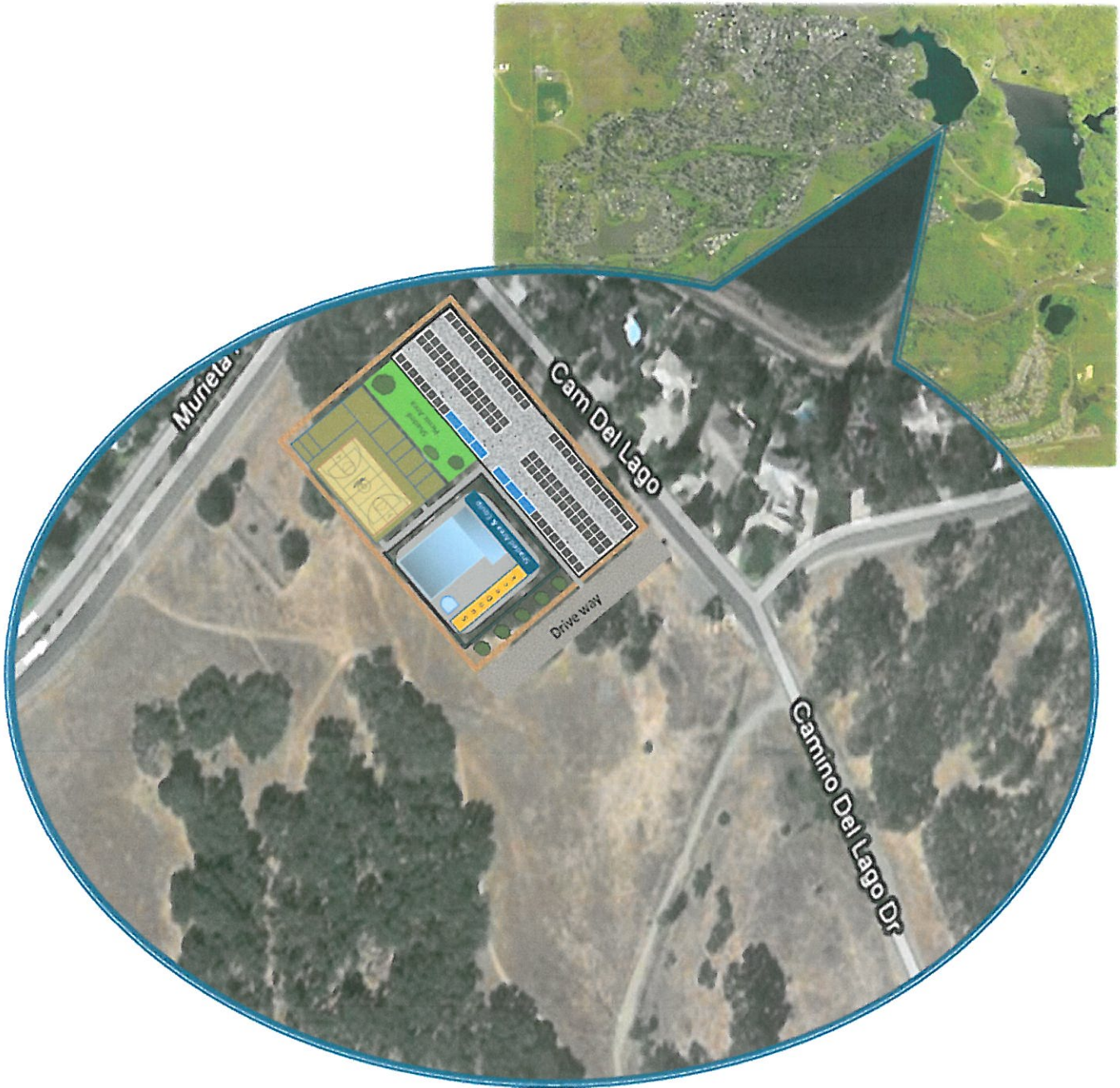
**Option # 3 (Near the Country Club tennis courts)
Shape & location on site for display purposes only**

Appendix E



**Option # 4 (Near the Restrooms at Riverview Park)
Shape & location on site for display purposes only**

Appendix F



**Option # 5 (Camino Del Lago across from Chesboro Lake)
Shape & location on site for display purposes only**

OFFICIAL RECORDS
SACRAMENTO COUNTY, CALIF.

RECORDING REQUESTED BY:

91 FEB 21 PM 3:09

RECEIVED FEB 28

Rancho Murieta Association
7220 Murieta Drive
Rancho Murieta, CA 95683
COUNTY CLERK-RECORDER

AND WHEN RECORDED MAIL TO :

Rancho Murieta Association
7220 Murieta Association
Rancho Murieta, CA 95683
Attn:

PARK DEVELOPMENT AGREEMENT

This Agreement is entered into as of February 20th, 1991, by and among the Rancho Murieta Association ("RMA"), the Rancho Murieta Community Services District ("CSD" or "District") and the following owners of land within Rancho Murieta: Rancho Murieta Properties, Inc. ("RMPI"), CBC Builders, Inc. ("CBC"), and SHF, Inc. ("SHF"). (Hereinafter, RMPI, CBC and SHF will be referred to collectively as "Landowners").

WHEREAS, Landowners own those lands described in Exhibits A-1 and A-2 attached hereto (hereinafter the "Property"); and

WHEREAS, the Property subject to this Agreement is limited to a portion of the area within the District referred to hereinafter as Rancho Murieta North; and

WHEREAS, the parties mutually desire to establish a reasonable and orderly program for the development of quality park projects within Rancho Murieta; and

WHEREAS, the present and future homeowners in the Rancho Murieta community will benefit by a comprehensive park program on which they may rely; and

WHEREAS, the parties have met and conferred through the establishment of an ad hoc committee and the committee has developed a Park Development Plan (hereinafter referred to as the "Plan") which consists of a Park Site Plan (attached hereto as Exhibit B), a Park Facility Matrix (attached hereto as Exhibit C) and a Park Financing Plan (attached hereto as Exhibit D); and

WHEREAS, the parties wish to define and delineate the participation of the Landowners with respect to their share of responsibility for implementation of the Plan and the Park



36

Financing Plan; and

WHEREAS, the parties wish to enter into this Agreement in order to implement the Plan.

NOW, THEREFORE, the parties agree as follows:

1. Park Facilities. The parties agree to develop park facilities within the Rancho Murieta area as set forth in the Park Facility Matrix and the Rancho Murieta Planned Development Ordinance (hereinafter referred to as the "PD Ordinance") as amended pursuant to this Agreement. The parties further agree that all such park facilities are in addition to and not in lieu of, or replacement for, any existing facilities whether under control of RMA, Rancho Murieta Country Club or any Landowner. RMA may construct the facilities described in the Matrix, except when such Facilities are constructed and/or contributed by Landowners in accordance with Section 7(C). RMA shall utilize the amounts deposited in the Park Development Fund (the "Fund", as described in Section 7(A), below) for this purpose and shall do so within a reasonable period of time following deposits to the Fund. The Fund shall be used for no other purpose. RMA shall have no obligation to construct facilities other than those which may be financed from deposits to the Fund required pursuant to this Agreement.

2. Park Sites.

A. RMPI agrees to convey to RMA for park purposes, without further compensation except as set forth in Section 2.B, those sites shown in the Park Site Plan (Exhibit B), at no cost to RMA. The park sites shall be conveyed to RMA upon the filing of a subdivision map, which subdivides the parcel in which the park site is located, unless otherwise agreed to by the affected Landowner and RMA. The parties agree that the precise location of park sites is difficult to ascertain until development plans are prepared for the Property. Consequently, the location of the park sites set forth in the Park Site Plan (Exhibit B) may be adjusted with the consent of the Park Committee, such consent not to be unreasonably withheld, and the County of Sacramento (hereinafter "County"). All references to "County" shall include the County of Sacramento or any successor agency having jurisdiction over land use matters as set forth in Section 5 below. The conveyance shall be made free of any liens and encumbrances including those imposed as part of the formation of any improvement district or community facilities district.

B. RMPI agrees to convey to RMA a parksite consisting of twenty (20) contiguous acres, more or less, (the "20-acre parcel") identified as the Clementia Community Park in the Park Site Plan, which shall be located within the area which is more particularly described in Exhibit F-1 and shown in

Exhibit F-2, attached hereto and incorporated herein by reference, for the amount of six hundred thousand dollars (\$600,000.00). Conveyance of the 20-acre parcel shall be subject to obtaining approval from County of a parcel map creating the parksite as a legal parcel for purposes of conveyance to RMA. At such time as RMA is prepared to acquire the 20-acre parcel, an escrow shall be opened with a title company selected by RMA, and thereupon RMPI agrees to diligently pursue the filing and processing of all necessary applications and documents required by the County to create the 20-acre parcel. RMPI agrees to cooperate in good faith with RMA in establishing a mutually acceptable location for the 20-acre parcel within the area described in Exhibits F-1 and F-2, with a configuration acceptable for RMA's intended use as a park site. The conveyance shall be made free of any liens and encumbrances including those imposed as part of the formation of any improvement district or community facilities district.

3. Pedestrian and Bike Trail System. Landowners agree to develop and upon completion, grant to RMA at no cost to RMA, a system of pedestrian and bike trails, constructed to standards and specifications as approved by the Parks Committee and consistent with state and federal regulations, which shall be incorporated in subdivision maps as development progresses. The pedestrian and bike trails may be incorporated in the road sections of subdivisions or through parks to be dedicated to RMA or granted as separate parcels (or easements) as determined by subdivision design and County of Sacramento approval. The trail system may include a river crossing, subject to any required approvals and any conditions imposed thereon by all applicable government agencies. The approximate locations of trails to be developed are shown on Exhibit E attached hereto. It is expressly understood and agreed that locations shown on Exhibit E are conceptual only and that the actual trail configuration shall be as shown on final residential subdivision maps to be approved by the County of Sacramento. Such locations must be consistent with the density permitted under the Rancho Murieta Planned Development Ordinance No. 77-10 ("PD Ordinance"), applicable state and federal statutes and regulations, and customary and reasonable planning and marketing objectives. Changes in the plan shown in Exhibit E will be subject to the consent of the Park Committee, such consent not to be unreasonably withheld.

4. Water Supply Units. District agrees that the park sites identified within the Park Site Plan and Exhibit B pursuant to Section 2 hereof shall participate in the Water Supply Augmentation Program and that water supply units reserved for park purposes pursuant to Section 5 of the Second Amendment to the Acquisition and Services Agreement shall be allocated to such park sites. Park sites shall be subject to payment of Water Supply Augmentation Fees as set forth in the Second Amendment and a portion of the fees

collected pursuant to Section 7(B) shall be allocated for that purpose.

5. Park Committee.

A. A committee shall be established upon the execution of this Agreement (hereinafter the "Park Committee"), the initial membership of which shall include two representatives appointed by RMA, one representative appointed by CSD, one representative appointed by RMPI or an assignee expressly designated by RMPI for the purpose of implementing this Section 5, and one representative appointed by landowners other than RMPI, or their successors in interest for a total of five (5) committee members. Upon the completion of all of the Community Park Facilities in Rancho Murieta as described in Exhibit D, the Landowner members shall be replaced by RMA appointees.

B. Prior to construction of park facilities, the construction plan (and the quality thereof) shall be submitted to and reviewed and approved by the Park Committee for consistency with this Agreement. The Park Committee shall not unreasonably withhold such approval. The Park Committee may approve a proposal which is inconsistent with this Agreement provided the implementation of the proposal will not interfere with the overall implementation and quality of the Plan.

C. If any proposal made to the Park Committee will require an amendment of the PD Ordinance as amended pursuant to this Agreement, the Park Committee's determination shall be a recommendation to the County of Sacramento on the amendment application. In the event that a party to this Agreement objects to the Park Committee's decision, such party may express this objection to the County if the Park Committee's decisions is not reasonable and/or is not based upon sound planning practices. The County's decision in approving or denying the amendment of the PD Ordinance shall be final.

6. Amendment to Rancho Murieta PD. The Landowners agree to draft, submit to the Park Committee for review for consistency with this Agreement, submit to the County for approval, and pay all fees relating to this process, an amendment to the PD Ordinance. The amendment shall implement the provisions of this Agreement and the Park Development Plan as set forth herein, as such Agreement and Plan apply to Landowners. The amendment shall be submitted to the County for approval concurrently with the first amendment to the PD Ordinance submitted to the County by Landowners, or their successors, for a purpose unrelated to this Agreement. Following submission, Landowners agree to use their best efforts to obtain County approval of the proposed amendment.

7. Park Financing Plan.

A. Funding of the park facilities and development shall be as set forth in the Park Financing Plan (Exhibit D). Landowners, according to the Park Financing Plan, shall be responsible for financing Neighborhood Parks and Facilities. RMA and Landowners jointly shall be responsible for financing Community Parks and Facilities. Landowner's payment of fees pursuant to the Park Financing Plan shall fully satisfy Landowner's obligation towards the financing of Community Facilities. The Landowners' monetary contributions which are established by the Park Financing Plan, shall be adjusted annually in an amount based on the ENR Construction Cost Index for the San Francisco Region and shall be collected at the time Landowner property is annexed into the RMA. The initial fees shall be in those amounts set forth in subsection B(ii) below. RMA shall establish a park development fund (the "Fund") into which funds collected pursuant to this Agreement shall be deposited. The Fund shall be used for the purposes of constructing the facilities delineated in the Park Facilities Matrix and for no other purpose. RMA shall contribute and shall provide evidence to Landowners that RMA has contributed the amount of \$485.00 (the "RMA Contribution") for each contribution to the Fund pursuant to Section 7(B)(ii). The RMA Contribution shall be made within 30 days following the Landowner contribution to the Fund made pursuant to Section 7(B)(ii). With the consent of the Parks Committee (such consent not to be unreasonably withheld), RMA shall be given a credit against the required RMA contributions for development by RMA of facilities of an equivalent value or quality.

B. Initial Fee Amounts:

i. Neighborhood Park Fees.

Properties Within:

Rancho Murieta North \$ 605.00/dwelling
unit

ii. Community Parks.

Landowners Property \$1095.00/dwelling
Subject to this unit
Agreement

C. RMPI and/or RMA may elect, with the consent of the Park Committee (such consent not to be unreasonably withheld), to construct Community Park Facilities. In such event a

credit shall be given against fees otherwise payable pursuant to this Agreement in an amount equal to the budgeted amount set forth in Exhibit D for the constructed improvement. The quality of the improvement shall be commensurate with the amount that would have been expended by a prudent park developer in consideration of and consistent with the amount of credit. RMPI shall provide to the Park Committee, for review and approval, the plans for construction of the proposed facility as set forth in Section 5 herein. The Park Committee shall review the construction plans (and the quality thereof) for consistency with the Park Facility Matrix to determine the total amount of credit to be given. Nothing in this Section 7.C. shall be construed to release RMA from its obligations to utilize monies deposited in the Fund to construct Park facilities (as delineated in Exhibit C) in a timely manner.

D. Exemption. Any unit for which the CSD Community Facilities fee has been paid to CSD prior to the date of this Agreement shall be exempt from the Community Park fee specified in section 7(B)(ii).

8. CSD Community Facilities Fees. CSD agrees as follows:

A. CSD shall not include as a component of its community facilities fee to be imposed on the lands of Landowners any amount for the purposes of park acquisition or development.

B. CSD agrees that the community facilities fee applicable to the Property, in effect on September 1, 1990, shall be reduced to Eight Hundred and Forty-Two Dollars (\$842.00) or such other amount as may be adopted by the District in accordance with Section 66000 et seq. of the Government Code. Nothing in this Section 8(B) shall be construed to limit the authority of the CSD to collect fees adopted in accordance with Government Code Section 66000 et seq. for facilities other than facilities for park purposes.

C. In the event that any Landowner is in breach of this Agreement, nothing herein shall be deemed to preclude the CSD from imposing a lawfully adopted fee for park acquisition and development. In the event that such a fee is enacted, a credit for full payment of such fee shall continue to be given to all non-defaulting Landowners.

9. Modifications. Relocations of parks or changes in park size may be approved only upon the mutual written consent of the Park Committee and the Landowner (or its successor in interest) of the undeveloped property subject to the change. Any such change shall be subject to County of Sacramento approval.

10. Binding Agreement. This Agreement shall be a covenant running with the land and shall be recorded as an encumbrance on the Property described and shown in Exhibit A-1 and A-2. It is binding upon the heirs, successors and assigns of the parties.

11. Exhibits. The following is a list of exhibits attached to this Agreement which have been incorporated herein.

- A-1 and A-2 - Description of lands owned by Landowners
- B - Park Site Plan
- C - Park Facility Matrix
- D - Park Financing Plan
- E - Conceptual location of trails
- F-1 and F-2 - Description of Clementia Community Park

12. Counterpart Execution. Execution of this Agreement may be in the form of counterpart originals.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT OF SACRAMENTO COUNTY

Date: February 20, 1991

By: [Signature]
President,
Board of Directors

CORPORATE ACKNOWLEDGMENT

NO. 202

State of California }
County of Sacramento } SS.

On this the 20th day of February 1991, before me,

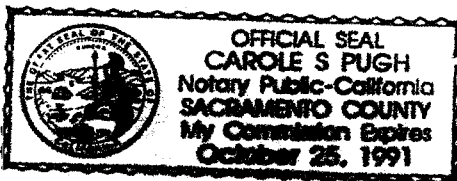
Carole S. Pugh,
the undersigned Notary Public, personally appeared

W. Corey Trench,

personally known to me
 proved to me on the basis of satisfactory evidence

to be the person(s) who executed the within instrument as President or on behalf of the corporation therein named, and acknowledged to me that the corporation executed it.


WITNESS my hand and official seal.



Carole S. Pugh
Notary's Signature

RANCHO MURIETA ASSOCIATION, a
California non-profit mutual
corporation

Date: Feb 21, 1991

By: 

Its: PRESIDENT

By: _____

Its: _____

RANCHO MURIETA PROPERTIES, INC.,
a California corporation

Date: 2-20, 1991

By: 

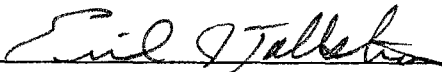
Its: VICE-PRESIDENT

By: _____

Its: _____

CBC BUILDERS, INC., a
California corporation

Date: 2-20, 1991

By: 

Its: VICE-PRESIDENT

By: _____

Its: _____

ACQUISITION CORP
SHF, Inc., a
California corporation
NEVADA

Date: 2-20, 1991

By: James H. Dale

Its: Secretary - Inow

By: _____

Its: _____

STATE OF CALIFORNIA

COUNTY OF Sacramento

On February 20, 1991, before me, the undersigned notary public, personally appeared Erik J. Tallstrom

- personally known to me
- proved to me on the basis of satisfactory evidence

to be the person who executed the within instrument as R.M.P.I., Vice President on behalf of the corporation therein named, and acknowledged to me that the corporation executed it.

Carole S. Pugh
NOTARY PUBLIC



STATE OF CALIFORNIA

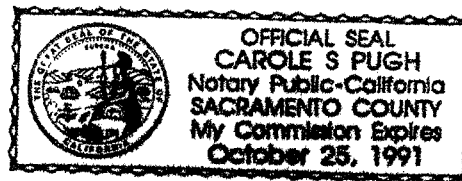
COUNTY OF Sacramento

On February 20, 1991, before me, the undersigned notary public, personally appeared James H. Dale

- personally known to me
- proved to me on the basis of satisfactory evidence

to be the person who executed the within instrument as Secretary/Treasurer on behalf of the corporation therein named, and acknowledged to me that the corporation executed it.

Carole S. Pugh
NOTARY PUBLIC



STATE OF CALIFORNIA

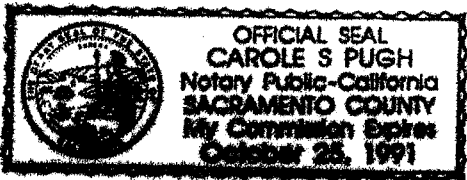
COUNTY OF Sacramento

On February 20, 1991, before me, the undersigned notary public, personally appeared Erik J. Tallstrom,

[] personally known to me
[] proved to me on the basis of satisfactory evidence

to be the person who executed the within instrument as Vice President on behalf of the corporation therein named, and C.B.C. Bulde acknowledged to me that the corporation executed it.

Carole S. Pugh
NOTARY PUBLIC



STATE OF CALIFORNIA

COUNTY OF Sacramento

On February 21, 1991, before me, the undersigned notary public, personally appeared Rudie Bivens, RMA

[] personally known to me
[] proved to me on the basis of satisfactory evidence

to be the person who executed the within instrument as President on behalf of the corporation therein named, and acknowledged to me that the corporation executed it.

Carole S. Pugh
NOTARY PUBLIC



CORPORATE ACKNOWLEDGMENT

NO. 202

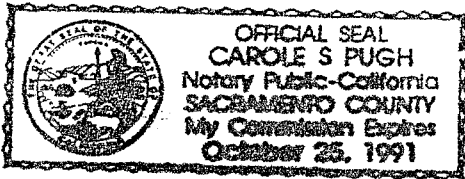
State of California }
County of Sacramento } SS.

On this the 20th day of February 19 96, before me,

Carole S. Pugh
the undersigned Notary Public, personally appeared

W. Corey Trench

personally known to me
 proved to me on the basis of satisfactory evidence
to be the person(s) who executed the within instrument as President or on behalf of the corporation therein
named, and acknowledged to me that the corporation executed it.
WITNESS my hand and official seal.



