



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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RANCHO MURIETA, CALIFORNIA 95683
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AGENDA

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

REGULAR BOARD MEETING FEBRUARY 19, 2020

Call to Order/Closed Session 4:00 p.m. and Open Session 5:00 p.m.
District Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Les Clark	President
Randy Jenco	Vice President
Linda Butler	Director
Tim Maybee	Director
John Merchant	Director

STAFF

Mark Martin	General Manager
Richard Shanahan	District General Counsel
Amelia Wilder	Recording Secretary
Tom Hennig	Director of Administration
Jeff Werblun	Security Chief
Paul Siebensohn	Director of Field Operations

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

FEBRUARY 19, 2020

REGULAR BOARD MEETING

Call to Order/Closed Session 4:00 p.m. and Open Session 5:00 p.m.

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

AGENDA

1. CALL TO ORDER - Determination of Quorum – President Clark (**Roll Call**)

2. CONSIDER ADOPTION OF AGENDA (**Motion**)

The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. No action or discussion will be undertaken on any item not appearing on the agenda, except that (1) directors or staff may briefly respond to statements made or questions posed during public comments on non-agenda items, (2) directors or staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities, (3) a director may request staff to report back to the Board at a subsequent meeting concerning any matter or request staff to place a matter on a future Board meeting agenda, and (4) the Board may add an item to the agenda by a two-thirds vote determining that there is a need to take immediate action and that the need for action came to the District's attention after posting the agenda.

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

3. CLOSED SESSION

Conference with legal counsel -- existing adjudicatory proceedings (Government Code section 54956.9(d)(1)), Ansari v. District (administrative appeal hearing and EEOC proceeding).

Under Government Code 54957: Public Employee Performance Evaluation of the General Manager.

4. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION

5. CONSENT CALENDAR (**Motion**) (**Roll Call Vote**) (5 min.) All items in Agenda Item 5 will be approved as one item if they are not excluded from the motion adopting the consent calendar.

A. Approval of Board Meeting and Committee Meeting Minutes

1. January 15, 2020 Regular Board Meeting Minutes
2. January 23, 2020 Special Board Meeting Minutes

3. February 4, 2020 Improvements Committee Meeting Minutes
4. February 4, 2020 Finance Committee Meeting Minutes
5. February 6, 2020 Communications and Technology Committee Meeting Minutes
6. February 6, 2020 Security Committee Meeting Minutes

B. Approval of Bills Paid Listing

6. STAFF REPORTS (Receive and File)

- A.** General Manager's Report
- B.** Administration/Financial Report
- C.** Security Report
- D.** Utilities Report

7. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES (Discussion/Action)

8. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

9. REVIEW DISTRICT MEETING DATES/TIMES FOR FEBRUARY AND MARCH 2020

- A.** Special Board Meeting Budget - February 27, 2020 at 3:00 p.m.
- B.** Personnel – March 3, 2020 at 7:30
- C.** Improvements – March 3, 2020 at 8:00 a.m.
- D.** Finance – March 3, 2020 at 10:00 a.m.
- E.** Communications – March 5, 2020 at 9:00 a.m.
- F.** Security – March 5, 2020 at 10:00 a.m.
- G.** Regular Board Meeting – March 18, 2020 - Open Session at 5:00 p.m.

10. CORRESPONDENCE

11. COMMENTS FROM THE PUBLIC

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

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

12. REVIEW UTILITIES ANNUAL REPORT (Discussion/Action)

13. APPROVE BID FOR MAIN LIFT SOUTH SEWAGE PUMP REPLACEMENTS, CAPITAL REPLACEMENT PROJECT (Discussion/Action) (Motion) **(Roll Call Vote)**

14. APPROVE BID FOR BOBCAT TRACTOR REPLACEMENT, CIP 08-07-1 (Discussion/Action) (Motion) **(Roll Call Vote)**

15. CONSIDER APPROVAL OF 2020 BOARD GOALS AND RANKING (Discussion/Action) (Motion) **(Roll Call Vote)**

16. DIRECTOR COMMENTS/SUGGESTIONS

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

17. ADJOURNMENT (Motion)

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is February 14, 2020. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING MINUTES**

January 15, 2020

Call to Order/Open Session 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Clark called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Les Clark, Randy Jenco, Linda Butler, Tim Maybee and John Merchant. Also, present were Mark Martin, General Manager; Cindy Chao, Controller; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

2. CONSIDER ADOPTION OF AGENDA

Motion/Merchant to adopt the agenda Second/Butler. Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.

3. CONSENT CALENDAR

Motion/Clark to adopt the consent calendar. Second/Maybee. Roll Call Vote: Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.

4. STAFF REPORTS

Under Agenda Item 4a, Mark Martin, General Manager, gave a brief summary of activities during the previous month, including the introduction of Amelia Wilder, who has been chosen to fill the role of District Secretary. Updates from the monthly meeting with Rancho Murieta Association (RMA) acting General Manager Danise Hetland included FastPass marketing, and golf-cart rules. This led the Board to a discussion about trespassing on Rancho Murieta Country Club (RMCC) property. Director Maybee revisited topic of last years' flooding on the South Course. This topic will be addressed during the February Improvements Committee Meeting. Mr. Martin then updated the Board on the progress of the Wooden Pedestrian Bridge Parcel conveyance. The meetings with Murieta Village Association (MVA) and Sacramento Central Groundwater Authority (SCGA) were cancelled by those organizations.

Under Agenda Item 4b, Cindy Chao, Controller, updated the Board on the status of the District's finances in Tom Hennig's absence. Les Clark confirmed that once Murieta Gardens and the Retreats are transferred to recycled water use, the reporting of water use will be automatically switched from potable water usage to recycled water usage.

Under Agenda Item 4c, Chief Werblun gave a brief overview of the Security operations updates and incidents of note, including the department looking into upgrading the District's video retention capabilities, and the proposed placement of a video camera at the intersection of Murieta Dr. and Poncho Conde Circle. He went on to recount the events and outstanding conduct of one of his officers while assisting an intoxicated individual. There was a discussion about the time it takes SSD to answer our calls. Director Les Clark discussed the reports issued by RMA and CSD. Chief Werblun is coordinating a Joint Security Meeting. There was a discussion about

dismissed citations. The Chief updated the Board on the implementation of ABDI Computer Dispatch and Patrol software, and that it is providing enhanced Security services and reducing Staff administration time.

Under Agenda Item 4d, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities update including a discussion around stormwater drainage and the work of Utilities Staff cleaning drains and preparing for upcoming storms. Mr. Siebensohn led a discussion on the Rancho Murieta North Development Project. A Draft of the Recycled Water and Untreated Water Fee Study should be available for District staff comment January 22.

5. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

No Update.

6. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

Mark Martin announced Amelia Wilder will be appointed as District Secretary.

7. REVIEW January 2020 BOARD/COMMITTEE MEETING DATES/TIMES

Director Clark will not be available to attend the Security Meeting on February 6, 2020.

8. CORRESPONDENCE

None

9. COMMENTS FROM THE PUBLIC

Bob Keil addressed the Board as the new owner of the 86 acres known as Residence East. He continued with comments about the lot line adjustment of 2004 and the Security and Drainage fees, and asked specific questions of Richard Shanahan, District Counsel. He also talked about the future development of the land and the 670 FSA. Mark Martin mentioned to Mr. Keil that his concerns will be discussed in February's Improvements Committee Meeting.

10. CONSIDER APPROVAL OF DISTRICT APPOINTMENTS

Mark Martin gave a brief introduction of Amelia Wilder and her new position as the District Secretary. **Motion/Jenco to appoint Amelia Wilder as District Secretary. Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

11. APPROVE REVISED ACCOUNTING SUPERVISOR JOB SPECIFICATION

Mark Martin discussed the revised Accounting Supervisor job specification. Director Jenco mentioned that this specification was reviewed and approved by the Personnel Committee. **Motion/Jenco to approve revised Accounting Supervisor Job Specification. Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

12. PROPOSED MID-YEAR ADJUSTMENTS

General Manager Martin explained the need for a budget adjustment. This will not be an addition to the approved budget, merely moving between items on the previously approved budget. Director Maybee reported from the Finance Committee that they had asked for this review and adjustment, and the Committee approves.

Motion/Clark to approve mid-year budget adjustments for General Manager's authority to move budgeted funds between line items **Second/Butler**. **Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

13. REVIEW CFD 2014-01 OUTSTANDING DELINQUENCIES UPDATE

Mr. Martin updated the Board on Delinquencies of the 2014-01 parcels. There was a discussion as to where those delinquencies are held, and the possible ramifications to the District, it's credit rating and the amount of time Staff dedicates to accounting for these delinquencies.

14. DISCUSS GROUNDWATER SUSTAINABILITY AGENCY(GSA) PROPOSED BOUNDARY ADJUSTMENT SCGA/SRCD

General Manager Martin gave a detailed report on the background and current situation concerning the proposed adjustment to water districts, and the possible impact to Rancho Murieta. Sloughhouse Resource Conservation District has proposed a change to the boundaries of the Groundwater Sustainability Agency (GSA) which would shift Rancho Murieta into their District, and negatively impact RMCSA. He will continue to watch the situation closely, and strongly recommends that the District remain part of the Sacramento Central Groundwater Authority (SCGA).

15. APPROVE BID FOR 3 WATER PLANT #1 EFFLUENT PUMP REPLACEMENTS, CIP 20-5-1

Mr. Siebensohn informed the Board of the current condition of these pumps and the cost effectiveness of replacing them vs repairing them. Director Clark noted this should have been designated a Capital Replacement Plan (CRP) item, and not a Capital Improvement Plan (CIP) item, and Director Maybee confirmed with Mr. Siebensohn these pumps have reached their maximum life expectancy. **Motion/Clark** to Approve bid cost for three (3) Water Plant #1 effluent replacements to Kirby Pump and Mechanical in an amount of \$45,150 + a 15% contingency, for a total not to exceed of \$51,922.50. Funding to come from Water Capital Replacement Reserves, CIP 20-5-1. **Second/Jenco**. **Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

16. APPROVE CHEMICAL FEED PUMP SKIDS, CIP 18-07-2

Field Operations Director Siebensohn explained the purpose of the skids as they relate to the chlorine gas to sodium hypochlorite (bleach) conversion at the Wastewater Reclamation Plant. **Motion/Jenco** to Approve bid cost for two (2) Chemical feed skids from Hopkins Technical Products for up to \$41,068.41. Funding to come from Sewer Capital Improvement Reserves, CIP 18-07-2. **Second/Clark**. **Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

17. APPROVE CHEMICAL TANK PURCHASE, CIP 18-07-2

Mr. Siebensohn continued with a description of the chemical tanks necessary for the chlorine gas to sodium hypochlorite (bleach) conversion at the Wastewater Reclamation Plant. Director Clark noted that this was approved by the Improvements Committee. This is a substitute process for the originally envisioned CIP, and is coming in well below what was budgeted for the original project. **Motion/Jenco** to Approve bid cost for two (2) Chemical Tanks from Burlingame Engineers for up to \$43,606.53 plus a 15% contingency, a total of \$50,147.50. Funding to come from Sewer Capital Improvement Reserves, CIP 18-07-2. **Second/Clark**. **Roll Call Vote: Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.**

18. DIRECTOR COMMENTS/SUGGESTIONS

District Secretary, Amelia Wilder, informed the Board that the Annual Form 700 Notices will be delivered via email in the next few weeks, requesting the Statement of Economic Interest from Staff and Board. These are due to the county by April 1, 2020.

Director Clark discussed the upcoming Board Goals Workshop, and suggested an update of the 2011 Strategic Plan in 2021.

19. ADJOURNMENT

Motion/Merchant to adjourn at 7:25 p.m. Second/Jenco. Ayes: Clark, Jenco, Butler, Merchant, Maybee. Noes: None. Absent: None. Abstain: None.

Respectfully submitted,

Amelia Wilder
District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BOARD GOAL WORKSHOP
January 23, 2020 – 2:00 p.m.



1. CALL TO ORDER/ROLL CALL

President Les Clark called the Special Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 2:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Les Clark, Tim Maybee, Linda Butler, and John Merchant. Director Jenco was absent. Also, present were Mark Martin, General Manager; Tom Hennig, Director of Administration; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; and Amelia Wilder, District Secretary.

2. ADOPT AGENDA

Motion/Clark to adopt the agenda. Second/Merchant. Ayes: Clark, Maybee, Butler, Merchant. Noes: None. Absent: Jenco. Abstain: None.

3. COMMENTS FROM THE PUBLIC

No comments.

4. GOAL PLANNING

Review Goal Setting/Strategic Planning Approach

Mark Martin, General Manager, gave a brief overview of what a goal is, what objectives are, strategic plan goals with operational goals as a subset of strategic goals.

Review Prior Goals and Identify New Goals

Mr. Martin provided a summary of the 2019 goals, and the progress the District has had in reaching those Goals. Director Clark stated that he would like to prioritize the Service Specific Goals and update the 2011 Strategic Plan.

Resident Faye Lunsford addressed the Board asking that Midge Fly abatement be a priority this year.

Each Director provided input on each goal, their intent, and desired outcome. Suggested 2020 Goals included performing a security assessment on our systems and establishing supplemental sources of revenue. General Manager Martin asked the Board to reprioritize 2019's Goals and provide 2020 suggested goals so he can update the goal matrix and present to the Board for review and finalization.

5. DIRECTOR COMMENTS AND SUGGESTIONS

President Clark asked the Board to consider if there is a value in having an annual Board Goal Setting Workshop if there is a Strategic Plan in place, to which Director Maybee responded that the General Manager is held accountable to the Goals set in this workshop.

6. ADJOURNMENT

Motion/Clark to adjourn at 3:55 p.m. Second/Merchant. Ayes: Clark, Maybee, Butler, Merchant. Noes: None. Absent: Jenco. Abstain: None.

Respectfully submitted,

Amelia Wilder
District Secretary

DRAFT

MEMORANDUM

Date: February 4, 2020
To: Board of Directors
From: Improvements Committee Staff
Subject: February 4, 2020 Improvements Committee Meeting Minutes

1. CALL TO ORDER

Director Clark called the meeting to order at 8:00 a.m. Present were Directors Clark and Jenco. Present from District staff were Mark Martin, General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; and Amelia Wilder, District Secretary. Also, in attendance was Laurie Loaiza, Coastland Engineering, the District's Engineer.

2. PUBLIC COMMENT

None.

3. MONTHLY UPDATES

Paul Siebensohn, Director of Field Operations, gave a brief overview of project and development updates, including the concern of available capacity of the Rio Oso potable water tank that will supply water to the Rancho Murieta North Development, and the need for a comprehensive water system model.

General Manager Mark Martin spoke about The Residences at Murieta Hills East development project, the requests of the new owner of the property, and the history of the property and its encumbrances. While no formal development proposal or permit fees have been collected by the District or the County for this project, the primary matter is to better understand the 670 FSA and the obligations set forth in that agreement. He also discussed the future practices of the District and that per Sacramento County guidelines Developer plans will go to the County for review and comment before the County sends them to the District, and our comments will be sent back to the County. He also noted that the District's elected officials will not be involved in the review of plans.

The Recycled Water and Untreated Water Fee Study was discussed with the consultant having difficulty setting a rate if there is no set amount allocated to the Rancho Murieta Country Club. Also discussed was an update of the conversion of Chlorine Gas to Sodium Hypochlorite. The meeting concluded with a discussion of the fencing and buoy project around Chesbro which included methods of informing the Community of the need to leave this area of the reservoir undisturbed to insure clean drinking water.

4. RMA PEDESTRIAN BRIDGE PARCEL CONVEYANCE UPDATE

Laurie Loaiza, Coastland Engineering, informed the Committee that the survey proposal for gaining easements was complete. The next step will be finding a title company to convey the property. Ms. Loaiza will be providing Mr. Martin with a summary of the next steps.

5. DISCUSS GROUND WATER SUSTAINABILITY PLANS SCGA/SRCD UPDATE

General Manager Martin gave a brief review of the proposed realignment of Groundwater Sustainability Agency (GSA) boundaries and the potential that RMCS D may be required to cede its board position from Sacramento Central Groundwater Authority (SCGA) to Sloughouse Resource Conservation District (SRCD), and the related impacts to RMCS D. Mr. Martin is watching the development of this issue closely and recommended that the District remain a part of SCGA.

6. DISCUSS LAST YEARS' FLOODING ON SOUTH COURSE

Paul Siebensohn gave a summary of the flooding that has occurred in the past at the Golf Course between holes 10 and 11. He discussed that there is a 10-year flood event levy that surrounds this area, built and owned by the RMCC. He will be meeting with the Golf Course to give them historical perspective.

7. DISCUSS RESIDENCES EAST AND 670 FSA

This was discussed in Item #3.

8. APPROVE BID FOR 2 MAIN LIFT SOUTH SEWAGE PUMP REPLACEMENT CRP

Paul Siebensohn gave a summary of the recommendation to approve the bid from MuniQuip in an amount not to exceed \$43,865.03 for purchase of two (2) new sewer replacement pumps at Main Lift South Sewer Pump Station. The Committee recommends moving forward on this approval. ***This item will be on the February 19, 2020 Regular Board Meeting agenda.***

9. APPROVE BID FOR BOBCAT TRACTOR REPLACEMENT, CIP 18-07-1

Paul Siebensohn gave a summary of the recommendation to approve the bid from Valley Truck & Tractor in an amount not to exceed \$72,247.02 for purchase of a John Deere 5090M Utility Tractor with a Flail Mower attachment. The Committee recommends moving forward on this approval. ***This item will be on the February 19, 2020 Regular Board Meeting agenda.***

10. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

None.

11. ADJOURNMENT

The meeting was adjourned at 9:03 a.m.

MEMORANDUM

Date: February 4, 2020
To: Board of Directors
From: Finance Committee Staff
Subject: February 4, 2020 Finance Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 10:00 a.m. Present were Directors Merchant and Maybee. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Cindy Chao, District Controller; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. FY 2020-21 BUDGET SCHEDULE

Tom Hennig, Director of Administration, asked the Committee if they would be available to meet on February 27, at 3:00 p.m. for a Special Board Meeting to review the proposed Budget. This date was agreed on, and the rest of the Board will be queried for availability.

4. DISCUSS AUDIT PROGRESS

Mr. Hennig reported that the Audit is being worked on and will be ready for submission by the June 30, 2020 Deadline.

5. UTILITY BILLING UPDATE

Mr. Hennig led a discussion of the Utility Billing changes. This morphed into a discussion about the updating of meters throughout the Community and the savings of time to Utility Staff. The Committee asked for a cost/savings analysis so they can have a better picture of the time it takes for the new meters to pay for themselves with more accurate readings and billings.

6. CAL-WASTE VISIT UPDATE

Mark Martin informed the Board that he had received an email from Jack Fiori at Cal-Waste and will email the Board potential dates for the visit. He also received confirmation that RMA will receive a recycling dumpster for their parking lot.

7. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Director Maybee asked how the transition to Paychex was going. Mr. Hennig informed the Committee that the District is meeting its deadlines and working with Paychex to insure functionality.

Director Maybee asked staff to continue updating the Community on the billing transition.

8. ADJOURNMENT

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

MEMORANDUM

Date: February 6, 2020
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: February 6, 2020 Communication & Technology Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 8:30 a.m. Present were Directors Merchant and Butler. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY WEBSITE AND FACEBOOK STATISTICS

Amelia Wilder, District Secretary, gave an update of the statistics related to the number of visits per page to Facebook and RMCS.com.

4. DISCUSS SECURITY BANNER LOCATIONS

Security Chief Jeff Werblun discussed partnering with RMA to put up banners, the first of which will be to communicate FastPass. Security will also create signs to be used for high traffic events that will be posted on barricades to direct visitors to the correct lane and reduce traffic impacts. Director Merchant posed the idea of giving guests a flyer as they enter the gate to advertise fast pass. Staff will explore the idea. Director Merchant would also like to have a sign to post Community events.

5. UPDATE ON COMMUNICATING WITH THE COMMUNITY PROCESS FOR EMERGENCY/NON-EMERGENCY

Director Linda Butler led a discussion centering on updating the Community contact list. General Manager Martin explained that Staff have a plan to have a web-based module that will tie into our billing system, but first we need to focus on existing financials projects underway before we tackle the new module.

6. DISCUSS DEVELOPER COMMUNICATIONS WITH DIRECTORS

Director Butler led a discussion regarding Developer Communications with the District concerning the timing of plans for development and their review. Mr. Martin explained the process that plans go through during the submittal and review process with Sacramento County, and that the District will follow that protocol.

7. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Director Butler had a comment about locking the gates entering the back Reservoirs, which led to a discussion about the intended use of water in the Reservoirs; drinking.

Director Merchant added to a discussion in a previous Committee Meeting concerning the addition of a big screen T.V. in the large conference room stating that he was in favor of adding large monitors to the Board Room as well.

