



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA 95683
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AGENDA

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

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

REGULAR BOARD MEETING

Wednesday, August 15, 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
August 15, 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. SPECIAL ANNOUNCEMENTS AND ACTIVITIES	4:10
4. CLOSED SESSION	4:15
<i>Under Government Code section 54956.9(a):</i> Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to 54956.9: Two Potential Cases.	
<i>Conference with Legal Counsel</i> – Existing Litigation Pursuant to Government Code section 54956.9(a). Name of case: Rancho Murieta Community Services District v. Elk Grove Bilby Partners, LP, Sacramento County Superior Court Case No. 34-2011-00097778.	
<i>Under Government Code section 54956.8:</i> 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>Under Government Code section 54957:</i> Public Employee Performance Review: General Manager.	
<i>Under Government Code section 54957.6:</i> Conference with Labor Negotiator. Agency Designated Representative: Roberta Belton. Unrepresented Employee: District General Manager.	
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>	





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.

- 6. REPORT ACTION FROM CLOSED SESSION** 5:00
- 7. COMMENTS FROM THE PUBLIC** 5:05
- 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.*
- 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.)** 5:10
- 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. July 18, 2012 Board Meeting
 - b. Committee Meeting Minutes (Receive and File)**
 - 1. August 7, 2012 Security Committee Meeting
 - 2. August 7, 2012 Improvements Committee Meeting
 - 3. August 7, 2012 Finance Committee Meeting
 - 4. August 7, 2012 Personnel Committee Meeting
 - c. Approval of Bills Paid Listing**
- 9. STAFF REPORTS (Receive and File) (5 min.)** 5:15
- a.** General Manager's Report
 - b.** Administration/Financial Report
 - c.** Security Report
 - d.** Water/Wastewater/Drainage Report
- 10. CORRESPONDENCE (5 min.)** 5:20
- 11. REVIEW DISTRICT POLICY 2012-14, DUI VEHICLE STOP POLICY** 5:25
- (Discussion/Action) (Motion) (Roll Call Vote) (10 min.)
- 12. REVIEW WATER SHORTAGE CONTINGENCY PLAN – Presentation** 5:35
- By Lisa Maddaus and Bill Maddaus, Maddaus Water Management**
- (Discussion/Action) (30 min.)

- 13. TIMED ITEM - PUBLIC HEARING – 5:30 P.M. – PLACING DELINQUENT ACCOUNTS ON THE TAX ROLLS OF SACRAMENTO COUNTY FOR COLLECTION** 6:05
(Time is approximate but will not be conducted before 5:30 p.m.)
- a. Presentation by Staff.
 - b. The Board President will open a public hearing for public comment on placing delinquent accounts on the tax rolls of Sacramento County for collection.
 - c. The Board President will close the public hearing on placing delinquent accounts on the tax rolls of Sacramento County for collection.
 - d. Board Discussion/Approval of Resolution 2012-09, a Resolution Authorizing Collection and Requesting Inclusion of Delinquent Rates, Special Taxes, Charges and Penalties for Water, Sewer, Solid Waste, Drainage and Security Service on the Tax Roll for the Forthcoming Fiscal Year in the Same Manner as the General Taxes. **(Motion) (Roll Call Vote)** (5 min.)
- 14. ADOPT DISTRICT ORDINANCE 2012-02, AMENDING DISTRICT CODE CHAPTER 8, THE COMMUNITY FACILITIES FEE CODE, SECTION 3.00** 6:10
 (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)
- 15. ADOPT DISTRICT POLICY 2012-05, DISTRICT DRIVING POLICY** 6:15
 (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)
- 16. ADOPT DISTRICT POLICY 2012-13, PERSONAL PROPERTY POLICY** 6:20
 (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)
- 17. ADOPT 2012 NON-REPRESENTED SALARY RANGE CPI ADJUSTMENT** 6:25
 (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)
- 18. APPROVE GENERAL MANAGER CONTRACT AMENDMENT** 6:30
 (Discussion/Action) **(Motion)** (5 min.)
- 19. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES** 6:35
- 20. MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 6:40

Next Regular Board Meeting: September 19, 2012

Committee Meeting Schedule:

-  Security - Tuesday, September 4, 2012 at 8:30 a.m.
-  Improvements – Tuesday, September 4, 2012 at 9:00 a.m.
-  Finance - Tuesday, September 4, 2012 at 10:00 a.m.
-  Communications - Thursday, September 6, 2012 at 8:30 a.m.
-  Personnel - Thursday, September 6, 2012 at 9:00 a.m.
-  Joint Security - T.B.A.

21. 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.

22. 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 August 10, 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

July 18, 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 4:00 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. **Second/Mobley. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

3. EMPLOYEE PROMOTIONS – CERTIFICATIONS- AWARDS

The Board recognized and congratulated Paul Siebensohn upon receiving his Aquatic Pesticide Regulations Certification.

4. BOARD ADJOURNED TO CLOSED SESSION AT 4:05 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: Two Potential Cases.

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.

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

5/6. BOARD RECONVENED TO OPEN SESSION AT 5:01 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: Two Potential Cases. No reportable action.

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. No reportable action.

Under Government Code 54957: Public Employee Performance Review: General Manager. This item is carried over to the next Board meeting.

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. Noes: None.**

9. STAFF REPORTS

Under Agenda Item 9c, Director Ferraro asked about the incident at Stonehouse. Chief Remson reported that two (2) males at Stonehouse Park clogged the toilets, moved some signs and attempted to move the video cameras. The suspects were tracked down and are now doing some community service for Rancho Murieta Association (RMA).

President Belton asked for an update on the DUI meetings. Ed Crouse stated that the DUI working group has met two (2) times already with another meeting scheduled next week. A draft policy statement will be reviewed at the next meeting. Future meetings will include the District Attorney's Office, Sacramento County Sheriff's Department (SSD) and Rancho Murieta Association (RMA).

10. CORRESPONDENCE

Letter from S. Keith Swanson, dated June 24, 2012

Paul Siebensohn stated that he met with Mr. Swanson regarding his drainage and vector concerns. Mr. Swanson was given Vector Control information. At this time, Mr. Swanson's concerns have been resolved.

11. APPROVE PROPOSAL FOR WATER AUGMENTATION WELL HYDROGEOLOGICAL SERVICES

Ed Crouse gave a brief summary of the recommendation to approve the proposal from Dunn Environmental, Inc for hydrogeological services for a groundwater augmentation well.

Motion/Pasek to approve the proposal from Dunn Environmental, Inc. for hydrogeological services in support of the new water well, in an amount not to exceed \$170,000. Funding to come from DWR Prop. 84 grant for the Augmentation Well. **Second/Ferraro. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

12. APPROVE PROPOSAL FOR RECYCLED WATER FEASIBILITY STUDY

Ed Crouse gave a brief summary of the recommendation to approve the proposal for preparing of the Title XVI Feasibility Report for the future recycled water program.

Motion/Belton to approve the proposal from AECOM 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. **Second/Mobley. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

13. APPROVE RECYCLED WATER DESIGN GUIDELINES AND STANDARDS PROPOSAL

Ed Crouse gave a brief summary of the recommendation to approve the proposal for development of a recycled water design guidelines and standards proposal. This project is part of the Integrated Water Master Plan Update next steps.

Motion/Ferraro to approve proposal from AECOM to develop recycled water standards for residential and non-residential customers, in an amount not to exceed \$36,210. Funding to come from Water Supply Augmentation Reserves. **Second/Taylor. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

15. RECEIVE DROUGHT CONTINGENCY PLAN UPDATE (taken out of order)

Lisa Maddaus, Maddaus Water Management, gave a PowerPoint presentation regarding the Water Shortage Contingency Plan. Items covered included: goals, schedule, standard definitions, drought indicators, triggers, stages, state provided resources, District tracking approach, and actions by stage. A question and answer period followed.

The Board took a break at 6:03 p.m. and returned at 6:06 p.m.

14. INTRODUCE ORDINANCE 2012-02 AMENDING DISTRICT CODE CHAPTER 8, COMMUNITY FACILITIES FEES

Darlene Gillum gave a brief overview of the history of the Community Park Fee and the Water Supply Augmentation Fee. The proposed increases were then discussed, followed by a question and answer period.

President Belton opened the public hearing at 6:08 p.m. and asked for public comments. There were none.

President Belton closed the public hearing at 6:10 p.m.

Motion/Ferraro to introduce Ordinance 2012-02, an Ordinance amending District Code Chapter 8, the Community Facilities Fee Code, Section 3.00, to increase the Water Supply Augmentation and the Community Parks fees, waive the full reading of the Ordinance and continue to the August 15, 2012 Board meeting for adoption. **Second/Pasek. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

16. ADOPT PAY FOR PERFORMANCE MANUAL UPDATE

Darlene Gillum gave a brief summary of the Pay for Performance Manual update.

Motion/Belton to adopt the Pay for Performance Manual update. **Second/Pasek. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

17. APPROVE UPDATED EMPLOYEE PERFORMANCE EVALUATION FORM

Darlene Gillum gave a brief summary of the updated employee performance evaluation form. All employee evaluations will be done every year in April instead of an employee's anniversary date. Each employee will be given specific goals for the year.

Motion/Mobley to approve the Employee Performance Evaluation form. **Second/Pasek. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

18. ADOPT DISTRICT POLICY 2012-07, OPERATING FUND AND RESERVE FUND POLICY

Darlene Gillum gave a brief summary of Policy 2012-07. This Policy supersedes District Policy 2010-05.

Motion/Pasek to adopt District Policy 2012-07, District Operating Fund and Reserve Fund Policy. This Policy supersedes District Policy 2010-05. **Second/Belton. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

19. ADOPT DISTRICT POLICY 2012-08, PAY FOR PERFORMANCE

Darlene Gillum gave a brief summary of Policy 2012-08. This Policy supersedes District Policy 94-2.

Motion/Belton to adopt District Policy 2012-08, Pay for Performance. **Second/Ferraro. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

20. ADOPT DISTRICT POLICY 2012-09, WORKPLACE DISHONESTY

Darlene Gillum gave a brief summary of Policy 2012-09, Workplace Dishonesty.

Motion/Belton to adopt District Policy 2012-09, Workplace Dishonesty. **Second/Taylor. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

21. ADOPT RESOLUTION 2012-07, PROCEED WITH FORECLOSURE PROCEEDINGS UNDER THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982

Darlene Gillum gave a brief summary of the recommendation to proceed with foreclosure proceedings. There are currently eleven (11) properties for a total amount of \$221,506.49.

Motion/Belton to approve and authorize the General Manager to sign the agreement for legal services for foreclosure proceedings under the Mello-Roos Community Facilities Act of 1982 and to adopt Resolution 2012-07, a resolution ordering judicial foreclosure of delinquent special taxes pursuant to the Mello-Roos Community Facilities Act of 1982, ordering that the Tax Collector be credited with those taxes and authorizing the retention of special Counsel. **Second/Mobley. Roll Call Vote: Ayes: Belton, Taylor, Ferraro, Mobley, Pasek. Noes: None.**

22. ADOPT DISTRICT RESOLUTION 2012-08, COMMUNITY FACILITIES DISTRICT NO. 1 ANNUAL BOND LEVIES

Darlene Gillum gave a brief summary of the recommendation to adopt District Resolution 2012-08. This is done on an annual basis. A discussion followed primarily concerning the impact of the Elk Grove-Bilby delinquency on future bond payments.

President Belton voiced her displeasure on not receiving prior notification on this issue and requested staff provide a monthly update of the Elk Grove-Bilby, LLC foreclosure proceedings.

Motion/Belton to adopt Resolution 2012-08 for Community Facilities District No. 1 placing the annual bond levies on the Sacramento County Tax Rolls for the 2012-2013 fiscal year. **Second/Ferraro. Roll Call Vote; Ayes: Belton, Taylor, Ferraro, Mobley and Pasek. Noes: None.**

23. APPROVE PROPOSAL FOR BIOSOLIDS REMOVAL AND HAULING

Paul Siebensohn gave a brief summary of the proposal for removal and disposal of biosolids.

Motion/Ferraro to approve the proposal from Biosolids Recycling, Inc., in an amount not to exceed \$15,000 for biosolids removal and hauling. Funding to come 50% from Sewer Operating Budget and 50% from Water Operating Budget. **Second/Mobley. Ayes: Belton, Taylor, Ferraro, Mobley and Pasek. Noes: None.**

24. APPROVE PROPOSAL FOR WASTEWATER RECLAMATION PLANT FENCING

Paul Siebensohn gave a brief summary of the proposal to replace the existing five foot (5') high fence surrounding the entrance to the wastewater reclamation plant with a six foot (6') high fence with three (3) strand barbed wire mounted on top.

Motion/Pasek to approve proposal from Central Fence Company, in an amount not to exceed \$16,869. Funding to come from Sewer Capital Improvement Reserves, CIP No. 12-02-2. **Second/Mobley. Ayes: Belton, Taylor, Ferraro, Mobley and Pasek. Noes: None.**

25. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

No discussion.

26. MEETING DATES/TIMES

No changes to the August meeting dates/times.

27. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF

Director Pasek asked about the status of Lost Lake. Paul Siebensohn stated the fountain system does not seem to be effective; it is just pushing the algae to the sides. At this time, residents are pleased with the results.

Director Pasek asked about the status of the energy audit. Ed Crouse stated that information has been provided to the auditor who will come out to inspect after reviewing the information.

Suzanne stated that as of today, 407 Security Surveys have been returned.

28. ADJOURNMENT

Motion/Mobley to adjourn at 7:26 p.m. **Second/Pasek. Ayes: Belton, Taylor, Ferraro, Mobley, and Pasek. Noes: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: August 7, 2012
To: Board of Directors
From: Security Committee Staff
Subject: August 7, 2012 Security Committee Meeting

Director Ferraro called the meeting to order at 8:33 a.m. Present was Director Ferraro. 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. Director Mobley was absent.

COMMENTS FROM THE PUBLIC

None.

MONTHLY OPERATIONS REVIEW

Operations

The 4th of July went well and the fireworks display was spectacular. We had two (2) Gate Officers at each gate to handle vehicle traffic, guest call-ins and to dispatch calls for service. Security Patrol Officers and off-duty Sacramento Sheriff Department (SSD) Deputies responded to numerous calls for service, including fireworks, loud parties and alcohol use.

The new Temporary Gate Officer, Ray Lammlein, is in training.

Gate Officer Eric DuTemple has resigned from the Department, effective August 10, 2012.

The three (3) PTF gates have been closed and locked. Since then, residents have disregarded the signs and have driven around the gates to access the PTF property and the river. A PTF representative will be here this week to look at adding fencing to help keep vehicles off their property.

Incidents of Note

No discussion.

RMA Citations/Advisals

Chief Remson reported on the following Rancho Murieta Association (RMA) rule violation citations for the month of July included: 34 speeding and 28 stop sign. RMA rule violation admonishments and/or complaints for the month of July included: 44 loose/off leash dogs, 20 speeding, 17 unlicensed drivers, and 12 barking dogs.

RMA Compliance/Grievance/Safety Committee Meeting

At the July 9, 2012 meeting, there were appearances regarding parking and speeding. Letters were submitted regarding parking.

Joint Security Committee Meeting

The Joint Security Committee meetings have been cancelled until further notice. Chief Remson stated he requested RMA begin to participate in the Joint Security Committee meetings again. The request will go before the RMA Board for approval.

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

New North Gate

No forward progress has been made.

DUI ENFORCEMENT

Policy 2012-14, DUI Vehicle Stop Policy

Chief Remson gave a brief summary of the proposed DUI vehicle stop policy. Director Ferraro asked about it only applying to inside the gates. Jonathan Hobbs, District Legal Counsel, stated that the Patrol Officers are not police officers and should not attempt to pull over anyone outside of the gates. A discussion followed.

Mrs. Garcia thanked the Security Committee for moving forward with this issue.

This item will go to the Board for discussion. If the Board agrees to move forward with this policy, staff will meet with RMA, Rancho Murieta Country Club (RMCC), Sacramento County District Attorney (DA), California Highway Patrol (CHP), and Sacramento County Sheriff's Department (SSD) to get their comments and buy in. Once that has been completed, the policy will be put out for public review and comment prior to Board adoption.

REVIEW SECURITY SURVEY

Chief Remson gave a brief summary of the survey responses received. As of August 2, 2012, 523 surveys have been returned. Of those, 77 of them want no changes. DUI and drunk & disorderly are of highest concerns in safety functions. Speeding, unauthorized persons in park and noise complaints are of the highest concerns of the District and RMA joint functions. A more detailed report will be given at the September Security Committee meeting.

DIRECTOR & STAFF COMMENTS

None.

ADJOURNMENT

The meeting adjourned at 9:23 a.m.

MEMORANDUM

Date: August 7, 2012
To: Board of Directors
From: Improvements Committee Staff
Subject: August 7, 2012 Committee Meeting Minutes

Director Pasek called the meeting to order at 9:30 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.

RECEIVE GRANT UPDATE

DWR Grant for Augmentation Well

Ed Crouse stated the grant agreement has been finalized. A meeting for all grant recipients has been scheduled for August 22, 2012 to go over the agreement.

New Bureau of Reclamation Grant

Ed Crouse stated the District is still waiting to receive the formal grant agreement approvals.

REVIEW DRAFT WATER SHORTAGE CONTINGENCY PLAN

Ed Crouse gave a brief summary of the draft Water Shortage Contingency Plan. Director Pasek suggested a graph be included that provides the usage per lot type. John Sullivan suggested Table 1 be expanded to include the types of units, 2020 goals and the impact of each level. A discussion followed. **This item will be on the August 15, 2012 Board of Directors meeting agenda.**

John Sullivan requested that the District review the EDU standards.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Ed Crouse stated that staff will be having a conference call with Lisa Maddaus, Maddaus Water Management, this afternoon to go over the Committee's suggestions.

Ed Crouse stated staff will be meeting with Kevin Kennedy regarding the recycled water standards and guidelines. Once that report has been completed, staff will meet with Rancho Murieta Country Club and the developers to get their input.

Director Pasek asked about the status of the energy audit. Darlene stated she has not heard back yet.

Director Pasek suggested the District look into using solar panels as the cost for them has gone down.

ADJOURNMENT

The meeting was adjourned at 10:30 a.m.

DRAFT

MEMORANDUM

Date: August 7, 2012
To: Board of Directors
From: Finance Committee Staff
Subject: August 7, 2012 Finance Committee Meeting

Director Belton called the meeting to order at 10:34 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

Ed Crouse stated the grant agreement has been finalized. A meeting for all grant recipients has been scheduled for August 22, 2012 to go over the agreement.

New Bureau of Reclamation Grant

Ed stated the District is still waiting to receive the formal grant agreement.

RESOLUTION 2012-09, DELINQUENT CHARGES/TAXES

Darlene Gillum gave a brief summary of the adoption of Resolution 2012-09. This is done annually. **This item will be added to the August 15, 2012 Board of Directors meeting agenda.**

ELK GROVE-BILBY PARTNERS, L.P., FORECLOSURE

Darlene stated that the update she received was that it will be a few weeks before Sacramento County Sheriff's Department will be able to schedule the sale of the property.

CREDIT CARD PROCESSING FEE UPDATE

Darlene stated she contacted three (3) companies. One did not respond. The second one has a three (3) year initial contact with no cost to the District. They will charge \$4.50 per transaction amount of \$150.00 to \$300.00. The third company comes in at a higher cost per transaction and requires a five (5) year contract. Darlene will forward the contract to District legal counsel for review before proceeding.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Darlene stated she is working with Clean Harbors on the hazardous waste collection event. It has been scheduled for September 22, 2012.

ADJOURNMENT

The meeting was adjourned at 1:01 a.m.

DRAFT

MEMORANDUM

Date: August 7, 2012
To: Board of Directors
From: Personnel Committee Staff
Subject: August 7, 2012 Personnel Committee Meeting

Director Belton called the meeting to order at 11:06 a.m. Present were Directors Belton and Taylor. 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.