Carole S. Pugh
Notary's Signature

DISTRICT BOUNDARY

PARCEL 7
(117 PM 15)

PARKWAY

MURIETA

COSUMES RIVER

JACKSON RD.



RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA



GIBERSON & ASSOCIATES
Planning - Engineering - Project Management

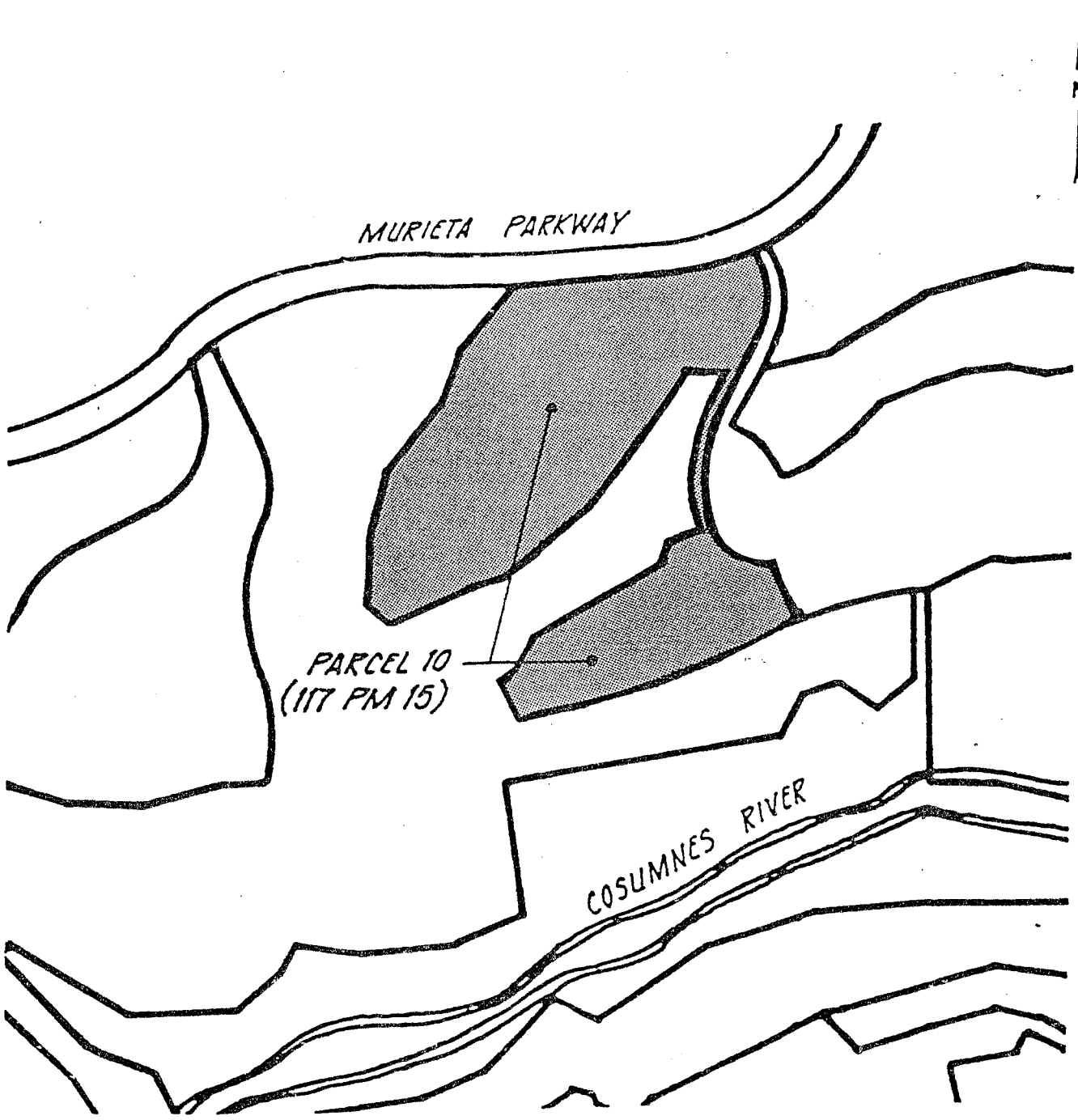
1040 Cold Spring Drive, Suite 101, Sacramento, CA 95820 (916) 436-4080

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-i.

SCALE: 1" = 1250'

DATE: 1/91

PAGE: 1 OF 9



RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA

GIBERSON & ASSOCIATES
Planning • Engineering • Project Management

1040 Gold Express Drive, Suite 101 Sacramento, CA 95870 (916) 638-4040

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-ii.

SCALE: 1" = 500'

DATE: 1/91

PAGE: 2 OF 9

PARCEL 12
(117 PM 15)

PARKWAY

MURIETA

COSUMNES RIVER

N

RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA

GIBERSON & ASSOCIATES
Planning - Engineering - Project Management

1848 Gold Express Drive, Suite 101 Sacramento, CA 95820 (916) 438-4040

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-iii

SCALE: 1" = 1000'

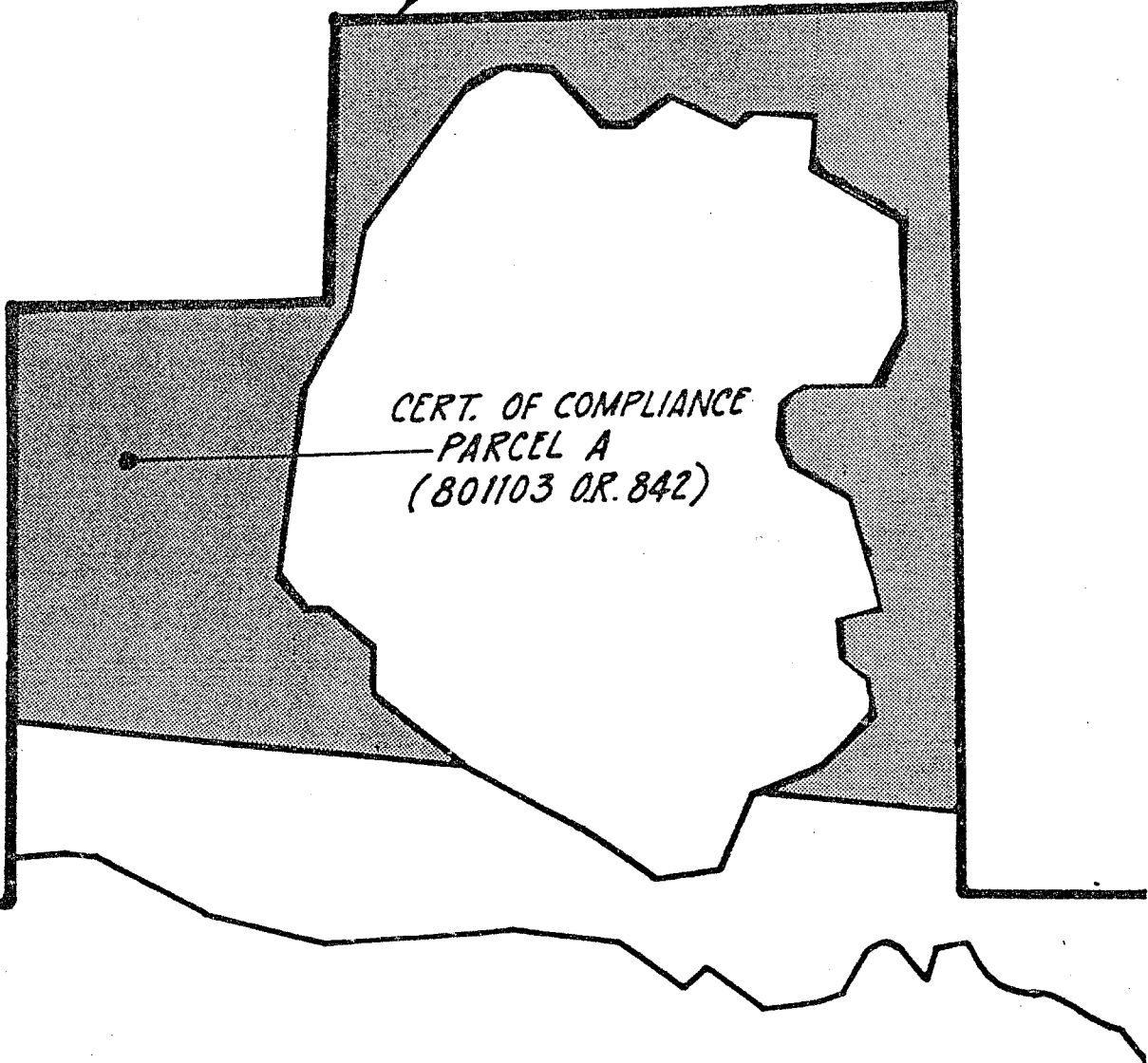
DATE: 1/91

PAGE: 3 OF 9



DISTRICT BOUNDARY

CERT. OF COMPLIANCE
PARCEL A
(801103 OR. 842)



RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA



GIBERSON & ASSOCIATES
Planning • Engineering • Project Management

1046 Gold Express Drive, Suite 101 Sacramento, CA 95870 (916) 438-4000

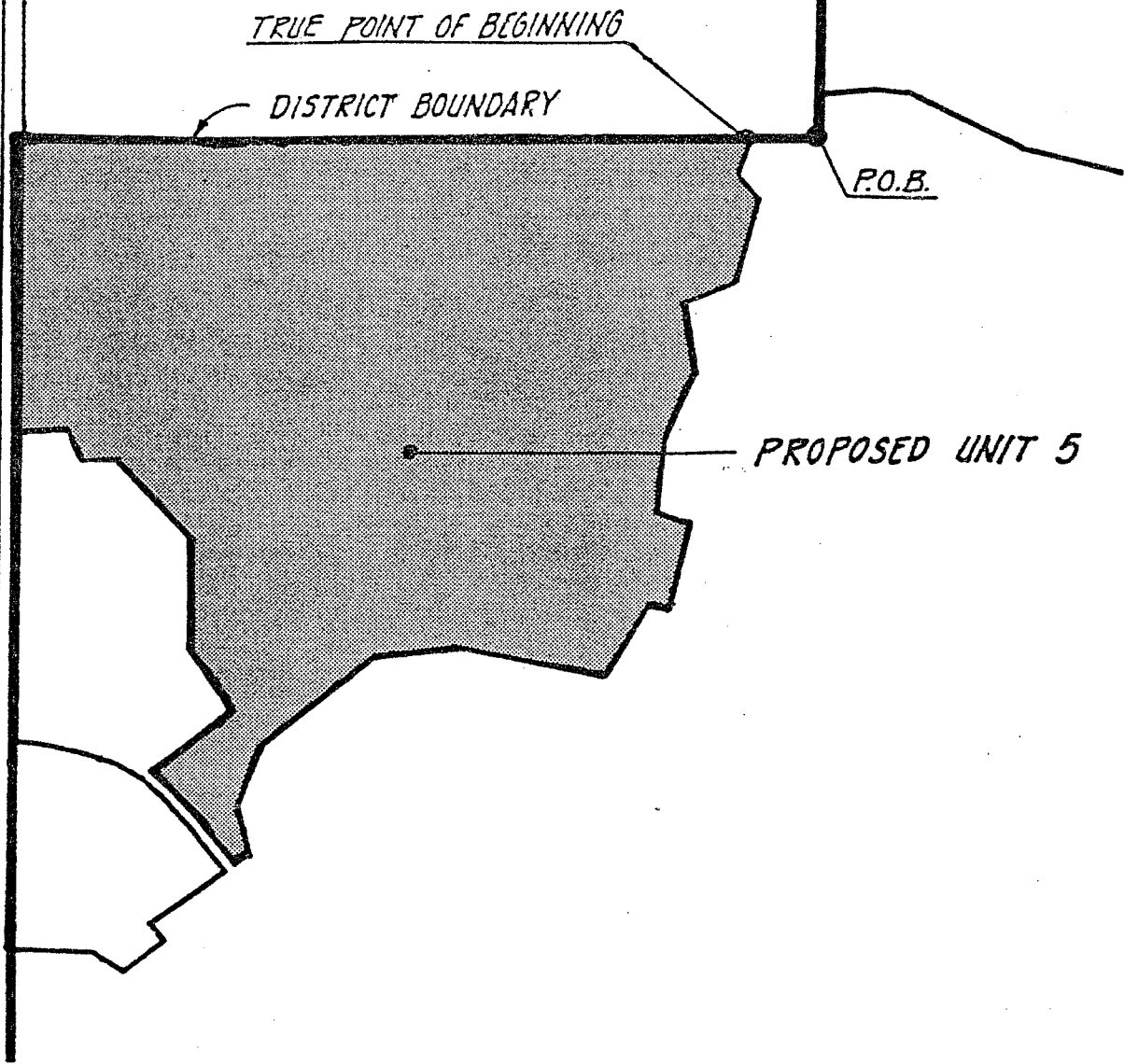
PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-iv.

SCALE: 1"=800'

DATE: 1/91

PAGE: 4 OF 9

STONEHOUSE ROAD



RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA



GIBERSON & ASSOCIATES
Planning - Engineering - Project Management

1046 Gold Express Drive, Suite 101 Sacramento, CA 95830 (916) 438-4080

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-V.

SCALE: 1=800'

DATE: 1/91

PAGE: 5 OF 9

NOTE: P.O.B. = NE COR. S/W 1/4, S/W 1/4 OF SECTION 27, T.8N., R.8E. M.D.M.

P.O.B.

TRUE POINT OF BEGINNING

N

N 89° 52' 57" E ~ 2084.93'

N 89° 36' 42" E ~ 1021.25'

S 25° 45' 16" W ~ 183.74'

S 54° 25' 01" E ~ 127.50'

S 89° 36' 42" W ~ 300.00'

S 87° 30' 19" W ~ 56.11'

S 64° 22' 23" W ~ 172.51'

S 09° 13' 46" W ~ 531.43'

S 08° 59' 50" E ~ 303.97'

S 22° 25' 14" W ~ 354.68'

S 04° 58' 43" W ~ 290.35'

S 76° 44' 27" E ~ 160.00'

N 63° 57' 25" W ~ 106.00'

R = 1581.00'
CH = S 10° 40' 00" W ~ 435.52'

S 22° 02' 59" W ~ 143.73'

N 73° 00' 00" W ~ 550.00'

N 68° 15' 46" W ~ 10.01'

S 27° 16' 08" W ~ 266.47'

S 85° 00' 00" W ~ 265.00'

S 72° 35' 39" W ~ 115.60'

S 48° 30' 00" W ~ 535.01'

S 19° 00' 00" W ~ 267.37'

S 16° 22' 43" E ~ 200.00'

S 57° 58' 43" W ~ 120.77'

N 32° 01' 18" W ~ 170.70'

R = 721.00'

CH = N 47° 56' 15" W ~ 395.43'

N 27° 56' 32" W ~ 263.70'

N 49° 44' 58" E ~ 470.00'

N 01° 34' 35" W ~ 600.00'

N 01° 34' 35" W ~ 1326.86'

N 89° 40' 55" W ~ 237.14'

N 58° 58' 56" W ~ 277.73'

S 88° 25' 25" W ~ 160.00'

N 41° 10' 12" W ~ 371.01'

STONEHOUSE ROAD

RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA

GIBERSON & ASSOCIATES
Planning • Engineering • Project Management

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-V.

SCALE: 1" = 500'

DATE: 1/91

PAGE: 6 OF 9

15 Cole Express Drive, Suite 101 Sacramento, CA 95810 (916) 436-4060

PARCEL 1
(92 PM 22)

STONEHOUSE ROAD

DISTRICT BOUNDARY

PARKWAY

MURIETA

LONE PINE DRIVE

JACKSON ROAD



PANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA

GIBERSON & ASSOCIATES
Planning • Engineering • Project Management

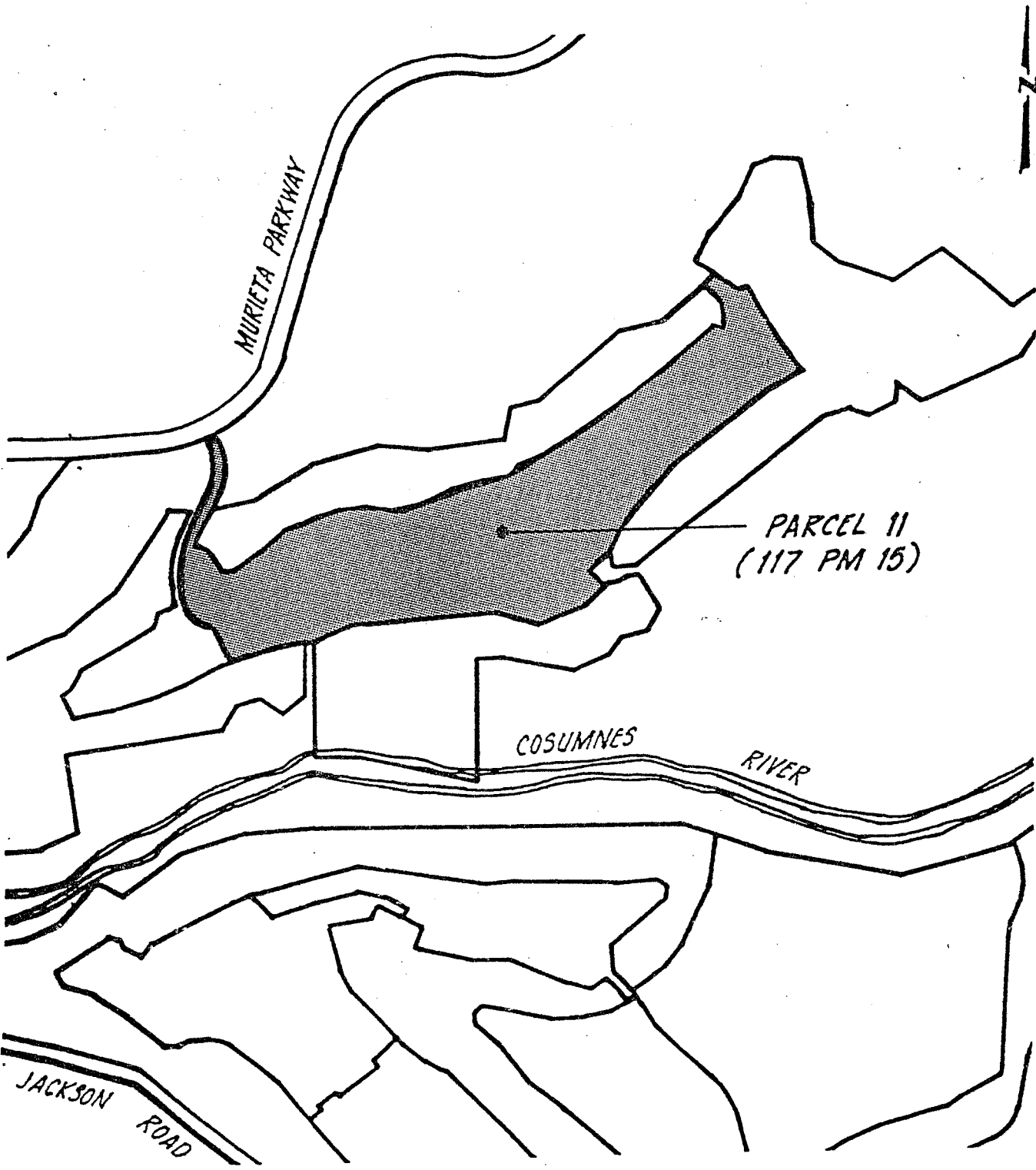
1940 Gold Canyon Drive, Suite 101 Sacramento, CA 95820 (916) 438-4040

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-VI

SCALE: 1"=500'

DATE: 1/91

PAGE: 7 OF 9



RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA

GIBERSON & ASSOCIATES
 Planning • Engineering • Project Management

10400 Coto Lane, Suite 101, Sacramento, CA 95820 (916) 636-0060

PLAT TO ACCOMPANY
 PARK AGREEMENT
 EXHIBIT A-1-vii

SCALE: 1"=800'

DATE: 1/91

PAGE: 8 OF 9

STONEHOUSE ROAD

DISTRICT BOUNDARY

LOT A
(95 B.M. 18)



RANCHO MURIETA COMMUNITY SERVICES DISTRICT, CALIFORNIA



GIBERSON & ASSOCIATES
Planning • Engineering • Project Management

1246 Gold Express Drive, Suite 101 Sacramento, CA 95870 (916) 438-4060

PLAT TO ACCOMPANY
PARK AGREEMENT
EXHIBIT A-1-viii

SCALE: 1"=800'

DATE: 1/91

PAGE: 9 OF 9

EXHIBIT A-2-i

That real property situate in the unincorporated area, County of Sacramento, State of California, being Parcel 7 of that certain parcel map filed in the office of the Recorder of said County in Book 117 of Parcel Maps at Page 15.

EXHIBIT A-2-ii

That real property situate in the unincorporated area, County of Sacramento, State of California, being Parcel 10 of that certain parcel Map filed with the office of the Recorder of said County in Book 117 of Parcel Maps at Page 15.

EXHIBIT A-2-iii

That real property situate in the unincorporated area, County of Sacramento, State of California, being Parcel 12, as shown in that certain Parcel Map filed in the office of the Recorder of said County in Book 117 of Parcel Maps at Page 15.

EXHIBIT A-2-iv

That real property situate in the unincorporated area, County of Sacramento, State of California, being Parcel A of that certain Certificate of Compliance filed in the office of the Recorder of said County in Book 801103, Official Records, at Page 842.