General Manager Martin commented that Staff is working on defining the appropriate Staff Member to email with specific questions.

8. ADJOURNMENT

The meeting was adjourned at 9:42 a.m.

DRAFT

MEMORANDUM

Date: February 6, 2020
To: Board of Directors
From: Security Committee Staff
Subject: February 6, 2020 Security Committee Meeting Minutes

1. CALL TO ORDER

Director Maybee called the meeting to order at 10:00 a.m. Present was Director Maybee. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; and Amelia Wilder, District Secretary. Director Clark was absent. Prior to calling for public comment, Director Maybee read a letter out loud that he had written to the Board.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Jeff Werblun, Security Chief, gave a brief overview of the operations updates and incidents of note, including the purchase of banners for the North area advertising FastPass. He has planned training for CSD Staff on Customer Service and CPR/First Aid. Director Maybee asked Staff to revisit the availability of acquiring AED devices for the District. The discussion continued to include a reminder of the Sacramento County Sheriff's Electronic Eye program which can let the Sheriff's Department know who has private surveillance systems that the Sheriff may ask to view for assistance during investigation of a crime. A Joint Security Meeting will be scheduled in March.

4. DISTRICT CUSTOMER SERVICE AND DE-ESCALATION TRAINING

This was discussed in Item #3.

5. REVISION OF DISTRICT SECURITY CODE CHAPTER 21 AND ORDINANCE ADOPTING CHANGES

Chief Werblun led a discussion concerning the proposed changes in the Security Code. The Code contained references to changes that have been made throughout the years, and District Staff has cleaned up the document. Also, the code reflected the change in the interest amount for late payment per a previous Board action. This opened a discussion by the Committee about the wording and language of a certain section of the Code.

A separate discussion about the Special Event Notifications and the types of events that require a notification was held. RMA asked if the page 2 could be changed to make it more clear where the person holding the event signs. RMA also uses this form. The Ordinance and District Security Code will return to the Security Committee in March for further discussion.

6. JOINT SECURITY COMMITTEE UPDATE

This was discussed in Item #3.

7. DIRECTOR & STAFF COMMENTS

Director Maybee reviewed the evacuation plan that is posted on RMA's website, and led a discussion encouraging a coordination between RMA and CSD to have the zones of the Community identified in the same manner. The discussion continued with a closer look at the new geo mapping system.

Director Clark asked Director Maybee to report on a meeting that was held with the Committee Members and RMA Board Members working on communication and expectations. He asked that the Rancho Murieta Association Compliance Meeting and the Monthly Meeting with RMA Compliance Staff be removed from Chief Werblun's Monthly Update until further notice.

Director Maybee also discussed a letter that was addressed to the Board concerning security cameras. This will be discussed at the regular Board Meeting.

General Manager Martin discussed the 1998 study by Economic & Planning Systems (EPS) that backed up Measure J and the fee schedule that was adopted. This document will be placed on the District's website under Security Publications.

Mike Martel brought up Ordinance No. 98-1, which detailed the Security Tax, and how the rates were determined.

Director Maybee recommended that the Security Rate Fee be discussed at the March 3, 2020 Finance Committee Meeting.

6. ADJOURNMENT

The meeting adjourned at 11:18 a.m.

MEMORANDUM

Date: February 10, 2020
To: Board of Directors
From: Tom Hennig, Director of Administration
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for January 2020. 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 for January:

<u>Vendor</u>	<u>Project / Purpose</u>	<u>Amount</u>	<u>Funding</u>
Golden State Risk Management Authority	Worker's Comp Liability 3rd QTR	\$63,780	Operating Expense
California Waste Recovery Systems	Solid Waste Contract	\$51,952	Operating Expense
S. M. U. D.	Utilities	\$13,950	Operating Expense
Industrial Electrical Company	Aerator Inspection	\$13,390	Operating Expense
NTU Technologies, Inc.	Protek 301 Zink Phosphate WTP	\$11,837	Operating Expense
Coastland Civil Engineering	Engineering Service 12/31/19	\$10,954	Operating Expense
U.S. Bank Corp. Payment System	Monthly Gasoline, Board Laptops, Security iPads	\$10,130	Operating Expense
Liebert Cassidy Whitmore	Professional Legal Services	\$9,126	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal	\$6,201	Operating Expense

PREPARED BY: Tom Hennig, Director of Administration

REVIEWED BY:  District Treasurer

Rancho Murieta Community Services District
Bills Paid Listing for January 2020

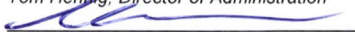
CHECK	Date	Vendor	Amount	Purpose
CHK	1/1/2020	Guardian Life Insurance	4,767.22	Payroll - Dental/Life
CHK	1/1/2020	Vision Service Plan (CA)	375.50	Payroll - Vision
EFT	1/9/2020	California Public Employees' Retirement System	41,599.67	Payroll - Medical
EFT	1/9/2020	California Public Employees' Retirement System	18,349.75	Payroll - Retirement
CHK	1/10/2020	A Leap Ahead IT	5,273.78	Adobe Acrobat Pro Annual Subscription
CHK	1/10/2020	A&D Automatic Gate and Access	2,577.14	Service South Gate
CHK	1/10/2020	ABS Direct	2,409.39	Postage
CHK	1/10/2020	Accountemps	3,052.56	Contract Staffing - Admin
CHK	1/10/2020	American Family Life Assurance Co.	788.85	Payroll - AFLAC
CHK	1/10/2020	Apple One Employment Services	2,533.75	Contract Staffing - Admin
CHK	1/10/2020	Applications By Design, Inc.	1,085.00	Security Barcodes
CHK	1/10/2020	Aramark Uniform & Career Apparel, LLC	466.17	Uniforms
CHK	1/10/2020	Aramark Uniform & Career Apparel, LLC	252.77	Uniforms
CHK	1/10/2020	AT&T	2,804.67	Telephone
CHK	1/10/2020	California Special Districts Association	55.00	Ethics Training
CHK	1/10/2020	California Waste Recovery Systems	51,952.35	Solid Waste Contract
CHK	1/10/2020	Caltronics Business Systems	1,650.00	GlobalSearch Domain Changeover
CHK	1/10/2020	Chrysler Capital	156.80	Security Vehicle Lease
CHK	1/10/2020	Clark Pest Control	723.66	District Facilities Pest Control
CHK	1/10/2020	Concentra DBA Occupational Health Centers of CA, A Medical	393.00	Pre employment Screening
CHK	1/10/2020	Consolidated Electrical Distributors	304.50	Repairs & Maintenance
CHK	1/10/2020	Emerald Site Services	4,000.00	Hydroseeding
CHK	1/10/2020	Galls/Quartermaster	348.36	Uniforms
CHK	1/10/2020	Greenfield Communications	448.99	Internet
CHK	1/10/2020	Hach Company	701.65	Repairs & Maintenance
CHK	1/10/2020	Hastie's Capitol Sand and Gravel Co.	555.97	AB Road Base
CHK	1/10/2020	Home Depot	320.39	Repairs & Maintenance
CHK	1/10/2020	Howe It's Done	1,067.34	BOD Meetings
CHK	1/10/2020	Kirby's Pump & Mechanical	1,615.00	Emergency MLS Pull Pump
CHK	1/10/2020	Legal Shield	11.95	Payroll - Legal
CHK	1/10/2020	Les Schwab Tires	446.27	2 Tires for Security Vehicle
CHK	1/10/2020	Liebert Cassidy Whitmore	9,126.00	Professional Legal Services
CHK	1/10/2020	Nationwide Retirement Solution	3,418.70	Payroll - Deferred Comp
CHK	1/10/2020	NTU Technologies, Inc.	11,836.88	Protek 301 Zink Phosphate WTP
CHK	1/10/2020	Operating Engineers Local Union No. 3	394.10	Payroll - Union Dues
CHK	1/10/2020	Pace Supply Corp	2,027.29	Repairs & Maintenance
CHK	1/10/2020	PDF Tactical	6,060.50	Contract Staffing - Security

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Bills Paid Listing for January 2020

CHECK	Date	Vendor	Amount	Purpose
CHK	1/10/2020	Pitney Bowes	695.23	Postage
CHK	1/10/2020	Porter Scott	475.00	Legal Services
CHK	1/10/2020	Prodigy Electric & Controls Inc.	4,739.38	Emergcy Hook-up Bypass Pump
CHK	1/10/2020	Rancho Murieta Ace Hardware	109.62	Repairs & Maintenance
CHK	1/10/2020	Romo Landscaping	770.00	Landscaping
CHK	1/10/2020	Sacramento Bee	1,045.00	Recruitment Ad
CHK	1/10/2020	Santander Leasing	240.00	Security Vehicle Lease
CHK	1/10/2020	Signal Service, Inc.	245.00	Auto Dialer System
CHK	1/10/2020	U.S. Bank Corp. Payment System	10,129.86	Monthly Gasoline, Board Laptops, Security iPads
CHK	1/10/2020	UPS	64.72	Postage Return Supplies
CHK	1/10/2020	USA Blue Book	1,008.57	Repairs & Maintenance
CHK	1/10/2020	W.W. Grainger Inc.	486.71	Repairs & Maintenance
CHK	1/10/2020	Walker's Office Supplies, Inc	575.90	Office Supplies
CHK	1/20/2020	Costco Membership	772.50	Supplies
CHK	1/24/2020	A Leap Ahead IT	1,186.38	Monitors and Stands
CHK	1/24/2020	Action Cleaning Systems Inc	1,445.00	Janitorial
CHK	1/24/2020	American Family Life Assurance Co.	788.85	Payroll - AFLAC
CHK	1/24/2020	American Water Works Association	445.00	Membership Dues
CHK	1/24/2020	Apple One Employment Services	2,837.80	Contract Staffing - Admin
CHK	1/24/2020	Aramark Uniform & Career Apparel, LLC	527.26	Uniforms
CHK	1/24/2020	AT&T	946.45	Telephone
CHK	1/24/2020	Bartkiewicz, Kronick & Shanahan	6,201.25	Legal
CHK	1/24/2020	Becker, John	100.00	Toilet Rebate
CHK	1/24/2020	Borges & Mahoney	2,000.63	Repairs & Maintenance
CHK	1/24/2020	California Laboratory Services	926.10	Monthly Lab Tests
CHK	1/24/2020	Caltronics Business Systems	306.67	Copier - Admin.
CHK	1/24/2020	Coastland Civil Engineering	10,953.65	Engineering Service 12/31/19
CHK	1/24/2020	Concentra DBA Occupational Health Centers of CA, A Medical	424.00	Fit for Duty Screening
CHK	1/24/2020	Dave Bunfill Blacktop Service	3,500.00	Asphalt Patching
CHK	1/24/2020	Golden State Risk Management Authority	63,780.04	Worker's Comp/Liab. 3rd QTR
CHK	1/24/2020	Industrial Electrical Company	13,389.76	Aerator Inspection
CHK	1/24/2020	Legal Shield	11.95	Payroll - Legal
CHK	1/24/2020	Marion Leasing	526.90	Equipment Rental
CHK	1/24/2020	Nationwide Retirement Solution	3,380.70	Payroll - Deferred Comp
CHK	1/24/2020	OCT Water Quality Academy	220.00	Training
CHK	1/24/2020	Operating Engineers Local Union No. 3	394.10	Payroll - Union Dues
CHK	1/24/2020	Pace Supply Corp	34.48	Repairs & Maintenance

**Rancho Murieta Community Services District
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CHECK	Date	Vendor	Amount	Purpose
CHK	1/24/2020	Prodigy Electric & Controls Inc.	4,092.14	Level Xder Fail at Van Vleck
CHK	1/24/2020	Public Agency Retirement Services	434.14	OPEB Trust Fee
CHK	1/24/2020	Rancho Murieta Association	150.00	Landscaping
CHK	1/24/2020	Rancho Murieta Association	467.62	Smud @ North Gate 11/09-12/11
CHK	1/24/2020	S. M. U. D.	13,950.24	Utilities
CHK	1/24/2020	Sacramento Local Agency Formation Commission	1,010.00	FY 2019-20 Sac LAFCO FEEs
CHK	1/24/2020	Secretary of State	40.00	Notary Commission District Secretary
CHK	1/24/2020	Sprint	189.95	Telephone
CHK	1/24/2020	State of California	32.00	Pre Employment Fingerprint
CHK	1/24/2020	Streamline	300.00	Monthly Website Hosting
CHK	1/24/2020	T&T Valve and Instrument, Inc.	799.51	Asphalt Patching
CHK	1/24/2020	Tesco Controls, Inc.	1,894.28	Repair Level Indicator Rio Oso
CHK	1/24/2020	Walker's Office Supplies, Inc	147.60	Office Supplies
CHK	1/24/2020	Watchdogs Surveillance	685.98	Replace WWRP CCTV #4
EFT	1/31/2020	California Public Employees' Retirement System	11,672.53	Payroll - Retirement
		Total	355,501.37	
		CFD 2014-1 Bank of America Checking		
CHK	1/10/2020	Corelogic Solutions, LLC	206.00	CFD 2014-1 Admin Cost
			206.00	
		EL DORADO PAYROLL		
Direct Deposits by PayChex:			117,076.52	Payroll
			117,076.52	

PREPARED BY: Tom Hennig, Director of Administration
 REVIEWED BY: , District Treasurer

MEMORANDUM

Date: February 14, 2020
To: Board of Directors
From: Mark Martin, General Manager
Subject: General Manager's Report

DEVELOPMENT RELATED

Residences East – 670 Financing and Services Agreement (FSA) – Staff and District Legal counsel continue to work diligently to review FSA obligations of 670 FSA parties. As has been mentioned before, this matter is very complex requiring this effort given the change in RMCS D staff, change in ownership of the original parcels, changes to proposed development density, and additional costs incurred for the Water Treatment Plant (WTP) expansion. RMCS D has reached out to Economic and Planning Systems (EPS) to engage them as the 670 Fund manager as was stipulated in the 2014 FSA. EPS' role is to inventory and track accounting related to participating and reimbursing landowner funding obligations stipulated in the 670 FSA.

OUTREACH/ADVOCACY

January 28, 2020 – **CSD/RMCC (Country Club) General Manager's Meeting** – Requested preferred path and timing of patrols through RMCC golf courses. Discussed fee methodology for Measure J Security Tax and upcoming musical events planned for summer where individuals from the outside are invited.

January 28, 2020 – **CSD/MVA (Murieta Village) General Manager's Meeting** – Discussed the MVA Board's desire for a security camera at the entrance to the Murieta Village. On February 10, I received a call from the MVA GM indicating the MVA Board is planning to send a letter of support for the security camera to CSD. It was made clear that representations made by individual residents about whether or not a camera was desired do not reflect the opinion of the MVA Board.

January 31, 2020 – **Sacramento County Planning** – Met with County Planning staff Associate, Senior and Principal Planners overseeing the Rancho Murieta area. Discussed large events permitting and coordination with local stakeholders, conditions of approval of Murieta Gardens project, and status and protocol for processing of Rancho Murieta North Project correcting practice that submittals be made by applicant directly to the County who will forward documents to the RMCS D and keep RMCS D apprised of the status of the project. Review comments will be returned to the County. It will be up to the County to disseminate referred party comments. As of the date of the meeting, County staff made clear the current status of the Rancho Murieta North project was on-hold. This was consistent with the status found on the County's online project tracking system. The County conveyed they have officially conceded to RMCS D's position that it would be inappropriate for RMCS D to serve in the role of administrator for a road maintenance agreement between private parties for the perpetual maintenance of private infrastructure between private parties.

January 31, 2020 – **Mountain Counties Water Resource Association (MCWRA)** – Presentation and Q&A by head of Governor's Water Resiliency Portfolio Initiative. Some very good comments about the State doing a great job to expend a great amount of resources establishing new bureaucracies while few dollars are spent on actual

physical improvements and resources for impacted agencies necessary to meet the mandates of the new bureaucracies. Questions were posed as to why there is not just as much focus on the water impacted ecosystem of the foothills and mountain areas as is placed on the health of the Delta ecosystem. Those impacted believe there is a severe imbalance of Delta water interests to the detriment of upstream ecosystems.

February 5, 2020 – **Sacramento Central Groundwater Authority (SCGA)** – Special Meeting. Update on rate study. One member advocated a doubling of the base rate charged agencies to reduce the share paid by those who extract and use groundwater. Went on record to strongly oppose the proposal as it would double RMCS D’s required contribution to the SCGA. Went on record thanking SCGA’s Executive Director for bringing the matter of Sloughhouse Resource Conservation District’s (SRCD) desire to assume the RMCS D’s Board position on SCGA by their desired assumption of Groundwater Sustainability Agency (GSA) responsibility over the west Rancho Murieta area currently governed by SCGA. Conveyed concerns about SRCD’s organizational readiness to assume the significant role of GSA. A number of SCGA members thanked me for the frank discussion and made clear RMCS D will be involved in future discussions including the next working group meeting on the topic.

February 5, 2020 – **Sacramento Local Agency Formation Commission (LAFCo) Municipal Service Review (MSR)** – Attended LAFCo meeting to submit and present updated MSR to LAFCo Board. The purpose of the exercise was to confirm the current services provided by RMCS D. This was the culmination of an assignment first given to RMCS D in 2015.

February 7, 2020 – **CSD/RMA General Manager’s Meeting** – Topics: FastPass marketing banners, overview of my discussion with Sacramento County Planning about Community impact events coordination with community stakeholders, my recommendation to the County to keep the RMA in mind as a community stakeholder when referring components of land use entitlements for review. Sacramento County Planning contacts forwarded to RMA to allow them to advocate for their participation in County land use review as appropriate. Reviewed Cal-Waste’s offer to provide recycling dumpster and cans – RMA GM to serve as the initial point of contact. Approximately 60-70 recycling bins requested. Still working with Cal-Waste on the type of bin and to what extent there may be additional cost. RMA has requested options without cost which will likely limit options and potentially the count of recycling bins.

February 10, 2020 – **Cosumnes River Land Development Meeting** – Meeting to discuss development matters related to Murieta Gardens I/II and Rancho Murieta North project. Conveyed verbally and via letter that Rancho Murieta North Project RMCS D review is to be placed on-hold consistent with the County’s status of the project. Made clear process that requires applicant to submit review documents directly to the County for referral to RMCS D to ensure all parties are aware of submittals and project status. Likewise review comments will be sent directly back to the County for distribution to concerned parties.

February 14, 2020 – **Sacramento Central Groundwater Authority (SCGA)/Sloughhouse Resource Conservation District Groundwater Sustainability Agency (GSA) Boundary Working Group** – General Manager to attend. Due to timing, update will be provided at Board Meeting.

MEMORANDUM

Date: February 05, 2020
 To: Board of Directors
 From: Tom Hennig, Director of Administration
 Subject: Administration / Financial Update

Finance staff continues working with The Pun Group to address specific matters of concern as approved by the Board in August. We are providing annual audit documents to the auditor, including a detailed accounting of our fixed assets. We continue working with various financial system vendors to complete system integrations and upgrades as recommended by The Pun Group.

Residential Water Consumption – Fiscal year-to-date residential water usage was approximately 27% over January 2019. Listed below are year-to-date water consumption numbers using weighted averages. Listed below are the year-to-date water consumption numbers in cubic feet. There are fifty-seven (57) more homes receiving water services than January 2019.

									Last FY	Last FY	Last FY	Last FY	Last FY	Last FY Same Period			
		2020	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019			
		Jan	Dec	Nov	Oct	Sep	Aug	Jul	Jun	May	Apr	Mar	Feb	Jan			
Residences	2%	2,602	2,600	2,594	2,587	2,546	2,549	2,550	2,547	2,547	2,546	2,541	2,546	2,545			
Weighted Average									Sep	Aug	Jul	Jun	May	Apr	Mar	Feb	Jan
Cubic Feet	1,891	864	868	1,618	1,956	2,727	2,668	2,537	2,194	1,528	837	569	584	678			
Gallons Per Day	472	215	217	404	488	680	665	633	547	381	209	142	146	169			
Same Period Last FY	457																

Commercial/Other Water Consumption – Commercial water usage in January 2020 was 38% lower compared with last month. Year-to-date commercial water usage was approximately 17% over projections. This increase is mainly due to large user accounts. Listed below are year-to-date water consumption numbers in cubic feet.