UPDATES

Employee Relations

Chief Remson reported that the new Temporary Gate Officer is in training and doing well. Gate Officer Du Temple's last day with the District is Friday, August 10, 2012.

DISTRICT POLICIES

Policy 2012-05, District Driving Policy

Darlene Gillum gave a brief summary of the recommendation to adopt District Policy 2012-05. This policy supersedes District Policy 85-2. **This item will be included on the August 15, 2012 Board of Directors meeting agenda.**

Policy 2012-13, Personal Property Policy

Ed Crouse gave a brief summary of the recommendation to adopt District Policy 2012-13. **This item will be included on the August 15, 2012 Board of Directors meeting agenda.**

2012 NON-REP SALARY RANGE CPI ADJUSTMENT

Director Belton commented on the 3.2% increase to the salary ranges for non-represented employees. Ed Crouse explained that the increase is to the salary range, not actual salaries. Only three (3) employees will be receiving an increase in pay so their pay is within the salary range. A discussion followed. **This item will be included on the August 15, 2012 Board of Directors meeting agenda.**

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

Adjourned to Closed Session at 11:33 a.m.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

None.

ADJOURNMENT

The meeting was adjourned at 12:15 p.m.

DRAFT

MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Darlene Gillum, Director of Administration
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **July 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
California Waste Recovery Systems	Solid Waste Contract	\$41,873.13	Operating Expense
Golden State Risk Management Authority	1 st Quarter Workers Comp and Liability Insurance	\$25,772.00	Operating Expense
Harrold Ford	2011 Ford Ranger	\$19,062.18	Reserve Expenditure
Prodigy Electric	Multiple Electrical Repairs and Maintenance	\$5,434.01	Operating Expense
U.S. Bank Corp. Payment System	Monthly Gasoline	\$5,661.57	Operating Expense
VC Chains Corporation	WTP#2 Chain of Flight	\$9,803.14	Reserve Expenditure
Kronick, Moskovitz, Tiedemann & Girard	Legal Consulting	\$5,833.78	Operating Expense
NTU Technologies, Inc.	Chemicals	\$11,988.06	Operating Expense
Peterson.Brustad.Inc.	Recycled Water Standards Consulting	\$8,520.75	Operating Expense
Sacramento County Water Agency	2012-2013 Annual Contribution	\$6,000.00	Operating Expense
Sacramento for Tractors, Inc.	Water/Sewer Utility Cart	\$13,800.00	Operating Expense

Rancho Murieta Community Services District
Bills Paid Listing for July 2012

Ck Number	Date	Vendor	Amount	Purpose
CM25416	7/6/2012	A&D Automatic Gate and Access	\$452.33	BarCode Reade Repair
CM25417	7/6/2012	Ace Hardware	\$212.20	Monthly Supplies
CM25418	7/6/2012	Allied Waste Services #922	\$335.56	Container Service
CM25419	7/6/2012	American Express	\$484.56	Monthly Bill
CM25420	7/6/2012	AmeriPride Services, Inc.	\$481.13	Uniform, Safety Jackets - Water
CM25421	7/6/2012	Applications By Design, Inc.	\$2,250.00	New Server Configuration
CM25422	7/6/2012	Aramark Uniform Services	\$135.71	Uniform Service - Water
CM25423	7/6/2012	ARC - Brownie's Digital Imaging	\$284.19	Document Scanning/CD Archiving
CM25424	7/6/2012	Borges & Mahoney Co.	\$358.30	Buffer Solution
CM25425	7/6/2012	California Public Employees' Retirement Sys	\$30,898.50	Payroll
CM25426	7/6/2012	California Waste Recovery Systems	\$41,873.13	Solid Waste Monthly Contract
CM25427	7/6/2012	Caltronics Business Systems	\$40.95	Fax Cartridges
CM25428	7/6/2012	Carrillo Enterprises	\$3,861.20	Multiple Projects Equip Rental and Materials
CM25429	7/6/2012	Central Valley Clean Water Association	\$430.00	2012 - 2013 Membership
CM25430	7/6/2012	Brian Chenoweth	\$1,850.00	IT Support
CM25431	7/6/2012	Chere Charles Cost-U-Less Pumping Service	\$660.00	Pumping Service
CM25432	7/6/2012	Costco Wholesale	\$1,493.29	Monthly Supplies
CM25433	7/6/2012	Daily Journal Corporation	\$714.00	Publish Ordinance #2012-01 (Adopted)
CM25434	7/6/2012	Department of Justice	\$64.00	Pre-employment Fingerprint Service
CM25435	7/6/2012	Emedco Inc.	\$91.89	Maintenance & Repair Supplies
CM25436	7/6/2012	Employment Development Department	\$2,840.81	Payroll
CM25437	7/6/2012	Express Office Products, Inc.	\$582.11	Office Supplies
CM25438	7/6/2012	Folsom Lake Fleet Services	\$1,375.36	Repair Vehicle #517
CM25439	7/6/2012	Ford Motor Credit Company LLC	\$234.78	Security Vehicle Lease
CM25440	7/6/2012	Golden State Flow Measurement	\$2,788.28	Meters
CM25441	7/6/2012	Golden State Risk Management Authority	\$25,772.00	1st Quarter Workers Comp & Liability Premium
CM25442	7/6/2012	Guardian Life Insurance	\$4,742.88	Payroll
CM25443	7/6/2012	Hach Company	\$1,834.53	Maintenance & Repair Supplies
CM25444	7/6/2012	Harrold Ford	\$19,062.18	2011 Ford Ranger
CM25445	7/6/2012	Howe It's Done	\$229.95	Board Meeting Dinner
CM25446	7/6/2012	Hunt and Sons	\$585.87	Pump Oil & Tractor Fluid
CM25447	7/6/2012	J B Bostick Company	\$800.00	Street Repair
CM25448	7/6/2012	Kirby's Pump & Mechanical Inc.	\$850.00	Emergency Repair W. DAF Shaft
CM25449	7/6/2012	Konecranes Inc.	\$395.00	June 2012 Quarterly Crane Inspection
CM25450	7/6/2012	Lisa Wood Design	\$2,440.53	Water Conservation Banners (3)
CM25451	7/6/2012	McMaster-Carr Supply Co.	\$818.73	Maintenance & Repair Supplies
CM25452	7/6/2012	MWH Laboratories	\$250.00	Geosmin & MIB Analysys
CM25453	7/6/2012	Nationwide Retirement Solution	\$1,751.23	Payroll
CM25454	7/6/2012	Operating Engineers Local Union No. 3	\$507.75	Payroll
CM25455	7/6/2012	P. E. R. S.	\$12,581.41	Payroll
CM25456	7/6/2012	PERS Long Term Care Program	\$132.19	Payroll

Rancho Murieta Community Services District
Bills Paid Listing for July 2012

Ck Number	Date	Vendor	Amount	Purpose
CM25457	7/6/2012	Peterson.Brustad.Inc.	\$1,333.50	Recycled Water Standards Consulting
CM25458	7/6/2012	Pirtek Power Inn	\$325.76	Bobcat Maintenance/Repair
CM25459	7/6/2012	Pitney Bowes	\$188.65	Ink Cartridges
CM25460	7/6/2012	Plaza Foods Supermarket	\$99.46	Employee Luncheon
CM25461	7/6/2012	Prodigy Electric	\$5,434.01	Multiple Electrical Repairs & Maintenance
CM25462	7/6/2012	Rancho Murieta Business Center	\$663.74	Survey Printing, 1/3 cut stuffers
CM25463	7/6/2012	Regional Water Authority	\$3.40	Prop 50 Grant Management Fee
CM25464	7/6/2012	Schaeffer Manufacturing Company	\$645.81	Brush Aerator Oil & Grease
CM25465	7/6/2012	Sensus Metering Systems	\$1,583.68	Meter Read Software Annual Maintenance
CM25466	7/6/2012	Sierra Office Supplies	\$888.94	2011 Consumer Confidence Report
CM25467	7/6/2012	TASC	\$124.61	Payroll
CM25468	7/6/2012	U.S. Bank Corp. Payment System	\$5,661.57	Monthly Gasoline
CM25469	7/6/2012	VC Chains Corporation	\$9,803.14	WTP#2 Chain of Flight
CM25470	7/6/2012	W.W. Grainger Inc.	\$1,534.27	Maintenance & Repair Supplies
CM25471	7/6/2012	Waterworks Aquatic Management	\$1,506.94	Midge Fly Treatments (2)
CM25472	7/6/2012	Yale Pacific, Inc.	\$1,303.07	Forklift Repair
CM25473	7/6/2012	Vision Service Plan (CA)	\$474.87	Payroll
EFT	7/6/2012	Internal Revenue Service	\$9,998.92	Bi-Weekly Payroll Taxes
CM25474	7/20/2012	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
CM25475	7/20/2012	Alabama Specialty Products, Inc.	\$137.13	Maintenance & Repair Supplies
CM25476	7/20/2012	Applications By Design, Inc.	\$125.00	Security Data Backup
CM25477	7/20/2012	Aquatic Harvesting Inc.	\$3,000.00	Aquatic Harvesting Chesbro
CM25478	7/20/2012	Aramark Uniform Services	\$214.47	Uniform Service - Water
CM25479	7/20/2012	AT&T	\$1,277.71	Monthly Phone
CM25480	7/20/2012	Axxess Controls Inc.	\$340.00	DSX-Lan Module Reprogramming
CM25481	7/20/2012	Charlene Bastian	\$50.00	Meeting Room Deposit Refund
CM25482	7/20/2012	C.S.D.A.	\$594.00	Webinar & Annual Conference
CM25483	7/20/2012	Caltronics Business Systems	\$1,154.49	Copier Maintenance, Printer Cartridge
CM25484	7/20/2012	Cell Energy Inc.	\$75.53	Alarm Batteries
CM25485	7/20/2012	Josephine Clausen	\$100.00	Toilet Rebate
CM25486	7/20/2012	CLS Labs	\$2,285.62	Monthly Lab Tests
CM25487	7/20/2012	Costco Wholesale Membership	\$550.00	Membership Renewal
CM25488	7/20/2012	County of Sacramento	\$1,375.00	Communications BackBone Annual Fee
CM25489	7/20/2012	CDPH-OCP	\$105.00	Certificate Renewal - Herrmann
CM25490	7/20/2012	Dunbar Air Conditioning Heating & Ref Servi	\$2,172.00	WWRP HVAC Ducting Maintenance/Repair
CM25491	7/20/2012	Employment Development Department	\$2,723.13	Payroll
CM25492	7/20/2012	Express Office Products, Inc.	\$488.34	Office Supplies
CM25493	7/20/2012	Folsom Lake Fleet Services	\$3,042.30	Vehicle Repair/Maintenance #211, #812
CM25494	7/20/2012	Fred Pryor Seminars/CareerTrack	\$99.00	Training
CM25495	7/20/2012	G4S Secure Solutions (USA) Inc.	\$600.00	July 4th Security Officers (4)
CM25496	7/20/2012	Gempler's, Inc.	\$480.06	Supplies

Rancho Murieta Community Services District
Bills Paid Listing for July 2012

Ck Number	Date	Vendor	Amount	Purpose
CM25497	7/20/2012	Groeniger & Company	\$1,448.07	Maintenance & Repair Supplies
CM25498	7/20/2012	James Bieg	\$387.98	District Claim #2012-02
CM25499	7/20/2012	Koff & Associates, Inc.	\$200.00	Pay For Performance Program Review
CM25500	7/20/2012	Konecranes Inc.	\$395.00	Jan 2012 Quarterly Crane Inspection
CM25501	7/20/2012	Kronick Moskovitz Tiedemann & Girard	\$5,833.78	Legal Consulting
CM25502	7/20/2012	Thomas Landwehr	\$200.00	Toilet Rebate
CM25503	7/20/2012	Maddaus Water Management	\$3,620.00	Water Shortage Contingency Plan
CM25504	7/20/2012	Sharon Main	\$300.00	Toilet Rebate
CM25505	7/20/2012	Municipal Maintenance Equipment, Inc.,	\$825.49	Video Recorder
CM25506	7/20/2012	Murieta Plumbing	\$100.00	South Gate Sink Repair
CM25507	7/20/2012	Nationwide Retirement Solution	\$1,832.00	Payroll
CM25508	7/20/2012	NTU Technologies, Inc.	\$11,988.06	Chemicals
CM25509	7/20/2012	Operating Engineers Local Union No. 3	\$528.06	Payroll
CM25510	7/20/2012	P. E. R. S.	\$13,058.35	Payroll
CM25511	7/20/2012	PERS Long Term Care Program	\$138.76	Payroll
CM25512	7/20/2012	Peterson.Brustad.Inc.	\$8,520.75	Recycled Water Standards Consulting
CM25513	7/20/2012	Pitney Bowes	\$696.70	Postage Machine Lease
CM25514	7/20/2012	Public Agency Retirement Services	\$400.00	OPEB Trust Admin Fees
CM25515	7/20/2012	Rancho Murieta Association	\$280.47	Landscaping/Internet/Cable
CM25516	7/20/2012	Regional Water Authority	\$4,606.00	2012 - 2013 Annual Dues
CM25517	7/20/2012	Roto Rooter Service & Plumbing	\$227.50	Repair Sewer Blockage
CM25518	7/20/2012	Sacramento Business Journal	\$224.00	Subscription Renewal
CM25519	7/20/2012	Sacramento County Water Agency	\$6,000.00	2012 - 2013 Annual Contribution
CM25520	7/20/2012	Sacramento County Sheriff's Dept.	\$424.56	Sheriff's Off Duty Program
CM25521	7/20/2012	Sacramento For Tractors, Inc.	\$13,800.00	Water/Sewer Utility Cart
CM25522	7/20/2012	Sacramento Uniforms	\$425.10	Uniforms - Security
CM25523	7/20/2012	Sierra Chemical Co.	\$1,186.38	Chemicals
CM25524	7/20/2012	Sierra Office Supplies	\$404.06	Office Supplies
CM25525	7/20/2012	Sprint	\$573.36	Monthly Cell Phone
CM25526	7/20/2012	TASC	\$54.50	Admin Fee
CM25527	7/20/2012	TASC	\$124.61	Payroll
CM25528	7/20/2012	TelePacific Communications	\$494.17	Monthly Phone
CM25529	7/20/2012	U.S. HealthWorks Medical Group, PC	\$58.00	HEP Series Vaccination
CM25530	7/20/2012	USA Blue Book	\$400.36	Maintenance & Repair Supplies
CM25531	7/20/2012	W.W. Grainger Inc.	\$4,147.79	Maintenance & Repair Supplies
CM25532	7/20/2012	Waterworks Aquatic Management	\$753.47	Midge Fly Treatment - June
CM25533	7/20/2012	Western Exterminator Co.	\$387.50	Monthly Pest Control
EFT	7/23/2012	Internal Revenue Service	\$10,539.55	Bi-Weekly Payroll Taxes
CM25534	7/24/2012	Donald Easley	\$300.00	Refund Overpayment
EFT	7/31/2012	US Postmaster	\$1,250.00	Postage
EFT	7/31/2012	El Dorado Savings Bank	\$30.00	Bank Fees

Rancho Murieta Community Services District
Bills Paid Listing for July 2012

Ck Number	Date	Vendor	Amount	Purpose
EFT	7/31/2012	Global Pay	\$1,245.76	Merchant Service Fees
EFT	7/31/2012	Payment Tech	\$758.17	Merchant Service Fees
EFT	7/31/2012	Premier West Bank	\$79.00	Bank Fees
		TOTAL	\$330,528.96	

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

Ck Number	Date	Vendor	Amount	Purpose
		CFD#1 Bank of America Checking		
CM2647	7/6/2012	CoreLogic Solutions, LLC.	\$165.00	CFD#1 Admin Fee
CM2648	7/6/2012	NBS	\$2,077.53	CFD#1 Admin Fee
CM2649	7/20/2012	CoreLogic Solutions, LLC.	\$165.00	CFD#1 Admin Fee
CM2650	7/20/2012	Kronick Moskovitz Tiedemann & Girard	\$1,972.20	CFD#1 Legal Fees
		TOTAL	\$2,407.53	
		EL DORADO PAYROLL		
Payroll (El Dorado)				
Checks: # CM10805 to CM10823 and Direct Deposits: DD05745 to DD5803			\$ 112,133.25	Payroll
EFT	7/31/2012	National Payment Corp	\$143.82	Payroll
		TOTAL	\$112,277.07	

MEMORANDUM

Date: August 10, 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

Other than Security staff changes, August is typically a quiet month for personnel related activities.

That said, Chief Remson advertised for the vacant Gate Officer position. Interviews for 10 of the 40 applicants have been scheduled for next Monday.

Finance/IT

Darlene and her staff are working diligently in preparation for our annual audit. Larry Bain will be on site September 4-7, 2012 for the preliminary fieldwork.

The new rates went into effect with the July billing statement. So far, no comments have been received.

We sent our CFD #1 levy information to the County on time, for inclusion on the upcoming tax rolls. We are committed to finding a timelier and more Board oriented process next year.

Debby, Greg and our network consultant are continuing with their efforts to get the security network server on line. We have gone back and forth with ABDI software upgrades and upgrades to our laser reader software, to bring the new server on line. We should have it truly debugged soon.

Security

Ray Lammlein, our new temporary Gate Officer, is in training. Gate Officer DuTemple's last day was Friday, August 10, 2012. The Tuolumne County District Attorney's Office hired him. Congratulations, Eric!

Patrol routinely visits the north side beach area to work with residents on complying with the new PTF gates. In an effort to reduce residents from short cutting around the gates, PTF is looking at additional fencing, post and cable, or rock barriers to block residents from going around the gates. The gates have been successful, so far, in keeping residents from trespassing on adjacent ranches.

Greg and I will be meeting with Rancho Murieta Association (RMA), Rancho Murieta Country Club (RMCC) and Murieta Village early next week to preview our proposed DUI enforcement policy. Our

intent is to give them an overview of the policy, to discuss how it impacts them and to seek their input on addressing their concerns and or how to improve upon the policy.

Water

Water production this month is up nearly 10% over last month, reaching 2.95 mgd. We attribute the increase to the hot spell in June and increased demand to regenerate lawns and gardens. We are selectively flushing the system at hydrants and blow offs, especially in cul de sacs and parks, as these are dead zones even with higher demands.

Paul is really making headway on our Taste and Odor Program (T&O) with selective algae treatments in Chesbro Reservoir, now that he has his pesticide certification. So far, all the recent work has been completed in house with Paul leading the effort. He looks to reap substantial savings by doing the work in house.

Wastewater

Flows into the plant continue to be low, especially for this time of year. As reported last month, we normally see flows of .40 mgd in late August or September. So far, though, this has not affected our deliveries to RMCC.

RMCC's transfer pump at Hole 16/17 was down several days heading into this week's hot spell. Luckily, they got it fixed in time and we ramped up deliveries to make sure they had enough water for hot weather irrigation this week.

Drainage

Staff hit Laguna Joaquin with our fourth (4th) midge fly treatment in July. We will see how August fairs and whether we need additional treatments especially with the hot weather.

Paul reports Basin 5 continues to have algae problems on par with past year. However, the aeration system and fountains appear to move the algae blooms to the sides, keeping a clear area around the fountains. So far, we have not received any complaints from nearby residents.

Solid Waste

Nothing new to report on operations.

Grant Funding

Regional Water Authority (RWA) and DWR have reached agreement on the overall grant agreement. Now, RWA will work with individual grant recipients on separate agreements with RWA. We have a meeting on August 22 to review all the grant agreements as well as to get an introduction to RWA's Labor Compliance Program to assist grant recipients in performing oversight of the DWR required payroll certification program for state prevailing wage contracts.