EXHIBIT A-2-v

That real property situate in the unincorporated area, County of Sacramento, State of California, being a portion of Parcel 2 and a portion of Parcel 3 of that certain Parcel Map filed in the office of the Recorder of said County in Book 12 of Parcel Maps at page 47 and being more particularly described as follows:

Beginning at the Northeast corner of the Southwest 1/4 of the Southwest 1/4 of Section 27, Township 8 North, Range 8 East, M.D.M.; thence, South 89° 36' 42" West 300.00 feet to the True Point of Beginning; thence, South 25° 45' 16" West 183.74 feet; thence, South 54° 25' 01" East 127.50 feet; thence, South 09° 13' 46" West 531.43 feet; thence, South 87° 30' 19" West 56.11 feet; thence, South 64° 22' 23" West 172.51 feet; thence, South 08° 59' 50" East 303.97 feet; thence, South 22° 25' 14" West 354.68 feet; thence, South 04° 58' 43" West 290.35 feet; thence, South 76° 44' 27" East 160.00 feet; thence along a non tangent curve concave to the West having a radius of 1,581.00 feet subtended by a chord which bears South 10° 40' 00" West 435.52 feet; thence, North 63° 57' 25" West 106.00 feet; thence, South 22° 02' 59" West 143.73 feet; thence, North 68° 15' 46" West 10.01 feet; thence, South 27° 16' 08" West 266.47 feet; thence, North 73° 00' 00" West 550.00 feet; thence, South 85° 00' 00" West 265.00 feet; thence South 72° 35' 39" West 115.60 feet; thence, South 48° 30' 00" West 535.01 feet; thence, South 19° 00' 00" West 267.37 feet; thence, South 16° 22' 43" East 200.00 feet; thence, South 57° 58' 43" West 120.77 feet; thence, North 32° 01' 18" West 170.70 feet; thence, along the arc of a non tangent curve concave to the Southwest having a radius of 721.00 feet being subtended by a chord which bears North 47° 56' 15" West 395.43 feet; thence, North 49° 44' 58" East 470.00 feet; thence, North 27° 56' 32" West 263.70 feet; thence, North 01° 34' 35" West 600.00 feet; thence, North 41° 10' 12" West 371.01 feet; thence, South 88° 25' 25" West 160.00 feet; thence, North 58° 58' 56" West 277.73 feet; thence, North 89° 40' 55" West 237.14 feet to a point on the East line of Stonehouse Road; thence, North 01° 34' 35" West 1,326.86 feet; thence, leaving said East line of Stonehouse Road North 89° 52' 57" East 2,084.93 feet; thence, North 89° 36' 42" East 1,021.25 feet to the True Point of Beginning.

EXHIBIT A-2-v

Page 5 of 8

EXHIBIT A-2-vi

That real property situate in the unincorporated area, County of Sacramento, State of California, being Parcel 1 of that certain Parcel Map filed in the office of the Recorder of said County in Book 92 of Parcel Maps at Page 22.

EXHIBIT A-2-vii

That real property situate in the unincorporated area, County of Sacramento, State of California, being Parcel 11 of that certain Parcel Map filed with the Recorder of said County in Book 117 of Parcel Maps at page 15.

EXHIBIT A-2-viii

That real property situate in the unincorporated area, County of Sacramento, State of California, being Lot A of that certain Subdivision Map filed at the office of the Recorder of said County in Book 95 of Maps, Map Number 18.

Rancho

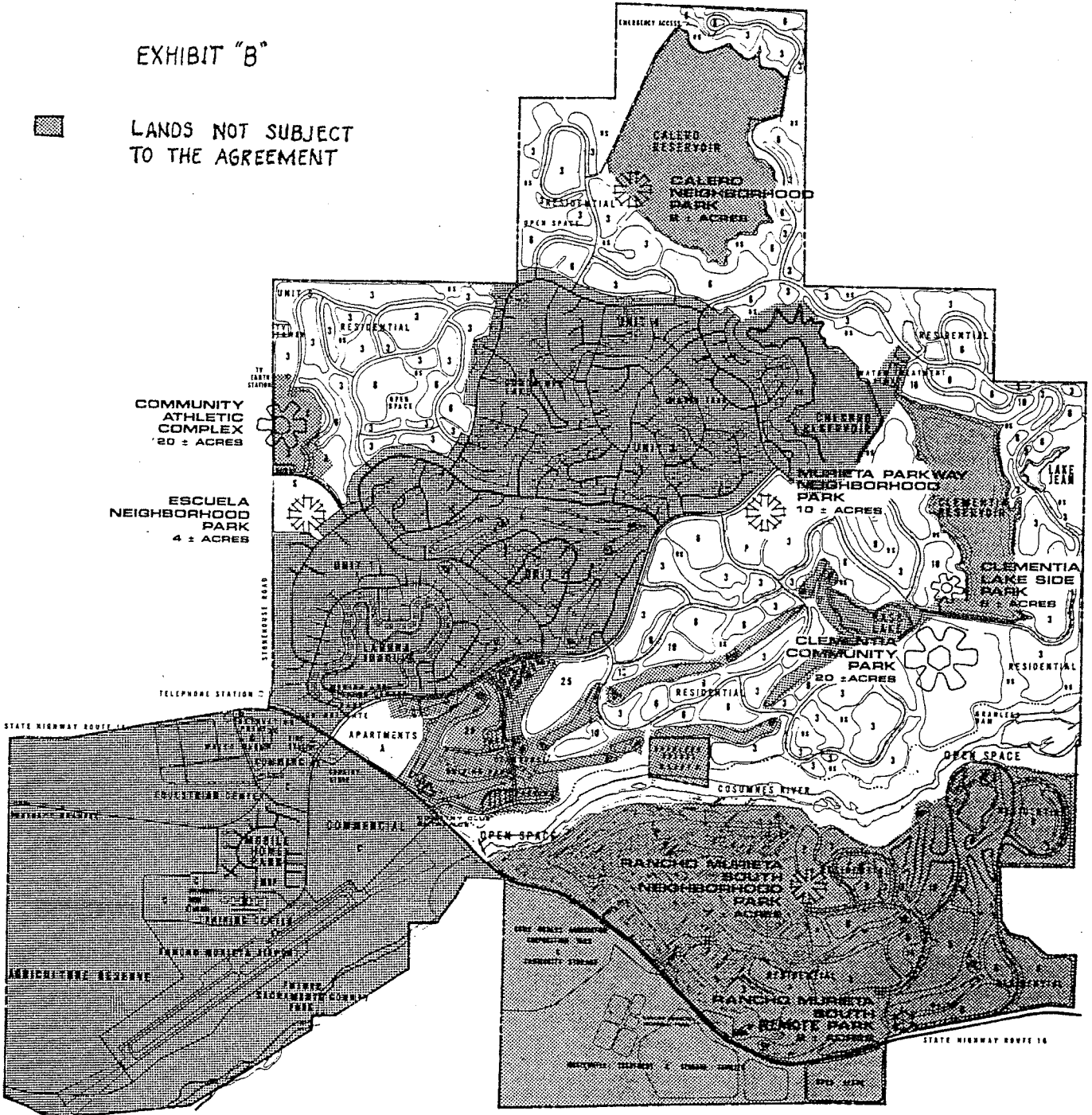


Murieta

EXHIBIT "B"



LANDS NOT SUBJECT TO THE AGREEMENT



Master Park Site Plan

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "C"
 RANCHO MARIETA PARK FACILITY MATRIX
 JANUARY 4, 1991

PARKMATS
 84002.5
 JANUARY 4, 1991

		NEIGHBORHOOD PARKS				COMMUNITY PARKS & FACILITIES				
ITER NO.:	DESCRIPTION	MARIETA PARKWAY	ESQUELA DRIVE	CALERO LAKESIDE	MARIETA SOUTH SPDRS	MARIETA SOUTH RESERVE-PARK	ATHLETIC COMPLEX	CLEMENTIA COMMUNITY	CLEMENTIA LAKESIDE	STONEHOUSE SCHOOL JOINT USE FACILITY
A. PHYSICAL CHARACTERISTICS										
1	ADRENAGE (PROPOSED SITE)	10.0	4.0	8.0	7.0	2.0	20.0	20.0	8.0	N/A
2	SLOPES	MILD	STEEP	FLAT	HILL	FLAT	HILD	FLAT	STEEP	STEEP
3	TREE COVER	10%	0%	0%	10%	10%	0%	0%	0%	0%
4	CULTURAL RESOURCES	YES	NO	NO	NO	NO	NO	YES	NO	NO
5	HYDROLOGY	NONE	NONE	LAKE SHORE	25% FLOOD, SAND BATTERED, CHECK	NONE	NONE	100% FLOOD	LAKE SHORE	NONE
6	SOILS	GOOD	GOOD	GOOD	FAIR	FAIR	GOOD	GOOD	GOOD	FAIR
7	EROSION HAZARD	MODERATE	MODERATE	MODERATE	MODERATE	MODERATE	MODERATE	LOW	MODERATE	MODERATE
B. IMPROVEMENTS										
1	AMPHITHEATER				X					
2	BANIAN SOCCER FIELD				X			X		
3	BBQ AREA			X					X	
4	BENCH AREA				X					X
5	BLEACHERS (PERMANENT)						X (2 PHASES)			
6	BLEACHERS (TEMPORARY)									
7	BOAT LAUNCH RAMP			X						X
8	COMMUNITY BUILDING (4,000 S.F.)									
9	FOOD PREPARATION AREA									
10	FLOATING DOCK (PERMANENT)									
11	HARD COURT	X			X		X (W/ LIGHTS)		X	
12	HORSESHOE PITS	X			X				X	
13	INTERPRETIVE/MATURE AREA	X			X					
14	LARGE GROUP PICNIC AREA									
15	LIGHTED BALL FIELD						X (3 TOTAL)			
16	LITTLE LEAGUE DIAMOND						X (2 TOTAL)			
17	NEIGHBORHOOD BUILDING (4,000 SF)	X			X					
18	OPEN PLAY FIELD	X			X		X		X	
19	PARKING	X			X		X		X	
20	PICNIC AREA				X		X		X	
21	REGULATION BASEBALL FIELD				X		X		X	
22	RESTROOMS				X		X		X	
23	SHADE TREES	X			X		X		X	
24	SOCCER FIELD		X		X		X (2 TOTAL)		X	
25	SOFTBALL FIELD				X		X			
26	SNACK BAR/EQUIPMENT BUILDING				X		X			
27	SWIM AREA						X			X
28	SWIM COMPLEX (SPACE ONLY)	X			X		X			
29	TENNIS COURTS (2 PER SITE)	X			X		X (W/ LIGHTS)		X	
30	TOT LOT/PLAYGROUND	X			X				X	
31	TURF & IRRIGATION	X		X	X				X	
32	HOLLEYBALL COURT			X	X				X	

(1) PARKS NOT SUBJECT TO AGREEMENT

EXHIBIT "D"

RANCHO MURIETA
 PARK FUNDING PROGRAM
 January 4, 1991

A. PARK BUDGETS

<u>Description</u>	<u>Budget</u>
I. <u>NEIGHBORHOOD PARKS</u>	
A. RANCHO MURIETA NORTH	
1. Murieta Parkway	\$ 540,000
2. Escuela Drive	235,000
3. Calero Lakeside	<u>365,000</u>
Subtotal	\$ 1,140,000
B. RANCHO MURIETA SOUTH	
1. Murieta South	\$ 395,000
2. Murieta South Remote	<u>100,000</u>
Subtotal	\$ 495,000
 TOTAL NEIGHBORHOOD PARKS	 \$ 1,635,000
II. <u>COMMUNITY PARKS & FACILITIES</u>	
A. COMMUNITY PARKS	
1. Athletic Complex	\$ 2,172,000
2. Clementia Community Park	1,375,000
3. Clementia Lakeside	<u>353,000</u>
Subtotal	\$ 3,900,000
B. COMMUNITY BUILDINGS	
1. Murieta Parkway Park	\$ 500,000
2. Murieta South Park	<u>500,000</u>
Subtotal	\$ 1,000,000
 TOTAL COMMUNITY PARKS & FACILITIES	 \$ 4,900,000
 GRAND TOTAL	 <u>\$ 6,535,000</u>

NOT SUBJECT TO PARK AGREEMENT

B. FUNDING PROGRAM

	<u>Description</u>	<u>Budget</u>	<u>Funding</u>
I.	Neighborhood Parks		
A.	Rancho Murieta North	\$ 1,140,000	
	1. Developer Responsibility:		
	Undeveloped DU =		
	1,894 DU @ \$ 602/DU =		\$ 1,140,000
B.	Rancho Murieta South	\$ 495,000	
	To be built and dedicated by Rancho Murieta South developers at their sole cost (No Neighborhood Park Fee)		\$ 495,000
TOTAL NEIGHBORHOOD PARKS		\$ 1,635,000	\$ 1,635,000
II.	Community Parks & Facilities		
A.	Community Parks and Facilities	\$ 4,900,000	
	1. Developer Responsibility:		
	Undeveloped DU =		
	3,108 DU @ \$ 1,095/DU =		\$ 3,400,000
	2. RMA Responsibility:		
	Developed DU =		
	1,534 DU @ \$ 980/DU =		\$ 1,500,000
	(To Be Contributed In Accordance with Section 7A)		
TOTAL COMMUNITY PARKS & FACILITIES		\$ 4,900,000	\$ 4,900,000
GRAND TOTAL		\$ 6,535,000	\$ 6,535,000

■ FUNDING NOT SUBJECT TO PARK AGREEMENT

Rancho



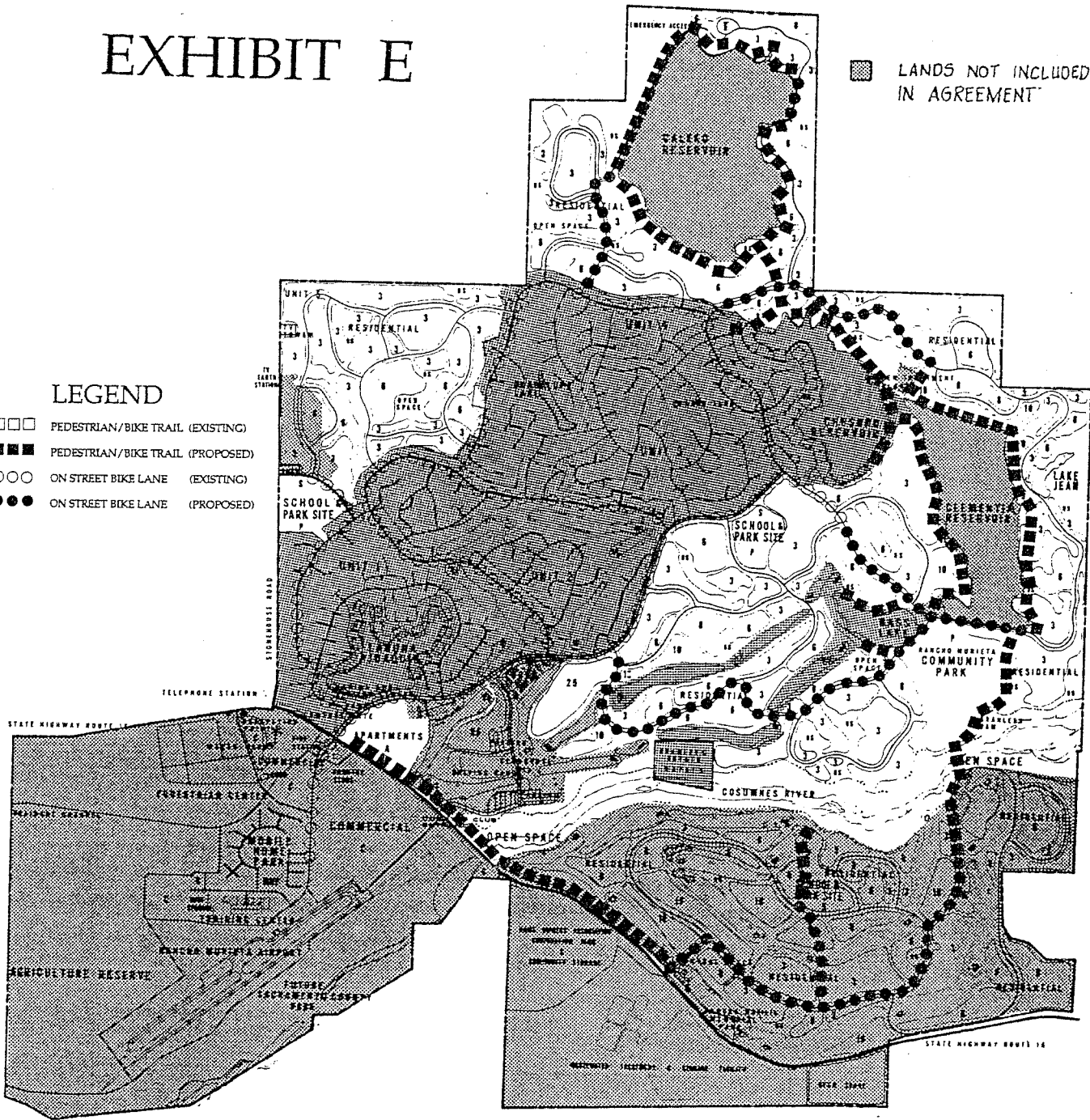
Muñeta

EXHIBIT E

■ LANDS NOT INCLUDED IN AGREEMENT

LEGEND

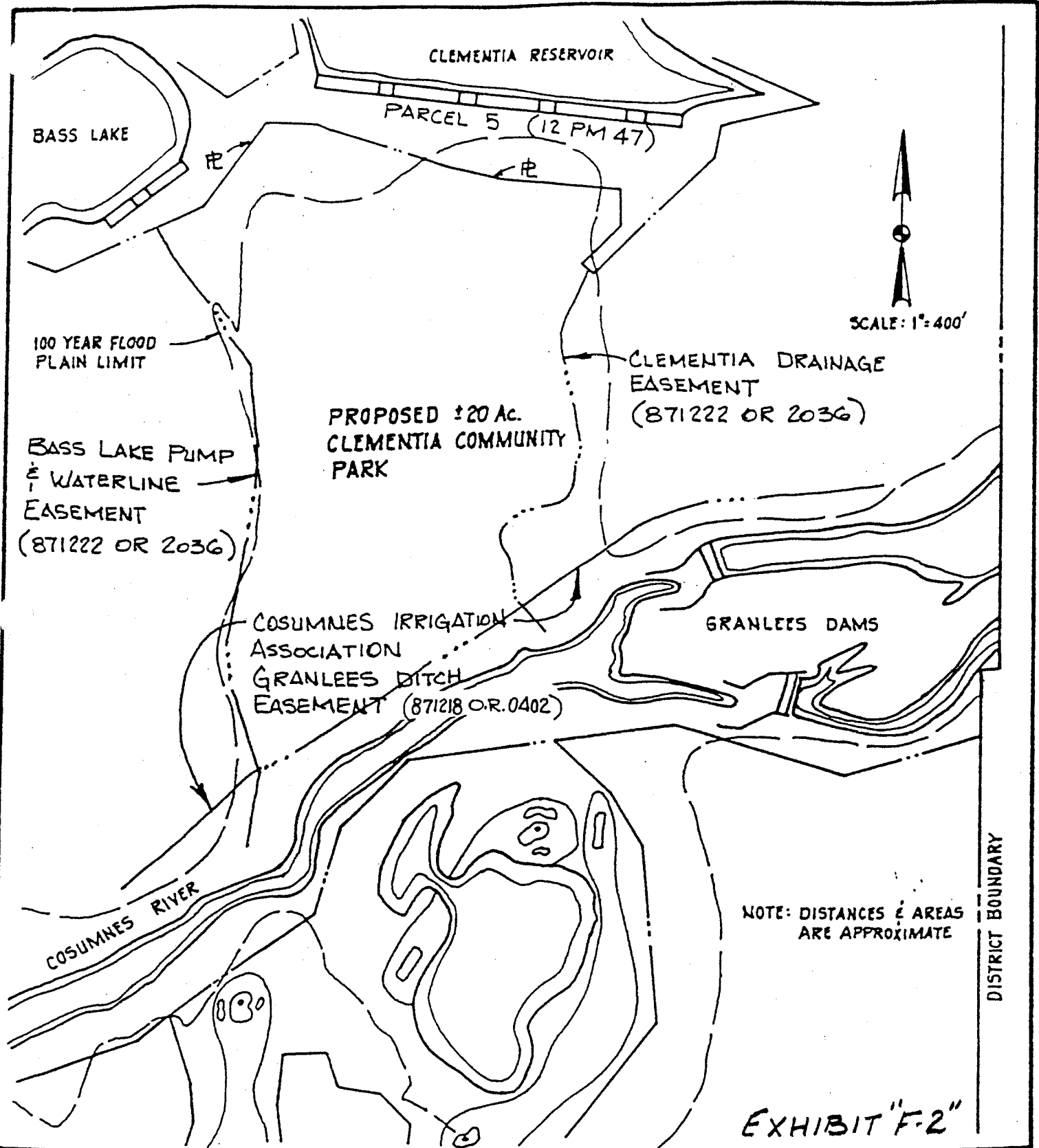
- □ PEDESTRIAN/BIKE TRAIL (EXISTING)
- ■ PEDESTRIAN/BIKE TRAIL (PROPOSED)
- ○ ON STREET BIKE LANE (EXISTING)
- ● ON STREET BIKE LANE (PROPOSED)



DATE: 1988
JULY 1987 COUNTRY CLUB ENTRANCE

CONCEPTUAL PLAN TRAIL SYSTEM





**CLEMENTIA COMMUNITY
PARK**
RANCHO MURIETA CALIFORNIA



11246 Gold Express Dr.
Suite 101
Sacramento, CA 95670
Tel: 916.638.4060



DATE: 1/91
DRAWN: BS
JOB: 84002.50
SHEET: 1 OF 1

Water Resources • Public Infrastructure • Land Development

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DISTRICT CODE
CHAPTER 2

BOARD OF DIRECTORS RULES AND PROCEDURES



Amended September 15, 2010 by
Ordinance 2010-04

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DISTRICT CODE

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

SECTION 1.00 Board of Directors

1.01 Authority of the Board

The Board of Directors is the governing body of the District. The Board shall act only at its regular meetings, regular adjourned meetings, special meetings or emergency meetings.