									Last FY	Last FY	Last FY	Last FY	Last FY	Last FY Same Period
		2020	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
		Jan	Dec	Nov	Oct	Sep	Aug	Jul	Jun	May	Apr	Mar	Feb	Jan
Commercial	775,673	40,676	48,201	77,507	112,163	144,774	223,508	128,844	114,939	86,611	53,880	39,987	45,277	39,726
Parks	269,357	501	2,459	24,858	33,020	58,660	83,041	66,818	58,540	36,481	3,561	602	758	501
Raw Water	1,417,147	0	17,599	178,849	191,799	328,901	333,951	366,048	104,751	73,701	2,451	15,662	100	0
CSD	62,390	1,721	1,464	2,655	7,295	13,981	16,941	18,333	13,255	7,632	5,330	9,269	10,925	11,663
Totals	2,524,567	42,898	69,723	283,869	344,277	546,316	657,441	580,043	291,485	204,425	65,222	65,520	57,060	51,890

Lock-Offs – During the month of January 2020, there was two (2) lock-off. This continues the trend of fewer and fewer lockoff's which is directly related to staff's outreach efforts. There are currently twelve properties within the District that have remained locked off from services for an extended period. These properties are either vacant homes or empty lots with water meters.

Connection Fees – Developers paid \$122,963 for eight (8) connections in January 2020.

Aging Report – Amounts past due of more than sixty (60) days totals \$17,739. \$11,112 of this total is owed by two future development sites.

Summary of Reserve Accounts as of January 31, 2020 – The ending balance of the District’s reserve accounts is \$6,265,571 as of January 31, 2020, and it is an increase of \$258,678 compared with last month. Staff adjusted the beginning balance as of July 1, 2019 during the audit prep. Staff continues to validate all reserve contributions and expects there will be additional adjustments as we continue to identify past practices for allocation of monthly interest and sales revenue. Staff continues to work on a detailed analysis of all reserve funds and plans to prepare a report for the Finance Committee review.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance 7/1/2019</i>	<i>Increases</i>	<i>Decreases</i>	<i>Period End Balance 01/31/2020</i>
Water Capital Replacement (200-2505)	1,588,505	182,483	8,954	1,762,033
Sewer Capital Replacement (250-2505)	2,851,863	282,803	50,766	3,083,900
Drainage Capital Replacement (260-2505)	29,165	459	17,297	12,328
Security Capital Replacement (500-2505)	101,341	1,987	14,285	89,043
Admin Capital Replacement (xxx-2505-99)	87,210	0	0	87,210
Sewer Capital Improvement Connection (250-2500)	4,236	53	0	4,289
Capital Improvement (xxx-2510)	390,976	268,576	3,326	656,226
Water Supply Augmentation (200-2511)	1,730,698	290,191	702,745	1,318,145
WTP Construction Fund Reserve (200-2513)	-748,054	118,604	143,905	-773,355
Security Impact Fee Reserves (500-2513)	-7,498	39,148	5,898	25,752
Total Reserves	6,028,442	1,184,303	947,175	6,265,571

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance 7/1/2019</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance 01/31/2020</i>
WTP Construction Loan from Sewer	856,042	10,487	82,224	773,817
WTP Construction Loan from WSA	285,353	3,496	27,408	257,945
Security N. Gate Loan from Drainage Fund	18,341	164	13,321	5,020
Total Inter-fund Borrowing	1,159,736	14,147	122,953	1,036,782

Budget to Actual Comparison Details (year-to-date through January 31, 2020)

Revenues

Water Charges, year-to-date, are **above** budget \$11,203 or 0.9%

Sewer Charges, year-to-date, are **below** budget \$14,749 or **(1.9%)**

Drainage Charges, year-to-date, are **above** budget \$5,264 or 5.3%

Solid Waste Charges, year-to-date, are **above** budget \$3,912 or 1.0%

Security Charges, year-to-date, are **above** budget \$5,483 or 0.8%

Expenses

The District's overall expenditures for FY 2019-20 are \$218,344 below budget through January 2020. We will continue to focus on FY 2018-19 annual audit.

Reserve Fund Purchases authorized by the General Manager

There were no additional reserve fund purchase authorizations during the month of January.

Board Approved CIP/CRP Projects

- The Board approved bid cost for three (3) Water Plant #1 effluent replacements to Kirby Pump and Mechanical in an amount of \$45,150 + a 15% contingency, for a total not to exceed of \$51,922.50; funding to come from Water Capital Replacement Reserves, CIP 20-5-1.
- The Board approved bid cost for two (2) Chemical feed skids from Hopkins Technical Products for up to \$41,068.41; funding to come from Sewer Capital Improvement Reserves, CIP 18-07-2.
- The Board approved bid cost for two (2) Chemical Tanks from Burlingame Engineers for up to \$43,606.53 plus a 15% contingency, a total of \$50,147.50; funding to come from Sewer Capital Improvement Reserves, CIP 18-07-2.

Budget Prep Updates

Finance staff met with General Manager Mark Martin, Field Operation Director Paul Siebensohn and Security Chief Jeff Werblun on February 6, 2020 for a budget collaboration meeting. At this meeting, staff reviewed the budget key accounts, payroll positions, CIP/CRP initiatives, significant non-CIP/CRP initiatives and fixed assets needs for FY 2020-21. Staff also discussed the upcoming salary negotiation, notable expected expense increases/decreases, consulting services needs and revenue enhancement ideas with department heads. Staff are currently implementing what has been achieved at the collaboration meeting in the budget for FY 2020-21. A special board meeting is scheduled on Thursday, February 27 at 3:00 p.m. for the further discussion of the budget.

Finance Committee Update

Staff met with the Finance committee on February 4th.

1. FY 2020-21 BUDGET SCHEDULE

Tom Hennig, Director of Administration, asked the Committee if they would be available to meet on February 27, at 3:00 p.m. for a Special Board Meeting to review the proposed Budget. This date was agreed on, and the rest of the Board will be queried for availability.

2. DISCUSS AUDIT PROGRESS

Director Hennig reported that the Audit is being worked on and will be ready for submission by the June 30, 2020 Deadline.

3. UTILITY BILLING UPDATE

Director Hennig led a discussion of the Utility Billing changes. This morphed into a discussion about the updating of meters throughout the Community and the savings of time to Utility Staff. The Committee asked for a cost/savings analysis so they can have a better picture of the time it takes for the new meters to pay for themselves with more accurate readings and billings.

4. CAL-WASTE VISIT UPDATE

Mark Martin informed the Board that he had received an email from Jack Fiori at Cal-Waste and will email the Board potential dates for the visit. He also received confirmation that RMA will receive a recycling dumpster for their parking lot.

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Seven Months Ending 1/31/2020
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Charges for Services - Residential	\$420,667	\$418,501	\$3,275,152	\$3,286,266	(\$11,114)	\$5,540,771
Charges for Services - Commercial	38,232	36,873	363,757	374,753	(10,996)	586,254
Availability Charges	0	0	0	0	0	460
Sales Other	700	722	4,900	5,800	(900)	8,400
CIA Ditch Service Charges	0	0	0	0	0	1,800
Property Taxes	364,160	391,502	364,160	397,185	(33,025)	674,370
Property Taxes (Reserve Alloc)	(44,280)	0	(44,280)	0	(44,280)	(82,000)
Total General Income	779,479	847,598	3,963,689	4,064,004	(100,315)	6,730,055
Interest Income	2,095	4,592	5,165	10,879	(5,714)	10,765
Total Earnings Income	2,095	4,592	5,165	10,879	(5,714)	10,765
Meter Installation Fee	0	12,300	4,800	57,595	(52,795)	4,800
Inspection Fees	0	4,554	1,518	20,367	(18,849)	5,693
Telephone Line Contracts	598	1,144	4,185	4,005	180	7,175
Fines/Rule Enforcement	175	175	1,225	1,225	0	2,100
Late Charges	6,450	4,275	45,150	11,254	33,896	77,400
Title Transfer Fees	1,350	1,800	9,450	24,600	(15,150)	16,200
Security Gate Bar Code Income	650	1,410	4,550	4,600	(50)	7,800
Project Reimbursement	2,182	182	15,274	17,865	(2,591)	26,184
Misc Income	1,208	1,038	8,458	6,451	2,008	14,500
Total Other Income	12,613	26,878	94,610	147,962	(53,351)	161,852
TOTAL REVENUE	794,187	879,068	4,063,464	4,222,845	(159,380)	6,902,672
Salaries & Wages	180,193	118,000	1,363,726	1,275,513	88,213	2,390,975
Employer Costs	53,270	21,391	345,909	345,865	44	608,878
Payroll Taxes	21,376	0	102,000	105,434	(3,434)	173,281
Other Employer Costs	14,467	10,474	94,999	86,125	8,874	161,318
Pension Expense	30,839	45,879	222,519	192,532	29,987	385,443
Tuition Reimbursement	0	0	1,435	0	1,435	2,870
Total Employee Services	300,145	195,744	2,130,588	2,005,469	125,119	3,722,765
Clerical Services	13,925	10,210	97,100	94,739	2,361	166,350
Recruitment	1,505	1,189	10,535	8,753	1,782	18,060
Travel/Meetings	1,740	709	12,680	9,052	3,628	21,880
Office Supplies	2,470	2,068	17,290	20,280	(2,990)	29,640
CWRS Contract Charges	52,662	52,117	368,637	361,403	7,234	631,949
Mail Machine Lease	0	0	1,400	1,390	10	2,800
Copy Machine Maintenance	1,520	834	10,640	11,518	(878)	18,240
Insurance	12,247	11,800	85,726	83,073	2,652	146,958
Postage	1,500	2,621	10,500	12,443	(1,943)	18,000
Telephones	4,120	1,136	28,840	25,970	2,870	49,439
Memberships	1,750	1,495	13,695	12,166	1,529	19,325
Audit	0	0	16,275	0	16,275	16,275
Legal	8,517	7,197	41,117	48,042	(6,925)	130,950
Training/Safety	3,150	220	31,900	16,918	14,982	53,200
Community Communications	100	0	7,800	434	7,366	13,700
Equipment Maint	50	38	3,300	818	2,482	3,550
Consulting	14,783	2,955	103,983	39,301	64,682	187,400
CIA Ditch Operations	250	0	1,750	2,212	(462)	3,000
Total Administrative Services	120,289	94,589	863,168	748,512	114,655	1,530,716

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Uniforms	1,430	671	10,210	8,769	1,441	17,560
Equipment Repairs	400	0	2,800	4,027	(1,227)	4,800
Building/Grounds Maint/Pest Cntr	2,665	2,420	18,820	27,936	(9,116)	32,315
Bar Codes	4,600	0	6,900	5,125	1,775	6,900
Vehicle Maint	3,750	1,011	26,250	19,262	6,988	45,000
Vehicle Fuel	3,250	2,999	27,525	19,732	7,793	47,000
Vehicle Lease	397	367	2,778	2,166	612	4,762
Off Duty Sheriff	2,000	0	8,000	7,907	93	8,000
Power	16,375	18,946	180,520	185,468	(4,948)	297,320
Information System Maint	11,824	11,366	82,769	78,515	4,254	141,889
Supplies	2,575	3,320	18,025	18,944	(919)	30,900
Equipment Rental	1,650	0	7,550	1,196	6,354	13,800
Road Paving	2,000	3,500	14,000	11,100	2,900	24,000
Maintenance/Repairs	26,700	47,099	164,100	243,197	(79,097)	300,700
Non-routine Maint/Repair	3,000	0	21,000	0	21,000	36,000
Permits	0	0	6,000	5,692	308	6,000
Chemicals	13,250	0	101,150	75,616	25,534	167,250
Chemicals - T&O	0	0	6,500	5,944	556	11,000
Lab Tests	2,250	926	15,750	29,362	(13,612)	27,000
Removal (Hazardous Waste)	0	0	10,000	8,131	1,869	10,000
Permits	0	0	60,800	67,925	(7,125)	75,300
Tools	800	3	6,200	5,101	1,099	14,800
Dam Inspection Costs	0	0	0	0	0	63,500
Water Meters/Boxes	3,000	1,412	21,000	40,095	(19,095)	36,000
Drainage Improvements	0	0	500	0	500	5,150
Total Operational Costs	101,916	94,040	819,147	871,210	(52,063)	1,426,946
Miscellaneous	6,971	6,835	65,546	48,977	16,568	100,900
Admin Contingency	0	0	16,262	13,839	2,423	35,000
Director Exp/Reimbursements	450	2,317	3,150	3,349	(199)	5,400
Director Meeting Payments	1,500	0	10,500	7,400	3,100	18,000
Conservation	740	100	10,120	7,378	2,742	13,260
SACTO Regional Water Authority	0	0	15,000	9,279	5,721	15,000
SCGA Ground Water Authority	0	0	10,000	11,000	(1,000)	10,000
Interest Expense	2,071	1,329	13,909	12,631	1,278	24,684
Total Other Expenses	11,732	10,581	144,487	113,853	30,633	222,244
Total Operating Costs	534,082	394,954	3,957,390	3,739,044	218,344	6,902,671

.FY19-20.CSD.BUDGET-ACTUAL MO_YTD
DETAIL BY FUND

MEMORANDUM

Date: February 11, 2020
To: Board of Directors
From: Jeffery Werblun, Security Chief
Subject: Security Update Report for the Month of January 2020

OPERATIONS UPDATES

We have received the FastPass banners for the North area.

Patrol is fully staffed. The gates are down one full time and one temp position. The full-time position is not able to be filled currently.

We have selected a vendor to provide all District staff with Customer Service and De-escalation training. All field personnel and patrol will be taking mandatory CPR/First Aid recertification training in March.

INCIDENTS OF NOTE

On January 1 at 11:00 pm, patrol noticed a vehicle drive into the Clementia Park area after closing time. The vehicle drove towards the patrol car with the high beam headlights on. The driver did not dim the lights. The driver left the entrance to the park area, drove back onto Camino Del Lago and stopped near Murieta Parkway. The Patrol Officer pulled up alongside the car and tried to get the driver to talk to him about entering the park and not dimming his high beam lights. The officer, through the open car window, asked the driver if he was lost or needed help. The driver replied he was a resident and was fine. The driver then sped away, turned onto Murieta Parkway and accelerated to approximately 50 mph. He ran the stop sign at Camino Del Lago and Murieta Parkway. He ran the stop sign at Domingo, then slammed on the brakes and stopped in the middle of the intersection. The driver sat there in the middle of the intersection. The Patrol Officer arrived, stopped and walked up to the driver. The driver exhibited the symptoms of being under the influence of alcohol. The officer also saw a bottle of whiskey, half empty, on the passenger seat.

CHP was requested for a possible DUI driver. CHP arrived on the scene, and after their investigation, arrested the driver for DUI. Once the driver was arrested, he began to struggle with the CHP officers. The driver was so intoxicated he had to be held up by the CHP officers during the sobriety tests and he was not able to complete a field breath intoxalyzer test.

January 22 at 4:00 pm, patrol responded to the area of Robles Grandes Dr. on a suspicious circumstances call. A young female was followed home by a suspect. The female victim had got off the school bus and was contacted by a male suspect. The suspect tried to talk to the victim. She ignored him and continued walking. At one point, the suspect touched the victim's shoulder as she was walking to get her attention since she was ignoring him. At that point, the victim ran home and reported the incident. Two patrol officers responded and contacted the family. They gathered some information, and then one officer left to begin an area check. The other officer stayed with the family until SSD arrived for a report.

Our Patrol Officers gathered some information and located a house nearby on Puerto Dr. At that house, there was work being done. One of our officers noticed one of the workers matched the description given by the victim. The officer was able to identify a vehicle the worker was driving. All that information was given over to SSD once they arrived on the scene. Patrol went back to the North Gate and located the worker and his vehicle on video as he entered the North earlier in the day. A still photo was produced off the video and given to SSD.

The following morning, SSD met with Sgt. Tompkins at the North Gate and reviewed video again. Several photos were obtained to put together a photo line up for the victim to see if she could identify a suspect. The worker was identified in the photo lineup, but as someone she saw in the neighborhood. He was not the suspect.

Patrol did extra patrols of the victim's house throughout the night and the next several days. Patrol also did extra patrols of the bus stop and the surrounding areas when the kids got off the bus from school. Patrol worked with SSD and Elk Grove School police.

The Father of the victim expressed his gratitude and appreciation for Security responding quickly and helping his family feel safe and secure until SSD arrived. He also thanked Security for helping in this investigation.

January 25 at 04:00 am, car windows had been broken out on Puerto Dr. Two different houses had car windows broken out. Nothing was taken. The victims reported the incidents to Security later in the morning after 8:00 am. They were referred to SSD for a report. One of the victims had security cameras and developed suspect information from the video. That information was turned over to SSD. The suspects were 17 and 18-year-old residents.

CONTRACT SECURITY

We are still using PDF on a limited basis for the gate.

JOINT SECURITY MEETING

An email was sent to all Stakeholders regarding having another meeting. Only a few have responded. Another reminder email was sent out. We are awaiting responses before moving to the planning and date phase.

2019 RMA Rule Violations Enforcement by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident				1	2	1	1		1	1			7
Basketball Standard											1		1
Barking Dog	14	10	9	12	6	5	11	10	16	15	13	8	129
Open Garage Doors		1	6	8	8	8	1	12	3	4	3	9	63
Curfew							1	1					2
Driveway Parking									1				1
Fishing License/Fish & Wildlife				2									2
Guest Parking								1	1				2
Loose/Off Leash Dog	8	4	13	2	3	7	4	6	8	9	3	3	70
Motorcycle North Streets				1									1
Overloaded Golf Cart										1	1		2
Overnight Street Parking			3					1					4
Park Hours	1			3	16	8	4	2	4	10	2	3	53
Speeding	12		5	4	3	1	1	4	6	7		3	46
Stop Sign	3	1	1						1				6
Unauthorized Vehicle											1	1	2
Unlicensed Driver	1	2	1	1		2		1	4		1		13
Unsafe Driving	5	2	5	2	1	4	5		2	2	4	2	34
Intereference									1				1
Gate Refusals	16	47	29	43	66	59	75	39	23	20	59	24	500
Total	60	67	72	79	105	95	103	77	71	69	88	53	939

2020 RMA Rule Violation Citations by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident													
Basketball Standard													
Commercial Vehicle Signage													
Construction Hours/Days													
Curfew													
Driveway Parking	31												31
Fishing License/Fish & Wildlife													
Guest Parking													
Loose/Off Leash Dog													
Motorcycle North Streets													
Overloaded Golf Cart													
Overnight Street Parking	6												6
Park Hours	5												5
Speeding	3												3
Stop Sign													
Unauthorized Vehicle	1												1
Unlicensed Driver	1												1
Unsafe Driving	1												1
Intereference													
Parking Citations													
Warning Notice	3												3
Total	48												48

2019 RMA Rule Violation Citations by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident				1			1			3		1	6
Basketball Standard								8	4	1	2	1	16
Commercial Vehicle Signage								2	2				4
Construction Hours/Days													
Curfew						1							1
Driveway Parking	30	5	2		20	24	8	60	30	21	18	18	236
Fishing License/Fish & Wildlife													
Guest Parking											1		1
Loose/Off Leash Dog		1						1					2
Motorcycle North Streets										1			1
Overloaded Golf Cart													
Overnight Street Parking	7	9			4	19	5	29	7	17	13	4	114
Park Hours					2	6	6	8	15	4	4		45
Speeding	39	39	5	4	7	16	17		13	10	5	2	157
Stop Sign	6	7	1	1	1			2	6	3	1	16	44
Unauthorized Vehicle								1			1	2	4
Unlicensed Driver							1	1					2
Unsafe Driving	1				2	2							5
Intereference													
Parking Citations			12	13	3		1		2	7	2	1	41
Warning Notice							2		4				6
Total	83	61	20	19	39	68	41	112	83	67	47	45	685



Rancho Murieta Community Services District

RMA Rule Violation Sections Enforced by RMCS Security Department

RULE I SECTION 5: IDENTIFICATION

RULE I SECTION 6: INTERFERENCE WITH CSD/RMA EMPLOYEE

RULE II SECTION 1: USE OF STREETS

RULE II SECTION 2: UNLICENSED DRIVER

RULE II SECTION 3: SPEED LIMIT VIOLATION

RULE II SECTION 4: ENHANCED SPEED

RULE II SECTION 5: STOP SIGN VIOLATION

RULE II SECTION 6: BUS STOP

RULE II SECTION 8: NO BARCODE

RULE II SECTION 9: TRAILERS AND COMMERCIAL VEHICLE PARKING

RULE II SECTION 10: OVERNIGHT STREET PARKING

RULE II SECTION 11: STORING OF VEHICLES

RULE II SECTION 12: MOTOR VEHICLE REPAIRS

RULE II SECTION 14: CARRYING OF PASSENGERS

RULE II SECTION 15: UNAUTHORIZED VEHICLES, NO 24 HR. PASS

RULE III SECTION 2: UNLEASHED PETS

RULE III SECTION 5: PET NOISE

RULE VI SECTION 1: COMMERCIAL SIGNAGE

RULE VII SECTION 6: BASKET BALL STANDARDS

RULE VII SECTION 9: NOXIOUS ACTIVITIES

RULE IX SECTION 1: GUEST WITHOUT RESIDENT

RULE IX SECTION 2: SWIMMING IN CHESBRO/CALERO

RULE IX SECTION 3: PARK HOURS

RULE IX SECTION 5: FISHING VIOLATIONS

RULE IX SECTION 6: FIREWORKS

RULE IX SECTION 8: SKATEBOARDING/SCOOTERS

RULE IX SECTION 9: CURFEW

RULE IX SECTION 10: VANDALISM

RULE XIII SECTION 1: DRIVEWAY PARKING

ARTICLE VII SECTION 12(B): GUEST PARKING

ARTICLE VII SECTION 13: BON FIRE

RMCS D Security Written Violations 2019

February 2019 Security Violations

Reviewed at the March Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	25	1		26	*stop sign citation/interference was dismissed due to issues with the citation
Stop Signs	6	1*		7	
Overnight Street Parking	4			4	
Driveway Parking	7			7	
Total Citations	42	2		44	