Engineering

We met with Les Hock a couple of weeks ago and presented our response to their last counter proposal. We have some homework on this end coming out of the meeting. We will brief you in closed session.

Conservation

August is Beat the Peak month, again. This program provides guidance and assistance in reducing water consumption, which, in turn, assists in reducing power consumption, to both the residents and District.

MEMORANDUM

Date: August 9, 2012
 To: Board of Directors
 From: Darlene Gillum, Director of Administration
 Subject: Administration/Financial Reports

Enclosed is a financial summary report for **July 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. The final 2011-12 year-end closing adjustments are not yet reflected in these numbers and, as such, these numbers are subject to change as the final year end accounting entries are posted.

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	2512											
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	2991	2991											
Gallons per day	746	746											

Lock-Offs

There were 27 lock-offs for the month of July.

Aging Report - Delinquent accounts total \$97,760 which is 16.6% of the total accounts receivable balance of \$589,074. Past due receivables, as a percent of total receivables, have stayed relatively constant since June.

Summary of Reserve Accounts as of July 31, 2012 – The District’s reserve accounts have increased \$47,172 year to date since July 1, 2012. The increase is due to the reserve amounts collected in the Water and Sewer base rates and interest earned. The District has expended \$3,620 of reserves since the beginning of the fiscal year, which started July 1, 2012. The total amount of reserves held by the District as of July 31, 2012 is \$8,621,167. Please see the Reserve Fund Balances table below for information by specific reserve account.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2012</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance July 31, 2012</i>
Water Capital Replacement (200-2505)	2,533,803	17,194	(0)	2,550,997
Sewer Capital Replacement (250-2505)	2,709,980	22,937	(0)	2,732,917
Drainage Capital Replacement (260-2505)	50,000	0	(0)	50,000
Security Capital Replacement (500-2505)	51,119	0	(0)	51,119
Sewer Capital Improvement Connection (250-2500)	3,992	0	(0)	3,992
Capital Improvement (200-2510/250-2510)	437,554	0	(0)	437,554
Water Supply Augmentation (200-2511)	2,546,251	0	(3,620)	2,542,631
Water Debt Service Reserves (200-2512)	80,126	7,041	(0)	87,167
Sewer Debt Service Reserves (250-2512)	162,628	0	(0)	162,628
Rate Stabilization (200/250/500-2515)	2,162	0	(0)	2,162
Total Reserves	8,577,615	47,172	(3,620)	8,621,167

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

Period ended June 30, 2012		
1-Month	3-Months	1-Year
2.77%	-1.50%	2.52%

Financial Summary Report:

Revenues:

Water Charges, year-to-date, are **above budget \$7,844 or 4.1%**.

Sewer Charges, year-to-date, are **above budget \$98 or 0.1%**.

Drainage Charges, year-to-date, are **below budget \$39 or (0.3%)**.

Security Charges, year-to-date, are **below budget \$15 or 0%**.

Solid Waste Charges, year-to-date, are **above budget \$63 or 0.1%**

Total Revenues, which include other income and interest income year-to-date, are **above budget \$11,419 or 2.2%**. Revenue areas that exceeded budget are primarily Water Charges, Reconnect Charges and Late Charges. Water usage exceeded July budget projections by 5%.

Expenses: Year-to-date total operating expenses are **below budget \$6,664 or 1.5%**. Year-to-date operational reserve expenditures total **\$3,620**. 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 **below budget \$9,882 or (7.3%), prior to reserve expenditures**. Areas running over budget are Power, Chemicals, Vehicle Maintenance, IT Maintenance, Post Repair Road Maintenance and Miscellaneous Costs, which are related to a District Claim for damages. 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. Also, year-end payroll accruals are not yet reflected. Taste & Odor Chemicals, Equipment Rental, Maintenance & Repairs, Conservation and Training/Safety are running below budget. Year-to-date, \$3,620 of expenses have been incurred from reserves expenditures.

Sewer Expenses, year-to-date, are **over budget by \$25,846 or 34.0%, prior to reserve expenditures**. 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. Also, year-end payroll accruals are not yet reflected. Areas running below budget are Chemicals, Equipment Rental and Training/Safety. Areas running over budget are Maintenance/Repairs, Power, Lab Tests and Consulting. Year-to-date, there have been no expenses incurred from reserves expenditures.

Drainage Expenses, year-to-date, are **below budget by \$2,693 or (23.5%)**. Areas running over budget are Power and Chemicals. The largest areas running below budget are Maintenance/Repairs, Legal, Consulting, Equipment Rental and Improvements.

Security Expenses, year-to-date, are **below budget by \$2,550 or (2.8%)**. Wages and Employers Costs are below budget due payroll accruals which are not yet posted. Areas running over budget are IT Systems Maintenance and Miscellaneous Costs, which are related to installation of the new Security Server.

Solid Waste Expenses, year-to-date, are **over budget by \$46 or 0.1%**.

General Expenses, year-to-date, are **below budget by \$17,431 or (18.2%)**. Wages and Employers Costs are below budget due payroll accruals which are not yet posted. Travel/meetings and Director Expenses/Reimbursements are the largest categories running over budget. Director Meeting Stipends, Insurance, Legal, and IT Systems Maintenance are the largest areas running below budget.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$66,905. Net income/(Loss) adjusted for estimated depreciation expense of \$93,500 is (\$26,595).

The YTD expected net operating income before depreciation, per the 2012-2013 budget, is \$52,442. The actual net operating income is \$14,463 higher than the budget expectation due to revenue running \$11,419 over budget and total operating expenses running under budget \$3,044.

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

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	31.4%	\$1,733,950	38.0%	\$193,200	\$201,044	38.7%	\$7,844	4.1%
Sewer Charges	22.5%	1,243,734	20.4%	103,610	103,708	19.9%	98	0.1%
Drainage Charges	3.2%	176,908	2.9%	14,743	14,704	2.8%	(39)	(0.3%)
Security Charges	21.2%	1,167,898	19.1%	97,325	97,310	18.7%	(15)	0.0%
Solid Waste Charges	11.1%	610,981	10.0%	50,915	50,978	9.8%	63	0.1%
Other Income	1.5%	84,375	1.4%	6,883	10,358	2.0%	3,475	50.5%
Interest Earnings	0.0%	1,700	0.0%	25	18	0.0%	(7)	(28.0%)
Property Taxes	9.1%	501,840	8.2%	41,820	41,820	8.0%		0.0%
Total Revenues	100.0%	5,521,386	100.0%	508,521	519,940	100.0%	11,419	2.2%
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	13.8%	759,406	13.8%	62,900	58,867	13.1%	(4,033)	(6.4%)
Employer Costs	6.5%	356,819	6.4%	29,000	27,117	6.0%	(1,883)	(6.5%)
Power	5.9%	323,910	2.5%	11,385	36,476	8.1%	25,091	220.4%
Chemicals	4.8%	265,010	8.1%	36,905	20,564	4.6%	(16,341)	(44.3%)
Maint & Repair	6.3%	350,570	4.9%	22,150	31,665	7.0%	9,515	43.0%
Meters/Boxes	1.0%	55,000	1.0%	4,750	5,533	1.2%	783	16.5%
Lab Tests	1.4%	78,250	0.5%	2,500	2,669	0.6%	169	6.8%
Permits	1.1%	62,540	1.5%	6,900	7,108	1.6%	208	3.0%
Training/Safety	0.4%	23,340	1.1%	5,025	367	0.1%	(4,658)	(92.7%)
Equipment Rental	0.8%	43,000	1.7%	7,850		0.0%	(7,850)	(100.0%)
Other	7.1%	392,160	7.3%	33,516	45,786	10.2%	12,270	36.6%
Subtotal Water/Sewer/Drainage	49.1%	2,710,005	48.9%	222,881	236,152	52.5%	13,271	6.0%
Security								
Wages	11.1%	613,100	11.2%	51,300	48,140	10.7%	(3,160)	(6.2%)
Employer Costs	6.4%	351,300	6.2%	28,300	26,403	5.9%	(1,897)	(6.7%)
Insurance	0.1%	4,500	0.1%	375		0.0%	(375)	(100.0%)
Off Duty Sheriff Patrol	0.1%	6,000	0.1%	500	1,025	0.2%	525	105.0%
Other	1.9%	102,930	2.1%	9,489	11,846	2.6%	2,357	24.8%
Subtotal Security	19.5%	1,077,830	19.7%	89,964	87,414	19.5%	(2,550)	(2.8%)
Solid Waste								
CWRS Contract	9.7%	533,520	9.7%	44,460	44,508	9.9%	48	0.1%
Sacramento County Admin Fee	0.6%	33,960	0.6%	2,830	2,828	0.6%	(2)	(0.1%)
HHW Event	0.2%	12,000	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.5%	579,480	10.4%	47,290	47,336	10.5%	46	0.1%
General / Admin								
Wages	9.1%	502,500	9.1%	41,500	36,536	8.1%	(4,964)	(12.0%)
Employer Costs	5.0%	275,200	4.9%	22,300	21,114	4.7%	(1,186)	(5.3%)
Insurance	1.0%	54,060	1.0%	4,505	3,743	0.8%	(762)	(16.9%)
Legal	0.5%	25,000	0.4%	2,000	897	0.2%	(1,103)	(55.2%)
Office Supplies	0.3%	19,200	0.4%	1,600	1,762	0.4%	162	10.1%
Director Meetings	0.3%	18,000	0.3%	1,500	900	0.2%	(600)	(40.0%)
Telephones	0.1%	4,320	0.1%	360	366	0.1%	6	1.7%
Information Systems	1.7%	95,400	2.2%	10,091	65	0.0%	(10,026)	(99.4%)
Community Communications	0.1%	5,900	0.1%	450	139	0.0%	(311)	(69.1%)
Postage	0.4%	21,780	0.4%	1,815	1,250	0.3%	(565)	(31.1%)
Janitorial/Landscape Maint	0.3%	16,800	0.3%	1,400	1,966	0.4%	566	40.4%
Other	2.1%	116,790	1.8%	8,423	9,775	2.2%	1,352	16.1%
Subtotal General / Admin	20.9%	1,154,950	21.0%	95,944	78,513	17.5%	(17,431)	(18.2%)
Total Operating Expenses	100.0%	5,522,265	100.0%	456,079	449,415	100.0%	(6,664)	(1.5%)
Operating Income (Loss)	100.0%	(879)	100.0%	52,442	70,525	100.0%	18,083	34.5%
Non-Operating Expenses								
Water Reserve Expenditure	0.0%		0.0%		3,620	100.0%	3,620	0.0%
Total Non-Operating Expenses	0.0%		0.0%		3,620	100.0%	3,620	0.0%
Net Income (Loss)	100.0%	(879)	100.0%	52,442	66,905	100.0%	14,463	27.6%

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

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE Amount %	
WATER								
REVENUES								
Water Charges	98.7%	\$1,733,950	99.1%	\$193,200	\$201,044	98.3%	\$7,844	4.1%
Interest Earnings	0.0%		0.0%		6	0.0%	6	0.0%
Other Income	1.3%	22,055	0.9%	1,838	3,535	1.7%	1,697	92.3%
Total Water Revenues	100.0%	1,756,005	100.0%	195,038	204,585	100.0%	9,547	4.9%
EXPENSES (excluding depreciation)								
Wages	27.3%	410,082	25.1%	33,966	28,215	22.5%	(5,751)	(16.9%)
Employer Costs	12.8%	192,679	11.6%	15,660	13,307	10.6%	(2,353)	(15.0%)
Power	10.9%	164,450	3.6%	4,885	16,410	13.1%	11,525	235.9%
Chemicals	8.7%	130,300	8.1%	11,000	12,238	9.7%	1,238	11.3%
T&O - Chemicals/Treatment	4.1%	61,000	12.7%	17,200	8,200	6.5%	(9,000)	(52.3%)
Maint & Repair	11.0%	166,070	8.4%	11,400	7,033	5.6%	(4,367)	(38.3%)
Meters/Boxes	3.7%	55,000	3.5%	4,750	5,533	4.4%	783	16.5%
Lab Tests	2.7%	40,000	1.8%	2,500	581	0.5%	(1,919)	(76.8%)
Permits	2.1%	32,000	1.8%	2,500	2,735	2.2%	235	9.4%
Training/Safety	0.6%	9,140	1.9%	2,575	169	0.1%	(2,406)	(93.4%)
Equipment Rental	1.4%	21,500	3.7%	5,000		0.0%	(5,000)	(100.0%)
Other Direct Costs	14.8%	222,550	17.8%	24,079	31,212	24.8%	7,133	29.6%
Operational Expenses	100.0%	1,504,771	100.0%	135,515	125,633	100.0%	(9,882)	(7.3%)
Water Income (Loss)	16.7%	251,234	43.9%	59,523	78,952	62.8%	19,429	32.6%
38.9% Net Admin Alloc	16.7%	250,948	15.4%	20,860	14,177	11.3%	(6,683)	(32.0%)
Reserve Expenditures	0.0%		0.0%		3,620	2.9%	3,620	0.0%
Total Net Income (Loss)	0.0%	286	28.5%	38,663	61,155	48.7%	22,492	58.2%
SEWER								
REVENUES								
Sewer Charges	98.8%	1,243,734	98.8%	103,610	103,708	98.2%	98	0.1%
Interest Earnings	0.0%	180	0.0%	15	9	0.0%	(6)	(40.0%)
Other Income	1.2%	14,550	1.2%	1,212	1,922	1.8%	710	58.6%
Total Sewer Revenues	100.0%	1,258,464	100.0%	104,837	105,639	100.0%	802	0.8%
EXPENSES (excluding depreciation)								
Wages	27.7%	296,166	32.3%	24,531	26,019	25.6%	1,488	6.1%
Employer Costs	13.0%	139,160	14.9%	11,310	11,720	11.5%	410	3.6%
Power	13.5%	143,960	7.7%	5,810	18,799	18.5%	12,989	223.6%
Chemicals	7.4%	79,310	11.5%	8,755	2,373	2.3%	(6,382)	(72.9%)
Maint & Repair	16.2%	172,500	12.8%	9,750	24,632	24.2%	14,882	152.6%
Lab Tests	3.6%	38,250	0.0%		2,088	2.1%	2,088	0.0%
Permits	2.5%	26,540	5.8%	4,400	4,373	4.3%	(27)	(0.6%)
Training/Safety	1.3%	14,200	3.2%	2,450	198	0.2%	(2,252)	(91.9%)
Equipment Rental	1.5%	16,000	3.1%	2,350		0.0%	(2,350)	(100.0%)
Other Direct Costs	13.3%	141,510	8.6%	6,562	11,562	11.4%	5,000	76.2%
Operational Expenses	100.0%	1,067,596	100.0%	75,918	101,764	100.0%	25,846	34.0%
Sewer Income (Loss)	17.9%	190,868	38.1%	28,919	3,875	3.8%	(25,044)	(86.6%)
29.7% Net Admin Alloc	17.9%	191,598	21.0%	15,926	10,824	10.6%	(5,102)	(32.0%)
Total Net Income (Loss)	-0.1%	(730)	17.1%	12,993	(6,949)	-6.8%	(19,942)	(153.5%)
DRAINAGE								
REVENUES								
Drainage Charges	99.8%	176,908	100.0%	14,743	14,704	100.0%	(39)	(0.3%)
Interest Earnings	0.2%	280	0.0%	5	1	0.0%	(4)	(80.0%)
Total Drainage Revenues	100.0%	177,188	100.0%	14,748	14,705	100.0%	(43)	(0.3%)
EXPENSES (excluding depreciation)								
Wages	38.6%	53,158	38.5%	4,403	4,633	52.9%	230	5.2%
Employer Costs	18.1%	24,980	17.7%	2,030	2,090	23.9%	60	3.0%
Power	11.3%	15,500	6.0%	690	1,267	14.5%	577	83.6%
Chemicals	3.9%	5,400	3.9%	450	753	8.6%	303	67.3%
Maint & Repair	8.7%	12,000	8.7%	1,000		0.0%	(1,000)	(100.0%)
Permits	2.9%	4,000	0.0%			0.0%		0.0%
Equipment Rental	4.0%	5,500	4.4%	500		0.0%	(500)	(100.0%)
Other Direct Costs	12.4%	17,100	20.7%	2,375	12	0.1%	(2,363)	(99.5%)
Operational Expenses	100.0%	137,638	100.0%	11,448	8,755	100.0%	(2,693)	(23.5%)
Drainage Income (Loss)	28.7%	39,550	28.8%	3,300	5,950	68.0%	2,650	80.3%
6.1% Net Admin Alloc	28.6%	39,352	28.6%	3,271	2,223	25.4%	(1,048)	(32.0%)
Total Net Income (Loss)	0.1%	198	0.3%	29	3,727	42.6%	3,698	12,751.7%
SECURITY								
REVENUES								
Security Charges	96.6%	1,167,898	96.7%	97,325	97,310	95.4%	(15)	0.0%
Interest Earnings	0.1%	640	0.0%	5	2	0.0%	(3)	(60.0%)
Other Income	3.3%	39,970	3.3%	3,331	4,650	4.6%	1,319	39.6%
Total Security Revenues	100.0%	1,208,508	100.0%	100,661	101,962	100.0%	1,301	1.3%

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

	<u>% of</u>	<u>Annual</u>	<u>% of</u>	<u>YTD</u>	<u>YTD</u>	<u>% of</u>	<u>YTD VARIANCE</u>	
	<u>Total</u>	<u>Budget</u>	<u>Total</u>	<u>Budget</u>	<u>Actuals</u>	<u>Total</u>	<u>Amount</u>	<u>%</u>
EXPENSES (excluding depreciation)								
Wages	56.9%	\$613,100	57.0%	\$51,300	\$48,140	55.1%	(\$3,160)	(6.2%)
Employer Costs	32.6%	351,300	31.5%	28,300	26,403	30.2%	(1,897)	(6.7%)
Insurance	0.4%	4,500	0.4%	375		0.0%	(375)	(100.0%)
Equipment Repairs	0.4%	4,400	0.4%	367	340	0.4%	(27)	(7.4%)
Vehicle Maintenance	0.6%	6,700	0.6%	550		0.0%	(550)	(100.0%)
Vehicle Fuel	1.9%	20,460	2.2%	1,955	2,046	2.3%	91	4.7%
Off Duty Sheriff Patrol	0.6%	6,000	0.6%	500	1,025	1.2%	525	105.0%
Other	6.6%	71,370	7.4%	6,617	9,460	10.8%	2,843	43.0%
Operational Expenses	100.0%	1,077,830	100.0%	89,964	87,414	100.0%	(2,550)	(2.8%)
Security Income (Loss)	12.1%	130,678	11.9%	10,697	14,548	16.6%	3,851	36.0%
20.3% Net Admin Alloc	12.2%	130,957	12.1%	10,886	7,398	8.5%	(3,488)	(32.0%)
Total Net Income (Loss)	0.0%	(279)	-0.2%	(189)	7,150	8.2%	7,339	(3,883.1%)
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	610,981	100.0%	50,915	50,978	100.0%	63	0.1%
Interest Earnings	0.1%	600	0.0%			0.0%		0.0%
Total Solid Waste Revenues	100.0%	611,581	100.0%	50,915	50,978	100.0%	63	0.1%
EXPENSES (excluding depreciation)								
CWRS Contract	92.1%	533,520	94.0%	44,460	44,508	94.0%	48	0.1%
Sacramento County Admin Fee	5.9%	33,960	6.0%	2,830	2,828	6.0%	(2)	(0.1%)
HHW Event	2.1%	12,000	0.0%			0.0%		0.0%
Operational Expenses	100.0%	579,480	100.0%	47,290	47,336	100.0%	46	0.1%
Solid Waste Income (Loss)	5.5%	32,101	7.7%	3,625	3,642	7.7%	17	0.5%
5.0% Net Admin Alloc	5.6%	32,256	5.7%	2,681	1,822	3.8%	(859)	(32.0%)
Total Net Income (Loss)	0.0%	(155)	2.0%	944	1,820	3.8%	876	92.8%
OVERALL NET INCOME(LOSS)	100.0%	(680)	100.0%	52,440	66,903	100.0%	14,463	27.6%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF JULY 31, 2012

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
<i>EL DORADO SAVINGS BANK</i>		
SAVINGS	0.07%	\$ 249,878.69
CHECKING	0.05%	\$ 2,608.02
PAYROLL	0.05%	\$ 60,016.83
<i>PREMIER WEST BANK</i>		
EFT	N/A	\$ 120,647.42
<i>LOCAL AGENCY INVESTMENT FUND (LAIF)</i>		
UNRESTRICTED		\$ -
RESTRICTED RESERVES	0.36%	\$ 5,266,498.71
<i>CALIFORNIA ASSET MGMT (CAMP)</i>		
OPERATION ACCOUNT	0.22%	\$ 3,589,296.58
<i>UNION BANK</i>		
PARS GASB45 TRUST		\$ 305,568.07
TOTAL		\$ 9,594,514.32

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

<i>BANK OF AMERICA</i>		
CHECKING	N/A	\$ 680,083.80
<i>CALIFORNIA ASSET MGMT (CAMP)</i>		
SPECIAL TAX	0.22%	\$ 8,285.40
<i>US BANK</i>		
SPECIAL TAX REFUND	0.00%	\$ -
BOND RESERVE FUND/ SPECIAL TAX FUND	0.00%	\$ 876,000.00
TOTAL		\$ 1,564,369.20
TOTAL ALL FUNDS		\$ 11,158,883.52

The investments comply with the CSD adopted investment policy.