1.02 Officers

At the regular meeting in December following a general election, the Directors shall elect one of their members President of the Board and another of the members Vice President of the Board. Term of office for each shall be two (2) years. The elected President or the Vice President may succeed him or herself in office once, for two (2) terms or four (4) years in office. Should the President or Vice President vacate his or her office prior to the end of the prescribed two-year term, a replacement shall be appointed by the Directors to complete the term of the replaced officer. (amended by Ordinance 2010-04)

SECTION 2.00 Duties of the Board of Directors

2.01 Presiding Officer

The President shall preside at all meetings of the Board. The Vice President shall preside at all meetings of the Board in the absence of the President. If both the President and Vice President are absent, the Directors in attendance shall select a Director to preside over the meeting.

2.02 Duties of the President

The President of the Board shall preserve order and decorum and shall decide questions of order, subject to appeal to the Board of Directors. The President from the chair may place a motion before the Board, second a motion and vote irrespective of the existence of an otherwise tie vote.

The President shall act as spokesperson for the Board with respect to its actions and policies, and those of the District. This provision, however, shall not preclude any other member of the Board from making appropriate comments within the scope of his or her position.

The President, or any member of the Board or staff person so designated, shall represent the Board where it is appropriate or desirable for the District to appear, at meetings of other public agencies, private entities, before public or private groups, or on other public or private occasions. However, this provision shall not limit the attendance of any Director or authorized officer or employee of the District in conformance with the requirements of the Brown Act.

The President shall work through the General Manager, counsel or other officer of the District to obtain such information as may be necessary and appropriate to assist the Board in its deliberations, and may direct staff to implement the policies and decisions of the Board. Except as provided herein, or except as approved by the Board, individual members of the Board shall not act independently to direct staff in the performance of their duties.

2.03 Duties of the Vice President

The Vice President shall act if the President is absent or unable to act and shall exercise all of the powers of the President on such occasions.

2.04 Authority of Individual Board Members

All powers of the District shall be exercised and performed by the Board as a body. Individual Board Members, except as provided in this Code or otherwise authorized by the Board, shall have no independent power to act for the District, or the Board, or to direct staff of the District.

SECTION 3.00 Employees and Consultants

3.01 Principal Employees

The Board shall, as necessary, appoint a General Manager and a District Secretary. 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 Finance Officer.

3.02 Compensation

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 Duties of Employees

4.01 Duties of General Manager

The General Manager shall be responsible for all of the following:
a. The Implementation of the policies established by the Board of Directors for the operation of the District.

- b. The appointment, supervision, discipline, and dismissal of the District's employees, consistent with the employee relations system established by the Board of Directors.
- c. The supervision of the District's facilities and services.
- d. The supervision of the District's finances.

4.02 Duties of District Secretary

The District Secretary shall prepare and mail or send by electronic media to each person entitled thereto copies of agendas, minutes of the preceding meeting, and notice of meetings. The District Secretary shall prepare minutes for adoption by the Board of Directors setting forth all actions taken by the Board and shall preserve minutes and other records of actions of the governing Board. Upon Board Action, a recording secretary may be appointed to record and transcribe the minutes of meetings.

SECTION 5.00 Meetings: Time, Place and Manner

5.01 Time

The time for regular meetings of the Board of Directors of the Rancho Murieta Community Services District shall be the third Wednesday of each month with open session beginning at 5:00 p.m.; provided, however, if such meeting date shall fall upon a legal holiday, the regular meeting shall be held on the next ensuing full business day or to a specified date. Motion and approval by Board majority can reset the regular meeting to accommodate member travel schedules, illness, or other cause. (Amended by Resolution 2003-03)

5.02 Place

The place of meetings of the Board of Directors shall be in the Board Room of the Rancho Murieta Community Services District Administration Building, located at 15160 Jackson Road, Rancho Murieta, California, unless otherwise designated by the Board of Directors.

5.03 Recording

The proceedings of all regular and special Board meetings shall be recorded by audiotape and/or electronic media. Recordings shall be retained for a period of 10 years. Video and audio taping of regular or special meetings shall conform to sections 54953.5§ & 54953.6§ of the Brown Act.

5.04 Special Meetings

The time, place, and manner of calling all other meetings of the Board of Directors shall be undertaken as prescribed in the Ralph M. Brown Act. (Government Code Sections 54950 et.seq.)

5.05 Adjourned Meetings

A majority vote by the Board of Directors may terminate any meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and place.

5.06 Compliance with Brown Act

All meetings of the Board of Directors and Committees shall be open and public and all persons shall be permitted to attend any public meeting of the Board of Directors except as provided by law; provided, however, that closed sessions may be held when permitted by law.

5.07 Secret Ballots

Secret ballots are not allowed.

5.08 Meetings

All public meetings shall be conducted in compliance with the provisions of this Chapter and where not otherwise addressed, in compliance with "Robert's Rules of Order".

SECTION 6.00 Agendas

6.01 Setting of Agenda

The General Manager, in consultation with the Board President, shall set the agenda. Committee recommendations on topics to be updated 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 (5) business days prior to the meeting date.

6.02 Consent Calendar

Agendas of Board meetings shall incorporate a consent calendar listing items of a routine nature not normally requiring discussion.

The following is a listing of consent calendar items, which may be amended from time to time by the direction of the Board of Director or by the General Manager and the District Secretary, as they deem appropriate.

Approval of Minutes

Receive and File or Reference Correspondence

Receive and File:

General Manager's Report

Field Operations Report

Administrative Reports

Security Department Reports

Approval of Bills Paid Listing

Informational Items

Approval of the consent calendar shall take place by a **motion** and a **second** of the Board and passed by a **roll call vote** indicating a majority vote.

6.03 Distribution

The District Secretary shall prepare an agenda for each regular Committee meeting and shall post and mail or send by electronic media the agenda to persons entitled thereto at least 72 hours prior to the meeting. The District Secretary shall prepare an agenda for each special meeting and post this agenda 24 hours prior to the meeting.

6.04 Additional Distribution

Agendas shall be mailed or sent by electronic media to any person who has on file a written request to receive agendas, after the District has received payment of the appropriate fees to cover either faxing or mailing of said agendas.

6.05 Request to Appear

Any person who desires to address the Board at length on a matter, which is not on the agenda, shall make a request to do so to the District Secretary at least forty-eight hours in advance of the posting of the agenda (five (5) business days before the meeting). This provision shall not prevent any person from addressing the Board at a time designated therefore on the agenda.

6.06 Agenda Change

The Board can add an item to the agenda with a 2/3 vote of the Board if the body determines that the matter in question constitutes an emergency or for other cause permitted under section 54954.2(b) of the "Brown Act".

6.07 Public Comment on Agenda Items

Any member of the public may address the Board on any item on the agenda at the time that item is being considered by the Board. Speakers will be limited to three (3) minutes per agenda item as monitored by the District Secretary. Additional time may be extended by the President. Speakers shall not be allowed to "split" their time, nor shall they be permitted to "reserve" all or any portion of their allotted time. If any person fails or refuses to abide by these rules, the President, after warning the speaker, may declare that the speaker is disrupting, disturbing or impeding the orderly conduct of the meeting and order the speaker to leave the meeting room.

6.08 Public Comment on Items Not on the Agenda

Any member of the public may address the Board on any item of interest to the public that is within the subject matter jurisdiction of the District that is not on the agenda, subject to the time limits and restrictions for public comments on agenda items. No action shall be taken on any item not appearing on the agenda unless

authorized in accordance with the procedures set forth in Section 54954.2 of the Brown Act. The Board shall not engage in debate, dialogue, or take action on any matter brought to its attention under public comment, except to refer the matter to staff or to determine that the matter should be included on a future agenda for consideration and action.

6.09 Manner of Addressing the Board by an Individual

A member of the public addressing the Board may give his or her name – in an audible tone of voice for the record. All remarks shall be addressed to the Board as body, not to any individual Director. No person, other than a Director, General Manager or District Counsel, and the person having the floor, shall be permitted to enter into any general discussion without the permission of the President.

6.10 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 member of that group, to limit the number of persons so addressing the Board, so as to avoid repetition before the Board. The President may set a time limit for each side of an issue.

Government Code 54957.9 permits the legislative body to clear the room if the meeting is willfully interrupted so as to render further conduct of the meeting unfeasible.

6.11 Correspondence to the Board

All written or electronic correspondence addressed to the Board of Directors is to be sent to the District office. Copies of the written or electronic correspondence and written responses in reply thereto, if any, shall be distributed to each member of the Board together with the next regular agenda or at the next regular meeting of the Board, depending on date of receipt or response.

SECTION 7.00 Minutes

7.01 Minutes

The District Secretary shall keep minutes of regular and special meetings of the Board. In addition, the Secretary shall mail or send by electronic media copies of the proposed minutes to the Board President for review. Copies of said minutes shall be made for distribution to each member of the Board with the agenda for the next regular Board meeting.

7.02 Storage

The official minutes of the regular and special meetings of the Board shall be kept in a fire-proof vault or in fire-resistant, locked cabinets.

Minutes of the Board of Director meetings shall be public records open to inspection by the public. The Secretary shall make copies available to any person who has a written request therefore as outlined in District Policy 2010-01.

SECTION 8.00 Rules of Order for Board and Committee Meetings

Action items shall be brought before and considered by the Board by a motion in accordance with this policy.

8.01 Obtaining the Floor

Any member of the Board desiring to speak should address the President and upon recognition by the President, may address the subject under discussion.

8.02 Motions

Any member of the Board, including the President, may make or second a motion. A motion shall be brought and considered when a member of the Board makes a motion and another Director seconds the motion. The motion is then open to discussion and debate. After the matter has been fully discussed and debated, the President will call for the vote.

8.03 Motion to Amend

A main motion may be amended before it is voted on, either by the consent of the members of the Board who moved and seconded, or by a new motion and second.

8.04 Motion to Postpone

A main motion may be postponed to a certain time by a motion to postpone, which is then seconded and approved by a majority of the Board.

8.05 Motion to Refer to Committee

A main motion may be referred to a Board committee for further study and recommendation by a motion to refer to committee, which is then seconded and approved by a majority vote of the Board.

8.06 Motion to Close Debate and Vote Immediately

As provided above, any member of the Board may move to close debate and immediately vote on a main motion.

8.07 Motion to Adjourn

A meeting may be adjourned by motion made, seconded, and approved by a majority vote of the Board before voting on a main motion.

8.09 Decorum

The President shall take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. The President may eject any person or

persons making personal, impertinent or slanderous remarks, refusing to abide by a request from the President, or otherwise interrupting the meeting or hearing.

SECTION 9.00 Actions and Decisions

9.01 Method of Action

The Board shall act only by ordinance, resolution or motion, in accordance with District Policy 2008-01, Guideline for Adopting Ordinances and Policy 2008-02, Guideline for Adopting Resolutions.

9.02 Majority – Quorum

The majority of the Board shall constitute a quorum for the transaction of business.

9.03 Majority Vote Required

No ordinance, resolution or motion shall be passed or shall become effective without the affirmative vote of at least a majority of the members of the Board.

9.04 Recordation of Vote Exceptions

For action taken by motion without the unanimous vote of all Directors present voting, the names of the Ayes and Noes shall be entered in the minutes. For passage of all ordinances and resolutions, the names of the Ayes, Noes, Abstain and Absent shall be entered into the minutes of the Board.

9.05 Enacting Clause of Ordinances

The form of enacting clause of all ordinances passed by the Board shall be: "Be it ordained by the Board of Directors of the Rancho Murieta Community Services District as follows".

9.06 Execution of Ordinances

All ordinances shall be signed by the President and attested by the District Secretary.

SECTION 10.00 Deviations

10.01 Deviations

No deviation from or failure to follow the procedures set forth in this Code shall invalidate any action or decision of the Board of Directors unless such deviation or failure has substantially prejudiced the rights of an interested person.

SECTION 11.00 Records

11.01 Records

Public records of the Rancho Murieta Community Services District shall be open to inspection as provided in the California Public Records Act, and District Policy 2010-01, as amended if applicable.

SECTION 12.00 Committees

12.01 Standing Committees

1. Improvements Committee
2. Finance Committee
3. Personnel Committee
4. Security Committee
5. Parks Committee
6. Communication & Technology Committee
7. Regional Water Authority (RWA)

12.02 General Rules Governing Committees

- a. The President of the Board of Directors shall appoint members of the Board of Directors to serve on these Standing Committees.
- b. No more than two Directors of the Board shall serve on any one Committee. Other Directors may attend Committee meetings as observers in accordance with the Brown Act, but have no authority to participate in any way in Committee discussions.
- c. Committees should focus on matters, which typically require extensive research and review, but should not operate in such a way that they make management decisions better left to paid staff.
- d. A Committee may take no action. Recommendations for formal action of the Board of Directors are made in the Committee reports.
- e. Any Committee that is appointed by action of the Board of Directors and/or has members of the public serving on the Committee shall then come under the posting requirements of the Brown Act and shall be open to the public.
- f. The meetings of Standing Committees shall be held when called by the Chair or other Director member.
- g. Duties and Functions: At the time the President forms the Standing Committee, he/she shall give instructions of the duties for each Committee. Additional duties and functions may be delegated by the President, as the needs arise.
- h. The Committee shall give a report at the regular meeting of the Board of Directors and if a need to take action should arise, the Committee shall bring a recommendation to the Board of Directors at any duly noticed meeting. The Committee Chairman shall notify the General Manager of items to be placed on the agenda

where action is needed, if possible, one week prior to the meeting.

12.02a Improvements Committee

The Improvements Committee shall study, advise, and make recommendations with regard to:

- a. Plans, specifications, and bids.
- b. The initiation, scheduling, contracting, and performance of construction programs and work, capital improvements, and the equipment or materials to be sued, replaced, disposed of, or salvaged.
- c. The operation, protection, and maintenance of plants and facilities, and delivery.
- d. Construction claims.
- e. Employment of engineering consultants and related consultants.
- f. Energy matters in general.
- g. Annexations; reorganizations and other matters for consideration by LAFCO.
- h. Facility expansions due to development.
- i. Other operational or engineering matters.
- j. Other matters as directed by the Board.

The Committee also shall have authority to:

- a. Make inspection trips of District facilities.
- b. Address any legal matters affecting the District within the Committee's area of interest.
- c. Approve purchase orders for emergency services/repairs up to \$10,000.00.

12.02b Finance Committee

The Finance Committee shall study, advise, and make recommendations with regards to:

- a. Preparation of preliminary budgets and recommendations for other Committees' consideration.
- b. Disposition and investment of reserve funds.
- c. Investment policy conformance.
- d. Adoption or changes of fees and rates.

- e. Insurance to be carried.
- f. Reports of auditors and financial statements.
- g. Employment of financial or insurance consultants.
- h. Form and contents of accounts, financial reports, and financial statements.
- i. Employment of auditors at any time and for general or special audits.
- j. Contents of auditors' periodic and annual reports.
- k. Audit of monthly expenditures.
- l. Other matters as directed by the Board.

12.02c Personnel Committee

The Personnel Committee shall study, advise, and make recommendations with regards to:

- a. The form of the District's organization and the flow of authority and responsibility.
- b. Periodic independent reviews and studies of the organization, the classification of positions, job duties, salaries, and salary ranges; and preparation and submittal of annual recommendation for employee salaries and benefits to the Finance Committee for consideration in budget preparation.
- c. Relations between the District and its employees including all matters affecting wages, hours, pension plans and other employee benefits, and other terms and conditions of employment and matters included within the employee relations resolution.
- d. Areas of special concern to the District and its employees, including, but not limited to, equal employment opportunity, affirmative action, and the health and safety of employees.
- e. Policies and rules regarding the employment, discipline, and discharge of District officers and employees.
- f. Individuals who serve in positions requiring Board approval, (i.e. General Manager, District Engineer, District Secretary, etc.)
- g. Any legal matters affecting the District within the Committee's areas of interest.

- h. Employment of personnel consultants.
- i. Other matters as directed by the Board.

12.02d Security Committee

The Security Committee shall study, advise, and make recommendations with regards to:

- a. Physical facilities, operations 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 the Homeowners Association representatives regarding security.
- e. Special event permits, which require Board approval.
- f. Other matters as directed by the Board.

12.02e Parks Committee

The Parks Committee shall study, advise, and make recommendations with regards to:

- a. Representation on the Parks Committee established as a result of the Park Development Agreement.
- b. The District's involvement relating to public community parks within Rancho Murieta.
- c. Utilization of District property as it relates to parks.
- d. Other parks matters as directed by the Board.

12.02f Communication & Technology Committee

The Communication and Technology Committee shall be concerned with:

- a. Assuring that information regarding the affairs of the District is adequately and appropriately communicated to its constituents and the public at large.
- b. Using technology to create efficient and effective uses to better serve the District and its customers.

The Committee shall study, advise and make recommendations with regard to:

Communication Focus:

- a. Developing the District's Communication Plan

- b. Defining the goal, frequency, message, audience and costs of the various communication methods used by the District.
- c. Assisting staff with planning of (to include but not limited to):
 - 1. Personal Appearances
 - 2. Pipeline
 - 3. Bill Stuffers
 - 4. Channel 5
 - 5. Newsprint Coverage
 - 6. Brochures
 - 7. Field Trips/Open House
 - 8. Web Page
- d. Responding on behalf of the Board, as appropriate and timely, through staff, to requests from various District membership organizations (i.e., CSDA, ACWA, Regional Water Authority) for political and/or legislative support, either in a letter writing campaign or de minimis financial support.

Technology Focus:

- a. Research, evaluate and recommend technology improvements, both software and hardware.
- b. Recommend policies and procedures relating to technology and District's use thereof.
- c. Liaise and consult with other community organizations regarding available technology.

12.02f Regional Water Authority (RWA)

The mission of the Regional Water Authority is to serve and represent the regional water supply interests, and to assist the Members of the Regional Authority in protecting and enhancing the reliability, availability, affordability and quality of water resources.

The activities of the Regional Water Authority are to:

- a. Assist, where appropriate, in the voluntary consolidation of the services provided by existing industry/trade associations and water utility support groups within the Regional Authority.
- b. Develop and provide subscription-based (i.e., that are paid for by participating Members) support services, projects and programs of mutual interest for Members, or groups of Members, and certain other subscribers.
- c. Facilitate discussion of and action on matters of regional priority and interest.

- d. Coordinate and implement regional water master planning, grant-funding acquisition, and related planning efforts.
- e. Provide a unified voice to advocate and respond to legislative, regulatory and policy matters of importance to the region's water supply.

The District shall appoint two representatives, who shall be either a representative from the Board, executive staff representatives or a combination thereof, either of whom may cast a single vote on behalf of the District. The Authority prefers that one representative be from the Member's governing body, and that one representative be from the Member's executive staff.

12.03 Ad Hoc Committees

Ad hoc Committees may be created by the Board of Directors to undertake special assignments on behalf of the Board. 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 for an added term or added assignments by action of the Board. Unless otherwise specified, members of an ad hoc Committee shall be appointed by the President of the Board and shall serve at the President's pleasure.

12.04 Special Committees

Special Committees may be created by the Board of Directors to undertake special assignments on behalf of the Board. A Special Committee shall continue in existence indefinitely. Unless otherwise specified, members of a Special Committee shall be appointed by the President of the Board and shall serve at the President's pleasure.

12.05 Subcommittees

Subcommittees may be created by any Standing Committee of the Board of Directors to undertake specific assignments on behalf of the Committee. The Standing Committee creating a Subcommittee shall establish such term, as it deems desirable. Unless otherwise specified, members of a Subcommittee shall be appointed by the Chairman of the Subcommittee's parent Committee and shall serve at the President's pleasure.

SECTION 13.00 Board Conduct

13.01 Conflict of Interest

No Director shall make, participate in or in any way attempt to use his or her official position to influence a decision on any issue when prohibited from doing so by the Political Reform Act of 1974 (Government Code Section 81000, et. Seq.), or any other law. A Director shall, when an agenda item is called, declare that he or she has a conflict of interest, state what the conflict of interest is, and shall remove him or herself from the Board room during the

discussion. The Director's removal shall be noted on the record by the District Secretary, who shall also note the Director's return when the item is completed.

13.02 Ethics

Directors shall at all times comply with the District's Ethics Policy for Board of Directors (Policy 2005-06). Directors shall comply with the requirements of Government Code Section 53235 by receiving at least two hours of training in general ethics principles and ethics laws relevant to District service every two years and shall file with the District Secretary a copy of the certificate verifying the completion of such training.

13.03 Decorum

- a. Directors should commit themselves to emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of interaction.
- b. Directors 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 should be avoided.
- c. 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 of Directors takes action, Directors should not create barriers to the implementation of said action.
- d. In handling complaints from residents and property owners of the District, said complaints should be referred directly to the General Manager.
- e. 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.
- f. When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through the General Manager.