March 2019 Security Violations

Reviewed at the April Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	10		1	11	
Stop Signs	3	3*		6	* 3 cites dismissed - no video
Overnight Street Parking	2	1		3	
Driveway Parking	7			7	
No Drivers License	2**			2	**will be appealed next month
Unauthorized Vehicle	1			1	
Total Citations	25	4	1	30	

April 2019 Security Violations

Reviewed at the May Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	4			4	
Stop Signs					
Overnight Street Parking	2			2	
Driveway Parking	4			4	
No Drivers License					
Unauthorized Vehicle			1	1	
Guest without Resident	1			1	
Total Citations	11	0	1	12	

May 2019 Security Violations

Reviewed at the June Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	3			3	
Stop Signs & Bus Stop	1			1	
Overnight Street Parking	5			5	
Driveway Parking	13	2*		15	*cite 1-gate officer listed incorrect dates RNC;
No Drivers License					**cite 2- resident had foundation issues in garage
Park Hours	1			1	
Unauthorized Vehicle					
Guest without Resident					
Total Citations	23	0	0	25	

June 2019 Security Violations

Reviewed at the July Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	20	1		21	
Stop Signs & Bus Stop					
Overnight Street Parking	6	2*	1	9	*gate recorded incorrect date for RNC
Driveway Parking	7	2*		9	*gate recorded incorrect date for RNC
Guest Parking	1			1	
No Drivers License					
Park Hours/Bon fires	8			8	
Unauthorized Vehicle					
Guest without Resident					
Total Citations	42	5	1	48	
Written Advisory Notices				12	

July 2019 Security Violations

Reviewed at the August Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	13			13	
Stop Signs & Bus Stop					
Overnight Street Parking	6			6	
Driveway Parking	12	3		15	
Guest Parking					
No Drivers License					
Park Hours/Bon fires	6			6	
Unauthorized Vehicle		1*		1	*gate issued guest pass, should have issued a 24-hour unauthorized vehicle pass
Guest without Resident					
Total Citations	37	3	0	41	
Written Advisory Notices				5	

August 2019 Security Violations

Reviewed at the Sept. Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	5			5	
Stop Signs & Bus Stop					
Overnight Street Parking	5	1*		6	*dismissed due to error
Driveway Parking	26	4		30	*2 dismissed due to error
Guest Parking					
No Drivers License					
Park Hours/Bon fires	6			6	
Unauthorized Vehicle	2			2	
Guest without Resident					
Pet Restraint	1			1	
Basketball Standards	6	1		7	*one cite dismissed.
Total Citations	<u>51</u>	<u>6</u>	<u>0</u>	<u>57</u>	

Written Advisory Notices 2

Citations Unable to be Processed:

Citation incomplete	2
Citation incorrectly written	20
Vehicle not entered in system	<u>7</u>
	29

Sept 2019 Security Violations

Reviewed at the Oct Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	8			8	
Stop Signs & Bus Stop	3			3	
Overnight Street Parking	3	1		4	1 cite dismissed due to gate office error
Driveway Parking	30	3		33	
Guest Parking	3			3	
No Drivers License	1			1	
Park Hours/Bon fires	10			10	
Unauthorized Vehicle					
Guest without Resident					
Commercial lettering on vehi	1			1	
Stored Vehicle	1			1	
Pet Restraint					
Basketball Standards	2			2	
Total Citations	62	4	0	66	

Written Advisory Notices 0

Citations Unable to be Processed:

Citation incomplete	3
Citation incorrectly written	15
Vehicle not entered in system	0
Cite/WAN written for interference	2
	20

October 2019 Security Violations

Reviewed at the November Compliance Comm Meetin Total Cites

Violation	Upheld	Dismissed	Abeyance	Written	Notes
Speeding	5			5	
Stop Signs & Bus Stop	5			5	
Overnight Street Parking	10			10	
Driveway Parking	10			10	2 cites dismissed due to officer error
Guest Parking	2			2	
No Drivers License					
Park Hours/Bon fires	10		2	12	
Unauthorized Vehicle	2			2	
Guest without Resident	1			1	
Commercial lettering on vehicle					
Stored Vehicle					
Pet Restraint					
Basketball Standards		3		3	
Accumulation/dumping of de	3			3	
Total Citations	48	3	2	53	

Written Advisory Notices 3

Citations Unable to be Processed:

Citation incomplete	2
Citation incorrectly written	12
Vehicle not entered in system	0
Cite/WAN written for interference	0
	14

November 2019 Security Violations

Reviewed at the December Compliance Comm Meeting

Violation	Upheld	Dismissed	Abeyance	Written	Total Cites	Notes
Speeding	11			11		
Stop Signs & Bus Stop						
Overnight Street Parking	12	2		14		
Driveway Parking	24	4		28		2 cites dismissed due to officer error
Guest Parking	4			4		
No Drivers License						
Park Hours/Bon fires	1			1		
Unauthorized Vehicle						
Guest without Resident						
Commercial lettering on vehicle						
Stored Vehicle	1			1		
Pet Restraint						
Basketball Standards						
Accumulation/dumping of debris						
Motorcycle	1			1		
Use of Streets	1			1		
Total Citations	55	6	0	61		

Written Advisory Notices 1

Citations Unable to be Processed:

Citation incomplete	
Citation incorrectly written	3
Vehicle not entered in system	0
Invalid citation - Vehicle Code violation	1
Cite/WAN written for interference	0
	<u>4</u>

December 2019 Security Violations

Reviewed at the December Compliance Comm Meeting

Violation	Upheld	Dismissed	Abeyance	Written	Total Cites	Notes
Speeding	1			1		
Stop Signs & Bus Stop	2			2		
Overnight Street Parking		1		1		1 cite dismissed due to officer error
Driveway Parking	8	1		9		1 cite dismissed due to officer error
Guest Parking						
No Drivers License						
Park Hours/Bon fires	5			5		
Unauthorized Vehicle	1			1		
Guest without Resident						
Commercial lettering on vehicle						
Stored Vehicle						
Pet Restraint						

Basketball Standards	1		1
Accumulation/dumping of debris			
Motorcycle			
Use of Streets			
Total Citations	<hr/> 18	2	<hr/> 20

Written Advisory Notices

Citations Unable to be Processed:

Citation incomplete	8
Citation incorrectly written	9
Vehicle not entered in system	
Invalid citation - Vehicle Code violation	
Cite/WAN written for interference	<hr/>
	17

RMCS D Security Written Violations 2020

January 2020 Security Violations

Reviewed at the Feb. Compliance Comm Meeting Total Cites

Violation	Upheld	Dismissed	Abeyance	Written
Speeding				2
Stop Signs & Bus Stop				
Overnight Street Parking				4
Driveway Parking				10
Guest Parking				1
No Drivers License				1
Park Hours/Bon fires				2
Unauthorized Vehicle				
Guest without Resident				
Commercial lettering on vehicle				
Stored Vehicle				
Pet Restraint				
Basketball Standards				
Accumulation/dumping of debris				
Motorcycle				
Use of Streets				1
Total Citations				21

Written Advisory Notices 3

Citations Unable to be Processed:

Citation incomplete	3
Citation incorrectly written	3
Vehicle not entered in system	
Invalid citation - Vehicle Code violation	
Cite/WAN written for interference	
	6

Violation Item Summary Report	August		September		October		November		December		Totals	
	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA
Motor vehicle violations:												
Motorcycle											0	0
No drivers license											1	0
Speeding											2	22
Speeding - twice speed limit											0	0
Stop signs											0	6
Bus stop signs											0	0
Use of streets											1	0
Parking:												
Driveway parking											10	0
Guest parking											1	0
Overnight street parking											4	0
Unauthorized Vehicle (24 hr pass)											0	0
Accumulation/dumping of debris											0	0
Advertising signs											0	0
Barbeques, open fires, bonfires											0	0
Carrying passengers/overloaded car											0	0
Clothes lines											0	0
Commercial vehicle lettering											0	0
Construction overnight parking											0	0
Park hours / curfew											2	0
Decorative lights											0	0
Discharge of firearm											0	0
Dog park investigations											0	0
Dwelling exterior alterations											0	0
Failure to identify											0	0
Fences, screens & enclosures											0	0
Guest w/o resident in comm areas											0	0
Home business activities											0	3
Noxious activities											0	0
Open garage doors											0	0
Pets - off leash / teathered / noise											0	0
Property maintenance											0	11
Sign rules											0	0
Skating in common area											0	0
Sports equip/trampoline/basketball											0	0
Storage of building materials											0	0
Stored vehicles											0	0
Trash containers											0	0
Use of common areas & facilities											0	0
Vandalism											0	0
Vehicle repair or maintenance											0	0
Village/Villas violations											0	0
Working days & hours											0	0
Total Violations	0	0	0	0	0	0	0	0	0	0	21	42
Citations written by RMCS												21
Citations written by RMA												42
Total Violations		0		0		0		0		0	0	63

Rancho Murieta Association
Violation Item Summary Report -- 2019
(This report includes RMA & CSD issued violations)

	Jan	Feb		March		April		May		June		July	
Violation Item Summary Report	Both	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA
Motor vehicle violations:													
Motorcycle													1
No drivers license				2									
Speeding	38	26	6	11	17	4	23	3	4	21	5	13	
Speeding - twice speed limit											1		
Stop signs	19	7		6	1								
Bus stop signs								1					
Use of streets													
Parking:													
Driveway parking	36	7	9	7	11	4	4	15	38	9	11	15	
Guest parking	6		7		1		9		4	1	3		
Overnight street parking	2	4	2	3	4	2	11	5	15	9	4	6	
Unauthorized Vehicle (24 hr pass)				1	1	1	4		5		3	1	
Accumulation/dumping of debris													
Advertising signs													
Barbeques, open fires, bonfires										2			
Carrying passengers/overloaded cart													
Clothes lines													
Commercial vehicle lettering													1
Construction overnight parking													
Park hours / curfew								1		6		6	
Decorative lights													
Discharge of firearm													
Dog park investigations													
Dwelling exterior alterations													
Failure to identify													
Fences, screens & enclosures													
Guest w/o resident in comm areas						1							
Home business activities			1										
Noxious activities													
Open garage doors													
Pets - off leash / teathered / noise													
Property maintenance							22						1
Sign rules													
Skating in common area													
Sports equip/trampoline/basketball											1		
Storage of building materials													
Stored vehicles	1		5				2						1
Trash containers													
Use of common areas & facilities													
Vandalism													
Vehicle repair or maintenance													
Village/Villas violations													
Working days & hours													
Total Violations	102	44	30	30	35	12	75	25	66	48	28	41	4
Citations written by RMCS	81		44		30		12		25		48		41
Citations written by RMA	21		30		35		75		66		28		4
Total Violations	102		74		65		87		91		76		45

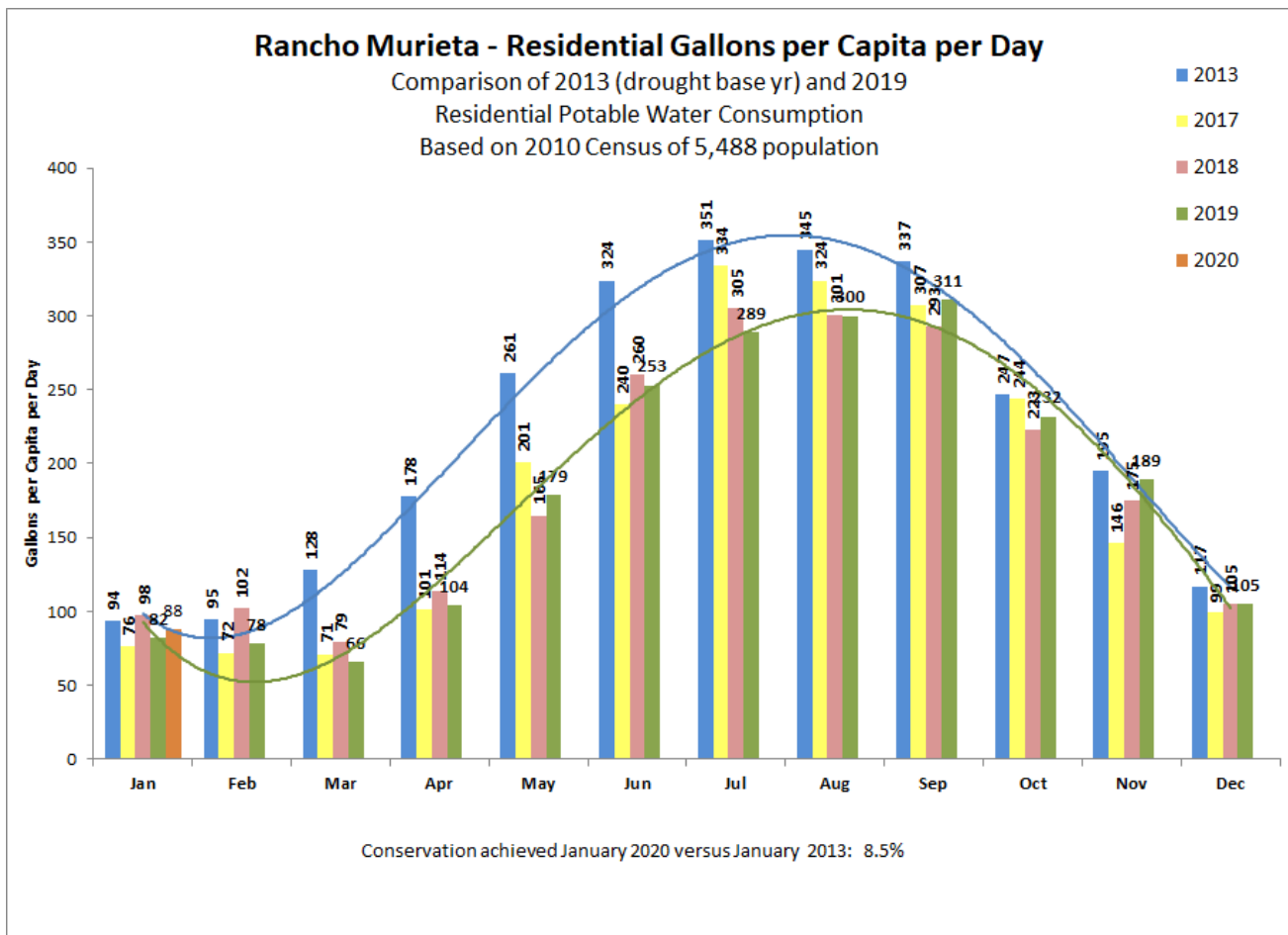
Violation Item Summary Report	August		September		October		November		December		Totals	
	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA	CSD	RMA
Motor vehicle violations:												
Motorcycle							1				1	1
No drivers license			1								3	0
Speeding	5	25	8		5	11	11	12	1	13	108	116
Speeding - twice speed limit		2									0	3
Stop signs			3		5				2	1	23	2
Bus stop signs											1	0
Use of streets							1				1	0
Parking:												
Driveway parking	30		33		10		28		9	8	167	81
Guest parking			3		2		4				10	24
Overnight street parking	6		4		10		14		1	3	64	39
Unauthorized Vehicle (24 hr pass)	2	2			2	1			1		8	16
Accumulation/dumping of debris					3					9	3	9
Advertising signs											0	0
Barbeques, open fires, bonfires	3										5	0
Carrying passengers/overloaded car											0	0
Clothes lines											0	0
Commercial vehicle lettering		2	1							4	1	7
Construction overnight parking											0	0
Park hours / curfew	3		10		12		1		5		44	0
Decorative lights											0	0
Discharge of firearm											0	0
Dog park investigations											0	0
Dwelling exterior alterations											0	0
Failure to identify											0	0
Fences, screens & enclosures											0	0
Guest w/o resident in comm areas					1						2	0
Home business activities								1		2	0	4
Noxious activities											0	0
Open garage doors											0	0
Pets - off leash / teathered / noise	1										1	0
Property maintenance				23		12		1			0	59
Sign rules						3		2			0	5
Skating in common area											0	0
Sports equip/trampoline/basketball	7		2		3				1		13	1
Storage of building materials										2	0	2
Stored vehicles			1				1	3			2	11
Trash containers											0	0
Use of common areas & facilities		1								1	0	2
Vandalism											0	0
Vehicle repair or maintenance											0	0
Village/Villas violations											0	0
Working days & hours											0	0
Total Violations	57	32	66	23	53	27	61	19	20	43	538	403
Citations written by RMCS		57		66		53		61		20		538
Citations written by RMA		32		23		27		19		43		403
Total Violations		89		89		80		80		63		941

MEMORANDUM

Date: February 8, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Utilities Monthly Update

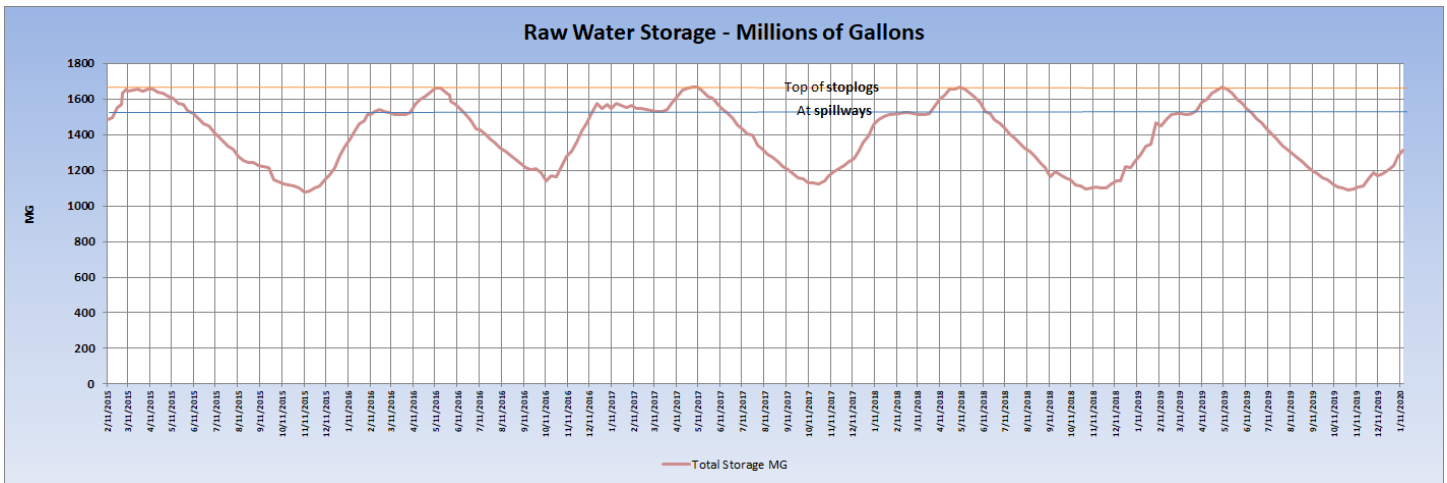
WATER TREATMENT

Water Treatment Plant (WTP) #2 is solely in operation at 1.0 million gallons per day (mgd), currently producing an average of 0.7 mgd. Plant #1 remains off for maintenance activities, with membrane fiber repairs nearly completed. Total water production for January 2019 was 21.3 million gallons (65.34 acre-feet). Gallons of production per connection was 253 gallons per connection per day for January. Gallons of water used per capita per day usage was 88 vs 94 in 2013, a 8.5% decrease in use as shown in the updated graph below.



WATER SOURCE OF SUPPLY

On February 5, 2020, all raw water storage for Calero, Chesbro, and Clementia Reservoirs volume measured 1,314.6 million gallons (4,034.6 acre-feet). The volume for Calero and Chesbro alone totaled 1,030 million gallons (3,161.6 ace-feet). A graph of the water storage volumes is shown below.