PREPARED BY: *Darlene Gillum*
Director of Administration

MEMORANDUM

Date: August 8, 2012
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of July 2012

OPERATIONS

The 4th of July overall went well and the fireworks display was spectacular. The North Gate traffic was steady, but seemed lighter than in past years. We had two (2) Gate Officers at each gate to handle vehicle traffic, guest call-ins and to dispatch calls for service. Security Patrol Officers and off-duty Sacramento Sheriff Department (SSD) Deputies responded to numerous calls for service, including fireworks, loud parties and alcohol use.

Ray Lammlein has been hired as the new Temporary Gate Officer and is in training.

Gate Officer Eric DuTemple has resigned from the Department, effective August 10, 2012. Officer DuTemple, who obtained his law degree while working for the District, has been hired by the Tuolumne County District Attorney's Office. Applications are being accepted for his position.

The three (3) PTF gates have been closed and locked. Since then, residents have disregarded the signs and have driven around the gates to access the PTF property and the river. A landscaper surveyed the area and is planning to install boulders to help keep vehicles out of the area.

INCIDENTS OF NOTE

July 2, Monday, 6:35 a.m. Stonehouse Park. Surveillance video captured two (2) juveniles tampering with signs and carrying out other acts of mischief. Subjects were identified, parents contacted, and community service performed with Rancho Murieta Association (RMA) maintenance supervision.

July 4, Wednesday, 6:44 a.m. Guadalupe Drive. Theft of a golf cart key and beer from an open garage.

July 4, Wednesday, 8:52 a.m. Chesbro Circle. Theft of a large statue from the front yard, which was recovered a few hours later.

July 4, Wednesday, 1:00 p.m. Puerto Drive. Theft of a flag from the front yard.

July 4, Wednesday, 2:45 p.m. Rio Circle. Theft of a banner and two chairs.

July 5, Thursday, 9:49 a.m. Riverview Park Bus Stop. Roof panels were removed from cover.

July 6, Friday, 2:44 p.m. Poncho Conde. A vacuum and shop rags were taken from an unlocked shed.

July 6, Friday, 11:30 p.m. Lago Drive. A resident fell from a moving golf cart, suffering injuries. Sacramento Metro Fire Department (SMFD) and SSD responded. Victim declined transport to the hospital and declined SSD assistance. Victim said both the driver and she were intoxicated.

July 11, Wednesday, 12:08 a.m. Colbert Drive. Domestic disturbance. SSD notified and mediated.

July 13, Friday, 7:12 p.m. Nueva Drive. Report of three (3) subjects in car smoking marijuana. Contacted subjects in area, denied activity.

July 13, Friday, 8:29 p.m. Murieta South Parkway. Report of a stolen weed eater.

July 20, Friday, 10:08 a.m. Clementia Park. A small amount of marijuana and a pipe found in a portable toilet. Both were destroyed.

July 22, Sunday, 8:21 p.m. Reynosa Drive. Report that two (2) rugs were taken from an open garage in a 15-20 minute time frame.

July 23, Monday, 10:01 a.m. Golden Circle. Report that various items have been taken from an outdoor table over the past month.

July 23, Monday, 7:10 p.m. South River Beach. Report of a DUI driver and disturbance. Subjects contacted, driver possibly HBD, sober driver will drive.

July 24, Tuesday, 3:15 p.m. South River Beach. Underage subjects with alcohol, alcohol dumped out.

July 26, Thursday, 10:00 a.m. Trinidad. Vandalism. House and car egged, light fixture broken.

July 29, Sunday, 9:37 a.m. De La Pena. Theft of garden hose and holder.

July 29, Sunday, 8:41 p.m. Carreta Lane. Physical fight between two (2) males over comments made to victim's wife. Minor injuries to the victim. Suspect then ran into neighbor's open garage and was chased out by resident. SSD notified. Suspect was intoxicated and held for SSD. Parents responded and were advised of the incidents. SSD arrested 18 year old known resident for public intoxication and transported him to jail.

July 31, Tuesday, 6:35 p.m. Country Store. Report that an ATM guard left his handgun inside the store bathroom and left. When he returned for it the handgun was missing. SSD report. Occurred on July 26, 2012.

July 31, Tuesday, 9:50 p.m. Country Store. Shoplifting. Male subject took a bottle of Jack Daniels from the shelf and ran from the store. Last seen driving away with 5-6 subjects in a silver vehicle.

During the month of July, District Patrol Officers responded to complaints of fireworks, juvenile disturbances, toilet paper jobs, doorbell ditching, and loud people/parties.

RANCHO MURIETA ASSOCIATION CITATIONS/ADMONISHMENTS

The information will be presented at the meeting.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

The meeting was held on July 9, 2012. There were appearances regarding parking and speeding, and letters submitted regarding parking. The next meeting will be on August 6, 2012.

JOINT SECURITY COMMITTEE MEETING

At Director Belton's request, I will ask the RMA Compliance Committee to resurrect the Joint Security Committee Meetings.

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: August 8, 2012
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

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

Water

Water Treatment Plant #1 is set at 1.15 million gallons per day (MGD) & Plant #2 production is at 1.8 MGD for a total of 2.95 MGD, with powdered activated carbon continuing to feed at +/- 1.5 mg/L for Taste & Odor (T&O) control. Total potable water production for July 2012 was approximately 78 million gallons (MG) or approximately 239 acre-feet.

Water Source of Supply

With my newly acquired Pesticide Applicators License, staff performed an algaecide treatment in Chesbro on August 2, 2012 for control of the taste and odor (T&O) producing algae, the second one this season. Treating the reservoir ourselves cost \$1,100 vs. using a contractor at \$5,200, a net savings of \$4,100 per treatment. At three (3) treatments per season, the District will save \$12,300 per year.

On August 1, 2012, the combined raw water storage for Calero, Chesbro, and Clementia Reservoirs measured at 4,292 acre-feet. Total storage volume for just Calero and Chesbro Reservoirs measured 3,329 acre-feet.

Wastewater

Influent wastewater flow averaged 0.407 MGD, approximately 38.8 acre-feet, to the wastewater plant during July 2012. A total of 160.74 acre-feet of secondary wastewater was measured in the secondary storage reservoirs on August 1, 2012. Both east and west tertiary filtration plants are in operation, producing approximately 1.3 MGD for golf course reclamation.

Maintenance this past month included hauling away eleven (11) truckloads of biosolids from the drying beds; repairing a Solarbee mixer in Reservoir 1; vacuuming edges of all secondary wastewater ponds with the DitchWitch to remove scum and floating debris; sending out two (2) failed brush aerators for evaluation, and weed spraying along roadways and ponds.

Central Fence Company completed the installation of the new front perimeter fencing at the Wastewater Reclamation Plant, as seen in the picture below.



Newly installed security fence along Wastewater Reclamation Facility

Collections

Utility staff is continuing inspecting sewer collection lines throughout the District, tracking GPS coordinates for manholes for future use in a GIS system. Units 1 & 2 are complete, with staff beginning tracking GPS locations of manholes in Units 3 & 4.

Drainage

Staff performed their first midge fly treatment on July 24, 2012, the fourth treatment this season. Four (4) treatments a year, at a cost of \$214 per treatment vs. \$725 by an outside contractor, performing this service ourselves will save the District \$2,044 per year. Other treatments performed by an outside contractor occurred on May 3, 2012; May 29, 2012 and June 25, 2012.



Staff is continuing to cut all of the drainage in the District. Several calls have been received in regards to vector issues and have been referred to the Sacramento-Yolo Vector Control District.

Unfortunately, it does not appear as if the aeration system at Basin 5 is providing the aquatic weed and algae control as promised by Lake Solutions. It does, however, push aside the floating vegetation.



Basin 5 (Lost Lake) on 8/6/12

Utility Operations

Meter maintenance completed last month included replacement of fourteen (14) water meters, seven (7) meter registers and fourteen (14) MXU radio read units. Utility staff had five (5) calls for water leaks, three (3) of which were on District service lines and were repaired. Staff is also flushing dead-end potable water distribution lines in Units 1 & 2 as part of our water quality maintenance program, a recommended practice by the California Department of Public Health.

MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Security Committee Staff
Subject: Review District Policy 2012-14, DUI Vehicle Stop Policy

RECOMMENDED ACTION

Direct staff to proceed with the process outlined below for adoption of District Policy 2012-14, DUI Vehicle Stop Policy.

BACKGROUND

The purpose of this policy is to set forth guidelines for driving under the influence (DUI) preventions, stops and arrests by the District's Security Patrol Officers. The District currently does not have such a policy in place. Legal Counsel has reviewed the policy.

Recall, a recent DUI accident prompted a review of possible District responses to suspected DUI drivers. This policy is a result of that review. This policy allows District Patrol Officers the ability to affect a voluntary DUI stop and, if prudent, to affect a Citizen's Arrest of the driver for later release to California Highway Patrol (CHP).

Detailed procedures regarding DUI vehicle stops will be in place prior to implementation of the policy. Major elements of the operating procedures will include but are not limited to:

1. Identifying the driver;
2. Vehicle stops;
3. Cover officer, if available;
4. Confirmation of DUI driver;
5. Final disposition of Driver; and
6. Report writing.

If and when this policy is deemed ready to move forward, the next steps will be to coordinate our efforts with the CHP, District Attorney and Sacramento Sheriff's Department (SSD) to ensure everyone is on board with the District's implementation of the policy.

Once we have agency buy in, we will bring the Policy to the Board for initial reading and public comment, followed by a 30 day review period. During this time, we will also work with Rancho Murieta Association (RMA) on public outreach and possible coordination with homeowner association (HOA) rules. It is anticipated that final adoption of the policy could occur in late fall.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Category:	Security	Policy # 2012-14
Title:	DUI Vehicle Stop Policy	

PURPOSE

The District discourages the operation of any motor vehicle (including golf carts) while under the influence of alcohol or drugs. The purpose of this policy is to set forth guidelines for driving under the influence ("DUI") preventions, stops, and arrests by the District's Security Patrol Officers.

POLICY AND GUIDELINES

Security Patrol Officers are responsible for protecting lives and property within the District by seeking to prevent offenses from occurring within the District. A Security Patrol Officer's primary responsibility is to observe and report incidents to law enforcement authorities. Security Patrol Officers are not responsible for law enforcement activities. The District discourages the operation of any motor vehicle while under the influence of alcohol or drugs.

If a Security Patrol Officer observes a person operating a motor vehicle that the Security Patrol Officer reasonably believes to be under the influence of alcohol or drugs, and the Security Patrol Officer reasonably believes that the operation of the motor vehicle presents an imminent threat to public safety or property, the California Highway Patrol will immediately be notified to respond for assistance. The Security Patrol Officer may attempt to encourage the driver of the vehicle to voluntarily stop the vehicle when it is reasonably safe to do so. The Security Patrol Officers cannot compel the vehicle to stop and is not authorized to engage in any vehicular pursuit of the vehicle. If the driver of the vehicle does not voluntarily stop, the Security Patrol Officer may continue to follow the vehicle when reasonably safe to do so.

Should the driver of a vehicle suspected of DUI voluntarily stop upon a request of a Security Patrol Officer, the Security Patrol Officer should attempt to determine whether the driver is intoxicated based on objective manifestations of the driver including, without limitation, slurred speech, unsteady on feet, bloodshot watery eyes, smell of alcohol, incoherent, and/or the presence of open alcoholic beverage containers in vehicle. If the Security Patrol Officer feels that the driver is intoxicated, the Security Patrol Officer, already having notified the California Highway Patrol and sought assistance, may make a citizen's arrest of the driver, using the reasonable force necessary to make the arrest if the Security Patrol Officer reasonably believes that allowing the driver to continue to operate the vehicle would present an imminent threat to public safety or property and the arrest can be made without the likelihood of serious bodily injury to the Security Patrol Officer, the driver or other persons.

This policy shall apply only to areas of the District within the security gates.

Approved by Rancho Murieta Community Services District's Board of Directors	
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MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Improvements Committee Staff
Subject: Review Draft Water Shortage Contingency Plan

RECOMMENDATION

Approve the Water Supply Contingency Plan (WSCP) prepared by Lisa Maddaus, Maddaus Water Management.

DISCUSSION

Lisa and Bill Maddaus will be at our Board meeting for a presentation on the Water Supply Contingency Plan (WSCP). The WSCP incorporates changes to the plan following adoption of our Integrated Water Master Plan (IWMP) Update in 2010. The new WSCP encompasses all types of operation water shortages as well as shortages due to excessive and/or prolonged droughts. The plan incorporates many of the previous attributes but updates the existing plan to reflect new changes to the water code, primarily related to conservation and water waste enforcement.

We reviewed comments from the Improvements Committee with Lisa last week. While the comments were constructive and led to changes in the plan, many comments involved drought response recommendations for residents to implement. What we recognized during our discussion was that this plan is a policy type level plan, setting basic guidelines to follow and implement. It is not intended to be a ground level implementation plan.

To address the Committee's concern, we added a new section entitled Implementation which discusses the ground level responses and activities that we will need to address during times of drought and/or shortages when we trigger the WSCP actions. Under the Implementation Section, we identified three (3) areas that are specific to the drought/contingency event:

1. Monitoring and Declaration of Water Shortages/Drought
 - a. Drought indicators
 - b. Index for trigger levels
 - c. Staged actions for reducing customer demands
2. Drought Financial Plan
 - a. Sustainability of funding for District operations
 - b. Tiered pricing implementation to achieve reductions in demand and provide revenues to cover cost of service in times of shortage
3. Drought Communication Outreach and Education Plan
 - a. Media response

- b. Water use by lot categories
- c. Drought checklist for customer actions

Realizing each drought is different and recognizing the District will achieve increasing progress on compliance with 2020, a one-size-fits-all drought tracking, financial plan, and outreach and education on drought response recommendations for residents aren't realistic given the above variables. The implementation plan will be tailored for each event under a formal drought response plan.

Recall, at the last workshop, Lisa presented monthly charts for tracking drought indicators: river flows, precipitation and snow melt. Based on those charts, Lisa prepared the drought tracker worksheet. In short, the tracker automates the charts. Staff inputs monthly data in the white cells under the five criteria. The tracker compares those inputs against the monthly charts (hidden) and assigns a drought condition. The tracker has a behind the scenes set of procedures for Paul to follow and monitor each year to ensure drought awareness is on the forefront, if needed.

Staff believes we have a solid policy level plan in place. Over time, we will work on creating a skeleton drought plan to address drought tracking, financial planning and outreach and education.

The Improvements Committee recommends approval.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER SHORTAGE CONTINGENCY PLAN

August 8, 2012

The purpose of this Water Shortage Contingency Plan (Plan) is to provide direction on specific actions to be taken by the Rancho Murieta Community Services District (District) staff and customers in response to increasingly severe water supply shortage conditions. **In case of water system failure or water quality issues requiring immediate response and action refer to the District's Emergency Operations Procedures (see Attachment A).**

The District intends to use this Plan to meet the requirements of the California Water Code, Section 10632 (see Attachment B). A water shortage contingency analysis based on the historic driest three-years on record was previously prepared as part of the Integrated Water Master Plan (Brown and Caldwell, 2010). The current IWMP Update presents water supply demands and drought responses for the minimum available supply based on existing (2,504) and approved lots.

In an effort to provide a uniform basis for requesting cutbacks in consumption due to cutbacks in supply from minor to emergency conditions, the District has a program of four (4) stages of actions based on the severity of the water shortage. The District previously adopted shortage mitigation measures, which are included in District Code Chapter 14 - Water Code, updated most recently in 2012.

This Plan is consistent with District Policies, District Codes and the District's Integrated Water Master Plan Update (Brown and Caldwell, 2010). The names for stages in this Plan are consistent with other water purveyors in the Sacramento region.

This Plan is applicable to a range of short and long term emergency conditions when supply volume or system delivery capability is impaired, including but not limited to:

- Main break or other distribution system failure
- Water treatment plant failure
- Natural disaster (flood, earthquake, wind damage, etc.)
- Water quality issue with supply reservoirs or system contamination
- Drought conditions

IMPLEMENTATION OF THE PLAN

The District has three (3) main objectives when faced with water shortage conditions as described below. This Plan specifically addresses the first objective related to monitoring and addressing shortage conditions through tracking supply conditions and, when projecting shortfalls, the means to invoke customer responses to reduce demand. Given the changing conditions of fiscal needs

and latest information on water savings technologies, the District plans to further prepare for longer duration droughts by completing a Drought Financial Plan and Drought Communications and Education Plan when shortages appear imminent.

1. Monitoring and Declaration of Water Shortages/Drought
 - a. Drought indicators
 - b. Index for trigger levels
 - c. Staged actions for reducing customer demands
2. Drought Financial Plan
 - a. Sustainability of funding for District operations
 - b. Tiered pricing implementation to achieve reductions in demand and provide revenues to cover cost of service in times of shortage
3. Drought Communication Outreach and Education Plan
 - a. Media response
 - b. Water use by lot categories
 - c. Drought checklist for customer actions

RESPONSE TO IMPAIRED TREATMENT AND DISTRIBUTION SYSTEM CONDITIONS

Short-term supply interruptions may invoke the need for District staff to alert customers of any stage of shortage, listed further below in this document, as conditions warrant. This determination will be made by the General Manager. The appropriate stage of action will be determined based on the severity and projected duration of the shortage. In other words, an emergency condition where more than 50% of the supply is unavailable may warrant an alert for Stage 4 – Water Emergency. This message would be broadcasted as an alert out to the entire community (using the District’s CodeRED auto-dialer messaging system) and notices would be issued via written notice (letter or door hangers) and other means to advise customers of the water shortage and anticipated duration of the shortage. All customers will then be noticed when the shortage is resolved.

RESPONSE TO LONG TERM SUPPLY SHORTAGE DUE TO DROUGHT CONDITIONS

The drought actions called for are based on the current water supply capacity (including Clementia Reservoir) and estimates for demands needed in times of drought based on the 3,274 approved connections, of which 2,504 currently exist. As the District monitors accomplishments in reaching the 20% reduction in water use by 2020 goal of 238 gallons per capita per day (gpcd), as called for in District Policy 2011-05, the District will update this Plan. The baseline 10-year average (as defined in Senate Bill SB X7-7) is 298 gpcd stated in the 2020 Compliance Plan (Brown and Caldwell, 2010).