MEMORANDUM

Date: April 10, 2012
To: Board of Directors
From: Darlene J. Gillum, Director of Administration
Subject: Adopt Resolution 2012-05 CalPERS Medical Contribution-Represented

RECOMMENDED ACTION

Adopt Resolution 2012-05 amending the fixed employer's contribution for represented Public Employees' Medical and Hospital Care Act.

BACKGROUND

The purpose of this Resolution is to correct the language in Resolution 2011–11, which was revised by PERS request prior to adoption in December 2011. The PERS revisions did not correctly reflect the MOU provision for the District's maximum contribution for represented employees' healthcare benefits. Resolution 2012-05 is revised to convey that the District's contribution for health benefits shall be **eighty percent (80%) of the employee's healthcare plan premium**, not to exceed eighty percent (80%) of the cost of Blue Shield Net Value – Sacramento region, basic/supplemental, which covers zip code 95683. This change does not affect the amount of the District's contribution for active employees and will be effective June 1, 2012.

RESOLUTION 2012-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT
AMENDING FIXED EMPLOYER'S CONTRIBUTION FOR REPRESENTED
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

WHEREAS, the Board of Directors of Rancho Murieta Community Services District has heretofore adopted Resolution No. 84-9 establishing a Fixed Employer's Contribution for Public Employee's Medical and Hospital Care Act; and

WHEREAS, Government Code Section 22892(a) provides that a local agency contracting under the Public Employee's Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act;

WHEREAS, Rancho Murieta Community Services District is a local agency contracting under the Act; and

WHEREAS, Rancho Murieta Community Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefit set forth above; and

NOW, THEREFORE, the Board of Directors of Rancho Murieta Community Services District resolves that the section of Resolution 2011-11, describing Employer's Contribution, shall be amended to read as follows:

- A. The employer's contribution for represented employees or annuitants (group 001) shall be the amount necessary to pay eighty percent (80%) of his/her enrollment, including the enrollment of his/her family member(s), up to a maximum of eighty percent (80%) of Blue Shield Net Value, Sacramento region basic/supplemental, plus administrative fees and Contingency Reserve Fund assessments. The change is effective June 1, 2012 and is reviewed periodically by the Board.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at their special meeting held on this 18th day of April, 2012 by the following roll call vote:

Ayes:
Noes:
Absent:
Abstain:

Roberta Belton, President of the Board
Rancho Murieta Community Services District

[Seal]
Attest:

Suzanne Lindenfeld, District Secretary

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Review Taste and Odor Mitigation Plan

Attached are my recommendations for proceeding with mitigating taste and odors in the District's potable water. These next steps should greatly lessen the extent at which taste and odors are present in the potable water system at a reasonable cost to the ratepayers. As we are budgeting for the upcoming fiscal year, costs presented initially were in a worst case scenario allowing for all of the currently approved methods we have available to us. As always, my goal will be to continue to seek better and more cost effective alternatives.

I put the options together in various tables for the committee to see the alternatives we have available to us. My preferred option is Option 1 which includes the use an aquatic algaecide called Cutrine for which I am currently seeking approval from California Department of Public Health (CDPH). It is a copper containing product that has been proven effective on algae. As the particular algae we are looking to remove grows on the rocks along Chesbro's shoreline down to a substantial depth, it is difficult to remove with the Green Clean Pro (GCP) product as it reacts as soon as it hits the surface of the water. However, the GCP is very safe and has already been approved by CDPH for use in our reservoirs.

Using aquatic herbicides to kill the shoreline vegetation is not seen as an effective T/O solution as it would leave the vegetation to decay in the reservoir, providing a nutrient source for algae growth. However, if used to prevent growth after aquatic harvesting it could be an effective preventative measure. Due to their use restrictions I have left it out of the preferred solution.

Aquatic harvesting is a relatively inexpensive way to remove a large portion of the aquatic vegetation. The vegetation contributes to the total organic carbon (TOC), as well as being a food source for algae and a substrate for its growth, in our water and should be included.

Having laboratory sampling for MIB and Geosmin is a must to be able to determine what is actually present, vs. perceived, and to determine effectiveness of treatment alternatives.

Cyanowatch online algae detection system that requires the reservoir to flow through it and is recommended by HDR. However as the main algae of concern is growing along the shorelines of the reservoir in a thick slimy mat, it doesn't float around in the water and would not be detected effectively by this water sampling equipment.

Potassium Permanganate is currently used and budgeted for in treatment chemicals; however its cost is shown in the tables. Due to water quality concerns with the production of disinfection

byproducts from the reaction of chlorine with TOC, it must be used as it being used in place of chlorine.

Having Powdered Activated Carbon (PAC) use available has been proven last year to be effective in removing T/O. This is why we would like to keep it as a treatment option. However, we would like to limit its use as it adds significantly to the solids that we then have to remove in our treatment process. It is assumed that using algaecides would significantly lessen the extent of T/O in our water and therefore much less PAC would have to be used. Therefore actual cost may be lessened.

The method that would most certainly work to eliminate T/O is the use of ozone. However, we must first receive approval from the CDPH for its use, draw from reserves to fund capital improvements to both water plants, have high power consumption for its production, and pay the cost for system rentals. I have also heard from other water purveyors using ozone that some of their public reports their water as having a plastic type taste to it. Due to exceptional cost I do not see its use as a viable option. It is Option 2 in the attached tables.

Taste & Odor Mitigation Plan

My *Next Steps* recommendations: (also shown as Option 1)

1. Vary reservoir elevations as much as possible to kill/discourage growth of shoreline algae and vegetation, without creating too many resident complaints.
2. Pump cleanest water available from Cosumnes while allowing reservoirs to be filled.
3. Staff is to continue weekly sensory analysis for T/O; T/O detection levels on staff's daily WTP log sheet for monitoring; if odor detected, increase to daily; trigger to consult supervisor to begin PAC dosing and other mitigation steps.
4. Laboratory sampling for MIB & Geosmin; \$3,000/yr.
5. Use of Potassium permanganate as oxidant in initial treatment process. It prevents the formation of disinfection byproducts, vs chlorine use, as well as provides some oxidation of T/O and substances present in incoming raw water. \$11,000/yr. (cost in Chemical budget and therefore not included in total)
6. Aquatic harvesting each year after reservoirs are filled in early June and then again in August. \$8,000/yr.
7. Use PAC as needed to control T/O; 1mg/L at \$23.18/MG; budget at 3mg/L for 73MG/month average x 3months = \$15,000/yr
4 mg/L usage Totals \$26k
8. Algaecide treatment:
 - a. Apply GCP immediately after aquatic harvesting is completed. \$11,513 per treatment, three recommended at 6-8 week intervals. \$35k (or if approved)
 - b. Apply Cutrine after reservoir is filled. \$5,200 per treatment, three recommended at 6-8 week intervals. \$16k
*Work on obtaining approval by CDPH.
9. Distribution flushing should only be considered for T/O mitigation when treatment effluent can be confirmed as not containing Geosmin & MIB above consumer detectable levels.

Total cost either **\$61k** with GCP or **\$42** with Cutrine.

*Neither have use restrictions, however only GCP is currently approved by CDPH, Cutrine approval pending.

**If algaecides are used it is assumed PAC use would be significantly lowered as there would be less T/O from algae to treat.

Various options and their costs listed in tables below.

Option 1 – Preferred Option (currently seeking CDPH approval for Cutrine use)

Options	Trigger	Action	Cost	Annually budgeted cost
Algae	-Visual -Turbidity monitoring	Turbidity monitored for increase in particulates assumed as algae in raw water	\$0	\$0
Geosmin & MIB sampling	-Quarterly testing except every two weeks June-Sept.	Preventative for detection as well as confirming for chemical treatments	\$250 per sample	\$3,000
Aquatic Weed Harvesting	-Annually -Noticeable growth	Recommend annually once reservoirs are filled, first week in June. Follow up harvesting in August.	\$2,000/day with two day minimum	\$10,000 (5 days)
Algaecides (copper based) Cutrine	Triggered by algae detection	1) Treat entire Chesbro Reservoir – Figure 2 2) Treat top end and shoreline - Figure 1 <i>(recommended)</i> 3) Treat shoreline	\$5,200 per application (\$3,000 if done in conjunction with any of the below)	\$15,600 (3 treatments) \$10,400 (2 treatments)
Add PAC (powdered activated carbon)	-Staff sensory analysis indications -MIB and/or Geosmin levels detectable above 0.04 ppb	Dose PAC into treatment process	3mg/L for 73MG/month average flow x 3months	\$15,000
Potassium Permanganate	-none -T/O detection	-Use as pre sedimentation oxidant -increase dose when T/O present	\$19.78/MG at 0.5 mg/L	\$11,000 (not added in total)

\$43,600

Option 2 – Everything we could currently do (no CDPH approval needed)

Options	Trigger	Action	Cost	Annually budgeted cost
Geosmin & MIB sampling	-Quarterly testing except every two weeks June-Sept.	Preventative for detection as well as confirming for chemical treatments	\$250 per sample	\$3,000
Add PAC (powdered activated carbon)	-Staff sensory analysis indications -MIB and/or Geosmin levels detectable above 0.04 ppb	Dose PAC into treatment process	\$92.74 at 4 mg/L per MG produced (average flow 70MG June –Sept.)	\$19,320/3 months (\$26k at 4mg/L at 70MG for 4 months)
Potassium Permanganate	-none -T/O detection	-Use as pre sedimentation oxidant -increase dose when T/O present	\$19.78/MG at 0.5 mg/L	\$11,000
Aquatic Weed Harvesting	-Annually -Noticeable growth	Recommend annually once reservoirs are filled, first week in June. Follow up harvesting in August.	\$2,000/day with two day minimum	\$14,000 (7 days)
Algae	-Visual -Turbidity monitoring -Cyanowatch	Purchase of this equipment is recommended by HDR as basis for other actions	\$5,500	\$5,500 for Cyanowatch equipment
Sodium Carbonate Peroxydrate (Green Clean Pro - GCP)	-Staff sensory analysis indications -MIB and/or Geosmin levels detectable above 0.04 ppb	Hire certified aquatics applicator to apply	-1 st treatment \$12,000 -2 nd treatment \$12,000 -left out 3 rd due to costs	\$24,000

Was put in *Worst Case* budgeting scenario

Total budgeted costs \$83,500 (\$85)

Option 3 -Use Ozone (Requires CDPH approval for new treatment process upgrade)

Options	Trigger	Action	Cost	Annually budgeted cost
Rent Ozonation Equipment	MIB and/or Geosmin levels detectable above 0.04 ppb	Rent and need 2 weeks for setup	\$100,000 Infrastructure upgrades	\$65,000
Geosmin & MIB sampling	-Quarterly testing except every two weeks June-Sept.	Preventative for detection as well as confirming for chemical treatments	\$250 per sample	\$3,000
Algae	-Visual -Turbidity monitoring -Cyanowatch	Purchase of this equipment is recommended by HDR as basis for other actions	\$5,500	\$5,500 for Cyanowatch equipment
Potassium Permanganate	-none -T/O detection	-Use as pre sedimentation oxidant -increase dose when T/O present	\$19.78/MG at 0.5 mg/L	\$11,000

*VERY EXPENSIVE

\$84.5k + Capitol cost + time to implement facility improvements

Option 4 – Copper Sulfate use (requires CDPH approval for use of copper sulfate)

***Cheapest but hardest to obtain approval on**

****may not be allowed for use in waters with a hardness less than 50 mg/L and ours is 45 mg/L.**

Options	Trigger	Action	Cost	Annual cost
Potassium Permanganate	-none -T/O detection	-Use as pre sedimentation oxidant -increase dose when T/O present	\$19.78/MG at 0.5 mg/L	\$11,000 (left out cost)
Algae	-Visual -Turbidity monitoring -Cyanowatch	Purchase of this equipment is recommended by HDR as basis for other actions	\$5,500	\$5,500 for Cyanowatch equipment
Copper Sulfate	Algae detection	1) treat shoreline (5.4lb/acre)25'x7500'x2' depth) see figure 1 <i>(can't treat entire reservoir due to fish)</i> Hire certified aquatics applicator to apply	\$370 product cost + \$2000 applicator	3x yr.= \$7,110 (April, June, August) Or 2 x yr. = \$4,740 (May & July)
Add PAC (powdered activated carbon)	-Staff sensory analysis indications -MIB and/or Geosmin levels detectable above 0.04 ppb	Dose PAC into treatment process	3mg/L for 73MG/month average flow x 3months	\$15,000

\$27,500

Option 5 – Algaecides & Herbicides approved for potable water other than Copper Sulfate (requires CDPH approval)

Options	Trigger	Action	Cost	Annually budgeted cost
Algae	-Visual -Turbidity monitoring -Cyanowatch	Purchase of this equipment is recommended by HDR as basis for other actions	\$5,500	\$5,500 for Cyanowatch equipment
Algaecides (copper based) Cutrine	Triggered by algae detection	1) Treat entire Chesbro Reservoir 2) Treat top end and shoreline - Figure 1 (<i>recommended</i>) 3) Treat shoreline	\$5,200 per application (\$3,000 if done in conjunction with any of the below)	\$15,600 (3 treatments) \$10,400 (2 treatments)
Aquatic Herbicides a. Diquat b. Copper Carbonate c. Fluridone)	Use triggered by visual observation, time of year or algae detection	1) Treat shorelines 2) Treat entire reservoir Hire certified aquatics applicator to apply	Per Treatment a. \$10,450 b. \$16,156 c. \$28,081	b. \$32,312 (2 treatments)
Potassium Permanganate	-none -T/O detection	-Use as pre sedimentation oxidant -increase dose when T/O present	\$19.78/MG at 0.5 mg/L	\$11,000 (left out cost)

\$43,512

Option 6 – PAC & Harvesting (no algae treatment) No approvals needed

Options	Trigger	Action	Cost	Annually budgeted cost
Do not treat reservoirs or treatment for T/O	None	None	No additional costs vs normal potable production cost	none
Add PAC (powdered activated carbon)	-Staff sensory analysis indications -MIB and/or Geosmin levels detectable above 0.04 ppb	Dose PAC into treatment process	\$92.74 at 4 mg/L per MG produced (average flow 70MG June –Sept.)	\$19,320/3 months (\$26k at 4mg/L at 70MG for 4 months)
Potassium Permanganate	-none -T/O detection	-Use as pre sedimentation oxidant -increase dose when T/O present	\$19.78/MG at 0.5 mg/L	\$11,000 (left out cost)
Aquatic Weed Harvesting	-Annually -Noticeable growth	Recommend annually once reservoirs are filled, first week in June. Follow up harvesting in August.	\$2,000/day with two day minimum	\$14,000

\$40k

Figure 1 *Recommended volume to be treated

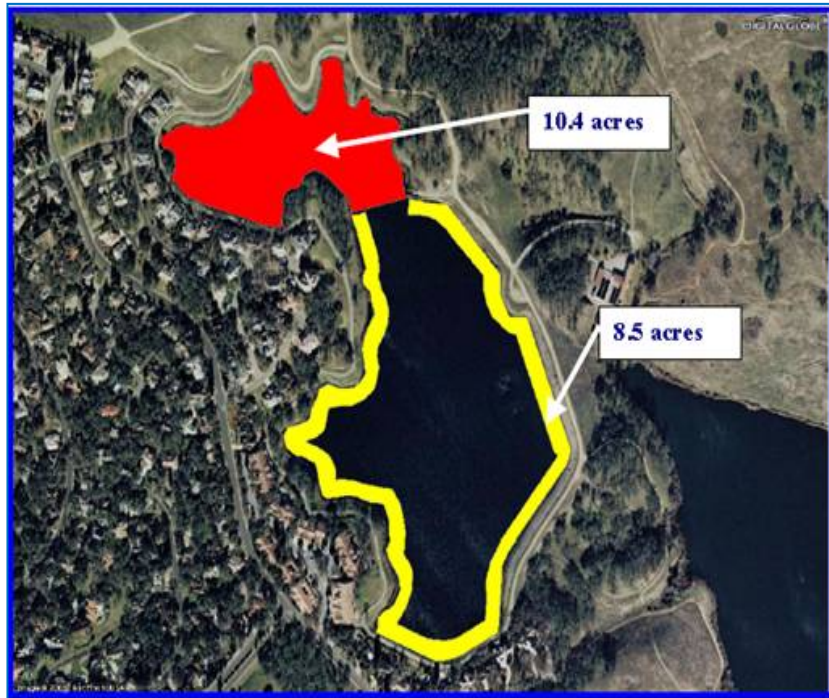


Figure 2



Volumes and area diagrams of Chesbro.

Herbicide* Algaecide*	Water Use Restrictions Days for Swimming	Water Use Restrictions Days for Fish Consumption	Water Use Restrictions Days for Irrigation of Turf/Food Crops	Water Use Restrictions Days for Drinking Water
Nautique (Copper Carbonate 15.9%)	0	0	0	0 Must not exceed 1 ppm
Reward (Diquat)	0	0	3-5	3 days
Sonar Formulations (Fluridone)	0	0	0-30	0
Cutrine-Plus Formulation (Copper as Elemental 9.0%)	0	0	0	0
Green Clean Liquid (Hydrogen Dioxide)	0	0	0	0

Figure 3 - Products that can be used in potable water and their use restrictions

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Improvements Committee Staff
Subject: Review Summary of Integrated Water Master Plan Findings Memo

RECOMMENDED ACTION

1. Receive and File Technical Memorandum summarizing Integrated Water Master Plan (IWMP) Update Revisions and Findings.
2. Approve Task Order 12-01 - Revise Water Shortage Contingency Plan, with Maddaus Water Management, in the amount of \$29,600. Funding to come from Water Supply Augmentation Reserves.
3. Approve Task Order 12-02 - Update Policy 90-2, with Maddaus Water Management, in the amount of \$9,300. Funding to come from Water Supply Augmentation Reserves.

BACKGROUND

IWMP Update Revisions and Findings

The technical memorandum summarizes recent revisions to the model to fine tune and test hedging strategies and their impacts on reservoir storage during various drought scenarios. In addition, the revisions look at changes to the levels of conservation and shifts in decision dates on graphical presentations of reservoir storage over time.

The findings show that the earlier we can divert to storage, the more storage will be available going into a drought and more storage remaining after the drought. Changes to the conservation levels showed no change in drought response.

Based on these results, the Water Supply Contingency Plan (WSCP) will be updated to reflect the revisions in the IWMP modeling.

Task Order 12-01 - Water Shortage Contingency Plan Revisions

This is really the meat of our drought planning and response. Recall our current WSCP ties drought responses, i.e. declaring drought levels and conservation, to reservoir volumes during late winter and spring. Based on the modeling updates, the WSCP will incorporate into our water supply standard operating procedures, various indicators to track during the fall and early winter. We will use these indicators married to reservoir storage as triggers to hedge against potential droughts by diverting earlier.

Task Order 12-02 - Update Policy 90-2

The original Policy 90-2 was a result of our earlier drought planning efforts in the late 1980's and early 1990's. This policy identifies the critical drought scenario and the threshold number of residential and commercial units with and without augmentation supplies. The revised policy will incorporate water supply analysis based on our new drought scenarios and conservation targets, and new IWMP modeling to determine the threshold number of residential and commercial units with and without augmentation supplies.

The Improvements Committee recommends approval of Task Order 12-01 and Task Order 12-02.



Technical Memorandum

Prepared for: Ed Crouse, General Manager
 Rancho Murieta Community Services District

Subject: **Summary of IWMP Model Revisions and Findings**

Date: February 2, 2012

From: Lisa Maddaus, Maddaus Water Management

The purpose of this memorandum is to document the basis for updating Water Shortage Contingency Plan and Policy 90-2 using recent IWMP Model revisions performed by Maddaus Water Management (MWM). The foundation for updating these policies and plans is based on the recommendations presented in the Integrated Water Master Plan (IWMP) Update (Brown and Caldwell, 2010). The IWMP Model was subsequently revised in 2011 to allow for answering additional questions raised by the Board. The original recommendations in the IWMP Update and the schedule for planned next steps are presented in Table 1 below.