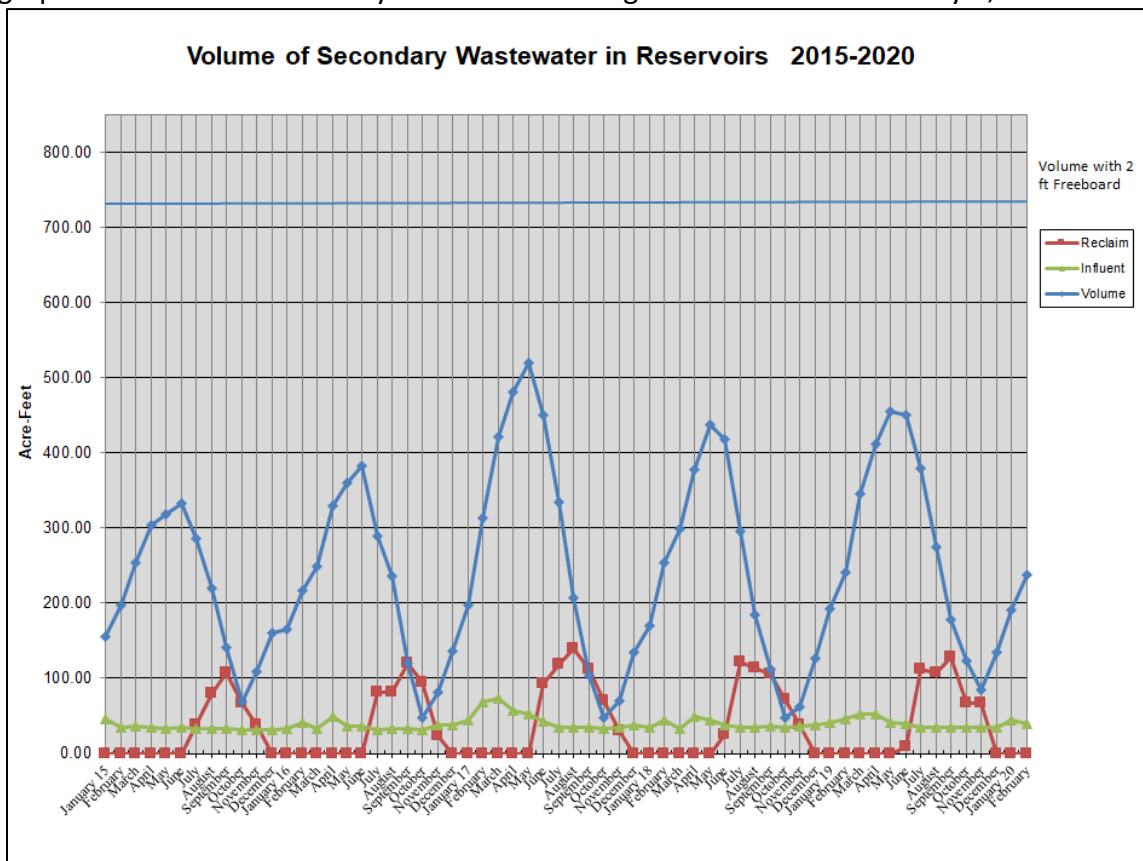


We are continuing to pump from the Cosumnes River to fill the Calero & Chesbro Reservoirs.

WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

For January, the influent wastewater flow averaged 421,355 gallons a day, for a total of 13.1 Million Gallons (MG), (40.1 acre-feet[AF]). This is approximately 161 gpd per sewer connection. On February 5, 2020, secondary wastewater storage measured 77.6 MG (238.3 AF), of which 72.8 MG (223.4 AF) is usable for reclamation due to dead storage. The Wastewater Reclamation Plant remains off for the season. Staff is continuing with maintenance activities including sand replacement in the tertiary filters and cleaning out drying beds in preparation for starting up the facility.

Below is a graph of the recent secondary wastewater storage volumes as of February 5, 2020.



SEWER COLLECTION

Staff solicited bids to repair the known “belly” area near Labranza and Murieta South Parkway. The low bidder, M3 Construction Inc. out of Plymouth, will be conducting the repair on February 11-12, with District staff providing traffic control. Only one callout was received by staff for a sewer issue, which ended up being a blockage on the homeowner’s sewer line that they took care of.

DRAINAGE / STORMWATER

Utilities staff completed one round of pre-storm inspections in January as there was limited rainfall. No work in drainage occurred this past month.

WATER METERING AND UTILITY STAFF WORK

In January 2020, nine (9) ¾ inch meters and one (1) MXU (radio read transmitter) units were replaced as part of water metering maintenance. Also completed was one (1) Underground Service Alert marking and fourteen (14) utility star service orders for the administration department, which included; Lock offs – 3, Restore water service – 4, Final reads – 5, high usage and or questions about meter and usage – 1, Inspections for Rebates, Toilet -1, Hot water Heater re-circulating pump-0, Pressure Reducing Valve – 0, Irrigation -0.

Staff had eleven (11) homeowner calls for various water related complaints that were called into Utilities Department this last month. Nine of these calls were for high usage complaints. Three were diagnosed as water leaks for homeowners to repair and they were notified. Six had no leaks detected and homeowners were notified. One call was for water pressure at home where the pressure reducing valve was found to be the problem and the homeowner was present at time and notified of the issue. One call was to shut water off for homeowner to make repairs to his plumbing. This work is all currently not billed out for and considered customer service.

We had one water leak in the month of January that was repaired. Utilities staff replaced another adjacent service line as an ongoing preventative. Utilities staff have also been working to complete maintenance on fire hydrants in Murieta North in Unit #2, which is ongoing and is being completed as fill in work in between competing priorities.

Inspections and builder coordination continue at the Murieta Gardens II development. There were 12 new water meters and MXU’s added to the system this month in Murieta Gardens II, 8 potable and 4 recycle.

PROJECTS

Development

The Retreats East and North

No new update.

Rancho Murieta North – Development Project

Coastland was working on the reviews of the Water & Sewer studies until we were told by the County the North project is on hold. After discussion with the developer, they say their project is mistakenly on hold and that Coastland should continue their review. It was then discussed that the process for review should be facilitated through Sacramento County and plans and comments to the District will come from the County after they have completed their review, not directly from a developer, which the developer’s engineer agreed with. There has been no response back yet on the Coastland’s review of the proposed drainage study.

I've conveyed the concerns of myself and my staff regarding the water system to Coastland. The Rio Oso potable supply tank, which currently supports homes in units three and four and supplements the gravity system in high demand times, is proposed to expand its supply to outlying areas above the 220-foot elevation. More than likely there needs to be additional storage and booster systems to maintain adequate water supply and fire flow for the proposed North development, as we have seen significant drops in the tank's level in high summer demand times. More than likely a comprehensive water system analysis needs to be done with the submittal to ensure fire flows are available.

The Murieta Gardens – Highway 16 Off-Site Improvements

No update.

MG - Lot 4&5

With exceptionally nice weather in January, work continued this project. Inspections were called for during installations of fire hydrants and water lines on both lots.



Fire hydrant installation on Lot 5 of Murieta Marketplace project

MG - Murieta Marketplace

No updated related to District infrastructure. Coastland has requested responses back regarding previously submitted comments for the landscape plans, as well as for the project to submit a Recycled Water application for the project.

MG -Lot 10 (PDF Office)

No update. Coastland engineering had provided comments on their plan submittal with no comments back yet.

MG – Lot 11 (Gas Station/carwash)

No update. Coastland engineering had provided comments on their plan submittal with no comments back yet.

The Murieta Gardens I & II – Infrastructure

No update. Project is reported as not being complete yet by Coastland engineering and the contractor has not called for a final punch list yet either.

FAA Business Park

No update on this project.

Riverview

We provided a fire flow analysis for the developer's engineer at his request. They are working on developing a phase II of the project, which is to build approximately twenty-two homes on the north side of Rancho Murieta Country Club South Hole 8. This project is also subject to the 670 Financing and Services Agreement (FSA).

The Residences of Murieta Hills East

The new owner/developer of this lot has requested a lot of information but has yet to submit a development application to cover District costs for review.

District Projects

Water Plant #1 Effluent Pump replacements

The contractor has placed the order for the replacement pumps. The manufacturer noted 12-14 weeks before delivery. Once delivered the contractor will coordinate with us to schedule the work for replacement.

Water Rights Renewal

Wagner & Bosignore provided a draft Petition for Extension with several blanks in it for me to research, fill out, and send back to them for continued completion.

Recycled Water and Untreated Water Fee Study

Mark Martin, Cindy Chao, Tom Henning and I met with Terry Madsen of ClearSource Financial Consulting on January 22. It was discussed that raw (untreated) water will be assigned a single rate which captures the District's expenses to provide it. He mentioned that it's a bit early for the District to adopt a recycled water rate. The reason is the recycled water rate needs to know what the fixed amount will be assigned to the Rancho Murieta Country Club, and what the expected development scenarios are, to figure an estimate of when recycled water will be available. Another a factor is if or when we capture stormwater into the secondary wastewater storage system to supplement recycled water supply, as proposed in CIP 20-05-1/2.

Chlorine Gas to Sodium Hypochlorite (bleach) conversion

The order for two Sodium Hydroxide tanks to be installed at the bulk chemical storage site have been requested and are awaiting submittals for review and approval before placing the final order. The same is happening for the two chemical feed skids. In the meantime, staff has removed the two old tanks and is preparing the area for acceptance of the new tanks. This includes extensive cleanup of old chemical lines, repair of cracked concrete, tapping into potable water to create a water fill for tank dilution, and the forming of an additional secondary containment wall. They are also working to expand a chemical feed trench onsite to easily route and maintain chemical feed lines. The photo below shows the tanks removed and work mentioned previously.



Chesbro Aeration Fencing

The fencing has been installed. We have been waiting over a month now for the delivery of the buoys that have been ordered to go around the aeration system which surrounds the water plant's intake. To reinforce the need for the buoys, staff found a boat anchor caught up in one of the aeration lines which had yanked an aeration pod onto its side, causing the lake bottom to get stirred up. They re-set the aeration pods which had been moved. Once the buoys arrive, staff will work to get them placed around the aeration systems in the reservoir.



Dam Inundation Mapping and Emergency Action Plans

No update.

Reserve Account

There was one expenditure from operations budget that we wish to draw from reserves this past month. This would be from Water Capital Improvement Reserves to Crusader Fencing in the amount of \$12,489.94 for the Chesbro aeration system fencing.

CONFERENCE/EDUCATION SCHEDULE

Date: February 12, 2020
To: Board of Directors
From: Amelia Wilder, 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)

Understanding the Brown Act	March 19, 2020	Stockton, CA
<i>Mark Martin and Amelia Wilder plan to attend Understanding the Brown Act</i>		
2020 SDRMA Spring Education Day	March 24, 2020	Sacramento, CA
Special District Leadership Academy	April 19 – 22, 2020	San Diego, CA
2020 Special District Legislative Days	May 19 - 20, 2020	Sacramento, CA
General Manager Leadership Summit	June 28 - 30, 2020	Olympic Valley, CA
<i>Mark Martin plans to attend the GM Leadership Summit</i>		
Annual Conference	August 24 – 27, 2020	Palm Desert, CA
Board Secretary/Clerk Conference	October 26 – 28, 2020	Anaheim, CA

GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

Public Agency Risk Mgmt. Assoc. (PARMA) Conference and Expo	February 25 – 28, 2020	Monterey, CA
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AMERICAN WATER WORKS ASSOCIATION (AWWA)

WEF/AWWA The Utility Management Conference	February 25 – 28, 2020	Garden Grove, CA
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AMERICAN PUBLIC WORKS ASSOCIATION (APWA)

Public Works Expo	August 30- September 2, 2020	New Orleans, LA
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Rancho Murieta Community Services District

March 2020

Board/Committee Meeting Schedule

March 3, 2020

Personnel 7:30 a.m.

Improvements 8:00 a.m.

Finance 10:00 a.m.

March 5, 2020

Communications/Technology 8:30 a.m.

Security 10:00 a.m.

March 18, 2020

Regular Board Meeting - Open Session @ 5:00 p.m.





2019 Field Operations Year in Review

Liquid Assets Review:
from Source to Course

Source

Granlees Pumping & Diversion Station

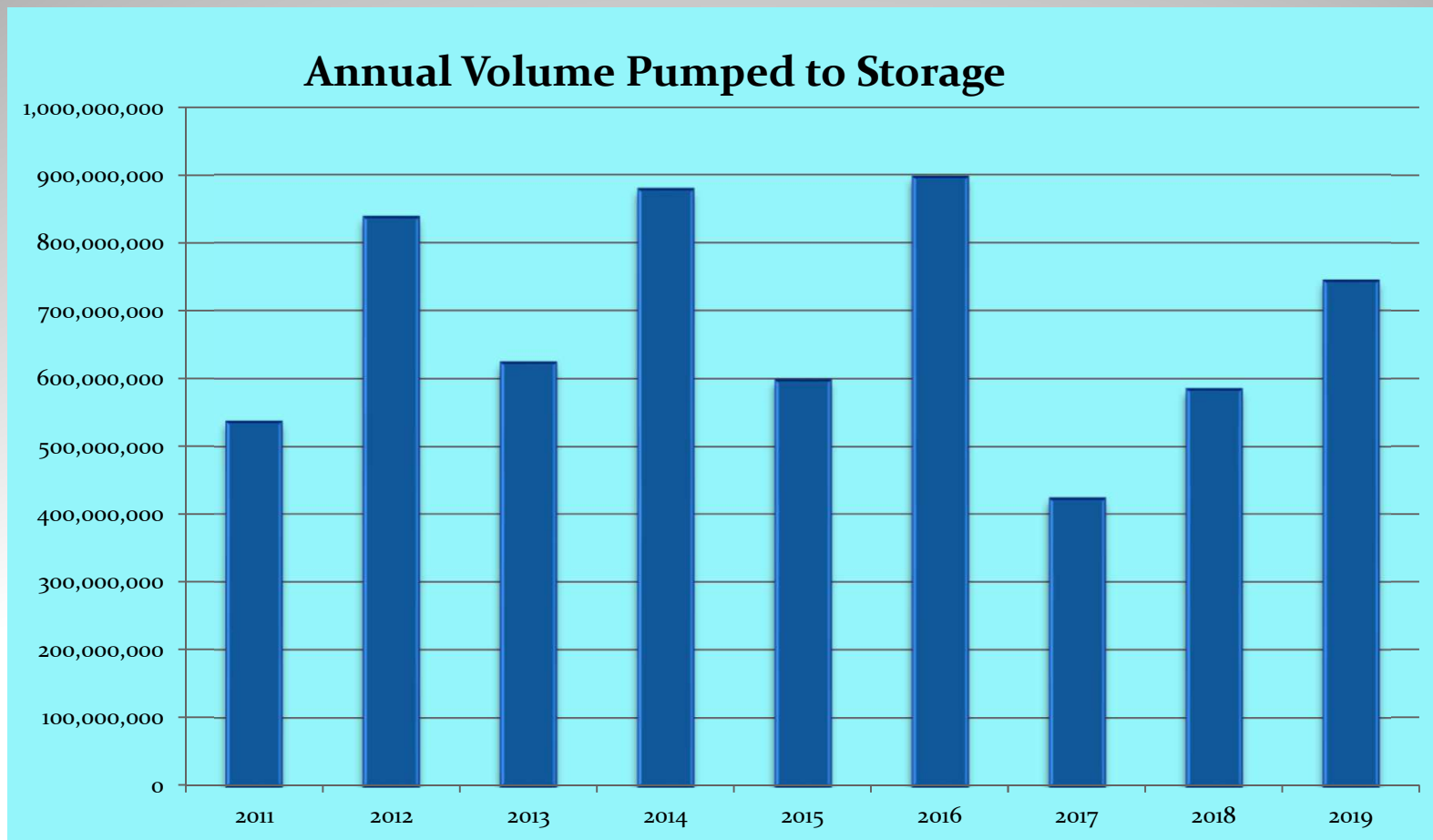
- 2018-2019 Pumping Season: 2,262 Ac. ft. (744.06 million gallons “MG”) pumped
Started filling on Nov. 21, 2017.
- **2019-2020 Pumping Season:** 233.52 Ac. ft. (99.1 MG) pumped *so far* this **SEASON** (as of 2/4/20; began pumping December 13, 2019)

The District may pump water from the Cosumnes River from November 1 thru May 31 of each year for raw water storage. Amounts and times vary depending on river flow. River diversion through the Cosumnes Irrigation Association (CIA) ditch is utilized to convey water for downstream uses.