The expected demand cutback by stages included within this Plan does not currently include consideration of the 20% reduction goal given it has not yet been achieved. At minimum, it is anticipated that this Plan will be updated when the community achieves 50% of its reduction goal to 268 gpcd or 10% reduction in gross per capita per day demand.

Overall drought preparedness actions to be taken by the District include:

- Understand and comply with legal and regulatory requirements for drought preparedness.
- Review and update Water Shortage Contingency Plan at a minimum of every 5 years or as needed based on new monitoring data, new supply, operational changes, or change in expected water demands.
- Provide education and outreach to customers on efficient and reasonable uses of water and best ways to save, with increased intensity in messaging during times of drought.
- Continue District water loss management procedures (leak identification and repair).
- Enforce prohibition of wasted water per the District Code – Chapter 14 – Water Code, Section 13.
- Continue conservation policies and water-efficient plumbing codes.
- On an as needed basis and at a minimum of every 5 years, review and refine the rate stabilization policy relating to drought impacts.
- Update educational materials on an as needed basis.

DISTRICT DROUGHT MONITORING

Every year the climate varies and the District monitors potential flood and drought conditions. The District's water rights permit allows for pumping between November 1 and May 31 each year. In normal water years at our current number of water connections, the District typically starts pumping to fill the supply reservoirs in February. When forecasted water supply conditions are indicating a dry year, it may prompt the District to take action for changes in pumping operations and/or notifying customers to cut back on demand.

To check on water supply forecasts, the District tracks both State resources and local metrics to best inform and assist in their decision-making on calling for implementation of each drought stage. One such resource is the Department of Water Resources (DWR), State Climatologist, who does careful monitoring of the predicted water supply and flood management forecasts using real time weather monitoring stations throughout the Central Valley. Also, there are two (2) primary climate monitoring station indices tracked for California: Sacramento River 8-Station Index and San Joaquin River 5 Station Index. The District will primarily monitor the San Joaquin River Index which includes monitoring that encompasses the Cosumnes River watershed. Information on the drought status is posted online through the California Data Exchange Center and updated regularly based on the most recent weather station data available (including National Weather Service resources).

Another metric is the standard scale for severity of drought that has been defined by the National Drought Mitigation Center's Drought Monitor (<http://droughtmonitor.unl.edu>) and DWR has adapted this scale for use in California as shown below:

Percentile	Drought Monitor Category	
0.00 - 0.02	D4	Drought - Exceptional
0.02 - 0.05	D3	Drought - Extreme
0.05 - 0.10	D2	Drought - Severe
0.10 - 0.20	D1	Drought - Moderate
0.20 - 0.30	D0	Abnormally Dry
0.30 +	N	Normal
Source: Department of Water Resources, 2012 http://cdec.water.ca.gov/cdecapp/drought/get5SI.action		

The District will monitor DWR’s California Data Exchange Center’s (CDEC) provided information to determine when droughts may be imminent or occurring and review forecasts based on predictions by DWR weather models. The DWR provided information for the San Joaquin River watershed is posted online at: <http://cdec.water.ca.gov/cdecapp/drought/get5SI.action>.

The District also has the ability to perform local monitoring for the flows on the Cosumnes River with the USGS gage station data at Michigan Bar. An index based on historical range of flows for any given month between November and June is available to aid the District in determining when below average flows are present and indicate potential issues with water supply availability. The District will closely track flows in dry years due to the probability of impacts on the District’s ability to pump to the reservoir system. In addition, once a drought has been declared and the necessary drought stage is set, the District has the ability to closely monitor water usage with its automatic meter reading system to validate if the expected demand response in needed cutbacks is occurring within the District’s service area. If demand cutbacks are not occurring or the supply conditions are worsening, then the District will need to move to the next stage of shortage response measures.

STAGES OF ACTION

The stage determination and declaration shall be made by the General Manager. One of five (5) stages shall always be in effect; given the initial Stage “Normal” is targeting everyday conservation.

A change of stage requires that the Board of Directors be notified and a public notice be posted at District headquarters. Written notification will be provided to all customers at least 10 days prior to a Stage 2 - Water Warning with mandatory measures going into effect. Below is a summary table of stages and shortage mitigation actions.

Table 1. Water Shortage Contingency Plan Summary

Water Supply Conditions	Shortage Stage	Objective	Response actions	Key Water Savings Opportunities
None 0% Total Supply Reduction	Normal - Ongoing conservation measures; Prohibition of Wasted Water in effect.	Public awareness	Normal actions	<ul style="list-style-type: none"> • Use everyday water conserving behaviors (i.e., stop off taps when not using water, avoid wasting water). • Check for and repair all leaks • Change to more water efficient using appliances and fixtures. • Maintain and adjust irrigation systems • Plant more native and water efficient plants.
Slightly Restricted Water Supplies (below normal) Up to XX% Total Supply Reduction	Shortage Stage 1 - Water Alert	Initiate public awareness of predicted water shortage and encourage conservation	Encourage voluntary measures to decrease "normal" demand up to 10%	<ul style="list-style-type: none"> • Use sacrificial water scarcity behaviors (i.e., shorter showers, etc.) • More aggressively check for and repair all leaks (instead of seasonally or monthly, perform weekly) • Reduce irrigation times on controllers • Consider fixture and appliance changes • Wash cars in recycled water facility
Moderately Restricted Water Supplies Up to XX% Total Supply Reduction	Shortage Stage 2 – Water Warning	Increase public understanding of worsening water supply conditions, move to initial mandatory shortage mitigation measures	Encourage voluntary measures to decrease "normal" demand up to 25%	<ul style="list-style-type: none"> • Continue to look for all ways to reduce water use (increasingly shorter showers, less toilet flushing, etc.) • Cutback on watering times and days • Consider alternative sources of supply, like implementing a graywater system for reusing water outdoors. • Consider if certain plants may not need to be watered at all or as much (e.g. deficit irrigate lawns).
Severely Restricted Water Supplies Up to XX% Total Supply Reduction	Shortage Stage 3 – Water Crisis (severe prohibitions) on use	Ensure that water use is limited to essential uses only	Enforce extensive restrictions on water use and implement water rationing to decrease demand up to 50%	<ul style="list-style-type: none"> • Implement all possible ways to reduce water use (increasingly shorter showers, less toilet flushing, etc.) • Further cut back on watering times and days • Consider if certain plants may not need to be watered at all (e.g. stop irrigating lawns). • Make more challenging upgrades to more efficient appliances and fixtures
Extremely Restricted Water Supplies More than % Total Supply Reduction	Shortage Stage 4 – Water Emergency (increasing severe prohibitions with mandatory restrictions on use)	Ensure that water use is limited to health and safety purposes.	Enforce extensive restrictions on water use and implement water rationing to decrease demand on the order of 50%	<ul style="list-style-type: none"> • Use water for only essential domestic sanitation needs. • No outdoor watering (or alternatively a water rationing scheme) • Extreme water sacrificing behaviors (limit all behavioral uses of water (i.e., fewer showers) • Maximize on-site reuse of water (graywater, rainwater capture, etc.) as appropriate for uses while maintaining health and sanitation needs.

STAGE “NORMAL” - NORMAL SUPPLY AND ON-GOING CONSERVATION

The District’s supply or distribution system is able to meet all the water demands of its customers in the near future. Based on the 2020 Compliance Plan Update (Brown and Caldwell, 2010), the District calls for efficient and reasonable use and District staff implementation of conservation measures will continue as planned.

Triggering Mechanism	Normal water year conditions forecasted by Department of Water Resources, Office of State Climatologist and/or U.S. Bureau of Reclamation. Full storage anticipated in all lakes and ability to provide full water supply to all customers.
Consumption Limits	Service area-wide target for reduction: 0.5-1% reduction per year for 10 years per the District’s 2020 Compliance Plan. Voluntary conservation encouraged and participation in the District’s water conservation program.
District Actions	During Stage “Normal”, all normal conservation programs would continue.
Requested Consumer Action	Follow the basic conservation measures set forth in under Normal Supply Conditions of the four-stage conservation program described herein.
Penalties	For the first and subsequent water waste violations, penalties will be issued according to District Water Code – Chapter 14, Section 13.

STAGE 1 - WATER ALERT

There is a probability that the District’s supply or distribution system will not be able to meet all the water demands of its customers.

Triggering Mechanism	Any short-term water system operational issues deemed by the General Manager to warrant calling this stage based on a minor shortage targeting the need for a 5-10% cutback in demand. For long-term supply conditions, evidence of an abnormally dry water year conditions forecasted for the San Joaquin River by Department of Water Resources, Office of State Climatologist and/or U.S. Bureau of Reclamation. Less than full storage is anticipated in all lakes and there may be inability to provide full water supply to all customers.
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Consumption Limits	All customers would be encouraged to reduce consumption by 5 - 10% for the duration of the water alert.
District Actions	Continue the basic conservation program elements, and initiate public information campaign. Explain the supply condition to the public. Request voluntary drought curtailment of water use through customer changing to more water efficient behaviors (trim water times, take shorter showers, etc.).
Requested Consumer Actions	Customers will be asked to implement Stage 1 shortage mitigation measures and adhere to the District Water Code – Chapter 14, Section 10.02, Water Waste.
Penalties	For the first and subsequent water waste violations, penalties will be issued according to District Water Code – Chapter 14, Section 13.

Stage 2 - WATER WARNING

The District’s supply or distribution system will not be able to meet all the water demands of its customers.

Triggering Mechanism	Any short-term water system operational issues deemed by the General Manager to warrant calling this stage based on a moderate shortage targeting the need for an 11-25% cutback in demand. For long-term supply conditions, evidence of more severe drought conditions are forecasted by the Department of Water Resources, and/or goal of 10% demand cutbacks in Stage 1 is not achieved, and/or low flow conditions are predicted for the Cosumnes River that may impact pumping capability.
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Consumption Limits	Service area-wide target for reduction: 11 - 25%. Customers will be educated by the District on ways to achieve reduced consumption based on their own home or business unique opportunities to save for the duration of the water warning condition.
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District Actions	Continue conservation program and District actions listed through Stage 1, mandate compliance to Stage 2 Shortage mitigation measures of the District’s Four Stage Plan. Continue with a more rigorous public information campaign. Explain supply shortage and disseminate technical information as needed.
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Requested Customer Actions Customers will be notified in writing and through other media (e.g. District web site, etc.) at least 10 business days in advance that Stage 2 shortage mitigation measures are in effect and compliance will be required.

Penalties For the first and subsequent water waste violations, penalties will be issued according to District Water Code – Chapter 14, Section 13.

STAGE 3 - WATER CRISIS

The District’s supply or distribution system is not able to meet all the water demands of its customers under Stage 2 - Water Warning requirements.

Triggering Mechanism Any short-term water system operational issues deemed by the General Manager to warrant calling this stage based on a severe shortage targeting the need for a 26-50% cutback in demand. For long-term supply conditions, evidence of increasingly severe or persistent drought conditions are occurring or forecasted by the Department of Water Resources, and/or goal of 25% demand cutbacks in Stage 2 is not achieved, and/or low flow conditions for the Cosumnes are impacting pumping capability.

Consumption Limits **Service area-wide target for reduction: 26 - 50%.** Customers will be educated by the District on ways to achieve reduced consumption based on their own home or business unique opportunities to save for the duration of the water crisis condition until the water crisis has been declared over.

District Actions Continue all conservation program and District action elements through Stage 2, and mandate adherence to all shortage mitigation measures required under Stage 3 of the District’s Four Stage Shortage Mitigation Measures. Institute a rationing program through an allocation.

Requested Customer Actions Customers will be requested to comply with all Stage 3 shortage mitigation measures listed in the Five (5) Stage Shortage mitigation measures.

Penalties: For the first and subsequent water waste violations, penalties will be issued according to District Water Code – Chapter 14, Section 13.

STAGE 4 - WATER EMERGENCY

The District is experiencing a major failure of a supply, storage or distribution facility.

Triggering Mechanism

Any short-term water system operational issues deemed by the General Manager to warrant calling this stage based on an extreme shortage targeting the need for a more than 50% cutback in demand. For long-term supply conditions, evidence of exceptional, extreme or persistently severe drought conditions are occurring or forecasted by the Department of Water Resources, and/or goals for demand cutbacks in Stage 3 are not being achieved, and/or low flow conditions for the Cosumnes are severely impacting pumping capability.

Consumption Limits

*Conditions that would lead to a Stage 4 drought are highly unlikely. **Service area-wide target for reduction: Greater than 50%.***

Customers will be educated by the District on ways to achieve reduced consumption based on their own home or business unique opportunities to save for the duration of the water crisis condition. All customers may be required to restrict consumption to 50% (or more) of normal demands for the duration of the water emergency. If conditions warrant, the District may implement a rationing program for an indefinite period of time to ensure, to the extent possible, that there is adequate water for essential uses.

District Actions

Continue all conservation programs and District action elements through Stage 3, and mandate that all Stage 4 shortage mitigation measures be implemented immediately and strictly enforced.

Intensify media outreach program with regular updates on the state of the emergency.

Requested Customer Actions

Customers will be required to comply with all Stage 4 shortage mitigation measures.

Penalties

For the first and subsequent water waste violations, penalties will be issued according to District Water Code – Chapter 14, Section 13. Written notice shall be issued to customers using more than their customer category allocation (defined as more than 20% above allowable use)

and without a District approved variance (i.e., medical need). While maintaining adequate minimum fire flows for those homes with fire sprinklers, the District may install a flow restrictor on the service line if customer average daily usage is not reduced to within the allocation threshold after 10 days from the date of the written notice, a flow restrictor may be installed for a minimum of 10 days. The flow restrictor may remain in place during the irrigation season until December 1st or the District may suspend service temporarily until the cause of the violation is corrected. The flow restrictor may be removed based on the General Manager's approval and payment of all outstanding penalty and water service charges have been paid. A minimum of a reconnection fee will be charged as defined in District Water Code - Chapter 14. A customer may appeal one (1) time to the District Board of Directors.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER CONSERVATION MEASURES STAGE DEFINITIONS

“Normal” – Normal Water Supply and On-going Conservation

The District’s supply or distribution system is able to meet all water demands of its customers in the immediate future. All customers are being encouraged to use water for beneficial and reasonable uses. District customer demands are being monitored for meeting 20% reduction by 2020.

Stage One – Water Alert

There is a probability that the District’s supply or distribution system will not be able to meet all the water demands of its customers and the District’s ability to pump to reservoirs system may be impacted.

Stage Two – Water Warning

The District’s supply or distribution system is forecasted to not be able to meet all the water demands of its customers and District ability to pump to reservoirs system is forecasted to be or is actively being impacted.

Stage Three – Water Crisis

The District’s supply or distribution system is projected to not be able to meet all the water demands of its customers under **Stage 2 - Water Warning** requirements and District ability to pump to reservoirs system predicted to be or actually being impacted

Stage Four – Water Emergency

The District is projecting an imminent failure of a water supply, storage, or distribution facility based on an estimate of supply remaining.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER CONSERVATION MEASURES

“Normal” Supply and On-going Conservation Requested of Every Household or Business

1. Water will be used for beneficial uses; all unnecessary and wasteful uses of water are prohibited as described in District Code – Chapter 14 Water Code. Take advantage of the free information available from the District on how to use water efficiently, read a water meter, repair leaks, and irrigate efficiently. Up to date information is provided through the District’s web site.
2. Use water efficiently. Water shall be confined to the consumer’s property and shall not be allowed to run off to adjoining property or to the gutter. Care shall be taken not to water past the point of soil saturation. Customers are encouraged to report observed water waste. Two (2) to three (3) days per week using cycle and soak methods is sufficient for landscapes in the Rancho Murieta Community.
3. Prohibit free-flowing hoses for all uses including vehicle and equipment washing, ponds, and evaporative coolers. Use a hose and bucket method for washing and attach automatic shut-off devices on any hose or filling apparatus in use.
4. Regularly check and maintain irrigation systems, repair leaks, and adjust spray heads to provide optimum coverage and eliminate avoidable over-spray. Reduce minutes of run-time for each irrigation valve if water run-off (gutter flooding) is occurring.
5. Automatic sprinkler system timers shall be set to operate during cool evening hours and early morning hours when evaporation rates are low and on off-peak electrical hours (ideally between 3 a.m. and 6:00 a.m.). Customers are encouraged to reduce scheduled watering minutes.
6. Repair all leaks promptly. Leaking consumer pipes or faulty sprinklers shall be repaired within seven (7) days or less if warranted by the severity of the problem and subject to penalties as described in District Code – Chapter 14, Water Code, Section 13.03.
7. Properly maintain all pools, spas, and ornamental fountains/ponds to avoid drain and refill. All water features and pools shall be equipped with a recirculating pump and shall be constructed to be leak-proof. Pool draining and refilling shall be allowed only for health, maintenance, or structural considerations. Customer requests must be substantiated in writing by a pool consultant and approved by the District.
8. Avoid washing of streets, parking lots, driveways, sidewalks, or buildings, except as necessary for health or sanitary purposes. Use a high efficiency pressurized water broom for these purposes and not a conventional pressure washer or hose with a shut-off nozzle.

9. U.S. Environmental Protection Agency (EPA) WaterSense labeled water efficient plumbing fixtures, water efficient appliances, and high efficiency irrigation techniques, such as drip, are encouraged, as described in District Code – Chapter 14 – Water Code, Section 11 and found online at: www.epa.gov/watersense.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER SHORTAGE MEASURES STAGE DEFINITIONS

Stage One - Water Alert

Goal is 10% Reduction per Average Household or Business

1. All Stage “Normal” actions remain in force; unless revised herein.
2. All customers are encouraged to report observed water waste. The District’s Security Officers will be notifying District operations of any observed water waste for follow-up action.
3. Prohibit washing of streets, parking lots, driveways, sidewalks, or buildings, except as necessary for health or sanitary purposes. High efficiency pressurized water brooms are required for these purposes, conventional pressure washers or hoses with shut-off nozzles are not allowed.
4. Landscape irrigation shall be watered efficiently, preferably with a weather based irrigation controller or hose timer. If a weather based controller is not installed, change the minutes of run-time for irrigation valves consistent with fluctuations in weather as determined by evapotranspiration data provided by the District/Regional Water Authority.
5. Watering is limited to a maximum of **three (3) days per week** if and when necessary and no watering schedule (e.g., additional minutes) increases are permissible on designated watering days. Three (3) days per week water is sufficient for landscapes in the Rancho Murieta Community. Customers are to use cycle and soak watering with up to three (3) short watering cycles. Watering days need to be based on the following schedule.
 - ◆ Customers in Watering Group A may irrigate only on **Monday, Wednesday and Friday.**
 - ◆ Customers in Watering Group B may irrigate only on **Tuesday, Thursday and Saturday.**
 - ◆ **Sunday irrigation is not allowed.**
6. Residents are encouraged to reduce indoor water use by limiting showers. Washing full clothes washer and dishwasher loads.
7. Restaurants shall serve water only upon specific request.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER SHORTAGE MEASURES STAGE DEFINITIONS

Stage Two - Water Warning

Goal is 25% Reduction per Average Household or Business

1. All Stage “Normal” and Stage 1 actions remain in force; unless revised herein.
2. Landscape irrigation shall be limited to a maximum of **two (2) days per week** when necessary and no watering schedule (e.g., additional minutes) increases are permissible on designated watering days. Two (2) days per week water is sufficient for landscapes in the Rancho Murieta Community. Customers are to use cycle and soak watering with up to three short watering cycles. Watering shall be based on the following schedule.
 - a. Customers in Watering Group A may irrigate only on **Tuesdays and Saturdays**.
 - b. Customers in Watering Group B may irrigate only on **Wednesdays and Sundays**.
 - c. Watering times will be between the hours of 8:00 p.m. to 8:00 a.m. only.
3. Restaurants shall serve water only upon specific request.
4. Residents are strongly encouraged to reduce indoor water use by limiting showers, clothes washing and dish washing.
5. Tiered rate pricing will be instituted at this stage to promote more equitable and efficient water use and in an effort to meet demand cutback goals. A drought surcharge may also be included as needed to maintain revenue stability and/or assist with achieving demand reduction goals as needed based on approved District policies and District Code – Chapter 14 – Water Code.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER SHORTAGE MEASURES STAGE DEFINITIONS

Stage Three - Water Crisis

Goal is 25-50% Reduction per Average Household or Business

1. All Stage “Normal,” 1 and 2 actions remain in force; unless revised herein.
2. All customers are encouraged to report observed water waste. District security will be notifying District operations of any observed water waste for follow-up action.
3. Landscape irrigation shall be limited to a maximum of **one (1) day per week** when necessary and no watering schedule (e.g., additional minutes) increases are permissible on designated watering days. One (1) day per week water is sufficient for landscapes in the Rancho Murieta Community. Customers are to use cycle and soak watering with up to three short watering cycles. The schedule shall be based on the following **water day** schedule based on the following schedule.
 - ◆ Customers in Watering Group A may irrigate only on **Saturdays**.
 - ◆ Customers in Watering Group B may irrigate only on **Sundays**.
4. No irrigation is permitted on **Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays**.
5. No watering of new turf grass or replacement turf grass.
6. Vegetable garden may be hand watered.
7. No potable water from the District’s system shall be used to fill or refill new swimming pools, artificial lakes, ponds, or streams or other water feature until the **Water Crisis** has been declared over.
8. Prohibit water use for all ornamental water features (i.e. ponds and fountains).
9. No washing of automobiles or equipment shall be permitted unless done at a commercial establishment that uses recycled or reclaimed water.
10. Tiered pricing will be implemented to ensure drought mitigation goals are met. A drought surcharge may also be included as needed to maintain revenue stability based on approved District policies and District Water Code.