Table 1. RMCS D IWMP Update - Follow-up on Recommendations

Policy or Physical Improvement Title and Description	Priority Level	IWMP Decision	Potential Next Steps	Schedule
Achieve 20x2020 Demand Reduction Targets	High	Planned Action	<ul style="list-style-type: none"> Develop Annual Work Plan for FY11-12, Approve Conservation Implementation Plan, Schedule and Budget Consider adding Water Use Tracking with seasonality to the monitoring of conservation measures for 2020. 	Completed
Implement Water Shortage Contingency Plan	High	Adopted Policy for Use During Droughts	<ul style="list-style-type: none"> Review drought triggers using IWMP model Review Shortage Contingency Plan Make recommendations on changes to Policy 90-2 Review next steps related to Clementia use 	2011-12
Implement Water Shortage Pricing	Medium	Planned Action	<ul style="list-style-type: none"> Review prior drought pricing strategies Determine best approach to drought rate structures Coordination best approach for Finance to implement as part of the strategy 	2011-12

Table 1. RMCS D IWMP Update - Follow-up on Recommendations

Policy or Physical Improvement Title and Description	Priority Level	IWMP Decision	Potential Next Steps	Schedule
Future Development: Reduced Water Allocation: Model Landscape Ordinance	High	Planned Action	<ul style="list-style-type: none"> • May combine with other rules process for recycled water and reduced allocation. • Follow up with Sacramento County on ordinance planning • Determine RMCS D needs additional rules related to landscape provisions 	Summer 2011- Winter 2012 (Depending on Sacramento County)
Future Development: Reduced Water Allocation for Large Estate Lots only	Medium	Consider for Further Analysis	<ul style="list-style-type: none"> • Combine with new development ordinance with recycled water 	Completed
Future Development: Recycled Water Alternative: New Connections	Medium	Consider for Further Analysis	<ul style="list-style-type: none"> • Combine with new development ordinance with recycled water • Assume this is the preferred policy alternative for retrofitting existing sites 	Completed
Future Development: Recycled Water Alternative: New Connections, and Conversion Existing Parks and commercial irrigation accounts	Medium	Consider for Further Analysis	<ul style="list-style-type: none"> • Combine with new development ordinance with recycled water 	Completed
New Supplemental Well Supply	Medium	Consider for Further Analysis	<ul style="list-style-type: none"> • Follow-up on groundwater feasibility study and potential grant funding • District RFP for design 	2012-2013
New Surface Storage Reservoir	Low	Consider for Further Analysis	<ul style="list-style-type: none"> • Follow-up on potential funding sources for this alternative as its cost prohibitive • Seek legal opinion on environmental feasibility 	2013-2014
Right Sizing WTP and WWTP/Recycled Water System Expansions	Medium	Consider for Further Analysis	<ul style="list-style-type: none"> • Determine capacity needed • Determine best available technology for expansion • Update Phase 3 & 4 Engineering 	2013-2014

A key next step for District planning into the future is to update Policy 90-2 - District Water Supply and the Water Shortage Contingency Plan (WSCP) given the IWMP Update contained different assumptions for future water supply planning based on the results of the IWMP Shared Vision Modeling effort. The key Board Decisions and planning issues driving this current update are:

- Policy 90-2 has the foundational assumption of using 1929 hydrology married to 1977 hydrology as a “design” drought proved not be as conservative as using the dry years of 1976, 1977, 1978 combined hydrology. As a result, the policy language needs to be revised to reflect the changed assumption to

match the IWMP Update prepared in 2010, which in turn determines the threshold number of units served with and without augmentation supplies.

- WSCP uses “all reservoir” volumes as trigger mechanism; needs to be adjusted to only include Calero & Chesbro as total useable reservoir storage.
- WSCP has defined 5-stage approach to drought actions that do not match up the current Regional Water Authority recommended 4-stage approach to drought actions. This change is to be consistent with local water agencies throughout the Sacramento Region. In addition, the storage triggers levels would perform better if adjusted based on closer analysis and review of IWMP modeling results performed in fall 2011.

In order to take the next step with updating a Policy 90-2 and the WSCP, some other policies needed to be in place first. The following series of new policies and codes were or are in the process of being updated:

- Policy 11-06: Water Demand Reductions for 2020 Compliance – *adopted July 2011*
- Policy 11-07: Authorized and Mandated Use of Recycled Water – *adopted July 2011*
- District Code, Chapter 17 – Recycled Water – *new code adopted January 2012*
- District Code, Chapter 14 – Water – *adopted February 2012*

In parallel, MWM has been working to address a number of outstanding questions that had been posed when the District Board and staff were reviewing the IWMP recommendations. In order to help answer these questions, the original IWMP model that was developed in 2009-2010 as part of the IWMP Update was revisited in order to analyze more robust drought scenarios and check on supply remaining estimates. The outstanding questions included if the supply remaining estimates would change based on the following:

1. Would pumping before February 1st change the storage volumes during extreme drought?
2. How do the current drought triggers perform in the current WSCP?
3. Consider changes to the WSCP when modifying to a 4-stage plan, using current model assumptions and parameters for 2010 demands (assumed the same for 2011 demands)?
4. Given the District is obligated to serve new connections within its service area boundary, how many connections may be added based on medium density scenario to meet buildout needs assuming all IWMP recommendations are implemented?
5. How much groundwater supply is needed based on the medium density buildout and drought scenarios (holding to just new connections for recycled water)?

Each of these questions will be answered in the context of the findings below and more directly at the conclusion of this memorandum in the order of the list presented above.

SUMMARY OF IWMP MODEL REVISIONS

The IWMP model was revised to support the following two features to further refine the analysis of supply reliability and assist with answering the questions listed above:

- Ability to test hedging with earlier pumping to the reservoirs

- Additional graphical features to the storage volume curves to more easily compare simulated storage levels to demand under various drought scenarios (e.g., today versus buildout conditions, with or without groundwater supplies online, etc.).

These adjustments to the IWMP model were both made to test benefits of hedging with earlier pumping under drought conditions at a 30% curtailment versus 50% curtailment in customer demand to take into account the 2020 demand hardening effect. The following specific edits and/or tests were made during the modeling effort:

1. As outlined in the IWMP Update, additional sensitivity analysis was used to test the ability to pump in any given month between November and May using a check box feature that allows for pumping when flows are:
 - a. Using the permit conditions above 70 cfs, pumping 6 cfs if below 175 cfs or pumping 46 cfs if above 175 cfs, as needed, and then in either of the following two cases using a check box to test storage volumes based on:
 - i. Starting the pumps in November or any month thereafter (earliest possible pumping scenario under a dry year designation)
 - ii. Starting the pumps in February or any later month (normal operations)

Key observations: Given the Cosumnes River flow rates in 1977 drought are below the allowable pumping thresholds, no surface water supplies are available to be added to the Reservoir System. The benefits are only if pumping occurs earlier in the first year (in this case testing 1976 hydrology), which following a normal water year like 1975 is unlikely. Recovery to normal levels is allowed three months earlier in 1978 when flows rebound in the river.

2. Set existing drought stage levels - maximum cutbacks by stage in 2030 are assumed to be:
 - Stage 1 is 0% (normal conditions)
 - Stage 2 is 10%
 - Stage 3 is 20%
 - Stage 4 is 30% (assumes 2020 demands)

Plan to edit to shift to 4 stages to match other regional purveyors and adjust stage % cutbacks to match ranges of others

Key observations: No change when using Stage 5 at 30% cutback (to be modified in the future when WSCP is updated)

3. Added dashed lines and dots for the District decision dates to declare the next stages of drought were added in order more easily review the shift in usable storage based on early pumping, which are currently set by the total usable storage volume available as follows:

- Stage 1: full storage in all reservoirs
- Stage 2: 90-95% storage in all reservoirs, June 1st
- Stage 3: 75-89% storage in all reservoirs, May 1st
- Stage 4: 50-74% storage in all reservoirs, Apr 1st
- Stage 5: less than 50% storage in all reservoirs, Jan 1st

Key observations: Figure 1 illustrates more clearly how it would be helpful to move the triggers and spread-out the timeframe for when to declare drought.

SUMMARY OF FINDINGS

The District has selected a planning baseline of medium density growth up to 4,356 EDUs and reliability will also be increased in the future with lowering demands by a minimum of 20% to meet SB 7x7 (20x2020) mandate from the state. The overall goal in subverting dire drought conditions (i.e., a repeat of 1977 hydrology at medium density buildout conditions) is to increase supply reliability by meeting the minimum of 600+ AF (300 AF actual 2 month minimum supply need + 300 AF prudent reserves) of new supplies. The District is also considering more supplies if economies of scale and grant funding opportunities or other funding becomes available. The approach is to update policies and the Water Shortage Contingency Plan (WSCP) now and adjust as implementation occurs over time.

There are two fundamental scenarios that need to be tested to establish the basis for modifying the Water Shortage Contingency Plan and Policy 90-2: today and at buildout (2030). Using estimates of supply remaining, the IWMP Model can serve as a check on supply reliability. Each of these scenarios is defined below, and tested for the following:

- Test hedging scenarios to see if earlier pumping has an impact in dry years on overall storage volumes and potential for shortage?
- Check drought triggers for need for modifications?
- Check threshold for use of Clementia to define how many added connections before its needed?
- Check threshold for build-out, how many more connections may be served?

1. Today's Scenario: Baseline IWMP Scenario for Current WSCP

Figure 1 below depicts the average “normal” year scenario based on 1935, 1935, and 1935 as the baseline defined in the IWMP Update (Brown and Caldwell, 2010). Without earlier pumping, the estimated remaining supply would be more than 3,000 AF mainly due the District not be completely buildout.

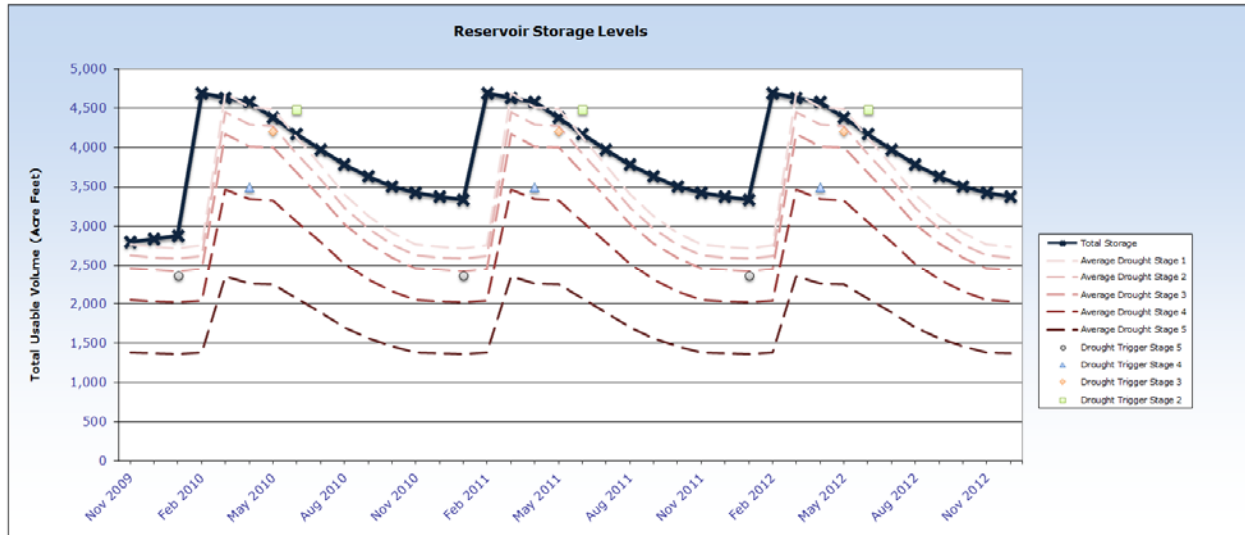


Figure 1. Average Year “Normal” Conditions with Today’s Demands

MWM then tested the estimated supplies remaining under drought conditions, using the revised IWMP model with the following parameters set:

- Existing connections 2010-15
- Not including 20x2020 conservation (yet)
- Existing drought plan at 4 stages (0-50%) - match RWA recommendations
- 1976,77,78 hydrology
- No climate change
- No Lake Clementia supplies
- No recycled water for new connections
- No groundwater or surface water augmentation
- Hedging in years 2 and 3 of the drought

Figure 2 below illustrates the storage volume curves with the above parameters selected. The red dashed lines represent the storage triggers for each stage per the legend provided. For example, when the black line depicting storage volumes drops below the lowest red dashed line, then the District supplies are considered in a Stage 5 drought emergency. In the scenario presented, Stage 5 drought would occur for 9 months.

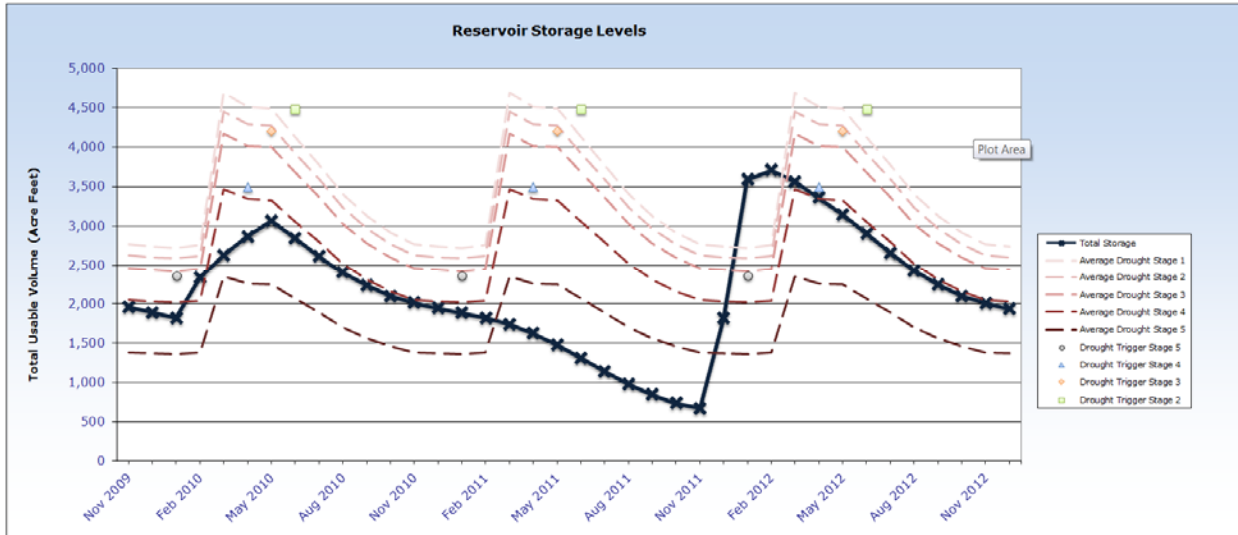


Figure 2. Dry Year Conditions with Today's Demands without Lake Clementia or Hedging and without Early Pumping in First Year

Estimated Supply Remaining:

- Looking at worst case scenario if a 1976, 1977, 1978 hydrology (starting November 2010) occurring with today's water demands, the Reservoir Systems is estimated to have approximately 650 AF without Lake Clementia or about 1,000 AF in storage with Lake Clementia.

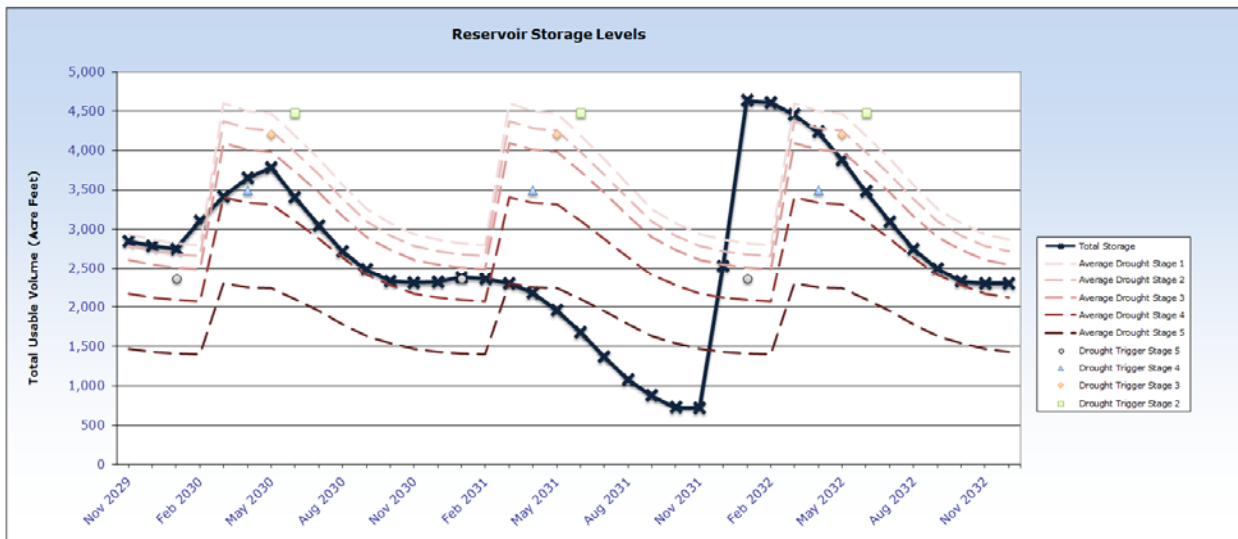
Conclusion: Given cost incurred for required water quality testing to maintain Lake Clementia as a viable drinking water supply source and the estimate amount of supply remaining is above the goal of minimum of 600 AF in contingency storage, it is assumed that Clementia is not needed as a drought supply at the present time. In addition, given hedging was not showing a benefit in extreme dry years, the cost incurred for starting the pumps earlier is not included.

2. Future Buildout Scenario: Planning Feasibility of Recycled Water and Groundwater Supplies

MWM then further tested the estimated supplies remaining under drought conditions at buildout demands, using the revised IWMP model with the following parameters set:

- Future buildout at 2030 medium growth
- Include 20x2020 conservation
- Existing drought plan at 4 stages (0-30%) - match RWA recommendations, account for demand hardening effect from 20x2020
- 1976,77,78 hydrology – used to compute pumping ability and reservoir storage volumes
- No climate change
- Add in Lake Clementia supplies
- Add in recycled water for new connections
- Checked for future groundwater supply augmentation @ 500 gpm

Figure 3 below illustrates the storage volume curves with the above parameters selected. Similar to Figure 2, the red dashed lines represent the storage triggers for each stage per the legend provided. For example, when the black line depicting storage volumes drops below the lowest red dashed line, then the District supplies are considered in a Stage 5 drought emergency. In the scenario presented, Stage 5 drought would occur for 8 months.



• **Figure 3. Dry Year Conditions with Future Build-out Demands with Clementia and Hedging, without Early Pumping in First Year**

Estimated Supply Remaining:

- Looking at worst case scenario if a 1976, 1977, 1978 hydrology (starting November 2010) occurring with today’s water demands, the Lake Systems is estimated to have approximately 700 AF when using: (1) Clementia as is intended for supplemental drought supply in critically dry conditions, (2) supplemental groundwater supplies, (3) hedging operational pumping to start earlier in just years two and three (if possible), and (4) recycled water for new connections.

Conclusion: The revisions to the IWMP Model afforded a more robust look into the potential benefits of hedging in the most extreme drought on record (1976, 1977, and 1978). The benefits of hedging are negligible given the flows are so low in the Cosumnes River that pumping is not occurring if hydrology like that experienced in 1977 is repeated. Given early pumping is not reliably predicted, it is not included. However, with Clementia available as a drought supply and supplemental groundwater and maximizing the use of recycled water for new connections, the system is as reliable today as it will be at buildout given approximately 700 AF is estimated to still be available when Stage 5 drought actions are in place, which assumes a 30% reduction in customer demand (given buildout conditions are beyond 2020 demand hardening, which is assumed to have occurred).

The following table presents the matrix of scenarios tested and the results of the estimated minimum supply remaining and which drought stage would be occurring either today or under buildout conditions.

Table 2. Summary of Findings		
Scenario	Approx. Minimum Supply Remaining (1977 Hydrology)	Maximum Drought Stage Reached (Current WSCP)
Current Conditions	1,200	Stage 5
Current Conditions with Hedging	1,200	Stage 5
Current Conditions with Hedging & Early Pumping	1,500	Stage 4/5
Buildout Conditions	700	Stage 5
Buildout Conditions with Hedging	700	Stage 5
Buildout Conditions with Hedging & Early Pumping	1,000	Stage 5

Additional testing was also performed by MWM using the revised IWMP model to help estimate building thresholds under current and future conditions at the request of Sacramento County.

Review output from the IWMP model under current “today” supply conditions using the following assumptions:

- 750 gpd/EDU at large estate lots
- No 20x2020 achieved, 50% drought cutbacks
- No Clementia used
- No Groundwater supplies used

Under this scenario, it is estimated that the total EDUs remaining are allowed to be approximately 1,500-1,700, assuming 1,300 are large estate lots and no change to the commercial 405 EDUs.

Review output from the IWMP model under future “buildout” supply conditions using the following assumptions:

- Medium growth scenario
- 675 gpd/EDU at large estate lots
- 20x2020 achieved, 50% drought cutbacks
- Lake Clementia used
- Groundwater supplies used (500 gpm well)

Under this scenario it is estimated that the total <12,000 sf lots EDUs remaining are allowed to be approximately 2,500-2,700, and no change to the previously projected commercial EDUs at 665.

CONCLUSIONS

Using the revised IWMP model that was used as described above, a more robust analysis of drought scenarios and check on supply remaining estimates has been completed by MWM. The responses to the outstanding questions from District Board, staff and interested stakeholders are summarized below:

1. Would pumping before February 1st change the storage volumes during extreme drought?

No, not in the worst case using the basis of 1977 hydrology, hedging does not add storage since the District is not allowed any pumping due to low flow conditions on the Cosumnes River. The benefit seen in the first year of pumping (starting November 2010 or November 2030 depending on scenario) is not considered likely given forecasting is not feasible to allow for decision to pump early in the first year leading into such extreme dry year hydrology. There is a benefit on the back-end (in this case 1978 hydrology) when the drought is assumed to be recovering given flows are restored on the Cosumnes River, and pumping can be restored. It is assumed that pumping then would restart as soon as possible.

2. How do the current drought triggers perform in the current WSCP?

The drought triggers illustrate a trigger point that is later than desired (drought declared more often than necessary) given “today” conditions (see storage volumes below the “dots” presented on Figure 2 that illustrate dates to trigger the next drought stage). It is envisioned that these will be adjusted when the WSCP is revised in 2012.

3. What is the impact to the WSCP by modifying to a 4-stage plan, using current model assumptions and parameters for 2010 demands (assumed the same for 2011 demands)?