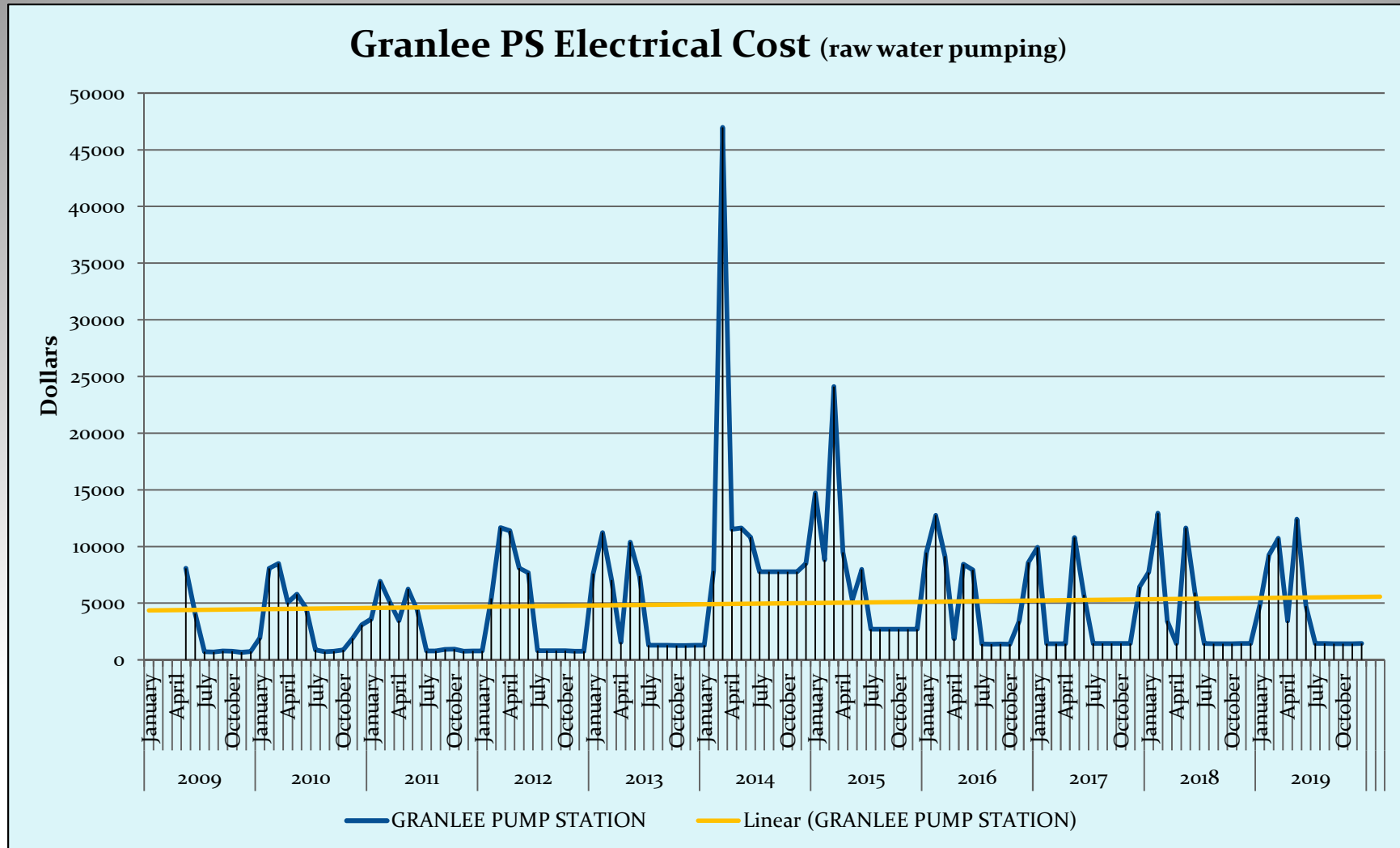
Granlees Pumping & Diversion Station



Annual Amounts Pumped from River to Storage

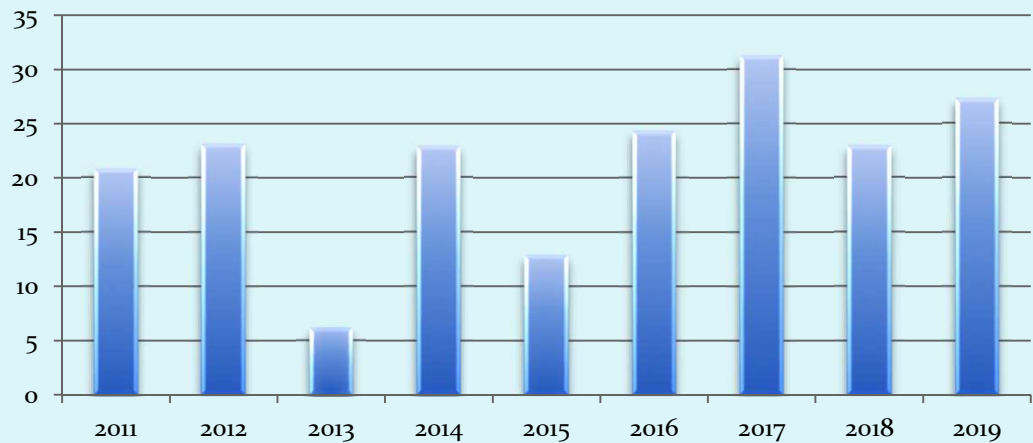


Water Pumping Costs from River

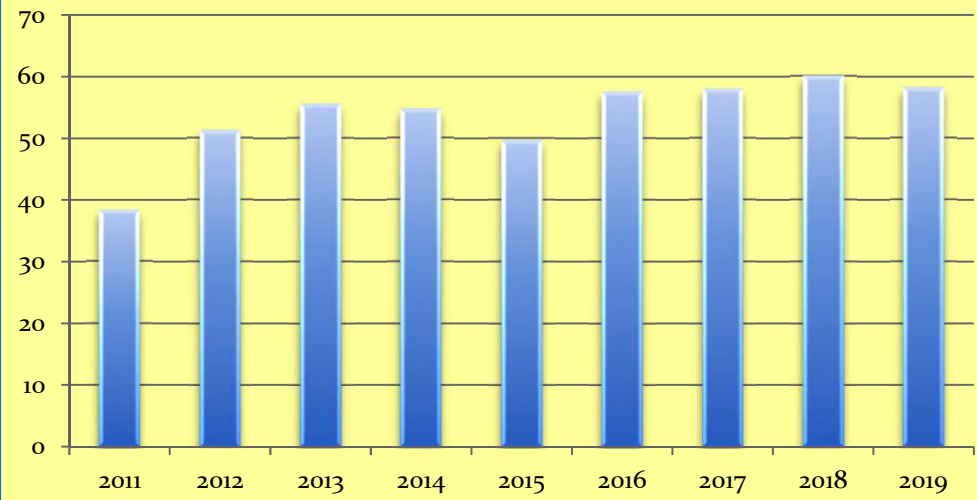


Rainfall & Evaporation

INCHES OF RAINFALL MEASURED AT WASTEWATER PLANT

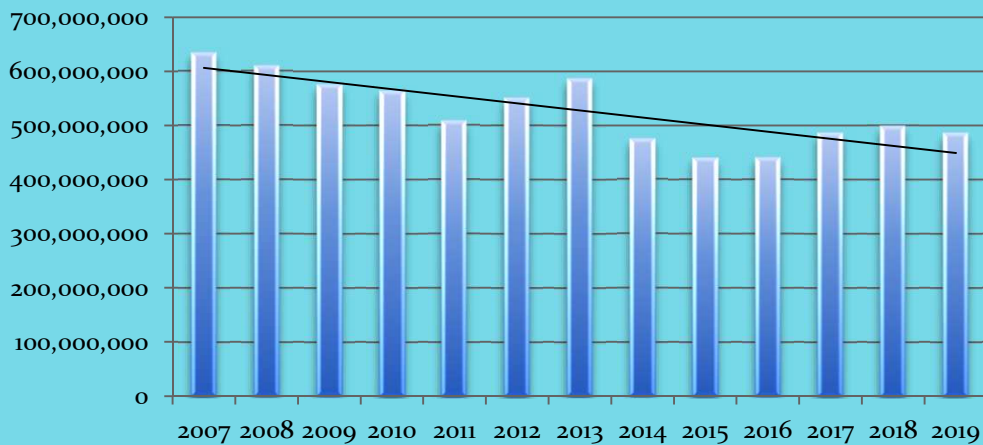


Evaporation in inches

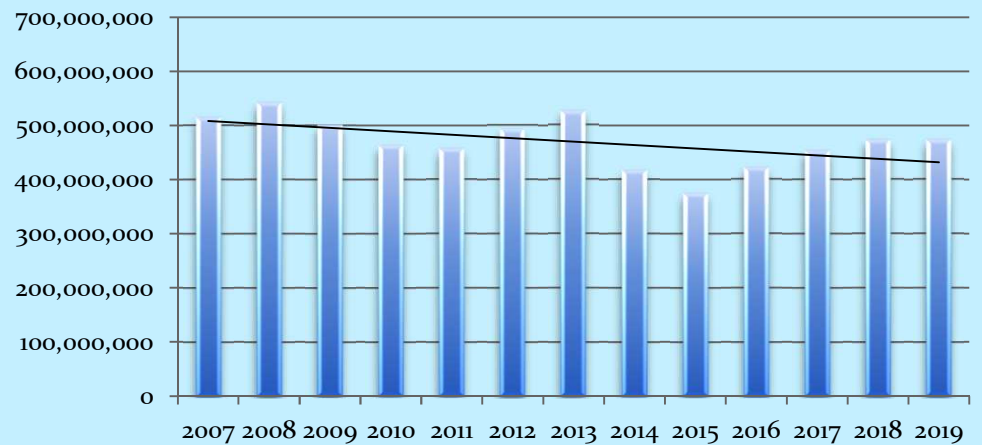




TOTAL WATER PRODUCTION FROM WATER TREATMENT PLANTS



Potable Water Consumption - from Administration



124 new connections added between 2007-2019

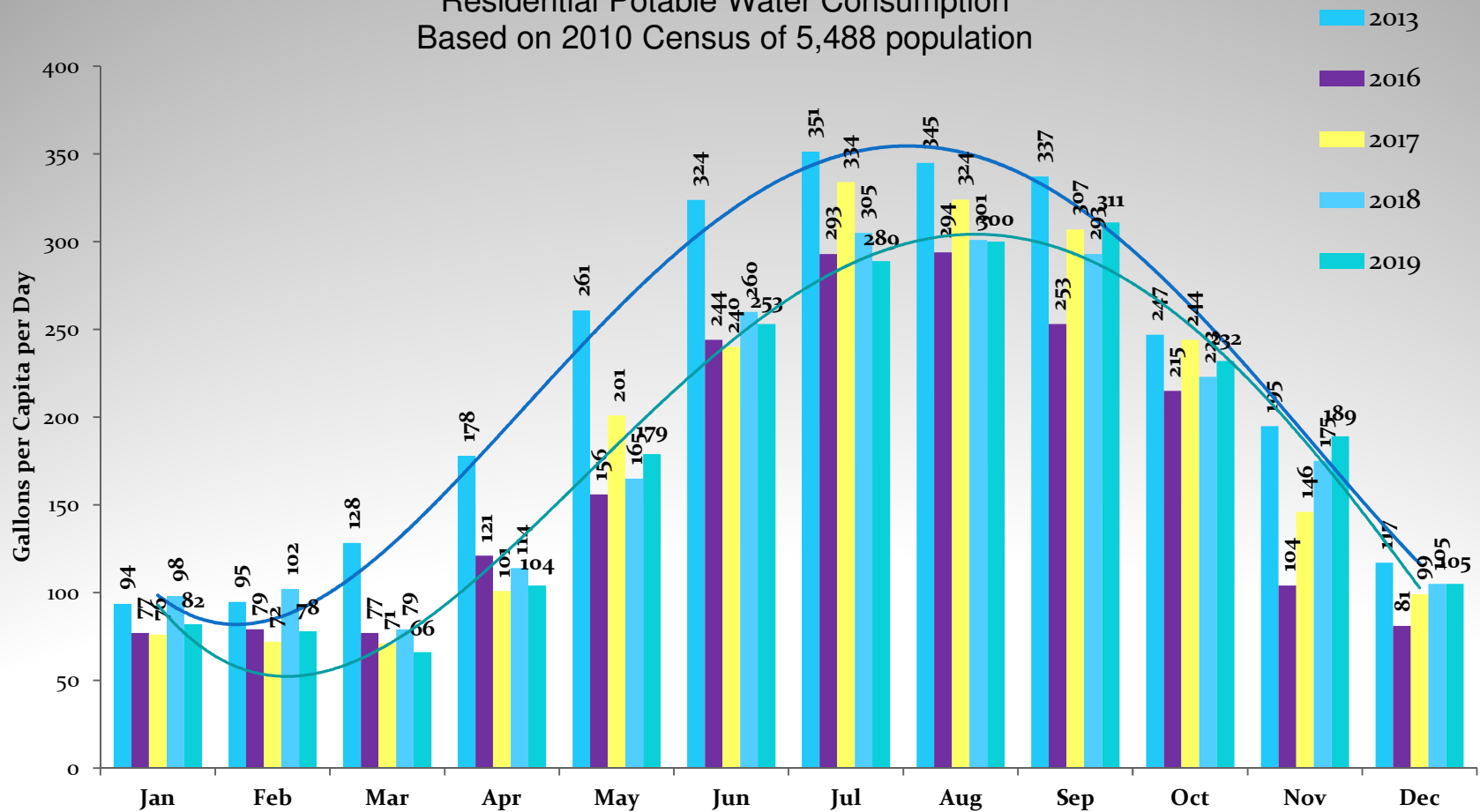
Conservation

Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013 (drought base yr) and 2019

Residential Potable Water Consumption

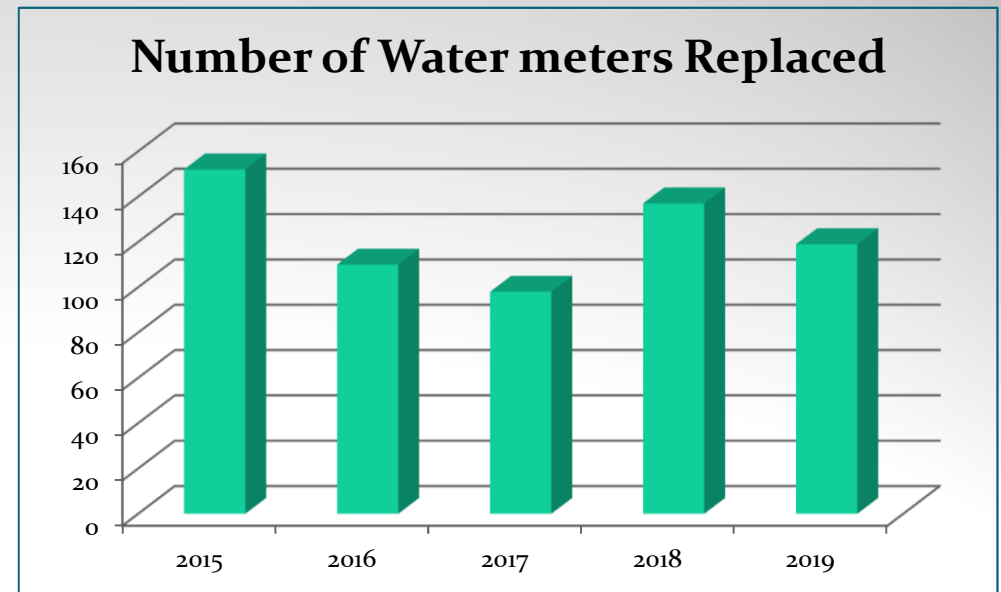
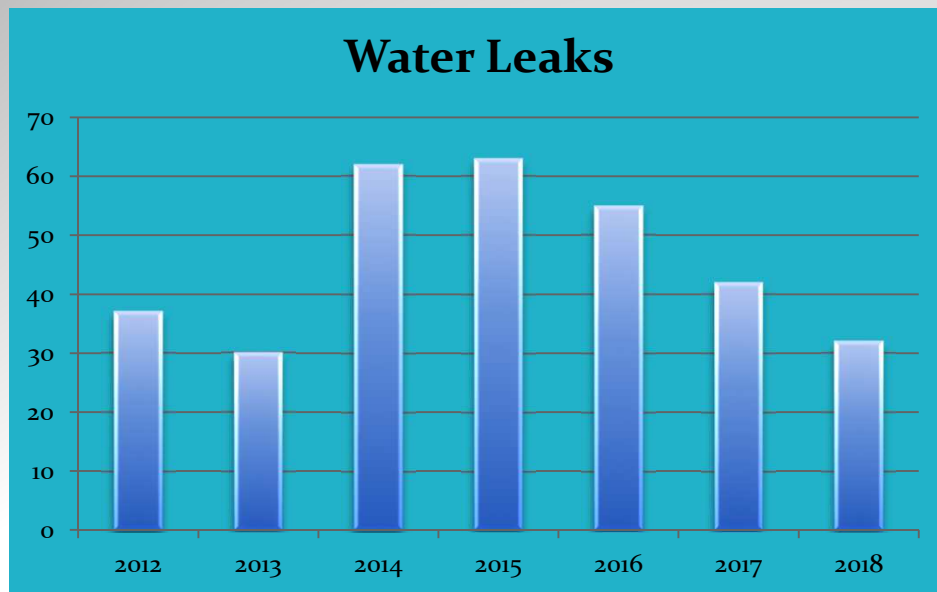
Based on 2010 Census of 5,488 population



Total Conservation achieved in 2019 versus 2013: 18.4%

Water Distribution & Maintenance

- **32 Water Leak Repairs in 2019**
- **119 Meters Replaced**
- **27 MXU's Replaced**



Wastewater Treatment System Overview

- **2019** influent flow received was **157.7 MG** (483.9 acre-feet)
- Treated wastewater is stored in two reservoirs until needed for reclamation use by RMCC during summer months.

• Stored secondary treated wastewater is pumped through a Dissolved Air Floatation (DAF) system and then filtered, disinfected with chlorine, becoming tertiary treated water, and supplied to the golf courses for irrigation.



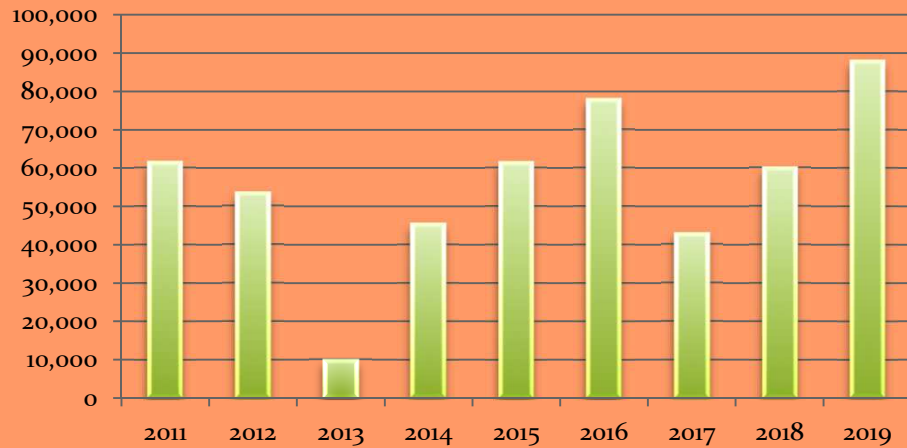
To Course

155.8 MG
(478.3 Acre-feet) of
tertiary water was
delivered in 2019 for
RMCC irrigation use.



Sewer Metrics

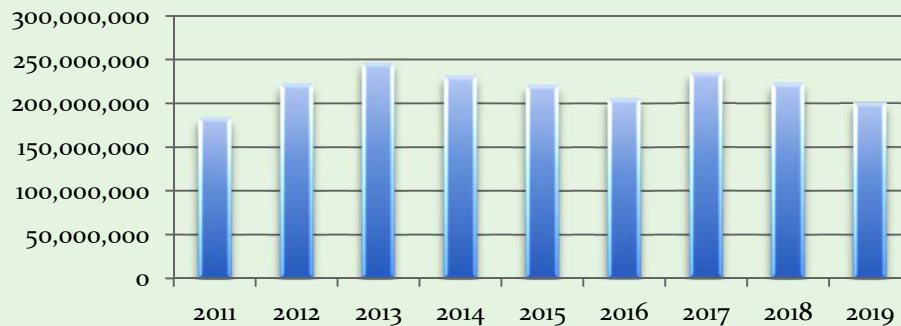
Sewer Line Cleaned - Feet



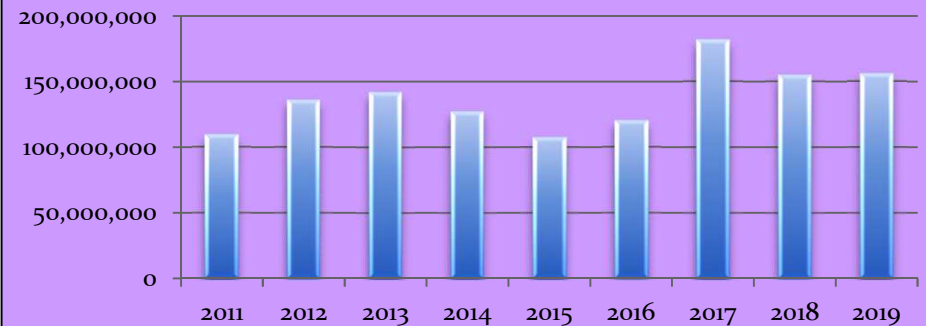
Total Wastewater gallons in to Wastewater Plant