11. Cleaning of sewers, streets or flushing fire hydrants is restricted by any party other than emergency personnel or District employees and subject to District approval.
12. While maintaining adequate minimum fire flows for those homes with fire sprinklers, flow restrictors may be installed for excessive users persistently exceeding their water use above District defined rationing allocation for their customer category. Flow restrictors shall be one (1) gallon per minute (gpm) or less which is adequate for domestic sanitation needs.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

WATER SHORTAGE MEASURES STAGE DEFINITIONS

Stage Four - Water Emergency

Goal is 50+% Reduction per Average Household or Business

1. All Stage “Normal,” 1, 2, and 3 actions remain in force, unless revised herein.
2. All customers are encouraged to report observed water waste. Aggressive enforcement of water waste and no landscape irrigation shall include penalties up to mandatory misdemeanor citations with fines as noted in Section 13 of the Districts Water Code.
3. Landscape and garden irrigation shall not be allowed unless taken from a bucket from indoor water graywater sources (e.g., bath or clothes washer rinse water).
4. Cleaning of sewers, streets or flushing of fire hydrants is prohibited except in case of emergency and for essential operations.
5. No potable water from the District’s system shall be used for construction purposes such as dust control, compaction, or trench jetting.
6. No new or replacement landscaping of any kind can be installed.
7. Tiered pricing with drought surcharges will be in effect.
8. All uses of potable water from a fire hydrant are prohibited except for: fighting fires, District-approved human consumption essential water quality flushing, and toxic clean-up purposes.
9. While maintaining adequate minimum flows per regulatory requirements, flow restrictors will be installed for excessive users persistently exceeding their water use above District defined rationing allocation for their customer category. Flow restrictors shall be one (1) gallon per minute (gpm) or less which is adequate for domestic sanitation needs.

ATTACHMENT A

EMERGENCY OPERATING PROCEDURES DUE TO CATASTROPHIC FAILURE

ATTACHMENT B

Excerpt from the California Water Code, Urban Water Management Planning Act:
www.leginfo.ca.gov

10632. (a) The plan shall provide an urban water shortage contingency analysis that includes each of the following elements that are within the authority of the urban water supplier:

(1) Stages of action to be undertaken by the urban water supplier in response to water supply shortages, including up to a 50 percent reduction in water supply, and an outline of specific water supply conditions that are applicable to each stage.

(2) An estimate of the minimum water supply available during each of the next three water years based on the driest three-year historic sequence for the agency's water supply.

(3) Actions to be undertaken by the urban water supplier to prepare for, and implement during, a catastrophic interruption of water supplies including, but not limited to, a regional power outage, an earthquake, or other disaster.

(4) Additional, mandatory prohibitions against specific water use practices during water shortages, including, but not limited to, prohibiting the use of potable water for street cleaning.

(5) Consumption reduction methods in the most restrictive stages. Each urban water supplier may use any type of consumption reduction methods in its water shortage contingency analysis that would reduce water use, are appropriate for its area, and have the ability to achieve a water use reduction consistent with up to a 50 percent reduction in water supply.

(6) Penalties or charges for excessive use, where applicable.

(7) An analysis of the impacts of each of the actions and conditions described in paragraphs (1) to (6), inclusive, on the revenues and expenditures of the urban water supplier, and proposed measures to overcome those impacts, such as the development of reserves and rate adjustments.

(8) A draft water shortage contingency resolution or ordinance.

(9) A mechanism for determining actual reductions in water use pursuant to the urban water shortage contingency analysis.

(b) Commencing with the urban water management plan update due December 31, 2015, for purposes of developing the water shortage contingency analysis pursuant to subdivision (a), the urban water supplier shall analyze and define water features that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code.

MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Finance Committee Staff
Subject: Adopt Resolution 2012-09 Placing Delinquent Charges/Taxes on the Sacramento County Tax Rolls

RECOMMENDED ACTION

Adopt Resolution 2012-09 placing delinquent water, sewer, solid waste, security and/or drainage charges/taxes on the Sacramento County tax rolls to be purchased by Sacramento County under the Teeter Plan.

BACKGROUND

The Board adopts this resolution annually placing any delinquent water, sewer, garbage, security and/or drainage charges/taxes on the Sacramento County (County) tax rolls. Sacramento County has the option to purchase these charges from the District under the Teeter Plan thereby shifting responsibility for collection to the County. In exchange, the County receives all penalties and interest incurred after the charges are billed to the property owner via the property tax bills.

As of July 31, 2012, there are a total of 42 delinquent accounts totaling \$60,656.61 per the attached Exhibit A. This preliminary Exhibit A will be published as required by regulations in the Daily Recorder. An updated Exhibit A will be provided at the August 15, 2012 Board meeting which will reflect the then most current delinquent accounts and amounts that will be sent to the County for collection.

The Finance Committee recommends adoption.

RESOLUTION 2012-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF RANCHO MURIETA COMMUNITY SERVICES DISTRICT AUTHORIZING COLLECTION AND REQUESTING INCLUSION OF DELINQUENT RATES, SPECIAL TAXES, CHARGES AND PENALTIES FOR WATER, SEWER, SOLID WASTE, DRAINAGE AND SECURITY SERVICE ON THE TAX ROLL FOR THE FORTHCOMING FISCAL YEAR IN THE SAME MANNER AS THE GENERAL TAXES

WHEREAS, the Government Code authorizes the District to establish rates and charges for water, sewer, drainage and security services, prescribed penalties for nonpayment of those charges, and to have delinquent charges and penalties collected on the County tax roll; and

WHEREAS, the Rancho Murieta Community Services District, pursuant to Rancho Murieta Community Services District Code, Chapters 14, 15, 16, 21, and 31 prescribes rates, special taxes, and charges for water, sewer, solid waste, drainage and security service, provide for penalties for delinquent water, sewer, drainage and security rates, special taxes, and charges with the County tax roll; and

WHEREAS, the notices prescribed by law were duly published and mailed, and the Board of Directors held a Public Hearing on August 15, 2012 to consider all objections and protest, if any, to the reports on the delinquent charges prepared pursuant to law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rancho Murieta Community Services District hereby;

1. Adopts the written report of delinquent water, sewer, drainage and security rates, special taxes, charges and penalties attached hereto as Exhibit "A" and incorporated herein as of June 30, 2012, and determines that each amount described in said report for each parcel is proper and correct.
2. Request the Sacramento County Board of Supervisors to authorize the Auditor and Tax Collector to perform the functions provided by the Government Code and Rancho Murieta Community Services District Codes; Chapter 14, 15, 16, 21 and 31 respecting the placement of said delinquent charges on the tax roll and collecting said charges with the general taxes, for compensation at a cost not to exceed the amounts set by law.
3. The delinquent charges report, in the form submitted to this meeting and on file with the Board, is hereby approved and adopted. The General Manager of the District, or one or more of his/her designees, is hereby authorized to make changes to the Delinquent Charges Report before it is filed with the Sacramento County Auditor as provided in Section 4 hereof and to make changes in response to payments received from ratepayers.

4. A certified copy of this Resolution together with a list of all delinquent parcels subject to being placed on the tax rolls shall be delivered to the Sacramento County Auditor no later than August 17, 2012 as specified by written consent of the Sacramento County Auditor.

BE IT FURTHER RESOLVED, the Secretary of the Board is hereby directed to transmit a certified copy of this Resolution to the Board of Supervisors, County of Sacramento.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at their regular meeting held on this 15th day of August 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
Rancho Murieta Community Services District

MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Finance Committee Staff
Subject: Adopt Ordinance 2012-02, Amending District Code Chapter 8, Community Facilities Fees

RECOMMENDED ACTION

Adopt Ordinance 2012-02, an Ordinance amending District Code Chapter 8, the Community Facilities Fee Code, Section 3.00, to increase the Water Supply Augmentation and the Community Parks fees.

BACKGROUND

On a yearly basis, the District reviews and adjusts, as necessary, the fees collected to meet the District's current and future service needs. As part of that review, the District is required by Government Code Section 66000 to prepare a report on the findings and supporting background information on the fee adjustment. The attached reports are for the Water Supply Augmentation and Community Park fees.

The fee increases are summarized as follows:

<u>Fee</u>	<u>Index</u>	<u>% Increase</u>	<u>Current fee</u>	<u>Proposed Fee</u>
Community Park	ENR	2.1	\$ 1,850.62	\$ 1,889.48
Water Supply Augmentation	CPI	2.3	\$ 4,419.00	\$ 4,521.00

Increasing the fees requires a public hearing, which was noticed for the July Board meeting.

The Finance Committee recommends adoption.

This is the second and final reading. No public comments or opposition have been received.

ORDINANCE 2012-02

AN ORDINANCE OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AMENDING DISTRICT CODE CHAPTER 8, SECTION 3.00 OF THE COMMUNITY FACILITIES FEE CODE

BE IT ORDAINED by the Board of Directors of the Rancho Murieta Community Services District, Rancho Murieta, Sacramento County, California, as follows:

SECTION ONE:

Chapter 8 of the District Community Facilities Fee Code, Section 3.00 Fees is amended, in part, as follows:

3.03

a) A Capital Improvement Fee: No Change

b) A Community Park Fee in the amount of One Thousand Eight Hundred Eighty-Nine Dollars and Forty-Eight Cents (\$1,889.48) per single family or multi-family dwelling unit. (Note: the remainder of the paragraph is unchanged and this fee is to be paid upon issuance by the District of a water/sewer service permit.)

c) A Water Supply Augmentation Fee in the amount of Four Thousand Five Hundred Twenty-One Dollars (\$4,521.00) per EDU to be applied to: (Note: the remainder of the paragraph is unchanged and this fee is to be paid upon issuance by the District by a water/sewer permit).

SECTION TWO:

To the extent the terms and conditions of this Ordinance may be inconsistent or in conflict with the terms and provisions of any prior District ordinances, resolutions, rules or regulations the terms of this Ordinance shall prevail with respect to the terms and provisions thereof, and such inconsistent or conflicting terms and provisions of prior ordinances, resolutions, rules and regulations are hereby repealed.

SECTION THREE:

This Ordinance shall be in full force and effect thirty (30) days after adoption and shall be published within 10 days of adoption in a newspaper of general circulation published within the District.

SECTION FOUR:

The establishment, modification, structure, restructuring and approval of the fees, rates tolls or other charges as set forth herein are for the purposes of continuing to meet the District's cost for operation and maintenance, supplies and equipment, financial reserves, and capital replacement needs, and are necessary to maintain service within the District's existing service area.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting duly held on August 15, 2012, by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

Roberta Belton, President
Rancho Murieta Community Services District

[seal]

ATTEST:

Suzanne Lindenfeld, District Secretary

DRAFT

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000 COMPLIANCE REPORT
FOR
COMMUNITY PARK FEE**

July 2012

This report sets forth the findings and background information required by Government Code 66000 for the 2012 update of the District's Community Park Fee. The amount of this Fee is \$1,889.48 per residential dwelling unit ("DU").

I. Purpose of Fee

The purpose of the Community Park Fee (the "Fee") is to fund the public component of a mixed public/private community parks program to serve the Rancho Murieta community. The public component of the mixed public/private community parks program is currently anticipated to consist of development of community park facilities on the District owned park site located on Stonehouse Road.

In September 2004, the CSD granted the Stonehouse Park site to RMA as part of a three property exchange between RMA, CSD and PTF.

The fee is not normally collected by the District. The Rancho Murieta Association (RMA) collects a like amount Community Park Fee on all new development in the residential portions of the community north of Highway 16. Should the RMA not be able to collect the Fee, the CSD will collect the Fee and transfer the Fee to RMA.

II. Use of Fee

The revenues generated by the Fee will be used to fund the public portion of the costs of building a community park on the District property located on Stonehouse Road in Rancho Murieta (the "Stonehouse Community Park"). The Stonehouse Community Park is currently anticipated to consist of ball fields, hard courts, a concession building, a pool and cabana, picnic areas, landscaping, and other miscellaneous park related improvements (the "Stonehouse Community Park Facilities"). A more complete listing of the Stonehouse Community Park Facilities is provided in the budget attached to this report as Exhibit "A" (the "Public Community Park Program Budget").

Over time, the Parks Committee has made scope and project improvement changes to the original park facilities contemplated by this fee. While the facilities may have changed, the overall budget is still appropriate and will continue as the basis for the fee.

III. Relationship Between the Type of Development on which the Fee Is Imposed, the Fee's Use and the Need for the Facilities Being Funded Thereby

Residential development creates need and demand for community park and recreation facilities. Such facilities play a critical role in promoting and protecting the health, safety and general welfare of the residents of Rancho Murieta.

The park and recreational facilities required to serve the residents of the District are to be addressed through a mixed public/private community parks program that will include not only the publicly funded facilities on the Stonehouse site, but also privately funded facilities to include two community centers as well as park improvements for the Clementia Valley and Clementia Lakeside park sites. Whereas the public funds generated by this Fee will be administered by the District on behalf of all residents of the District, the private funds will be administered by the Rancho Murieta Association ("RMA") on behalf of its present and future members.

IV. Relationship Between the Amount of the Fee and the Cost of Providing Facilities to Address the Needs Attributable to the Development on which the Fees Are Imposed

A. Determination of Properties to be Served

The Community Park Facilities will be provided for the use of all present and future residents of the District and all present and future residents will contribute to the provision thereof. Those facilities funded with revenues generated by this Fee, or any other public resources, will be operated and maintained by the District. The total number of private dwelling units to be served by the Community Park Facilities is 4,962.¹

The Stonehouse facilities, to date in 2005, have been constructed by the RMA through their community and neighborhood park fee program. Accordingly, the CSD has not collected any public fees or constructed facilities.

As of December 1990, of these 4,962 dwelling units, the lands then annexed to RMA north of the Cosumnes River included 1,534 dwelling units and/or vacant lots. RMA agreed to contribute \$1,500,000 towards the construction of private community park facilities within the District in behalf of these 1,534 DU and/or lots. This contribution represented a fair share allocation of the cost of the community's overall community park program for these 1,534 dwelling units and/or lots. Additionally, as explained below, of the 4,962 dwelling units, 78

¹The Sacramento County approved Rancho Murieta Planned Development Ordinance (PD Ordinance) authorizes not more than 5,189 residential dwelling units within the existing boundaries of the District. In calculating the number of units to be served by the Community Park Facilities, however, two types of existing residential developments have been excluded. The existing mobile home park (189 dwelling units) has its own self-contained recreational facility. Also excluded will be the Rancho Murieta Country Club Lodge with 38 dwelling units used to provide temporary lodging to guests of its members. It has been determined by the District that the mobile home park and the Lodge will place negligible recreational demand on a community park. The total remaining properties to be served by the Community Parks Program is as follows:

Rancho Murieta PD Ordinance	5,189 DU
1. Mobile Home Park	< 189 DU >
2. RMCC Lodge - Villas	< 38 DU >
Total Properties To Be Served	4,962 DU

dwelling units within Rancho Murieta South had previously met their community park obligation.

Accordingly, the remaining number of dwelling units subject to this fee is determined as follows:

Total Properties To Be Served:	4,962 DU
Less:	
(1) RMA Units/Lots	<1,534 DU>
(2) Rancho Murieta South Lots	<78 DU>
Properties Subject To Fee:	3,350 DU

B. Determination of the Community Parks Program Budget

The costs of building the Stonehouse Community Park Facilities are estimated to be \$4,082,000. A detailed breakdown of such costs is provided in the attached Exhibit A.

C. Relationship Between Public and Private Community Park Program and Funding Sources

The relationship between the public and private community parks and the source of funds to cover the costs of the Community Parks Program are explained as follows:

i. Community Park Program

In 1990 and 1991, RMA entered into a series of Park Development Agreements with the owners of all undeveloped land within the District that requires the owners of these lands to convey certain neighborhood and community park sites to RMA and to pay a per dwelling unit fee to RMA for the development of those park sites. In December 1990, under the theory that the District needed to create an enforcement mechanism to assure compliance of the parties to the Park Development Agreements, the District, also being a signatory to these agreements, adopted a Community Park Fee of a like amount to fund the development of a community park at the Stonehouse site.

The demand placed on the District for community park facilities will decrease over time pro-rata in direct relationship to the number of dwelling units that are annexed to RMA and pay RMA's community park development fee. As development of the community progresses, the District's contingent responsibility decreases pro-rata until all residential lands within the District are developed and annexed to RMA.

In the event that one or more of the parties to the private park program created by the agreements failed to meet their respective responsibilities, the District would collect fees from the then remaining

undeveloped dwellings units thereby funding the construction of community park facilities on the Stonehouse site. The public community park facilities constructed through this process would fill the resulting void in the private community park facilities created by the failure of the private park program.

The proposed public community park budget is designed to yield a per dwelling unit fee equivalent to the current community park fee per dwelling unit (the "Contract Fee") then due under RMA's Park Development Agreements. Originally set at \$1,095 per dwelling unit in February 1991, these agreements included a provision that the Contract Fee would be adjusted annually pro-rata to the change in the Engineering News Record (ENR) Construction Cost Index for the San Francisco Region. Through April 2011, this Contract Fee had been adjusted to \$1,850.62 per residential dwelling unit. From April 2011 to April 2012, the ENR Index increased by 2.1%, thus the current fee is \$1,889.48.