No changes are illustrating any impact (see Figure 2); the District may decide what percentage cutbacks are appropriate at each stage. The RWA recommendations are mainly related to renaming the stages. This change is envisioned to occur in the WSCP update in 2012.

4. Given the District is obligated to serve new connections within its service area boundary, how many connections may be added based on “preferred” scenario to meet buildout needs assuming all IWMP recommendations are implemented?

Based on the description and assumptions described above on page 8, it is estimated that the total <12,000 sf lots EDUs remaining are approximately 2,500-2,700, and no change to the previously projected commercial EDUs at 665.

5. How much groundwater supply is needed based on the “preferred” buildout and drought scenarios (holding to just new connections for recycled water)?

The revised IWMP Model tested at 500 gpm, 1,000 gpm and 1,500 gpm scenarios, and it is estimated that 500 gpm is sufficient given the other assumptions being implemented (e.g., recycled water for new connections, 2020 demands being met, etc.

Additional discussion related to implementing IWMP recommendations will continue between the District Board, staff and interested stakeholders as the District continues to plan for reliable future water supplies.

NEXT STEPS

1. Move forward with updating the WSCP update and Drought Operations Plan
 - Coordinate with Rancho Murieta Association (RMA) requirements per the current state landscape ordinance (AB 1881) including use of the Department of Water Resources “water budget calculator” available online at:
<http://www.water.ca.gov/wateruseefficiency/landscapeordinance/>
 - Discuss with RMA and others the establishment of the 650 gpd/EDU planning criteria for all new development
2. Draft revised Policy 90-2 “District Water Supply” to become Policy 12-XX “District Water Supply” relating to the updated planning basis for establishing supply reliability and threshold number of units served with and without augmentation

TENTATIVE SCHEDULE

May - July – Prepare Drought Analysis and complete Draft Water Shortage Contingency

August - September – Prepare Draft Policy 90-2 update

October - December – Adopt new Policy 90-2

RMCS D –TASK ORDER 12-01

IWMP Recommendations – Revise Water Shortage Contingency Plan

April 11, 2012

Maddaus Water Management (MWM) staff, principally Lisa Maddaus, Bill Maddaus, and Chris Matyas will assist RMCS D in support of the follow-up on the IWMP recommendations to update the Water Shortage Contingency Plan (WSCP). According to the American Society of Civil Engineers (ASCE) Institute of Water Resources, a drought plan should contain the following elements (MWM has included comments about if this element is currently in the District's WSCP):

- Drought indicators (not currently included, to be considered)
- Drought triggers based on existing conditions (to be revisited)
- Response actions (assumed needs review, minor edits)
- Methods to forecast drought conditions (not currently included, to be considered)
- Drought monitoring based on indicators (not included, optional additional task)
- Enforcement means (listed in actions and District Code, no further effort needed)

MWM is supporting an update RMCS D's WSCP with planned revisions, which may involve the following activities:

- Work with RMCS D Board and staff to formulate best approach to refining existing drought triggers tailored to RMCS D system operational decisions (e.g., pumps turning on between Nov-March timeframe and drawdown of storage after May 31st).
- Review potential drought indicators and define triggers with sensitivity analysis using the Integrated Water Master Plan Shared Vision Model (checking parameters such as days of supply remaining, forecasted demands, storage levels, and average monthly flows). MWM will review and benchmark normal and worst case the following indicators based on historical normal and dry year records:
 - Precipitation records (not yet in the IWMP model)
 - Cosumnes River flow records at Michigan Bar (included in the IWMP model)
 - Sierra snowpack (not yet in the IWMP model)
- Propose an streamlined approach that will address triggers for expected monthly storage levels (i.e., thresholds at various drought stages for the Reservoirs System). This approach may be based on one or more of the following parameters:
 - DWR and USGS monitoring data sources
 - Storage available in Calero and Chesbro
 - Added option for if Clementia is used for drought reserve storage
- Develop documentation to support standards to be included in the District's Water Operations Plan including specific tables for which drought indices to track, monitor for drought conditions, and an index applicable to RMCS D permit requirements and system operations for each drought trigger that will be designed based on the indicators. This is envisioned to be at minimum simplistic tables that illustrate drought indicators and ranges for where there is potential cause for concern (with four levels – normal, low, medium, high risk). In addition, the staged triggers for action will be fully described to aid in making operational decisions (i.e., turning on pumps earlier to hedge more storage in dry years).
- Develop minor updated version of Water Shortage Contingency Plan including updating drought actions and storage and demand triggers for declaring stages of drought

- Attend up to 3 Board meetings to assist with presentation of the technical memorandum related to operational triggers for drought, and Draft and then adoption of the Final Water Shortage Contingency Plan.
- The work effort for completing the WSCP will also lead to supporting an update for Policy 90-2 District Water Supply.

Assumptions:

- Total estimated hours: 156
- The existing the WSCP will be provided in MS Word
- MWM will support the above activities to the not to exceed budget limit based on assigned hours shown in Table 1 below.
- Assume technical memorandum deliverable will be brief to simply present the matrix of drought triggers and be co-developed with staff. It is assumed that the memo will have only one round of review and comment from staff (including operators).
- Assume deliverable of the updated Water Shortage Contingency Plan will have minor updates (new drought triggers, labels for stages, discussion of methods for monitoring, and reorganized drought actions) and be co-developed with staff and have two rounds of review and comment, one from staff and one from Board members and general public.
- All documents will be provided in PDF for printing by RMCS D
- Up to 4 meetings with RMCS D staff and/or Board meeting attendance upon request

Deliverables:

- Documentation related to drought triggers based a matrix of monthly storage volumes per drought stage – electronic PDF version
- Updated Water Shortage Contingency Plan with new drought triggers, labels for stages, and reorganized drought actions – electronic PDF version
- Other documentation as needed

Schedule

This project covers the time period April 2012 through December 31, 2012. The overall project schedule assumes regular progress updates via email sent to Ed Crouse, General Manager from Project Manager, Lisa Maddaus. Periodic check-in calls to review progress and assign priorities and task details and deliverable dates will also occur at a schedule decided by the General Manager.

Budget

The terms and conditions of this agreement are provided in Attachment A .

Maddaus Water Management proposes to conduct the above scope of work on a time and materials basis. A not to exceed fee of \$29,600 is estimated for the work effort outlined above. Given the potential changes in addressing the evolving needs of this project covering WSCP development, it is envisioned that activities associated with this task order may shift in priority and emphasis based on the direction of the RMCS D staff. As such, the time and materials basis will govern the overall work effort with regular progress updates to confirm that the work effort is meeting RMCS D needs.

Table 1 – Proposed Rate Schedule

Staff	Role	Hourly Rate	Total Estimated Hours
Bill Maddaus	Owner/Policy Advisor	\$250	16
Lisa Maddaus	PM and Technical Staff	\$175	65
Michelle Maddaus	Technical Staff	\$170	0
Chris Matyas	Technical Staff	\$155	24
Jack Weber	Technical Advisor/ Statistician	\$198	48
Linda Maddaus	Accounting/Clerical	\$90	4

The staff, roles, hourly rate for each staff person and estimated hours is presented in Table 1. Internal charges for phone, fax, copies and computers will be billed at a charge of \$6 per labor hour (which is added to the labor rates shown in Table 1). Other direct costs (ODCs) including mileage, outside printing charges, and related direct job costs will be billed at actual cost. No air travel or other meeting expenses are anticipated as part of this work effort. All rates are subject to a 3% increase starting on January 1st of each year.

MADDAUS WATER MANAGEMENT

RANCHO MURIETA CSD

Signature _____

Signature _____

Date _____

Date _____

William O. Maddaus
Owner

Ed Course
General Manager

Attachments

RMCS D –TASK ORDER 12-02

IWMP Recommendations – Update Policy 90-2

DRAFT April 2012

Maddaus Water Management staff, principally Lisa Maddaus, Bill Maddaus, and Chris Matyas will assist RMCS D in support of the follow-up on the IWMP recommendations to update the Policy 90-2, which may involve the following activities:

- Develop a revised version of the District Water Supply Policy (to replace Policy 90-2)
- Present at one Board Meeting to discuss draft language changes to Policy 90-2 based on the outcomes of the Water Shortage Contingency planning process.
- Attend up to 2 Board meetings to assist with presentation of the technical memorandum related to operational triggers for drought, and first reading and then adoption of the draft and then adoption of the revised District Water Supply Policy.

Assumptions:

- Total estimated hours: 50
- MWM will support the above activities to the not to exceed budget limit based on assigned hours shown in Table 1 below.
- Assume deliverable of the revised and District Water Supply Policy will be co-developed with staff and have two rounds of review and comment, one from staff and one from Board members and general public.
- All documents will be provided in PDF for printing by RMCS D
- Up to 4 conference calls or meetings with RMCS D staff upon request
- Attend up to 2 Board meetings to assist with presentation and/or public comments

Deliverables:

- Updated Policy 90-2
- Other documentation as needed

Schedule

This project covers the time period April 2012 through December 31, 2012. The overall project schedule assumes regular progress updates via email sent to Ed Crouse, General Manager from Project Manager, Lisa Maddaus. Periodic check-in calls to review progress and assign priorities and task details and deliverable dates will also occur at a schedule decided by the General Manager.

Budget

The terms and conditions of this agreement are provided in Attachment A.

Maddaus Water Management proposes to conduct the above scope of work on a time and materials basis. A not to exceed fee of \$9,300 is estimated for the work effort outlined above. Given the potential

changes in addressing the evolving needs of this project covering policy development, it is envisioned that activities associated with this task order may shift in priority and emphasis based on the direction of the RMCS D staff. As such, the time and materials basis will govern the overall work effort with regular progress updates to confirm that the work effort is meeting RMCS D needs.

Table 1 – Proposed Rate Schedule

Staff	Role	Hourly Rate	Total Estimated Hours
Bill Maddaus	Owner/Policy Advisor	\$250	
Lisa Maddaus	PM and Technical Staff	\$175	
Michelle Maddaus	Technical Staff	\$170	
Chris Matyas	Technical Staff	\$155	
Linda Maddaus	Accounting/Clerical	\$90	

The staff, roles, hourly rate for each staff person and estimated hours is presented in Table 1. Internal charges for phone, fax, copies and computers will be billed at a charge of \$6 per labor hour (which is added to the labor rates shown in Table 1). Other direct costs (ODCs) including mileage, outside printing charges, and related direct job costs will be billed at actual cost. No air travel or other meeting expenses are anticipated as part of this work effort. All rates are subject to a 3% increase starting on January 1st of each year.

MADDAUS WATER MANAGEMENT

RANCHO MURIETA CSD

Signature _____

Signature _____

Date _____

Date _____

William O. Maddaus
Owner

Ed Course
General Manager

Attachments

MEMORANDUM

Date: April 11, 2012
To: Board of Directors
From: Edward R. Crouse, General Manager
Subject: Approve Proposal for Expanded Recycled Water Feasibility Report

RECOMMENDED ACTION

Approve the proposal from Person.Brustad.Inc., for preparation of a Title XVI Feasibility Report for Rancho Murieta's future residential recycled water program, in an amount not to exceed \$52,945. Funding to come from Water Supply Augmentation Reserves. Final execution of the contract is pending word from the Bureau of Reclamation on our grant request.

BACKGROUND

One of the efforts to better understand the roll out of recycled water to new development is preparation of the next level feasibility study. Recall the District completed two (2) related efforts for the future use of recycled water. In 2006 HSe prepared the Wastewater Expansion and Financing Plan and in 2009 HDR completed the Recycled Water Feasibility Plan. Both efforts looked at recycled water delivery systems from a high level planning perspective, i.e., broad pipeline alignments.

As part of our Integrated Water Master Plan Update, the District committed to use recycled water on new developments in part to provide drought protection as well as a beneficial water supply.

The next level feasibility study is more definitive, but not a true design level effort. This effort will look at recycled water phasing and pipeline alignments in more detail, with an eye to utilizing existing Rancho Murieta Country Club (RMCC) transmission lines and lake storage as a means to reduce costs and/or roll out the delivery earlier than anticipated.

Kevin Kennedy, formerly with HDR and now with Peterson.Brustad.Inc., provided the attached proposal. As discussed at the annual goal planning meeting, we submitted the proposal to the Bureau of Reclamation for grant funding by mid-February. We recently responded to the Bureau's request for additional information. We are hopeful this is a positive signal for grant funding.

The Improvements Committee recommends approval.



January 30, 2012

Edward R. Crouse, P.E.
General Manager / District Engineer
Rancho Murieta Community Services District
15160 Jackson Road
P.O. Box 1050
Rancho Murieta, CA 95683

Subject: Proposal to prepare Title XVI Feasibility Report for Rancho Murieta's Future Residential Recycled Water Program

Dear Ed,

We are pleased to provide the Rancho Murieta Community Services District (District) with this proposal to provide engineering services in support of the District's Title XVI grant funding application. We have reviewed the following documents and studies that have been developed for the District since the completion of the *Recycled Water Feasibility Study* (dated June 2009) as well as the Feasibility Study preparation guidelines developed by the US Department of the Interior and the Bureau of Reclamation.¹

- *2020 Compliance Plan* (dated September 15, 2010),
- *2010 Integrated Water Master Plan Update* (dated October, 18, 2010), and
- *IWMP Update: Policy Discussion Presentation* (dated June 24, 2011).

It is our understanding that the District desires Peterson, Brustad, Inc. (PBI) to assist the District with the identification of a two-phased approach for the expansion of the District's existing recycled water program and the preparation of the feasibility study the District needs to be considered for grant funding under the Reclamation Wastewater and Groundwater Study and Facilities Act of 1992 (Title XVI of Public Law 102-575, as amended). It is our understanding that the recycled water system expansion would be based on serving future customers located within the existing Rancho Murieta boundaries and the development timelines listed in Table 1.

¹ This document can be found on the internet at <http://www.usbr.gov/pmts/writing/guidelines/>.

Table 1. Future Development Connections and Development Timeframes

Condition	Number of Units (Connections)	Development Timeline	
		Available for Occupation	Full Occupation
Existing	2,604 ^a	Not Applicable	
Phase 1 Development	620 ^b (new)	2015	2018
Phase 2 Development	1,274 (new)	2020	2025
Total	4,498 ^c	Not Applicable	

^a As described in Table 3-1 of the *2010 Integrated Water Master Plan Update*.

^b Equal to the number of connections that have already been approved by Sacramento County for development.

^c Equal to the number of connections shown in Table 3-1 of the *2010 Integrated Water Master Plan Update* – Medium Growth Scenario.

The following is PBI's proposed scope of work for this effort.

SCOPE OF WORK

Task 1. Project Management and Meetings

PBI's project manager shall schedule, facilitate and attend the following 3 project meetings/workshops:

(1) Kick-Off Meeting - discussion of project goals, objectives, data collection, lines of communication, schedule, etc. It is assumed that meeting attendance will be limited to PBI and RMCS D staff.

(2) Goals and Objectives Workshop – present and describe the project goals and objectives to the RMCS D Board of Directors. Solicit and collect comments and feedback from the RMCS D Board of Directors as well as other stakeholders (e.g., developers and end users). It is assumed that this workshop would occur during a regularly scheduled Board of Directors Meeting (scheduled for the third Wednesday of each month).

(3) Review Meeting – review the *Recycled Water Feasibility Study Update* (Administrative Draft - see Task 4). It is assumed that meeting attendance will be limited to PBI and RMCS D staff.

Deliverables: (1) *Kick-off meeting agenda and minutes.*

(2) *Goals and Objectives Workshop Presentation and abbreviated workshop minutes describing the comments and feedback received at the workshop.*

(3) *Consolidated review comment table. This table shall be used to list and track District comments and shall describe how each comment was addressed by PBI.*

Task 2. Water Balance

PBI shall develop a water balance for the existing and two expansions of the recycled water system. These expansions shall coincide with service to the two development phases described in Table 1. The water balances shall provide an estimate of monthly effluent production, historic weather data, storage volumes, and irrigation demands. Depending on how the District would like the water balance configured, the water balance could be formatted to represent a one- or two-year duration. PBI recommends the development of a two-year water balance given that it provides the ability to demonstrate the District's ability to accommodate a significant level of precipitation (20- or 100-year levels of precipitation) followed by an average level of precipitation.

Deliverables: Three hardcopies and electronic (in pdf and MicroSoft Excel format) copies of the draft and final water balances.

Assumptions: It is assumed that the District will provide electronic copies (MicroSoft Excel) of water balances that have been reviewed and approved by the Central Valley Regional Water Quality Control Board (RWQCB). PBI anticipates discussing this tool with the District and obtaining guidance as to whether the same water balance template shall be used for this effort or a new water balance should be developed. For the purpose of developing a preliminary budget, it has been assumed that PBI will be developing a new water balance template for this and future recycled water system expansion efforts.

Task 3. Recycled Water Feasibility Study Update

PBI shall prepare an update to the *Recycled Water Feasibility Study* (HDR, June 2009) containing the following chapters:

Table 2. Proposed Contents of the *Recycled Water Feasibility Study Update*

Chapter	Proposed Content
Executive Summary	Prepare a brief summary of subsequent chapters. Chapter summaries shall be limited to key findings, results, and recommendations.
Introduction	Purpose of the study and a listing of the authors and non-Federal project sponsor. Describe the study area and provide a project map. Define the study area in terms of both the site-specific project area where recycled water will be developed and used, and in the larger regional, watershed or river basin context.
Problems and Needs	Describe (1) key water management problem(s) for which water reclamation and reuse may provide a solution, (2) near- and long-term study area water demands and supplies, and (3) the cost to develop these supplies and assess the level of certainty associated with these estimates.
Water Reuse Opportunities	Describe the water reuse opportunities within the study area and identify potential sources of water. Summarize the status of water reuse and water reclamation technology and describe opportunities for development of approved technologies in the study area.

	Identify all potential uses of reclaimed water, including but not limited to groundwater recharge, municipal, domestic, industrial, agricultural, power generation, environmental restoration, fish and wildlife, and recreation.
Description of Alternatives	<p>As appropriate, describe all alternatives (e.g., physical, institutional, and operational features needed) that were considered to accomplish the water supply objective. Alternatives may include structural and/or non-structural measures such as water conservation. Describe the reclaimed water market, barriers, and how these barriers would be overcome.</p> <p>Provide a specific quantified analysis of whether the proposed development of water reclamation and reuse measures would (1) reduce, postpone, or eliminate the development of new or expanded water supplies, (2) reduce or eliminate the use of existing diversions from natural watercourses or aquifer withdrawals, and (3) reduce the demand on existing Federal water supply facilities. One of the alternatives to be considered shall be the <i>no action</i> alternative as well as the action that the sponsor would take if Federal funding was not available for the project.</p> <p>Provide an engineering cost estimate for the proposed project construction in sufficient detail to permit project evaluation.</p>
Economic Analysis of Alternatives	Prepare and present an analysis of the economic feasibility of the proposed project relative to the other alternatives.
Environmental Analysis of Alternatives	Provide the environmental information needed for the Bureau of Reclamation to fulfill its obligations under the National Environmental Policy Act. Information examples include existing environment (social, cultural resources, and endangered species), an assessment of the environmental impacts of each alternative, identification of applicable Federal and State environmental requirements, and mitigation measures where appropriate.
Legal and Institutional Requirements	<p>Describe the results of the consultation activities under the Endangered Species Act, Fish and Wildlife Coordination Act, and other applicable Federal and State laws that have occurred between the non-Federal sponsor and appropriate Federal, State, regional, and local authorities during the study.</p> <p>Identify public health and environmental quality issues associated with each alternative including Federal, State, and local public health and environmental regulatory requirements associated with the reuse alternatives and the ability of the alternatives to meet those requirements.</p> <p>Discuss (1) any water right issues and how they would be resolved, (2) how the project meets other legal and institutional requirements, (3) unresolved issues associated with the project and how the issue(s) will be resolved, and (4) identify any legal or institutional constraints that would affect the ability of the sponsor to implement the project.</p>
Financial Capability of the	Present the proposed schedule for project implementation and

Sponsor	<p>the plan for funding the project's construction and operation, maintenance, and replacement costs, including the non-Federal and other Federal sources of funding.</p> <p>Document the sponsor's financial capability to fund the non-Federal share of the project costs.</p>
Research Needs	Briefly identify basic research needs required to expand the use of reclaimed water in a safe and environmentally sound manner.

It is anticipated that the *Recycled Water Feasibility Study Update* shall be approximately 100 pages in length (not including appendices) and will include preliminary design criteria associated with the design and operation of the expanded recycled water system and a map illustrating the recommended recycled water transmission system improvements by phase. Criteria shall likely include items such as delivery pressure, demand factors (e.g., acre-feet/year per connection or type of residential home), and irrigation schedule (e.g., seasonal and diurnal irrigation patterns).

Deliverables: Five hardcopies and electronic (in pdf and MicroSoft Word format) copies of the Administrative Draft, Draft, and Final Recycled Water Feasibility Study Update Reports (Report).

A total of three report submissions are assumed – administrative draft, draft, and final as described below:

- *Administrative Draft Report: The administrative draft report shall be submitted to the District for their review and comment. It is assumed reviewers shall be limited to District staff and their Board of Directors. A two-week District review period is assumed for the development of a preliminary project schedule.*
- *Draft: The draft report shall be submitted to the District after PBI has addressed all comments and provided a completed comment review table to the District. It is assumed that the District will post this submittal onto their website and solicit comments from the community. A one-month review period is assumed for the development of a preliminary project schedule.*
- *Final: The final report shall be submitted to the District after PBI has addressed all community comments and provided a revised and updated comment review table to the District.*

SCHEDULE

It is estimated that approximately three months will be required for PBI to prepare the Administrative Draft report. The total project duration, based on the assumed review periods described above, will be no more than six months from notice to proceed which is anticipated to be granted at the District's February 15, 2012 Board meeting.