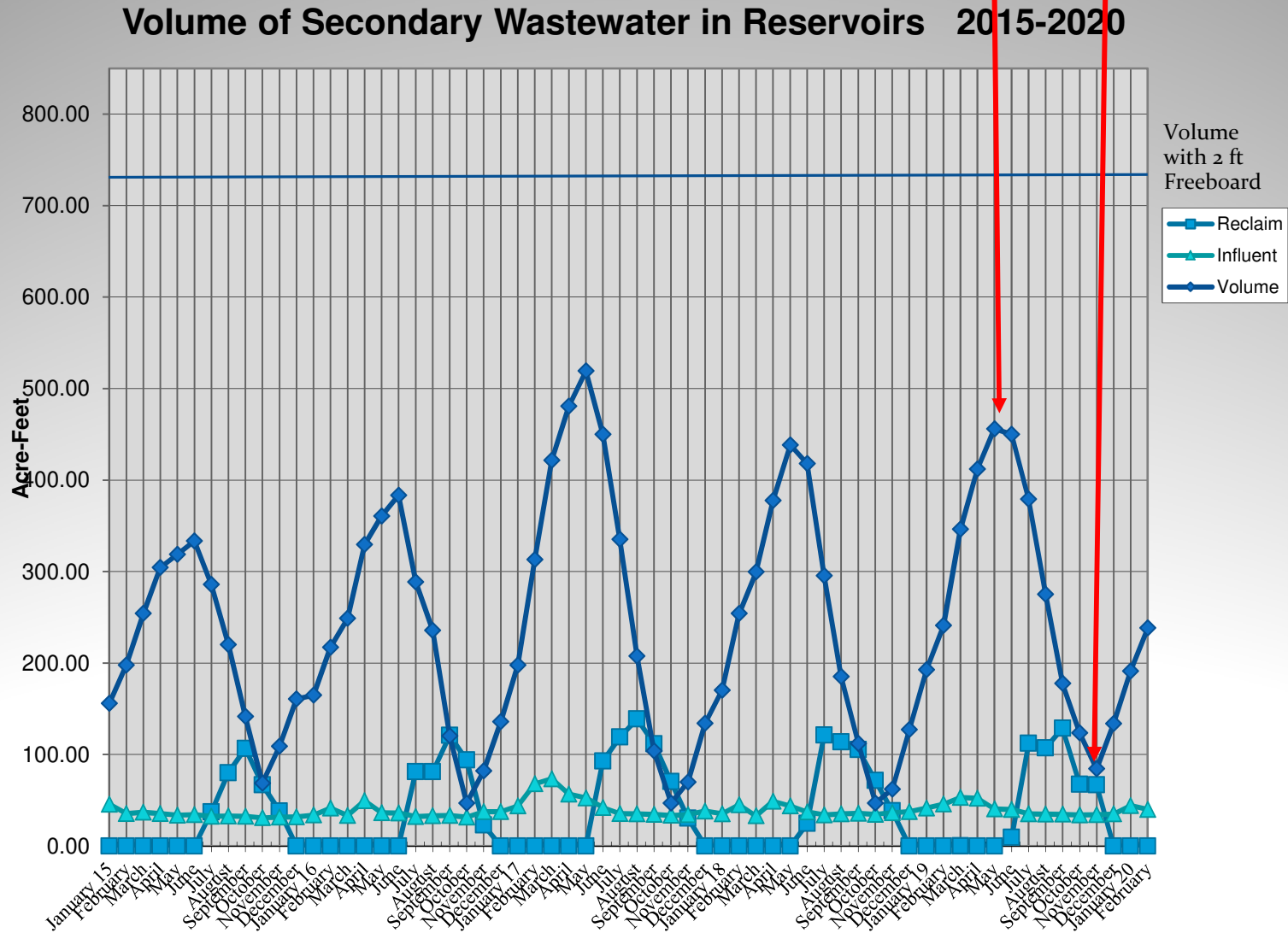
RMCC RECLAIMED/RAIN/RIVER WATER USED FOR GOLF COURSE IRRIGATION



TREATED RECLAIMED WASTEWATER DELIVERED FOR GOLF COURSE IRRIGATION

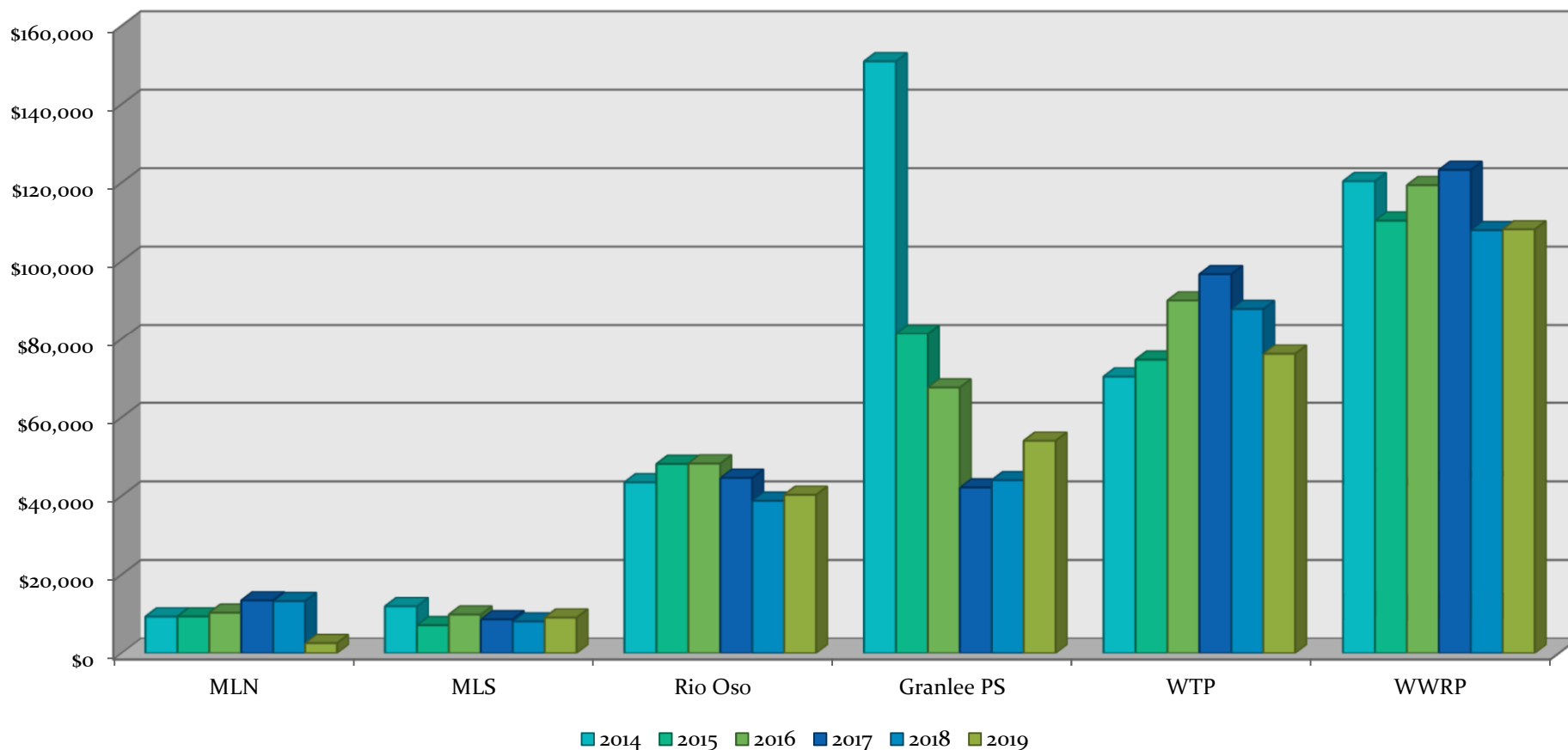


We effectively lowered secondary wastewater storage to 84 acre-feet.
 The highest storage volume for the year was 456 acre-feet.

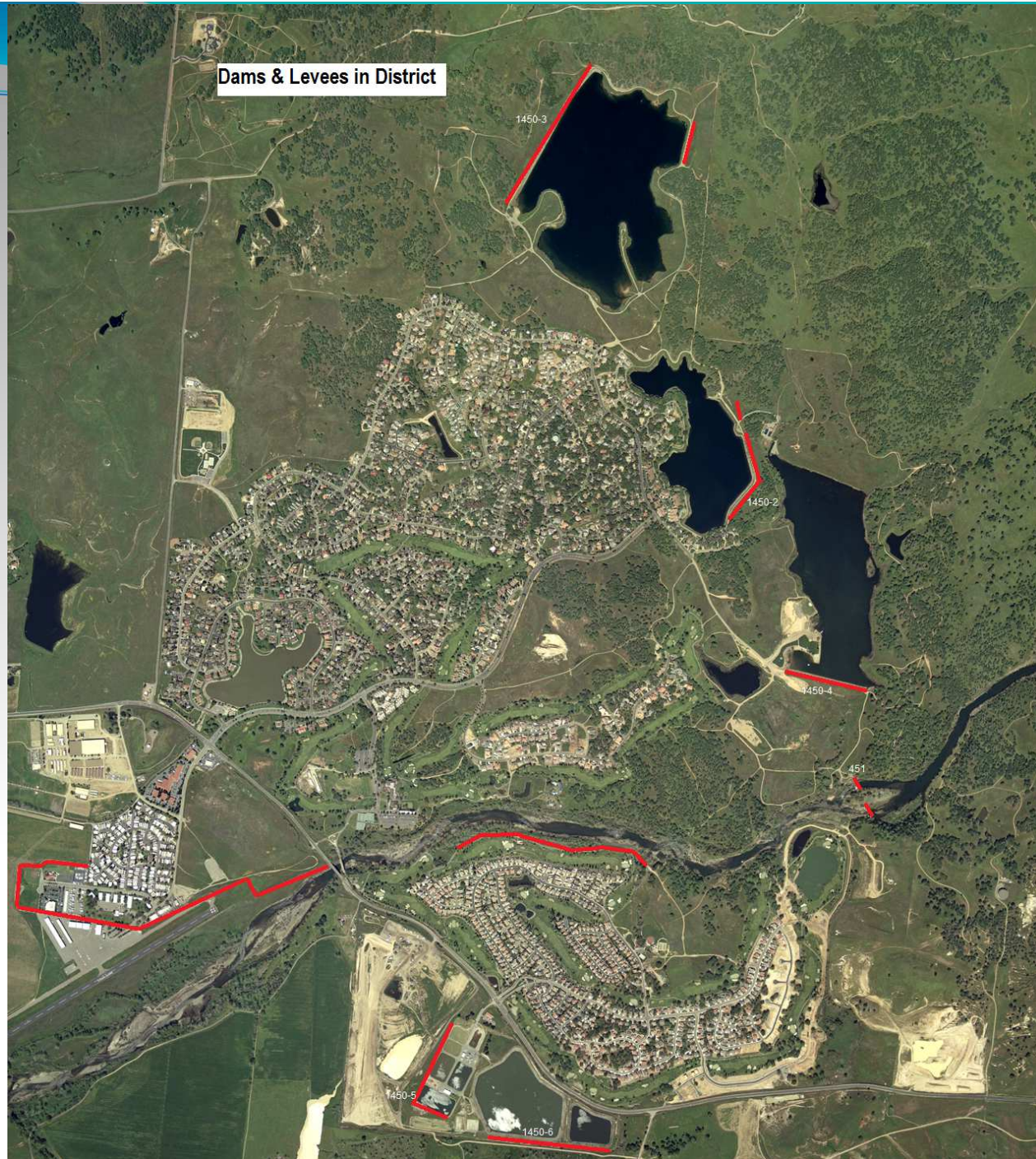


Total Annual Power Costs –largest users only

Primary Electrical Accounts - Annual Costs



Dam Inundation Analysis



Projects Completed

- Cantova Sewer Lift Station Pump Upgrades
- Cantova Sewer Lift Station force-main repair & re-route
- Alameda Sewer Lift Station pump replacement
- Proposition 84 Projects
 - Sought and received Board approval to change project from Well/s to Water Augmentation with recycled water
 - Re-wrote project description and submitted to Regional Water Authority / Department of Water Resources for Approval
- Wastewater Reclamation Plant compressor replacements
- Wastewater – West DAF Saturator tank replacement
- Sludge Removal from Wastewater Process Ponds
- Wastewater Sludge valve replacement to drying beds
- Wastewater Drying Bed #6 & 7 rehabilitation
- Culvert Replacement behind Wastewater Plant

Cantova Sewer Lift Station upgrade



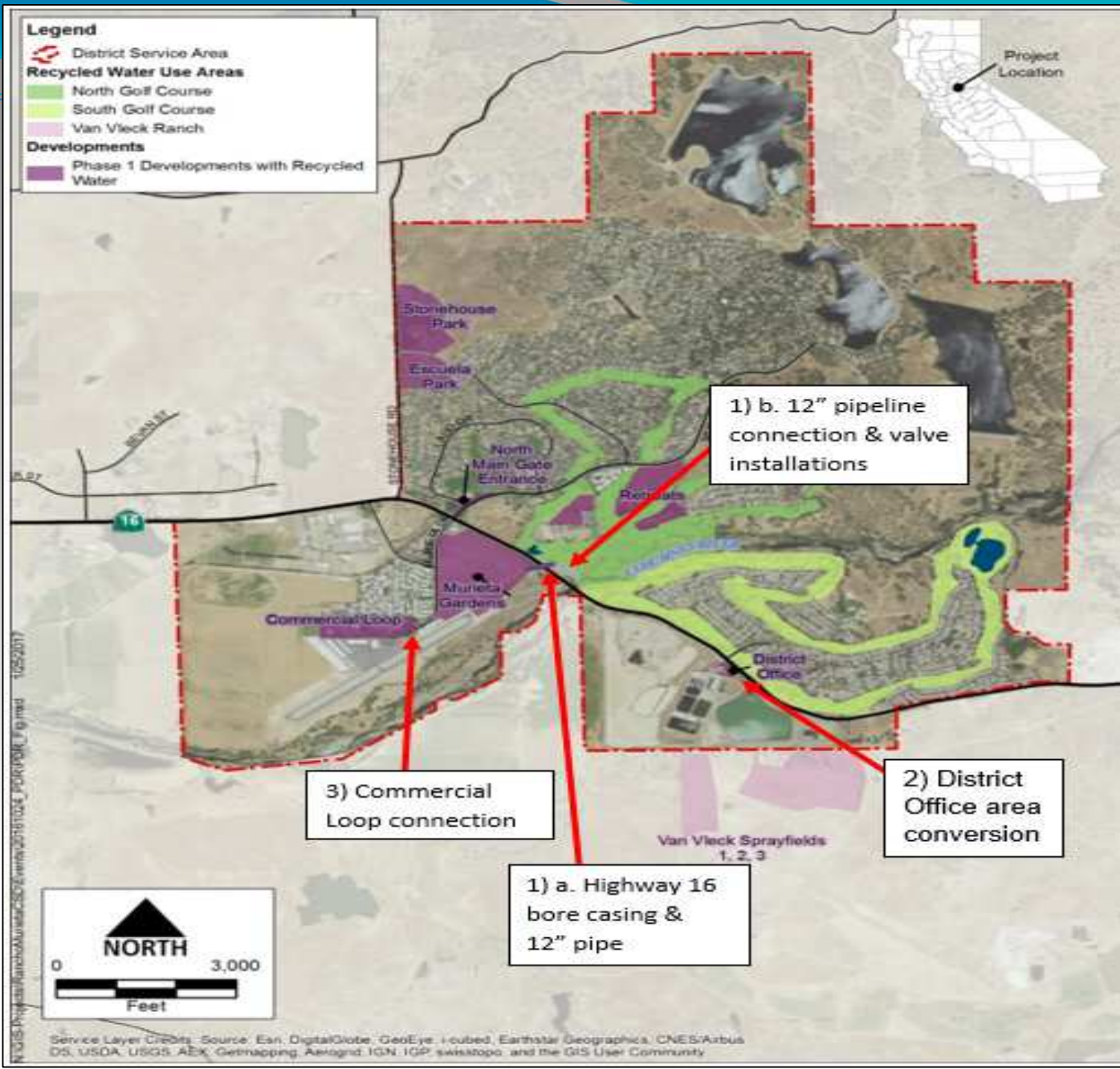
Cantova Sewer Lift Station forcemain repair & re-route



Proposition 84 - Projects

- Within a 5 month timeframe
 - Defining of new projects
 - Reassignment of project description & obtain approvals
 - Engineering, bidding, & reimbursement agreements
 - Procurements through completion of projects within shortened timeframe
 - Completion reports and submittal of invoicing for reimbursements

	Projects
1a	Bore and casing installation & Caltrans encroachment permit
1b	12" pipe and appurtenance installations
2	District office area irrigation conversion
3	Cantova Commercial loop – 6" recycled water service



Prop. 84 Project 1



Photo of point of connection from recycled water line going to Bass lake to Murieta Gardens/Commercial areas Boring under Highway 16

Engineering the route for piping; Caltrans encroachment permit; staking the route for the piping; boring under Highway 16 and installation of pipe casing & installation of 12inch pipe and conduits within the casing and running the conduits back to a valve vault at the point of tie-in; installation of the valve vault and valves; tie-in into the 12-inch recycled water pipeline running to Bass Lake; routing the 12-inch pipe at the Murieta Gardens project with a future connection point.

Prop. 84 Project 2 – Office irrigation



Prop. 84 Project 3 – Recycled Water extension to commercial area



Photos of 6 inch recycled water line running towards Cantova Drive from Murieta Gardens Lot 66

West DAF Saturator tank replacement



Sludge Removal from Wastewater Process Ponds



Wastewater Sludge valve replacement to drying beds



Drying Beds #6 & 7 rehabilitation



Culvert Replacement behind Wastewater Plant



Unfunded mandates & looming \$'s

- Drainage:
 - Pyrethroid (pesticide) monitoring
 - Special tax doesn't keep up with inflation at 2%/yr
- Wastewater:
 - ELAP (Environmental laboratory accreditation program) fee increases for next year have gone up 16%
- Water:
 - Urban Water Management Plan required at 3,000 connections
 - Assembly Bill 685 – Human Right to Water



Thank You!

With the continued support of the Board and community, we will continue to make improvements and keep the District running with a high standard of service and operation.

MEMORANDUM

Date: February 10, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Consider Approval of Bid for Two Sewer Replacement Pumps at Main Lift South Sewer Pump Station

RECOMMENDED ACTION

Approve bid cost for two (2) sewer pumps from Muniquip for \$38,143.50 plus a 15% contingency, a total not to exceed \$43,865.03. Funding to come from Sewer Capital Replacement Reserves.

BACKGROUND

The Main Lift South sewer pump station serves the entire South community. There are two 20-hp Wemco-Hidrostal submersible screw centrifugal sewage pumps in service at the Main Lift South sewer pump station, and a spare kept as a backup. The pumps were originally purchased around 1991, are 28 years old, and have been rebuilt several times. Two of the pumps, the one in service and now the spare, are in need of replacement. The Improvements Committee on February 4, 2020 recommended approval. The quote is attached.

Sewer Capital Replacement reserves are at \$3,035,207.

Photos shown of the pumps to right and below.



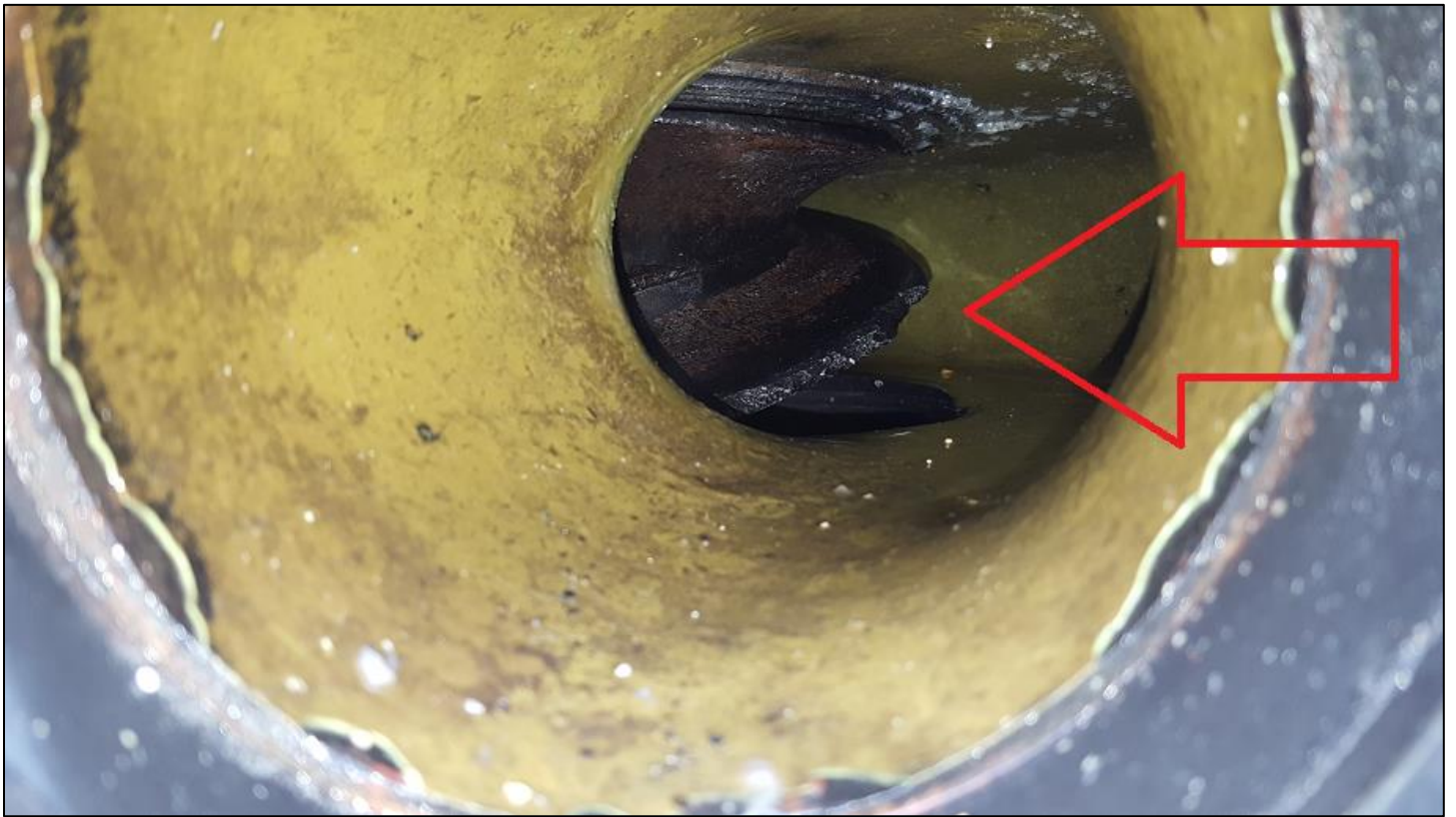


Photo of inside of pump showing worn impeller



DATE: February 3rd, 2020

QUOTE #DR19-0035 Rev1

TO: Paul Siebensohn

Director of Field Operations

Rancho Murieta CSD

ph.(916)354-3700

Hidrostal Pumps

We are pleased to offer the following items for your consideration:

1 SO18517 ITEM 1

HYDRAULIC ASSEMBLY, E5K-H, REGULABLE, HI- CHROME CONSTRUCTION, MAT 4, E5K-H4R
DRY-PIT SUBMERSIBLE (IMMERSIBLE) MOTOR, 20HP, 1724RPM, 1.00S.F., STANDARD OIL COOLING, 82 FEET CABLE, FM,
230V/460V, EEXP4-MIAK1FG+XC1A6MM- 25
Pump Type: DRY-PIT SUBMERSIBLE (IMMERSIBLE)
Pump Size: E5K
Pump Model: E5K-H4R Wet End Type: REGULABLE
Wet End Material: HI-CHROME CONSTRUCTION Volute Casing Material: CAST IRON A48CL30 Impeller Material: HI-
CHROME A532-III-A
Liner Material: HI-CHROME A532-III-A Suction Casing Material: CAST IRON A48CL30 Wear Ring Material: HI-CHROME
A532-III-A
Impeller Flange Material: DUCTILE IRON A536-80-55-06 Motor: DRY-PIT SUBMERSIBLE (IMMERSIBLE) MOTOR, 20HP,
1724RPM, 1.00S.F., STANDARD OIL COOLING, 82 FEET CABLE, FM, 230V/460V, EEXP4- MIAK1FG+XC1A6MM-25
Back Cover Material: CAST IRON A48CL30 Shaft Material: STAINLESS STEEL AISI420
Sealing Type: PUMP SIDE: TYPE M, RUBBER BOOTED SINGLE SPRING SEAL, SC/TC
Sealing Type: MOTOR SIDE: TYPE F, RUBBER BELLOWS SINGLE SPRING SEAL, SC/C

MOISTURE RELAY THERMISTER RELAY

2
5237183 INCLUDED STANDARD PAINT (E5K) TNEMEC HI-BUILD EPOXOLINE II N69 PRIMER AND PAINT, 3-4 DRY MILS PRIMER
AND PAINT EACH, KC
BLUE 21BL

All Items listed above QTY (2)\$ 35,400.00

NOTES:

Price includes Startup and Freight (\$1,400.00) Sales Tax Not included. Lead time 5 weeks.