Practically speaking, if, in the unlikely event that one or more of the parties default from their responsibilities under the agreements, the District would collect fees from the affected dwelling units, scale back the public community park budget accordingly and construct the needed community park facilities on the Stonehouse site. Over time, the District's "budget" for community park facilities will in effect dwindle in direct relationship to the ever declining number of yet to be developed residential dwelling units such that the resulting fee (reduced "budget" divided by the number of remaining undeveloped dwelling units) would continue to be equivalent to the amount of the per dwelling unit fee then due under the agreements.

ii. Private Funding Sources

1. RMA has agreed, on behalf of the owners of the 1,534 developed lots north of the Cosumnes River, that the Association, as of December 1990, would contribute One Million Five Hundred Thousand Dollars (\$1,500,000) towards the construction of private Community Park Facilities. (A complete listing of the properties covered by the RMA agreement is attached as Exhibit "B" to this Report.)
2. In addition, RMA has entered into a Park Development Agreement with the owners of 1142 of the 1220 undeveloped lots south of the Cosumnes River and a series of "sister" Park Development Agreements with the owners of all of the undeveloped residential land north of the Cosumnes River (estimated to be developed into 2,208 DU) pursuant to which the Landowners originally agreed to contribute \$1,095 per dwelling

unit to the RMA administered private Community Parks Program. (A complete listing of the properties subject to these Park Development Agreements is attached as Exhibit "C" to this Report.) The District has agreed to grant a credit to these Landowners in the amount of each lot's contribution to the RMA Administered Private Community Parks Program.

iii. Public Funding Sources

1. Approximately 78 of the 1220 lots south of the Cosumnes River had already met their community park funding obligations (and therefore are not subject to the Park Development Agreement) prior to execution of the Park Development Agreements in 1990 by paying the District's Community Facilities Fee then in effect of which slightly over forty percent (40%) has been allocated to park funding.

D. Determination of Fee

The Public Community Park Fee is intended to fund the costs of the public community park facilities at the Stonehouse site. The Stonehouse Community Park is expected to cost \$4,082,000. The previously mentioned 78 lots south of the Cosumnes River that is not subject to the Park Development Agreements had paid approximately \$63,960 towards the cost of the Stonehouse Community Park facilities as of October 1990. Since that time, these funds have accrued approximately \$35,129 in interest from the District's account in the State of California's Local Agency Investment Fund. In June 1998, the District released to RMA \$63,960 which represents the south's community parks contribution, less the District's costs for site grading at the Stonehouse site. The remaining costs of the Stonehouse Community Park facilities, in the amount of \$3,982,911 will be funded through the Fee. A community park fee of \$1,889.48 per dwelling unit, when applied to the 3350 dwelling units, will yield sufficient revenues (\$6,199,577) to cover such remaining costs.

E. Summary of Funding for Public Community Park Program

1. Public Community Park Program Budget:
 - a. Stonehouse Community Park Facilities \$4,082,000
2. Funding Sources:
 - a. Public Sources of Funds Community Park Fee \$6,330,227
(3350 DU x 1,889.62)
 - b. Park Component of Community

Facilities Fee for 78 Rancho Murieta South units Not subject to Park Development Agreement (Including interest earnings)	<u>\$99,089</u>
--	-----------------

Total Public Funds Available for Public Community
Parks Program

\$6,429,316

However, this total funding assumes a greater number of units than are currently anticipated. The estimate of the number of units as of 2004 that will have paid the fee is:

Unit 6	110
Rancho Murieta South (Units 1-9, Crest, Greens)	749
Lakeview	99
Riverview	150
Rancho Murieta North MBA	1,093
Old School Site	50
Apartment site	<u>200</u>
TOTAL	2,151

The summary of contributions to the parks fund is 2,151 lots at \$1,889.48, totaling \$4,064,271.

Of the 2,151 lots contributing to the parks program, as of 2012 the following lots remain undeveloped and subject to the fee:

Lakeview	99
Riverview	150
Rancho North MBA	1,093
Old School Site	50
Apartment site	200
Unit 6	<u>11</u>
TOTAL	1,627

The summary of contributions to the parks fund is 1603 lots at \$1,889.48, totaling \$3,028,836.

V. Determination of Credits

At any time prior to payment of the Fee, the owner of an undeveloped lot subject to the Fee may choose to participate in a Park Development Agreement with RMA. Such participants shall receive a credit towards the Fee for any amounts paid to RMA pursuant to such a Park Development Agreement, provided that RMA agrees to utilize the revenue thereby collected to construct improvements substantially similar in type and purpose to those enumerated in Exhibit A.

VI. Collection of Fee

This fee will be collected at the time of issuance of a water/sewer service permit. This will be a one-time per DU fee.

EXHIBIT A

PUBLIC COMMUNITY PARK PROGRAM BUDGET

STONEHOUSE COMMUNITY PARK

Fields & Lighting

A. Ball Fields	\$	186,000
B. Soccer Fields		106,000
C. Ball Field Lighting		<u>257,000</u>

SubTotal \$ 549,000

Courts & Lighting

A. Tennis	\$	66,000
B. Basketball		50,000
C. Lighting		<u>50,000</u>

SubTotal \$ 166,000

Bleachers & Benches	\$	50,000
Concession Building w/Restrooms (3,000 sf @ \$60/sf)		181,000
Playground & Picnic Areas		111,000
Trails & Walks		156,000
Landscape, Irrigation & Turf		211,000
Porta John Shelter		156,000
Pool & Cabana Facilities		986,000
Development Fee Administration Expense		10,000

Site Preparation & Improvements

A. Clear, Grubb & Grading	\$	106,000
B. Streets		106,000
C. Parking		136,000
D. Lighting		60,000
E. Utilities & Drainage		131,000
F. Misc.		<u>25,000</u>

Subtotal \$ 564,000

Subtotal \$ 3,140,000

Contingency (10%)	314,000
Architecural, Engineering, Inspection & Supervision (20%)	<u>628,000</u>

TOTAL COST FOR STONEHOUSE COMMUNITY PARK \$ 4,082,000

EXHIBIT B

PROPERTIES SUBJECT TO RMA AGREEMENT

Rancho Murieta Association's agreement to contribute One Million Five Hundred Thousand Dollars (\$1,500,000) towards construction of Community Park Facilities was made on behalf of the owners of the developed lots in the following existing subdivisions:

		Recording Information or APN
1.	Rancho Murieta Unit No. 1	95BM18
2.	Rancho Murieta Unit No. 1A	111BM23
3.	Rancho Murieta Unit No. 2	121BM8
4.	Rancho Murieta Unit No. 3	132BM14
5.	Rancho Murieta Unit No. 3A	163BM1
6.	Rancho Murieta Unit No. 3B	172BM17
7.	Rancho Murieta Unit No. 4	142BM9

EXHIBIT C

PROPERTIES SUBJECT TO THE PARK DEVELOPMENT AGREEMENT

The following properties are subject to the park Development Agreement:

	Recording Information or APN
1. Rancho Murieta South Unit No. 1A ²	202 BM 10
2. Rancho Murieta South Unit No. 1B ³	202 BM 11
3. Rancho Murieta South Unit No. 2A	207 BM 1
4. Rancho Murieta South Unit No. 2B	207 BM 2
5. Rancho Murieta South Unit No. 3	209 BM 4
6. Rancho Murieta South Unit No. 4	209 BM 5
7. Rancho Murieta South Unit No. 5	216 BM 11
8. Rancho Murieta South - "Phase II"	128-0080-089 & 128-0080-090
9. Rancho Murieta South - "The Crest" (Parcel 3)	123 PM 26
10. Rancho Murieta South - "The Greens" (Parcel 4)	123 PM 26
11. Rancho Murieta South - "Lakeview" (Parcel 5)	123 PM 26
12. Rancho Murieta South - "Riverview" (Parcel 6)	123 PM 26
13. Rancho Murieta North Hotel Site (Parcel A)	98 PM 23
14. Rancho Murieta North Unit No. 6	213 BM 6
15. The Villas Townhouse Site (Parcel 1)	92 PM 22
16. Rancho Murieta North Unit No. 5	073-0190-071 & 073-0190-047
17. Calero Residential (Parcel A)	801102 O.R. 842
18. Rancho Murieta North - School Site (Lot A)	95 BM 18
19. Rancho Murieta North Remainder (Parcel 7)	123 PM 26
20. Murieta "Ruins" Parcel (Parcel 12)	123 PM 26
21. Future Driving Range Site (Parcel 10)	123 PM 26

²Of the 57 recorded lots in Rancho Murieta South Unit No. 1A, only 12 lots are subject to the Park Development Agreement. The 12 lots that are subject to the Parks Development Agreement are Lots 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 49 & 50.

³Of the 40 lots contained in Rancho Murieta South Unit No. 1B only 7 lots are subject to the Park Development Agreement. The 7 lots that are subject to the Park Development Agreement are Lots 51, 53, 58, 75, 80, 81, & 82.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

**GOVERNMENT CODE 66000 COMPLIANCE REPORT
FOR
WATER SUPPLY AUGMENTATION FEE**

July 2012

This report sets forth the findings and background information required by Government Code 66000 for the 2012 update of the District's Water Supply Augmentation Fee. The amount of this Fee is \$4,521.00 per equivalent dwelling unit.

I. Purpose of Fee

The purpose of the Water Supply Augmentation Fee is to provide funds for the orderly and timely expansion of the District's water supply system to meet the future demands of the undeveloped lands within the District's existing boundaries.

II. Use of Fee

Funds generated by the Fee will be used to develop a Water Supply Augmentation Project, which is currently anticipated to consist of a system of water wells, construction of transmission facilities, construction of irrigation facilities and the performance of various studies and other miscellaneous management and administrative functions. A complete breakdown of the projected water supply augmentation facilities and costs are shown in Exhibit "A".

III. Relationship Between Need for Facilities, Use of Fee and Type of Development

Virtually all development that occurs within the District requires a potable water supply as required by the California Health and Safety Code, as well as by local agencies responsible for such services as fire protection. The current water supply facilities of the District are adequate to serve existing development, but additional water supply facilities are required to serve future development within the District. Specifically, this fee applies on an equitable basis only to those future developments that require water service, and the funds generated from this fee will be used to develop water supply facilities that will be capable of meeting the water supply needs of said future development. This Fee is established to insure the adequacy and reliability of the District's water supply as development of undeveloped lands occurs.

IV. Relationship Between Dwelling Units and Equivalent Dwelling Units

The Sacramento County approved Rancho Murieta Planned Development Ordinance (PD Ordinance) authorizes not more than 5,189 residential dwelling units (DU) and approximately 839 equivalent dwelling units (EDU) of associated municipal, commercial and industrial land uses within the existing boundaries of the District.

In order to compare residential, commercial, and industrial properties for purposes of establishing an equitable fee structure, water consumption has been evaluated on an EDU basis. Using a standard rate of 750 gallons per day (GPD) per EDU (750 GPD/EDU), the equivalent dwelling unit counts for all residential, municipal, commercial and industrial land uses can be computed. The basis for the EDU determination is the District's Water Supply Study prepared by Giberson & Associates titled "Rancho Murieta Water Supply: Planning for Future Droughts (February 1990)."

Exhibit "B" contains the calculations that convert the various residential, municipal, commercial and industrial land uses to a total EDU count. The total of the proposed and existing residential, municipal, commercial and industrial land uses planned within the boundaries of the District is 5,273 EDU. Existing development within the District as of the date of creation of this fee (December 1990) generated a water demand estimated at 1,364 EDU. The properties subject to this Fee will generate a water demand estimated at 3,909 EDU.

V. Determination of Benefited Properties

The District's Water Supply Study determined that the District's existing water supply system has the ability to provide adequate and reliable water service to approximately 3,206 EDU (estimated at 3,500 DU of various residential land uses and 451 EDU of municipal, commercial and industrial land uses). Since the District had an existing commitment to serve 1,364 EDU in December 1990, the District could then serve an additional 1,842 EDU before exceeding the existing capacity of the water supply system.

Under the terms of the District's 1986 Acquisition and Service Agreement (October 23, 1986), Rancho Murieta Properties, Inc. (RMPI), the then owner of nearly all of the undeveloped lands within the District, expressly acknowledged the potential need for additional capacity and agreed to pay for any needed additional water supply facilities. In 1990 and 1991, the 2nd Amendment to the Acquisition and Service Agreement was executed by all owners of remaining undeveloped land that was subject to the original Acquisition and Service Agreement. The 2nd Amendment established a contract fee to be paid by these landowners per EDU for water supply augmentation. Originally set at \$2,500/EDU, the 2nd Amendment included a provision that the contract fee would be adjusted annually pro-rata to the change in the U.S. Consumer Price Index (CPI). The CPI from April 2011 to April 2012 increased 2.3%, thus the current fee is \$4,521.00 per EDU. The District recognizes that other future customers may benefit from the development of additional District water supplies to be funded by the lands subject to the Acquisition and Services Agreement (ASA).

Accordingly, the District proposes to require all future customers to pay for their pro-rata share of the cost to improve the District's water supply system and, through enactment of the Water Supply Augmentation Fee, to impose a uniform fee upon all new development. For the purposes of the determination of the Fee, all undeveloped properties within the District subject to the 2nd Amendment of the Acquisition and Service Agreement will share the cost of improving the District's water supply system on an equitable basis. The following properties will be subject to the Fee.

1. All undeveloped lands subject to the 2nd Amendment of the Acquisition and Service Agreement.
2. The following lands which are not subject to the Acquisition and Service Agreement:
 - a. Rancho Murieta Airport
 - b. Murieta Airport Business Park
 - c. Murieta Equine Complex
 - d. Miscellaneous Park Sites Not Subject To The ASA.

VI. Determination of the Budget

There are three major water facilities that are currently anticipated to be required to augment the District's water supply system:

1. An on-site well system to be located in the southwest corner of the District.
2. An off-site well system to be located in the vicinity of Sloughouse - some five miles west of the District boundary.
3. A commercial area irrigation system to provide raw irrigation water to the landscaped portions of the commercial area. By eliminating these demands from the domestic system, additional domestic demands can be served in lieu of developing additional water supplies.

However, in the 1990's, options 1 & 2 proved unsuccessful. The District embarked in additional investigations of groundwater and surface water alternatives. The most likely project is groundwater source south of the Cosumnes River. The District is working with the Sacramento Central Groundwater Authority and the South County Groundwater Council to position the District to make use of 1500 AF of water from SMUD as part of the Water Forums agreement. The actual budget of the preferred alternative is still undetermined, although the current budget is still appropriate for the basis for the current fee.

In 2007 the District completed its first Integrated Water Management Plan. This IWMP evaluated the potential to utilize all of the District's water resources for the benefit of the District residents and businesses. In 2010 the District updated the 2007 IWMP. The 2010 IWMP included new analysis of the water supply based on 2020 Compliance, new critical hydrologic year supplies and the use of recycled water. The net result of the study shows a supply shortfall of 600 AF including a 300 AF prudent reserve.

Based on these results the District solicited and received a DWR grant for a joint Augmentation Supply and Recharge project. The new augmentation supply is a ground water well first evaluated in the 1990's, south of the airport. Given the new shortfall of 600 AF, it is believed this well will meet the supply shortfall.

The District adopted policies in July 2011 requiring all new development to use recycled water for landscape irrigation. This use of recycled water is a necessary component of the supply equation to reduce the shortfall to 600 AF.

Accordingly, the new well and recycled water facilities logically will be funded in part by the augmentation reserves. However, at this time, the fee remains the same, until such time as the District embarks on a more detailed cost analysis of augmentation projects.

Also included within the projects to be funded by the Fee are the necessary studies and administrative costs to implement this program. A complete breakdown of the projected costs is shown in Exhibit "A".

VII. Determination of the Fee

This Fee is based on a Project composed of a combination of on-site and off-site well systems and a raw water irrigation system. These systems are anticipated to be required to assure that the District's water supply system is adequate and reliable at full build-out of the District.

Notwithstanding the annual CPI adjustment provision mentioned above, the 2nd Amendment to the Acquisition and Service Agreement also includes a provision that allows the contract amount to be adjusted to an amount necessary to augment the District's water supply system "which will provide an augmented water supply sufficient to serve" the anticipated future development. The project budget determined above was prepared to review the reliability of the CPI adjusted contract budget contained in the 2nd Amendment to the ASA and was based on current cost estimates of the water supply augmentation project contemplated in the 2nd Amendment to the ASA.

While the project budget determined above is slightly lower than the CPI adjusted contract budget contained in the 2nd Amendment to the ASA, within a reasonable margin of error, there is no significant difference between the contract budget and the project budget determined above. Accordingly, there is no justification at this time to adopt a fee amount that is in excess of the contract amount established by the CPI adjusted contract fee amount.

The proposed Water Supply Augmentation Fee is determined as follows:

o	Total Benefited Properties	3,909 EDU
o	Total Budget	\$11,714,000
o	Water Supply Augmentation Fee	\$ 4,521/EDU

The development community is reducing the density. As a result, the fee may increase following determination of a community buildout density scenario and attendant

augmentation supply project. Likewise, with reduced density, a lower shortfall may result, which may reduce the fee.

VIII. Revision of Costs, Refunds, Agreements

As stated above, certain property owners have previously entered into the 2nd Amendment to the ASA which independently imposed the proposed fee and provided for a refund mechanism in the event that the Water Supply Project is less costly than presently contemplated. Any of the land owners subject to this Fee may similarly enter into such an Amendment providing for a refund mechanism.

IX. Collection of Fee

This Fee will be collected at the time of issuance of the Water and Sewer Service Permit. This will be a one time per EDU Fee.

DRAFT

EXHIBIT A

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000
WATER SUPPLY AUGMENTATION
BUDGET & FEE DETERMINATION
2012

As of 1997, estimated cost of development of the proposed Water Supply Augmentation Project is:

1.	Off-site Well System		
	a. Wells	\$	1,530,000
	b. Right of Way		850,000
	c. Transmission Mains		5,000,000
	d. Contingency (20%)		1,480,000
	e. Engineering, Inspection, Supervision & Administration (25%)		1,845,000
		Subtotal:	<u>\$ 10,705,000</u>
2.	Commercial irrigation		
	a. Pipe	\$	222,000
	b. Pump Station		163,000
	c. Modifications		10,000
	d. Contingency (20%)		82,000
	e. Engineering, Inspection, Supervision & Administration (25%)		119,000
		Subtotal:	<u>\$ 596,000</u>
3.	Miscellaneous Studies & Administration		
	a. Engineering Feasibility Studies	\$	56,000
	b. Ground Water Exploration		82,000
	c. Ground Water Testing		127,000
	d. Environmental Studies		20,000
	e. Legal Fees		56,000
	f. Staff Time		36,000
	g. Miscellaneous		36,000
		Subtotal:	<u>\$ 413,000</u>
		TOTAL BUDGET	<u><u>\$ 11,714,000</u></u>

EXHIBIT A (cont)

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000
WATER SUPPLY AUGMENTATION
BUDGET & FEE DETERMINATION
2012

5. Fee Calculation		
a. Budget Total	\$	11,714,000
b. Benefiting EDU's		3,909
c. Fee/EDU		2,996
6. Comparison of Calculated Fee to CPI Adjustment of Contract Amount Per 2nd Amendment of Acquisition and Services Agreement (ASA)		
a. Original Contract Amount	\$	2,500/EDU (1990)
b. Updated Contract Amount Per CPI	\$	4,521/EDU

7. Fee Determination

The fee as calculated above from the 1997 Cost Estimate is lower than the CPI adjusted contract amount from the 2nd Amendment of the ASA (\$2,996 vs. \$4,521).

While the project budget determined above is lower than the CPI adjusted contract budget contained in the 2nd Amendment to the ASA, the difference between the contract budget and the project budget determined above, taking into account the uncertain nature of actual construction costs or the final project elements and components, as well as reduced density is appropriate.