PROPOSED FEE

Our proposed fee for this project is detailed in the attached cost table. Our standard rate sheet for 2012 is also attached for your reference.

We look forward to assisting you with this assignment. If you have any questions or desire any additional information, please feel free to contact Kevin Kennedy at (916) 608-2212 x112.

Sincerely,

Karl Brustad, PE, MBA
Principal

Kevin Kennedy, PE
Project Manager

Attachments

Estimated Work Effort and Cost Sheet
2012 Standard Rate Sheet

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Improvements Committee Staff
Subject: Approve Water Plant #2 Sedimentation Basin 1 -Chain of Flight Replacement

RECOMMENDED ACTION

Approve up to \$12,000 to JBI Water & Wastewater Equipment, Inc., for water plant #2 sedimentation basin 1 chain of flight replacement. Funding to come from Water Replacement Reserves.

COST

The current quote needs to be updated to include mounting hardware that is necessary for the installation, as well as confirmation measurements needing to be made by the equipment supplier. As the equipment supplier representative is currently out on other projects, we did not receive an update quote in time for the Improvements Committee. We will receive an updated quote in time for the Board meeting. The current quoted cost totals \$9,477.20 with tax included.

BACKGROUND

The water treatment plant sedimentation basin allows for particulates that settle out from coagulation to be captured and removed as part of our treatment process. The Chain of Flight rakes settled sludge from the far end of the sedimentation basin towards the front end, where it is channeled into a drain line for removal. The Chain of Flight on Water Plant #2, basin #1 has broken and needs replacement. It is approaching twenty years of use and has been repeatedly serviced with replacement parts to keep it in operation. As it is obsolete, replacement parts are no longer available for it. If replaced it will be used for salvage parts for the chain in Water Plant #2, basin #2.

This is a time sensitive project as Water Treatment Plant demands are currently low allowing us time for maintenance. Should this project be delayed into our typically warmer months, we may experience significant difficulties.



VC CHAINS CORP. - ENVIRO GROUP
VIKING CHAINS INC. - *a real sharp chain company*

Western Division
7392 Progress Place
Delta, BC V4G 1A1
Tel: 604-952-4146
Fax: 604-952-4053
Toll-free: 1-800-324-1244

Eastern Division
637, ave. Godin
Vanier, PQ G1M 3E6
Tel: 418-650-6090
Fax: 418-650-2490
Toll-free: 1-888-650-6090

VC Chains Corporation
3411 Novis Pointe
Acworth, GA 30101-6639
Tel: 678-574 0251
Fax: 678 574 6902
Toll-free: 1-877-941-1500

VC Chains Corporation
10914 NE 39th Street -STE. B3
Vancouver, WA, 98682
Tel: 360 694-1416
Fax: 360 694-1412
Toll-free: 866-513-4078

RE: Rancho Murietta Quote

Date : March 7, 2012
Pages : 1

To : Ray Sprague
Company : JBI - Water & Wastewater Equipment
Fax Number : 1 916 865 4349

From : Scott Davies
Email: sdavies@vikingchains.com

Viking Chains is pleased to submit the following quotation for your consideration:

380' -- VC720NM Viking Non Metallic Collector Chain c/w F228 attachment every 10 feet, see attached drawign # VCES-00001 @ **\$10.95USD/ft**

20 pcs -- 3" x 8" x 19'-8" long C Channel Fiberglass flight, c/w 10 holes and 2 daps, c/w (2) Repro UHMW Carry Wear Shoes and (2) Repro UHMW Return Wear Shoes, see attached drawings # VCES-00006, VCES-00002 and VCES-00003
@ **\$160.00USD Each**

Note: Flight and wear shoe drawings to be approved at time of order

Note: Flight mounting hardware sets are not included in the above price, if you need a quote on them let me know and I will quote

2 pcs -- Rubber Scrapers c/w SS Hardware for flights @ **\$80.00USD Each**

Delivery: Approx 4-5 weeks, after approval of drawings

Terms: Net 30 Days

FOB: Viking Chains - Acworth, GA (estimated freight cost = \$1,295.00)

- This quotation is subject to revision if not accepted within 30 days.

- Viking Chains Terms and Conditions of Sale are attached to this quote. If you did not receive them please call us for a copy.

Thanks for giving us the opportunity to quote, if you have any questions or comments please don't hesitate to contact me.

Best Regards,

Scott Davies

visit our website at: www.vikingchains.com

email: sdavies@vikingchains.com

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Approve Lease Agreement for New Security Vehicle

RECOMMENDED ACTION

Approve the purchase by capital lease of a new 2012 Ford Escape from Harrold Ford in an amount not to exceed \$22,782.51, including tax and a four (4) year/100,000 mile bumper to bumper limited warranty. Funding to come from insurance reimbursement of \$10,450.00, salvage of \$3,150.00 and a lease for \$9,182.51. The lease cost will come from Security Operating Expenses.

There will also be costs of \$845.84 for decals and striping and an estimate of \$1,000 for installation/replacement/purchase of radio/electronics, antennas, console, and miscellaneous parts required to equip the new vehicle. This cost will also come from Security Operating Expenses.

BACKGROUND

The 2009 Ford Escape was involved in a collision. The claim was turned over to the District's insurance company, Golden State Risk Management Authority, and the vehicle was determined to be totaled. The vehicle was sold for salvage for \$3,150, and our insurance company reimbursed the District \$10,450.00.

Bid requests were sent to eight (8) vendors, and four (4) submitted bids. The low bidder was Harrold Ford at \$22,782.51 for a 2012 Ford Escape, which includes a four (4) year/100,000 mile bumper to bumper limited warranty.

The bids were as follows:

Harrold Ford:	\$22,782.51
Future Ford of Sacramento:	\$23,065.10
Folsom Lake Ford:	\$23,338.10
Elk Grove Ford	\$23,532.85



Rancho Murieta Community Services District

15160 Jackson Road • P.O. Box 1050 Rancho Murieta, CA 95683 • 916-354-3700 • Fax 916-354-2082
Visit our website at www.rmsd.com

REQUEST FOR PROPOSAL TO SUPPLY VEHICLE
to Rancho Murieta Community Services District

YEAR 2012 or 2013

Ford Escape XLS FWD	22,329. ⁰⁰
Oxford White or Suede White	<u>either</u>
4 Door	<u>y</u>
4 Cylinder Engine I4	<u>y</u>
Automatic Transmission	<u>y</u>
Air Conditioning	<u>y</u>
Electric Windows and Door Locks	<u>y</u>
Front Floor Mats	<u>y</u>
California Emissions	<u>y</u>
Warranty Premium Care 4 yr 100,000 mile	<u>1,455.⁰⁰</u>
SUBTOTAL FOR VEHICLE	<u>23,784.⁰⁰</u>
Government Discount Code "QU286"	- <u>2,800.⁰⁰</u>
Dealer Set-up Cost	<u>63.⁷⁵</u>
California Sales Tax (% <u>7.75</u>)	
<u>TOTAL DIRECT PURCHASE PRICE</u>	<u>22,782.⁵¹</u>

Price Quoted: 224,112 Dealer: HARROLD FORD
By: Richard Rosada
Print Name: Richard Rosada

Quotation Good Through: 4/28/12
(Must be minimum of 60 days to allow processing)

Reply to Greg Remson at gremson@rmsd.com or fax 916-354-2082.

* 2013 would be on an ORDER BASIS - APPROX 75 DAYS
From TIME OF ORDER - ADD \$1,144.⁰⁰ FOR the 2013 model

Board of Directors: Roberta Belton, President • Richard Taylor, Vice-President • Steven Mobley • Betty Ferraro • Gerald Pasck
General Manager • Edward R. Crouse

2013 - TOTAL \$23,926.⁵¹

MEMORANDUM

Date: April 12, 2012
To: Board of Directors
From: Finance Committee Staff
Subject: Approve Household Hazardous Waste Collection Event

RECOMMENDED ACTION

Approve proposal from Clean Harbors Environmental Services, Inc., to conduct a household hazardous waste collection event for Rancho Murieta.

BACKGROUND

It has been five (5) years since our last household hazardous waste (HHW) collection event. In the meantime, residents have been directed to dispose of their household hazardous waste at any of the Sacramento County collection sites.

Several emails were sent out to various companies that provide household hazardous waste collection. The only company that responded is Clean Harbors Environmental Services. This is the company that bought Romic, the company we used last time we did the household hazardous waste collection day.

Based on what was collected last time, their quote is \$26,746.42, but this is only an estimate. Final costs are based on actual amounts collected, which could be higher or lower than estimated.

The District has \$12,000 in the 2011-2012 budget and \$12,000 in the worst case budget for 2012-2013 for household hazardous waste collection. The Solid Waste Fund had a fund balance of over \$100,000 to help cover the cost of the event.

Should the District decide to proceed, the event will likely take place on a Saturday morning, similar to last time.

The Finance Committee recommends holding a HHW event this year.



Clean Harbors Environmental Services, Inc.
2550 Del Monte St. #140
West Sacramento, CA 95691
www.cleanharbors.com

March 6, 2012

Attn: Ms. Suzanne Lindenfeld
Rancho Murieta Community Service
15160 Jackson Road
Rancho Murieta, CA 95683

Quote #1374621

Dear Ms. Lindenfeld:

Thank you for considering Clean Harbors Environmental Services, Inc. (Clean Harbors) for your household hazardous waste management needs. We are pleased to provide you with the following pricing. Additionally, Clean Harbors has the appropriate permits and licenses for the acceptance and disposal of the waste streams identified within this quotation.

In addition to providing household hazardous waste management services and disposal to our company owned and operated facilities, Clean Harbors offers a broad range of environmental services including:

- Waste Transportation & Disposal
- Laboratory Chemical Packing
- Field Services
- 24-Hour Environmental Emergency Response
- Industrial Services
- Apollo Onsite Services

I look forward to continuing to service your environmental needs. To place an order, please contact our Customer Service group at 800.444.4244. If you have any questions or need further assistance, you may reach me at the number below.

Sincerely

Curt Lock
Account Manager
Cell Phone: 408.592.2585
Fax: 916.373.0649



QUOTE SUMMARY

Description	Amount
TASK 1: MOBILIZATION	\$3,300.00
TASK 2: ONSITE LABOR AND DISPOSAL	\$21,238.00
TASK 3: ADDITIONAL WASTE STREAMS*	N/A
Subtotal	\$24,538.00
Estimated Recovery Fee	\$2,208.42
QUOTE TOTAL	\$26,746.42

*Task quantities are not estimated. Final billing will be based upon actual quantities of resources used and/or volumes of waste produced in performance of the quoted services.



TASK 1: MOBILIZATION

TASK 1: TOTAL LABOR, EQUIPMENT, AND MATERIAL	\$3,300.00
Estimated Recovery Fee	\$297.00
Estimated total, including Fees	\$3,597.00

TASK 2: ONSITE LABOR AND DISPOSAL

DISPOSAL

Profile/Waste Code	Waste Description	Qty	UOM	Price	Total
A31	SPECIFICATION OILS	1	55 gallon drum	\$116.00	\$116.00
LCCR	LABPACK FOR INCINERATION	31	55 gallon drum	\$248.00	\$7,688.00
LCCRA	LABPACK ACID & ACID COMPATIBLES FOR INCINERATION	1	55 gallon drum	\$248.00	\$248.00
LCCRB	LABPACK BASIC & BASIC COMPATIBLES FOR INCINERATION	3	55 gallon drum	\$248.00	\$744.00
LCCRB	LABPACK BASIC & BASIC COMPATIBLES FOR INCINERATION	2	30 gallon drum	\$190.00	\$380.00
LCCRO	LABPACK OXIDIZERS FOR INCINERATION	3	55 gallon drum	\$265.00	\$795.00
LCCRO	LABPACK OXIDIZERS FOR INCINERATION	2	30 gallon drum	\$202.00	\$404.00
LCCRQ	AEROSOLS FOR INCINERATION	5	55 gallon drum	\$204.00	\$1,020.00
LFB3	LABPACK LATEX PAINT FOR RECYCLING	7	flex bin	\$325.00	\$2,275.00
LPTP	PROCESSABLE PAINT & PAINT RELATED MTRL FOR FUEL/ INCINERATION	2	flex bin	\$424.00	\$848.00
				Total	\$14,518.00

Transportation price is included in the disposal price.

LABOR, SUPPLIES, AND EQUIPMENT

Amount	Description	Qty/UOM	Days	Price	Total
3	Chemist Overtime	8 hour	1	\$42.00	\$1,008.00
2	Equipment Operator, Overtime	8 hour	1	\$42.00	\$672.00
12	Field Technician	8 hour	1	\$35.00	\$3,360.00



Amount	Description	Qty/UOM	Days	Price	Total
6	Field Technician Overtime	8 hour	1	\$35.00	\$1,680.00
4	30 Gal / 120 Litre Poly Drum 1H2/Y142/S	1 each	n/a	\$0.00	\$0.00
37	55 G / 205 L Steel Drum, Reconditioned 1A2/Y1.2/100 (17-H)	1 each	n/a	\$0.00	\$0.00
7	55 Gal / 205 Litre Open Head Poly, Reconditioned Drum 1H2/Y2	1 each	n/a	\$0.00	\$0.00
7	Flexbin, 1 Cubic Yard Flexbin 11G/Y/2022/1122	1 each	n/a	\$0.00	\$0.00
2	Speedi Dry	1 bag	n/a	\$0.00	\$0.00
20	Vermiculite 4 cuft / 3 cubic meter	1 bag	n/a	\$0.00	\$0.00
				Total	\$6,720.00

TASK 2: TOTAL ESTIMATE

\$21,238.00

Estimated Recovery Fee

\$1,911.42

Estimated total, including Fees

\$23,149.42

WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
A31	<p>Specification Oils</p> <p>Less than one inch of solid in the drum No pesticides Non-detectable concentration of PCB's (i.e. <2ppm MDL) Organic halogens less than 1000 ppm Flash point greater than 100°F pH between 2-12.5 Must be petroleum-based oil (greater than 5000 BTUs/lb.) Less than 5 percent water Cannot be mixed with other hazardous waste Total Cadmium less than 2 ppm Total Chrome less than 10 ppm Total Arsenic less than 5 ppm Total Lead less than 100 ppm PRIMARY DISPOSAL METHOD: OIL RECOVERY</p>

TASK 3: ADDITIONAL WASTE STREAMS



DISPOSAL

Profile/Waste Code	Waste Description	UOM	Price
CAXI	OXIDIZERS FOR INCINERATION	5 gallon pail	\$251.00
CFL1	MERCURY BULBS FOR RECLAMATION	feet	*\$0.15
CFL2	MISC. MERCURY BULBS FOR RECLAIM	pounds	*\$6.60
CFL8	COMPACT FLUORESCENT LAMPS FOR RECLAIM	pounds	*\$6.60
CFL9	CRUSHED FLUORESCENT BULBS FOR RECLAMATION	55 gallon drum	\$897.00
COF	OIL FILTERS FOR RECLAMATION	55 gallon drum	\$125.00
LBD1	ALKALINE DRY CELL BATTERIES FOR RECLAMATION (MERCURY FREE)	pounds	*\$1.02
LBD2	NI-CAD BATTERIES WET OR DRY FOR RECLAMATION	5 gallon pail	\$152.00
LBRR	LITHIUM BATTERIES FOR RECLAMATION	5 gallon pail	\$99.00
LCHG2	LABPACK ELEMENTAL MERCURY FOR RETORT	5 gallon pail	\$264.00
LCHG4	LABPACK MERCURY SALTS AND SOLUTIONS FOR RETORT	5 gallon pail	\$264.00
LCY1	PROPANE CYLINDERS FOR RECYCLING	lecture bottle	\$15.00
LCY1	PROPANE CYLINDERS FOR RECYCLING	medium cylinder	\$25.00
LCY2	REFRIGERANT GASES OR FIRE EXTINGUISHERS FOR RECYCLING	lecture bottle	\$30.00
LCY2	REFRIGERANT GASES OR FIRE EXTINGUISHERS FOR RECYCLING	medium cylinder	\$50.00
LRCT	LABPACK REACTIVES FOR INCINERATION	5 gallon pail	\$209.00

*The following minimum price(s) will apply:

Profile/Waste Code	UOM	Minimum Price
CFL1	4 foot bulbs in a box	\$50.00
CFL2	55 gallon drum	\$50.00
CFL8	55 gallon drum	\$50.00
LBD1	55 gallon drum	\$350.00

TRANSPORTATION

Dispatch Location	Price	UOM
West Sacramento, CA Hub	*\$43.00	55 gallon drum

*Minimum charge \$420.00 per trip.



Labor, Supplies/Materials, and Equipment utilized in the completion of this task will be invoiced at contract or list prices.

WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
CAXI	Oxidizers For Incineration No explosives No organics May require repackaging at the facility Monolithic solids, case by case Primary disposal method: Incineration
CFL1	Mercury Bulbs For Reclamation Less than 5 percent broken bulbs Intact 4 foot or 8 foot bulbs Packaged in original bulb boxes or specialty containers Shrink wrapped to pallets No free mercury PRIMARY DISPOSAL METHOD: RECLAMATION
CFL2	Misc. Mercury Bulbs For Reclaim Misc. shaped bulbs containing mercury for reclaim Limited to U tubes, Circular, Incandescent, Quartz, Halogen Packaged in original bulb boxes or specialty containers Shrink wrapped to pallets No free mercury No D003 bulbs PRIMARY DISPOSAL METHOD: RECLAMATION
CFL8	Compact Fluorescent Lamps For Reclaim Packaged in original bulb boxes or specialty containers Shrink wrapped to pallets No free mercury PRIMARY DISPOSAL METHOD: RECLAMATION
CFL9	Crushed Fluorescent Bulbs For Reclamation Crushed bulbs for reclamation PRIMARY DISPOSAL METHOD: RECLAMATION
COF	Oil Filters For Reclamation Oil filters for reclamation PRIMARY DISPOSAL METHOD: RECLAMATION



GENERAL CONDITIONS

- Except where superseded by an existing services agreement the following terms and conditions apply to this quoted business.
- Prices firm for 30 days.
- Terms: Net 30 Days
- Interest will be charged at 1.5% per month or the maximum allowed by law for all past due amounts.
- Local, state and federal fees/taxes applying to the generating location/receiving facilities are not included in disposal pricing and will be added to each invoice as applicable.
- Materials subject to additional charges if they do not conform to the listed specifications.
- Electronically submitted profiles will be approved at no charge. Paper profiles will be charged at \$75.00 each.
- Compressed gas cylinders requiring special handling due to inoperable valves will be assessed an additional charge of \$400.00 per cylinder. Cylinders larger than medium size will be quoted case by case. This charge may be sent as supplemental invoice.
- A variable Recovery Fee (that fluctuates with the DOE national average diesel price), currently at 9.0%, will be applied to the total invoice.
- Pickups that require same day or next day service may be subject to additional charges.
- Pickups cancelled within 72 hours of scheduling will be subject to cancellation charges.
- Transportation charges to the final disposal facility will be charged in addition to local transportation to our truck to truck hub/local facility and will vary with logistics and routing.
- Time over eight (8) hours in the normal workday and all day Saturday is considered overtime and will be billed at 1.5 times the applicable straight time rate for all billable personnel unless otherwise quoted. Sunday and Holidays are considered premium time and will be billed at 2.0 times the applicable straight time rate for all billable personnel unless otherwise quoted.
- Standard disposal conversions (excluding minimums) apply to containers other than 5 gallon drums unless otherwise quoted: 6-20g 60%, 21-30g 75%, 31-55g 100%, 56-85g 145%, FBIN 350%, TOT2(<300gal TOTE) 500%, TOTE 630%.
- In the event that legal or other action is required to collect unpaid invoice balances, Customer agrees to pay all costs of collection, including reasonable attorneys' fees, and agrees to the jurisdiction of the Commonwealth of Massachusetts.



March 6, 2012
Clean Harbors, Quote #1374621

Page 8 of 8

ACKNOWLEDGEMENT

Your signature below indicates your acceptance of the pricing and terms detailed in the quote above.

Thank you for the opportunity to be of service.

Signature

PO#

Date

Print Name

Quote # 1374621

CONFERENCE/EDUCATION SCHEDULE

Date: April 12, 2012
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Review Upcoming Conference/Education Opportunities

RECOMMENDED ACTION

Approve Rob McLeod attending the California Rural Water Association's Expo in South Lake Tahoe, Nevada.

Approve Floyd McLaughlin attending the California Rural Water Association's Expo in South Lake Tahoe, Nevada.

BACKGROUND

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 Legislative Days	May 16 – 17, 2012	Sacramento
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GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

GSRMA Annual Training Day	October 25, 2012	Rolling Hills Resort Corning, CA
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SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE (SDI)

No Information Currently Available on Upcoming Conferences.

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

ACWA 2012 Spring Conference

May 8 – 11, 2012

Monterey

WATEREUSE ASSOCIATION

No Information Currently Available on Upcoming Conferences.

AMERICAN WATER WORKS ASSOCIATION (AWWA)

No Information Currently Available on Upcoming Conferences.

ISC WEST

No Information Currently Available on Upcoming Conferences.

CALIFORNIA RURAL WATER ASSOCIATION

CRWA Expo

April 23 -26, 2012

Reno, NV