Therefore the fee is determined to be: \$4,521/EDU

EXHIBIT B
RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000
CALCULATIONS FOR EQUIVALENT DWELLING UNITS
WATER SUPPLY AUGMENTATION FEE

TYPE OF USE	FACILITY COUNTS	EDU RATIO	TOTAL EDU	EXISTING EDU (4)
1. RESIDENTIAL				
Estate Lots - North (F)	2125 DU	1.00	2,125	0
Estate Lots - North (E)	494 DU	1.00	494	494
Estate Lots > 12,000 S.F. - South (F)	203 DU	1.00	203	0
Estate Lots < 12,000 S.F.- South (F)	1037 DU	0.90	933	0
Halfplex Lots - South (F)	60 DU	0.50	30	0
Cottage Lots (E)	197 DU	0.70	138	138
Circle Lots (E)	457 DU	0.70	320	320
Townhouse Lots (E)	389 DU	0.50	195	195
Mobile Home Lots (E)	189 DU	0.30	57	57
The Villas	38 DU	0.50	19	19
SUBTOTAL	5,189		4,513	1,223
2. COMMERCIAL/INDUSTRIAL				
Hotel	200 Rooms	0.5000	100	0
Airport	87,000 S.F.	0.0001	9	3
Fire Department	5,000 S.F.	0.0005	3	3
RMA Admin Building	7,000 S.F.	0.0001	1	1
Murieta Village (Clubhouse)	5,000 S.F.	0.0005	3	3
Murieta Village (Irrigation)	3 Acres	3.5000	11	11
Auxiliary Golf Course	1 Acre	3.5000	4	4
RMA Facilities	2,500 S.F.	0.0001	0	0
Plaza Irrigation (Est.)	2 Acres	3.5000	7	7
Murieta Equestrian Center	120,000 S.F.	0.0002	24	24
Country Store	4,000 S.F.	0.0002	1	1
R.M.T.C.	55,500 S.F.	0.0005	33	33
Lone Pine Ponds	1 Acre	3.5000	4	4
Light industry	550,000 S.F.	0.0001	55	13
Retail Shopping	495,000 S.F.	0.0002	99	14
Offices	440,000 S.F.	0.0001	44	0
Clubhouse Facilities (E)	40,000 S.F.	0.0005	20	20
SUBTOTAL			415	141
3. PARKS				
80 Acres (Est.)	80 Acres	3.5000	260	0
4. SCHOOLS				
Schools w/o Showers (Est.)	1,200 students	0.0200	24	0
Schools w/ Showers (Est.)	2,000 students	0.0200	40	0
TOTAL			5,273	1,364
Less Existing EDU			<u>(1,364)</u>	
TOTAL NEW EDU			3,909	

NOTES

1. Calculation for the Total EDU Counts is as follows: EDU = (Facility Count) x (EDU Ratio)
2. All building areas represent gross floor area
3. All acreage represents gross parcel areas
4. Existing EDUs are not subject to the fee

EXHIBIT B
RANCHO MURIETA COMMUNITY SERVICES DISTRICT
WATER SUPPLY AUGMENTATION FEE EDU RATIO CALCULATION
DECEMBER 12, 1990

NO	LAND USE TYPE	UNIT	WATER USE (GPD)	CONSUMPTION PER EDU	EDU RATIO (1)	ADOPTED EDU RATIO
A. <u>RESIDENTIAL LAND USES</u>						
1.	Estate Lot > 12,000 S.F.	Dwelling Unit	750	750	1.00	1.0
2.	Estate Lot < 12,000 S.F.	Dwelling Unit	650	750	0.87	0.9
3.	Cottage Lot	Dwelling Unit	500	750	0.67	0.7
4.	Circle Lot	Dwelling unit	550	750	0.73	0.7
5.	Halfplex Lot	Dwelling Unit	400	750	0.53	0.5
6.	Townhouse Lot	Dwelling Unit	350	750	0.47	0.5
7.	Murieta Village Lot	Dwelling Unit	200	750	0.37	0.3
8.	Country Club Lodge Lot	Dwelling Unit	400	750	0.53	0.5
B. <u>NON-RESIDENTIAL LAND USES</u>						
1.	Business & Professional Office Buildings	1,000 S.F.	80	750	0.11	0.1
2.	Retail & Commercial Buildings	1,000 S.F.	180	750	0.24	0.2
3.	Clubhouse Buildings	1,000 S.F.	400	750	0.53	0.5
4.	Community Buildings	1,000 S.F.	400	750	0.53	0.5
5.	Restaurants, Bars & Cocktail Lounges	1,000 S.F.	1,500	750	2.00	2.0
6.	School Buildings	100 students	1,500	750	2.00	2.0
7.	Training Facility Buildings	100 students	500	750	0.67	0.5
8.	Light Industrial Buildings	1,000 S.F.	40	750	0.05	0.1
9.	Murieta Equestrian Center Buildings	1,000 S.F.	175	750	0.23	0.2
10.	Airport Buildings	1,000 S.F.	30	750	0.04	0.1
11.	Motel/Hotel Facilities	Room	245	750	0.33	0.3
12.	Irrigated Lands & Miscellaneous Property Uses	Acres	2,600	750	3.47	3.5

FOOTNOTES:

1. EDU Ratio = Water Use in GPD per Unit / (750 GPD/EDU)
2. An EDU is defined as a single family home located on an estate lot greater than 12,000 S.F. with an average water consumption rate of 750 GPD.
3. All building areas represent gross floor area
4. All acreage represents gross parcel area

MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Personnel Committee Staff
Subject: Adopt District Policy 2012-05, District Driving Policy

RECOMMENDED ACTION

Adopt District Policy 2012-05, District Driving Policy. This policy supersedes District Policy 85-2.

BACKGROUND

District Policy 85-2 was adopted in 1985. Staff has reviewed the policy and recommends adoption of District Policy 2012-05 with the changes as indicated in the attached draft policy. Legal counsel has reviewed this policy.

In the past, when we were covered by Special District Risk Management Authority (SDRMA) for insurance, we were required to send them the names and driver's license numbers for anyone who would be driving a District vehicle. SDRMA would get the driver's driving record and points through the PULL Program. Our current insurance carrier, Golden State Risk Management Authority (GSRMA), does not require the names and driver's license numbers of District drivers.

Upon adoption of this policy, the District will pick-up the responsibility of retrieving driving records through the PULL Program. There may be a minimal charge (estimated at \$5) for each record pulled. GSRMA is looking into the availability of the PULL Program through their Memberlink/Target Safety program, which may eliminate the cost altogether.

The Personnel Committee recommends adoption.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Category:	Administration	Policy # 2012-05
Title:	District Driving Policy	

PURPOSE

The purpose of this policy is to reduce the frequency and severity of vehicle-related accidents and losses by:

- a. Applying uniform criteria in evaluating the acceptability of driver record information of individuals driving in the performance of District business; and
- b. Establishing disciplinary procedures for different types of driving violations

SCOPE

This policy applies to all regular, part-time and temporary District employees and volunteers who drive on behalf of the District. This policy does not apply to Directors. However, Directors who may, on occasion, drive a District vehicle are encouraged to provide their driver license information but are not required to do so. Notwithstanding the foregoing, any person, including a Director, shall comply with all applicable laws in the operation of any vehicle, District owned or personally owned, while driving in the performance of District business.

POLICY

A regular, part-time or temporary District employee or volunteer who drives on behalf of the District is referred to herein as a "Driver." District owned vehicles are to be used for District business and not for personal purposes unless approved in advanced by the General Manager (such approval shall be provided only under mitigating circumstances and on rare occasion).

PULL Program

The District shall participate in the Department of Motor Vehicles (DMV) Employer Pull Notice Program (a.k.a.: "Pull Program"). Records for any Drivers operating vehicles in the performance of District business shall be requested from DMV:

- a. Upon employment or, in the case of volunteers, prior to first use of a District vehicle; and
- b. Annually, normally in the month of March; and
- c. Immediately in the event of new activity (e.g., moving violation, accident, address change, etc.).

Information generated during the record review (Pull Program) will include:

- a. Type of license;
- b. Expiration date;
- c. Endorsements;
- d. DMV action suspensions, revocations and penal code violations (NOTS Discipline); and
- e. Vehicle Code violations, which include violations occurring while driving on personal time and while driving in the performance of District business (NOTS Points).

Drivers who have terminated employment with the District will be deleted from the Pull Program.

An employee who receives notice from CA DMV that their driver's license has been suspended or revoked shall immediately notify the District.

Negligent Operator Treatment System

The California Vehicle Code assigns violation points that are assessed and tracked by the California Department of Motor Vehicles (CA DMV) via the Negligent Operator Treatment System (NOTS). Most driving offenses, such as hit and run, reckless driving, and driving under the influence, are designated as 2 points and will remain on your record for seven years from the violation date. Most other offenses are designated as 1 point and will remain on your record for three years from the violation date. Any "at fault" accident is normally counted as one point.

More information regarding NOTS and violation points can be found at:

http://www.dmv.ca.gov/dl/driversafety/neg_operator.htm

DISCIPLINARY PROCEDURES

1. A Driver will immediately attend a qualified defensive driver training course (State of California Defensive Driver Training, National Safety Council Defensive Driver Training, etc.) based on the following:
 - a. NOTS Points accumulated on their driving record in the time period specified

Point Count	Time Period
2	Within 12 months
4	Within 24 months
6	Within 36 months

or;

- b. The Driver receives any moving violation in a District owned vehicle within a thirty-six (36) month period.
2. A Driver will be suspended from District driving privileges for one hundred and twenty (120) days based on the following:
- a. NOTS Points accumulated on their driving record in the time period specified

Point Count	Time Period
3	Within 12 months
5	Within 24 months
7	Within 36 months

- or;
- b. The Driver receives a citation for DUI, reckless driving, or speeding on personal time within thirty-six (36) months (sanctions for these citations while operating any vehicle in the performance of District business will result in permanent suspension of District driving privileges); or;
 - c. The Driver is involved in two (2) “at fault” accidents within twenty-four (24) months.

If the Driver’s job routinely involves driving a vehicle and if temporary suspension of their driving privileges would impose a hardship on normal District operations, the Driver will be terminated from employment.

3. A Driver will be permanently suspended from District driving privileges if:
- a. The Driver receives a citation for DUI, reckless driving, or speeding while operating any vehicle in the performance of District business within thirty-six (36) months; or
 - b. The Driver receives two (2) citations for DUI, or two (2) citations for reckless driving, or two (2) citations for speeding, or any combination thereof, while driving any vehicle during non-work hours, within thirty-six (36) months.

If the Driver’s job routinely involves driving a vehicle and if permanent suspension of their driving privileges would impose a hardship on normal District operations, the Driver will be terminated from employment.

COMPLAINTS AND POOR DRIVING

Occasionally, it may be brought to the District’s attention that a Driver is exposing the District to undue liability through poor driving techniques, habits, reckless driving and/or speeding. All such complaints will be investigated and acted upon accordingly.

CONTINUING DEFENSIVE DRIVER-TRAINING

All Drivers shall attend an approved defensive driver-training course at least once every four (4) years or more often as specified in the Disciplinary Procedures above.

<p>Approved by the Rancho Murieta Community Services District's Board of Directors</p>	
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DRAFT

MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Personnel Committee Staff
Subject: Adopt District Policy 2012-13, Personal Property

RECOMMENDED ACTION

Adopt District Policy 2012-13, Personal Property.

BACKGROUND

The purpose of this policy is to provide employees with the understanding that the District is not liable for the security, care, loss, or damage of any employee's personal property, vehicle or their contents at any time. Legal Counsel has reviewed the policy. The District currently does not have such a policy in place.

The Personnel Committee recommends adoption.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Category:	Personnel	Policy # 2012-13
Title:	Personal Property	

PURPOSE

The purpose of this policy is to provide employees with the understanding that the District is not responsible for the security, care, safety, loss or damage of any employee's personal property, vehicle or their contents at any time.

POLICY

Personal Property

Employees bringing personal property to work do so at their own risk. The District advises all employees to take all precautions necessary to safeguard their personal possessions. The District undertakes no duty and assumes no liability whatsoever for the damage, loss or theft to the personal property of District employees caused by third parties or caused by District employees' intentional wrongful acts and/or acts outside the course and scope of the duties of District employees.

All storage facilities, office and workspaces, including desks and lockers, are property of the District, and the District reserves the right to have access to these areas and properties at any time without advance notice to any employee. Therefore, your work area and any other District property are subject to inspection. Except as set forth below, Employees shall have no protected expectation of privacy in their offices, desks, lockers, computers, workspaces, storage facilities or other areas of the District facilities or properties.

In order to promote the safety of employees and District visitors, as well as the security of its facilities, the District reserves the right to conduct video surveillance of any portion of its premises at any time. The only exception to this policy includes private areas of restrooms, showers and dressing rooms, where employees shall have a reasonable expectation of privacy and these areas shall not be subject to video surveillance.

Theft

Security measures, including video surveillance, are in place to hinder theft. Theft involves more than the taking of money and/or products. All District information and records are the legal property of the District and must not leave the premises without express authorization from the General Manager. Any employee caught stealing any property is subject to discipline up to and including termination of employment.

Approved by Rancho Murieta Community Services District's Board of Directors	
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MEMORANDUM

Date: August 9, 2012
To: Board of Directors
From: Personnel Committee Staff
Subject: Adopt 2012 Non-Rep Salary Range CPI Adjustment

RECOMMENDED ACTION

Adopt the 2012 Non-represented Salary Ranges, which have been adjusted by the 2011 annual average change in the Bureau of Labor Statistics CPI of 3.2%, effective July 1, 2012. In subsequent years, new non-represented salary ranges will be effective April 1st to align with the April annual review date approved in the Pay for Performance Manual update.

BACKGROUND

In July 2012, the Pay for Performance Manual update was adopted by the Board of Directors. The Pay for Performance program identifies the procedures and processes the District follows in managing the salary structure for job classifications to ensure market competitiveness is maintained. The Pay for Performance program allows for the salary ranges to be adjusted in non-survey years based on changes in the Consumer Price Index (CPI).

The last survey was performed by Koff & Associates in April 2011 as part of the Total Compensation study and the results were reported to the Board of Directors in June 2011. The salary ranges for non-represented employees were not revised at that time pending the finalization of the Pay for Performance Manual update. Now that the Pay for Performance Manual update has been approved the next step, since it has been over a year from when the survey was completed, is to adjust the non-represented salary ranges that were recommended in the Total Compensation study with the change in the CPI.

Staff recommends that the typical process for adjustments to the non-represented salary ranges be as follows:

1. No less than every three (3) years, as provided for in the Pay for Performance Manual, the District will survey comparative agencies to determine market competitiveness of the District's salary ranges. The survey will be conducted and finalized during the first three (3) months of the calendar year. The survey results will be taken to the Personnel Committee, no later than April, for review and approval to carry forward to the Board of Directors meeting. The revised salary ranges will be effective April 1st each year. This effective date coincides with the April annual review date for non-represented employees, which is established in the Pay for Performance Manual.

2. On non-survey years the District will use the annual average change in the CPI as the adjusting factor for the non-represented salary ranges. This average is calculated by the Bureau of Labor Statistics and is normally available in January each year. The annual average change in the CPI for 2011 is 3.2%.
3. This factor will be applied to the current non-represented salary ranges for an effective date of April 1st each non-survey year. The adjusted salary ranges will be presented to the Personnel Committee, usually in the month of March, for review and approval to carry forward to the Board of Directors at the March Board Meeting (again with an effective date of April 1).
4. An adjustment to the salary range does not result in an automatic adjustment to any employee's rate of pay; unless the employee's current rate of pay falls below the minimum of their new salary range. The Pay for Performance manual allows for that employee's rate of pay to be increased to the minimum of the range if the employee is rated at least "meets standards" on their last performance evaluation.
5. Adjustments to represented employees' salary ranges are in accordance with the terms and conditions of the current Memorandum of Understanding in any given year.

The attached 2012 Non-represented Salary Ranges incorporate the 3.2% change in the average annual CPI for 2011. This revision will be effective July 1, 2012 to be consistent with the approval of the Pay for Performance Manual update.

Three (3) positions will be eligible for an increase to the minimum level of their adjusted salary range provided they were rated at least "meets standard" (which is equivalent to the newly adopted "fully functional" rating) on their last performance evaluation. These positions are Sergeant, Director of Field Operations and Utility Supervisor with an increase of 2.2% (\$87 per month), .7% (\$55 per month) and 3.96% (\$208 per month), respectively.

The Personnel Committee did not make a recommendation.

Rancho Murieta Community Services District
Proposed Salary Schedule
Effective July 1, 2012

District Position	Range #	Monthly Salary Range		
		Minimum	Control Point	Maximum
	NR1	\$3,192	\$3,830	\$4,213
	NR2	\$3,272	\$3,926	\$4,318
	NR3	\$3,351	\$4,022	\$4,424
	NR4	\$3,435	\$4,122	\$4,534
	NR5	\$3,519	\$4,223	\$4,645
	NR6	\$3,607	\$4,328	\$4,761
	NR7	\$3,697	\$4,436	\$4,880
	NR8	\$3,787	\$4,545	\$4,999
	NR9	\$3,882	\$4,658	\$5,124
	NR10	\$3,977	\$4,772	\$5,249
	NR11	\$4,076	\$4,891	\$5,380
Sergeant	NR12	\$4,175	\$5,010	\$5,511
	NR13	\$4,280	\$5,136	\$5,649
	NR14	\$4,384	\$5,261	\$5,787
	NR15	\$4,494	\$5,392	\$5,932
	NR16	\$4,603	\$5,524	\$6,076
District Secretary	NR17	\$4,718	\$5,662	\$6,228
	NR18	\$4,834	\$5,800	\$6,380
	NR19	\$4,954	\$5,945	\$6,540
	NR20	\$5,075	\$6,090	\$6,699
	NR21	\$5,202	\$6,242	\$6,867
Accounting Supervisor	NR22	\$5,329	\$6,395	\$7,034
Utility Supervisor	NR23	\$5,462	\$6,555	\$7,210
	NR24	\$5,595	\$6,714	\$7,386
	NR25	\$5,735	\$6,882	\$7,571
	NR26	\$5,875	\$7,050	\$7,755
Chief Plant Operator	NR27	\$6,022	\$7,226	\$7,949
	NR28	\$6,169	\$7,403	\$8,143
	NR29	\$6,323	\$7,588	\$8,347
	NR30	\$6,477	\$7,773	\$8,550
Security Chief	NR31	\$6,639	\$7,967	\$8,764
	NR32	\$6,801	\$8,161	\$8,978
	NR33	\$6,971	\$8,366	\$9,202
	NR34	\$7,141	\$8,570	\$9,427
	NR35	\$7,320	\$8,784	\$9,662
	NR36	\$7,498	\$8,998	\$9,898
	NR37	\$7,686	\$9,223	\$10,145
	NR38	\$7,873	\$9,448	\$10,393
Director of Field Operations	NR39	\$8,070	\$9,684	\$10,653
	NR40	\$8,267	\$9,920	\$10,912
Director of Administration	NR41	\$8,474	\$10,168	\$11,185
	NR42	\$8,680	\$10,416	\$11,458
	NR43	\$8,897	\$10,677	\$11,744
	NR44	\$9,114	\$10,937	\$12,031
	NR45	\$9,342	\$11,211	\$12,332
	NR46	\$9,570	\$11,484	\$12,632
	NR47	\$9,809	\$11,771	\$12,948
	NR48	\$10,049	\$12,058	\$13,264
	NR49	\$10,300	\$12,360	\$13,596
	NR50	\$10,551	\$12,661	\$13,927
	NR51	\$10,815	\$12,978	\$14,275
	NR52	\$11,078	\$13,294	\$14,624
General Manager	NR53	\$11,355	\$13,627	\$14,989

CONFERENCE/EDUCATION SCHEDULE

Date: August 8, 2012
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Review Upcoming Conference/Education Opportunities

This report is prepared in order to notify Directors of upcoming educational opportunities. Directors interested in attending specific events or conferences should contact me to confirm attendance for reservation purposes. The Board will discuss any requests from Board members desiring to attend upcoming conferences and approve those requests as deemed appropriate.

Board members must provide brief reports on meetings that they have attended at the District's expense. (AB 1234).

The upcoming conferences/educational opportunities include the following:

CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA)

CSDA Annual Conference	September 24-27, 2012	San Diego
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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 Fall Conference & Exhibition	December 4-7, 2012	San Diego
ACWA Region 3 and Mountain Counties Water Resources Association	December 14, 2012	El Dorado Irrigation District

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.