Not included are anchor bolts, tanks, access hatches, transformers, control panels, appurtenances, field wiring, tools, field alignment, installation, field painting, analysis, calculations, power supplied, PLC's, junction boxes, supports, restraints or any item not individually included and named in the above scope of supply.

Sales tax is not included in above pricing.

Freight FOB Factory

Quotation is valid for 90 days.

This proposal is subject to the attached MuniQuip Terms & Conditions and/or the Terms and Conditions of the individual companies MuniQuip has quoted.

Best Regards,

MuniQuip, LLC

Don Reppond

Senior Sales Engineer

donr@muniquipllc.com

707-685-3757

TERMS AND CONDITIONS

1. Acceptance of this Order is final only upon written approval by MuniQuip, L.L.C. ("MQ").
2. The total sale price, as set forth on the first page hereof, including all tax, is payable by Purchaser as follows: One-Hundred percent (100%) within 30 days of notice of availability for shipment by the manufacturer. Any amount not paid when due shall bear interest at the rate of 18% *per annum*. Purchaser agrees to pay reasonable attorney's fees and all collection costs incurred by MQ if payment is not timely received. All payments by Purchaser shall be made without offset or deduction.
3. All prices are FOB source shipping point. MQ is not responsible for any loss during transit. Breakage or shortage claims arising from shipments shall be made by the Purchaser directly against the carrier. Purchaser will accept shipment within five (5) days of notice of availability from MQ.
4. Purchaser understands and acknowledges that the Equipment is not manufactured by MQ, and that MQ offers no representations or warranties of any kind or nature with respect to the Equipment. **SPECIFICALLY, MQ DOES NOT OFFER ANY EXPRESS OR IMPLIED WARRANTY OF DESCRIPTION, TITLE, OR CONDITION OF LIEN OR SECURITY INTERESTS, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.** The only warranties with respect to the Equipment shall be those offered by the manufacturer, if any. The sole obligation of MQ shall be to assist Purchaser in connection with the presentation of any warranty claim to the Manufacturer. If applicable, MQ will assign all manufacturers' warranties to Purchaser or end user. Purchaser shall be responsible for all costs and labor for installation and start-up assistance of the Equipment.
5. MQ shall not be responsible for any loss, claim or damages resulting from any force majeure, including but not limited to strikes, accidents, unavailability of labor or materials, acts of God, weather conditions, inability of carrier to deliver, legislative, administrative, or executive law, order or requisition of any governmental entity, or any event not under the direct control of MQ. Any delay in delivery from the



MUNIQUIP, LLC

Your Source For Water & Wastewater Equipment



Manufacturer caused by a force majeure or action or inaction of the Manufacturer or carrier shall not be the responsibility of MQ.

6. In no event shall MQ be responsible for any liquidated, consequential or special damages arising from breach of this Agreement, any delay of delivery or any other cause.
7. Purchaser shall pay any sales, excise, or other government charge payable by MQ to federal, state or local authorities. Any such taxes now or hereafter imposed upon sales or shipments will be added to the purchase price. Purchaser agrees to reimburse MQ for any such tax or to provide MQ acceptable tax exemption certificates.
8. Purchaser may not cancel this Order without the prior written consent of MQ, and in any event Purchaser shall be responsible for all costs, charges and fees caused by such cancellation, including labor expended, material procured, and reasonable overhead expenses applicable thereto.
9. Any failure of MQ to insist upon the performance of any term or condition of this Agreement or any prior quotations, agreements, orders, and acceptances or orders related thereto shall not be deemed to be a waiver of such term, condition, or any other right in the future.
10. The provisions hereof shall apply to all addendums or changes hereto although not specifically set forth therein, all of these terms and conditions being considered to be additional terms and conditions to any such addendum or change.
11. Purchaser agrees to inspect the Equipment immediately upon delivery. Any claim for shortages must be made to MQ within ten (10) days after shipment or shall be deemed waived. Any other claim by Purchaser, other than warranty claims against the manufacturer, shall be made within thirty (30) days after receipt of shipment, and if not made, shall be waived.
12. Purchaser agrees to provide and maintain adequate insurance against loss of or damage to the Equipment until the purchase price to MQ has been fully paid. Any loss or damage to the Equipment after transfer of possession shall not relieve the Purchaser from obligations under this Agreement.
13. This Agreement represents the final and complete understanding of the parties with respect to all terms and conditions of the sale of Equipment as contemplated hereby, and there are no other representations, promises or agreements, whether written or oral, made in connection herewith. Purchaser specifically understands and acknowledges that no agent, employee or representative of MQ has the authority to or has made any other representation, promise or agreement except as specifically set forth in this Agreement. No amendment to this Agreement shall be effective unless it is in writing and executed by both parties.
14. This Agreement shall be construed under the laws of the State of California, and any action arising hereunder shall be commenced in that state.

MEMORANDUM

Date: February 10, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Consider Approval of Bid for Bobcat Tractor Replacement

RECOMMENDATION:

Approve proposal from Valley Truck & Tractor Inc. in an amount not to exceed \$72,247.02. Capital Replacement Project #08-07-1, funding to come from Water and Sewer replacement reserves.

DISCUSSION:

A capital replacement project was approved at an estimate of \$65,000 to replace our 1993 90hp Bobcat loader model 2410, which has become cost ineffective to repair and maintain. We solicited costs for similar type loaders from three area tractor dealers, and requested that they include a cost option for a flail mower, which would be heavily utilized for weed abatement, and have cabs with AC. With OSHAs newer requirement for Heat Illness protection, having a cab with AC is helpful to meet the standard. Two bids were received, with the lowest from Valley Truck & Tractor Inc. Bids are attached for review and discussion.

Water Capital replacement reserves are at \$1,730,574.
Sewer Capital Replacement reserves are at \$3,035,207.

YOUR CONTRACT. YOUR QUOTE. YOUR HELP REQUESTED.

**Ensure your equipment arrives with no delay.
Issue your Purchase Order or Letter of Intent.**

To expedite the ordering process, please include the following information in Purchase Order or Letter of Intent:

For any questions, please contact:

- Shipping address
- Billing address
- Vendor: John Deere Company
2000 John Deere Run Cary,
NC 27513
- Contract name and/or number
- Signature
- Tax exempt certificate, if applicable

Matthew Delahanty

Valley Truck and Tractor Inc
10490 E Stockton Blvd Ste400
Elk Grove, CA 95624

Tel: 916-714-2600

Fax: 916-714-2661

Email: mdelahanty@vtco.net

Quote Id: 20992071

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Valley Truck and Tractor Inc
10490 E Stockton Blvd Ste400
Elk Grove, CA 95624
916-714-2600
general@vttco.net

Prepared For:

Rancho Murieta Community Services District



Proposal For:

Delivering Dealer:

Matthew Delahanty

Valley Truck and Tractor Inc
10490 E Stockton Blvd Ste400
Elk Grove, CA 95624

general@vttco.net

Quote Prepared By:

Matthew Delahanty
mdelahanty@vttco.net

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Valley Truck and Tractor Inc
 10490 E Stockton Blvd Ste400
 Elk Grove, CA 95624
 916-714-2600
 general@vttco.net

Quote Summary

Prepared For:

Rancho Murieta Community Services District
 15160 Jackson Rd
 Rancho Murieta, CA 95683

Delivering Dealer:

Valley Truck and Tractor Inc
 Matthew Delahanty
 10490 E Stockton Blvd Ste400
 Elk Grove, CA 95624
 Phone: 916-714-2600
 mdelahanty@vttco.net

Quote ID: 20992071
Created On: 24 December 2019
Last Modified On: 16 January 2020
Expiration Date: 31 January 2020

Equipment Summary	Selling Price	Qty	=	Extended
JOHN DEERE 5090M Utility Tractor	\$ 54,625.56 X	1	=	\$ 54,625.56
Contract: CA Ag Tractors 4-07-23-0007C (PG 5G CG 22)				
Price Effective Date: April 12, 2019				
JOHN DEERE 540M Loader	\$ 7,319.52 X	1	=	\$ 7,319.52
Contract: CA Ag Tractors 4-07-23-0007C (PG 5G CG 22)				
Price Effective Date: April 1, 2019				
JOHN DEERE 390 Heavy Duty Flail Mower - 12 In. Offset	\$ 5,105.52 X	1	=	\$ 5,105.52
Contract: CA Ag Tractors 4-07-23-0007C (PG 5G CG 22)				
Price Effective Date: April 1, 2019				
Equipment Total				\$ 67,050.60

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 67,050.60
Trade In	
SubTotal	\$ 67,050.60
Sales Tax - (7.75%)	\$ 5,196.42
Est. Service Agreement Tax	\$ 0.00

Salesperson : X _____

Accepted By : X _____

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Valley Truck and Tractor Inc
10490 E Stockton Blvd Ste400
Elk Grove, CA 95624
916-714-2600
general@vttco.net

Total	\$ 72,247.02
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 72,247.02

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote Id: 20992071 **Customer Name:** RANCHO MURIETA COMMUNITY SERVICES DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Valley Truck and Tractor Inc
10490 E Stockton Blvd Ste400
Elk Grove, CA 95624
916-714-2600
general@vttco.net

JOHN DEERE 5090M Utility Tractor

Hours:

Stock Number:

Contract: CA Ag Tractors 4-07-23-0007C (PG 5G CG 22)

Selling Price *

Price Effective Date: April 12, 2019

\$ 54,625.56

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
252CLV	5090M Utility Tractor	1	\$ 61,376.00	28.00	\$ 17,185.28	\$ 44,190.72	\$ 44,190.72
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	ENGLISH	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
1380	16F/16R PowrReverser	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
2055	Standard Cab	1	\$ 12,122.00	28.00	\$ 3,394.16	\$ 8,727.84	\$ 8,727.84
2100	Mechanical Suspension seat	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
2400	Less Instructional Seat	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
2500	Less Rear View Mirrors	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
3010	Horizontal Side Exhaust	1	\$ 486.00	28.00	\$ 136.08	\$ 349.92	\$ 349.92
3326	3 Mechanical Stackable Rear SCV	1	\$ 913.00	28.00	\$ 255.64	\$ 657.36	\$ 657.36
3430	3 Stackable Mid SCVs with Mechanical Joystick Control	1	\$ 797.00	28.00	\$ 223.16	\$ 573.84	\$ 573.84
3820	Two Speed PTO - 540/540E	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
4010	Mechanical Rear Hitch Control	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
4110	Telescoping Draft Links with Ball End - Cat.2	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
4160	LH Only Adjustment Lift Link	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
4210	Mechanical Center Link with Ball Ends - Cat. 2	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
4420	LH & RH Stabilizer Bar	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
5192	19.5L-24 In. 10PR R4 Bias	1	\$ -2,169.00	28.00	\$ -607.32	\$ -1,561.68	\$ -1,561.68
5999	No Rear Tire Brand Preference	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
6040	MFWD Front Axle	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
6133	12.5/80-18 In. 12PR R4 Bias	1	\$ -1,627.00	28.00	\$ -455.56	\$ -1,171.44	\$ -1,171.44

Selling Equipment

Quote Id: 20992071 **Customer Name:** RANCHO MURIETA COMMUNITY SERVICES DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Valley Truck and Tractor Inc
10490 E Stockton Blvd Ste400
Elk Grove, CA 95624
916-714-2600
general@vttco.net

6799	No Front Tire Brand Preference	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 10,522.00		\$ 2,946.16	\$ 7,575.84	\$ 7,575.84
Dealer Attachments/Non-Contract/Open Market							
OPEN MARKET	Top & Tilt Kit	1	\$ 2,852.00	0.00	\$ 0.00	\$ 2,852.00	\$ 2,852.00
Dealer Attachments Total			\$ 2,852.00		\$ 0.00	\$ 2,852.00	\$ 2,852.00
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Fees							
	California Tire Fee	1	7.00			7.00	7.00
Equipment Fees Total			\$ 7.00			\$ 7.00	\$ 7.00
Total Selling Price			\$ 74,757.00		\$ 20,131.44	\$ 54,625.56	\$ 54,625.56

JOHN DEERE 540M Loader

Equipment Notes:

Hours:

Stock Number:

Selling Price *

Contract: CA Ag Tractors 4-07-23-0007C (PG 5G CG 22)

\$ 7,319.52

Price Effective Date: April 1, 2019

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
14C0P	540M Loader	1	\$ 8,471.00	28.00	\$ 2,371.88	\$ 6,099.12	\$ 6,099.12
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
0500	Less package	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
1506	Mounting frame	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
2523	540M Mechanical self-leveling (MSL) farm loader - Three-function	1	\$ 1,302.00	28.00	\$ 364.56	\$ 937.44	\$ 937.44
3556	Three-function hoses and parts	1	\$ 198.00	28.00	\$ 55.44	\$ 142.56	\$ 142.56

Selling Equipment

Quote Id: 20992071 **Customer Name:** RANCHO MURIETA COMMUNITY SERVICES DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Valley Truck and Tractor Inc
 10490 E Stockton Blvd Ste400
 Elk Grove, CA 95624
 916-714-2600
 general@vttco.net

4573	Three-function mid-mount Quick Coupler Connection (individual couplers)	1	\$ 513.00	28.00	\$ 143.64	\$ 369.36	\$ 369.36
5513	Hood guard	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
6995	Less ballast box	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
7510	John Deere 500-style carrier	1	\$ -105.00	28.00	\$ -29.40	\$ -75.60	\$ -75.60
8425	1850-mm (73-in.) general purpose bucket (John Deere carrier)	1	\$ -213.00	28.00	\$ -59.64	\$ -153.36	\$ -153.36
Standard Options Total			\$ 1,695.00		\$ 474.60	\$ 1,220.40	\$ 1,220.40
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Total Selling Price			\$ 10,166.00		\$ 2,846.48	\$ 7,319.52	\$ 7,319.52

JOHN DEERE 390 Heavy Duty Flail Mower - 12 In. Offset

Equipment Notes:

Hours:

Stock Number:

Selling Price *

Contract: CA Ag Tractors 4-07-23-0007C (PG 5G CG 22)

\$ 5,105.52

Price Effective Date: April 1, 2019

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0487P	390 Heavy Duty Flail Mower - 12 In. Offset	1	\$ 6,939.00	28.00	\$ 1,942.92	\$ 4,996.08	\$ 4,996.08
Standard Options - Per Unit							
1000	Heat Treated Side-Slicer Knives	1	\$ 0.00	28.00	\$ 0.00	\$ 0.00	\$ 0.00
9010	Rubber Deflector Shield for Rear Mounting	1	\$ 152.00	28.00	\$ 42.56	\$ 109.44	\$ 109.44
Standard Options Total			\$ 152.00		\$ 42.56	\$ 109.44	\$ 109.44
Total Selling Price			\$ 7,091.00		\$ 1,985.48	\$ 5,105.52	\$ 5,105.52

Extended Warranty Proposal
PowerGard™ Protection Plan
Tractors - Utility
Date : January 16, 2020

Machine/Use Information		Plan Description		Price	
Manufacturer	JOHN DEERE	Plan Type:	New	Deductible:	\$ 250
Equipment Type	Tractors - Utility	Coverage:	Comprehensive	Quoted Price	\$ 5,170.00
Model	5090M	Total Months:	72		
Country	US	Total Hours:	5000	Date Quoted	January 2, 2020
MFWD/Tracks	N				

Scraper Use

THIS PROPOSAL IS VALID FOR 30 DAYS FROM DATE ISSUED. GRACE pricing is only good during the first 95 days or 100 hours of ownership for new Gator Utility Vehicles and Golf and Turf equipment during the John Deere basic warranty period. After this period, DELAYED pricing can be purchased up to the first 12 months or 300 hours with an applied surcharge. The Total Months and Hours listed above include the John Deere Basic Warranty of 24 months or unlimited hours for Golf and Turf products. Most Gator Utility Vehicles have a John Deere basic warranty of 12 months or 1000 hours. Limited Plan coverage = Engine and Powertrain only. Comprehensive Plan coverage = Full Machine.

PowerGard Protection Proposal Prepared for: *I have been offered this extended warranty and*

Customer Name - Please Print

 I ACCEPT the PowerGard Protection

 I DECLINE the PowerGard Protection

Customer Signature

If declined, I fully understand that my equipment listed above is not covered for repair expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note : This is **not** a contract. For specific PowerGard Protection coverage terms and conditions, please refer to the actual PowerGard Protection Plan contract for more information and the terms, conditions and limitations of the agreement.

What PowerGard Protection is :

The PowerGard Protection Plan is an **extended warranty** program for reimbursement on parts and labour for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Commercial and Agricultural equipment, who purchase the PowerGard Plans for the desired coverage as indicated in this proposal.

What PowerGard Protection is not :

PowerGard Protection is **not insurance**. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income or loss of value of crops during or after an equipment failure. See the actual product-specific PowerGard Protection Plan agreement for a complete listing of covered components, and limitations and conditions under the program.



Features/Benefits:

PowerGard protection include the following features and benefits under the program :

- Pays for parts and labour costs incurred on failed covered components (less any applicable deductibles),
- Does not require pre-approval before repairs are made by the authorized John Deere dealership,
- Payments are reimbursed directly to the dealership with no prepayment required by the contract holder.
- PowerGard Protection agreements ensure that only Genuine John Deere Parts are used in all repairs,
- PowerGard coverage is fully transferable to future owners, with no transfer fees when coverage remains,
- PowerGard ensures higher resale value and makes equipment more marketable during the sale or trade-in,
- PowerGard allows you to budget your total cost of ownership, with financing available through John Deere Credit or other sources,
- PowerGard helps prevent large,unexpected repair bills during later years of equipment ownership,in exchange for a smaller protection fee up front.

Quote Id: 20992071

Customer: RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Valley Truck and Tractor Inc - ELK GROVE, CA
10490 E Stockton Blvd Ste400
ELK GROVE, CA 95624
Phone: 916-714-2600
E-Mail: general@vtco.net

Privacy Policy Overview

VALLEY TRUCK AND TRACTOR COMPANY

Effective Date: December 30, 2019

This is only a summary of our Privacy Policy.

This Privacy Policy Overview provides a description of the privacy practices of Valley Truck and Tractor Company (“us”, “we” or “our”) in connection with our receipt, collection and use of data and information from you as our customer, visitor, or user, as applicable. The policy may be changed or be updated from time to time. In accordance with the California Consumer Privacy Act (“CCPA”) we update and review this policy annually. All future updates will be posted on our website or you may request we send you an updated copy.

Collection of Data:

The types of information we collect and share depend on the products or services you purchase, license or access from us or third parties through which you have authorized us to receive information (such as through John Deere’s JD Link™ Telematics system). For a full listing of categories of information we collect and how we use them please refer to our full privacy policy you were given with this document. For your convenience one is available on our website www.valleytruckandtractor.com. If you need to update, change any information which you previously provided to us, request an additional copy of our privacy policy, or would like to exercise your rights under the CCPA in regards to your personal information you may contact us at Privacy@vtco.net, call us at 530-399-0340 or in writing at PO Box 3010 Yuba City CA 95993.

Protection of Data:

We strive to protect your personal information using commercially reasonable standards. We use a variety of commercially reasonable security technologies to help protect your personal information from unauthorized access, use, or disclosure in full compliance with the CCPA.

Sharing and Use of Data:

We use your personal information to provide products, services and information to you. Some of the services are designed to allow faster communications and responsiveness between you and us to ensure that we provide services to you as efficiently as possible. We may also review equipment diagnostic information remotely to diagnose and recommend equipment maintenance and repairs. We share your information with certain third parties in order to better serve you upon your request and approval. These third parties may include equipment suppliers, financing institutions or other third party service providers who assist us in providing the products and services you request or their respective subsidiaries or affiliates. We also may share your information with our marketing, technical, accounting, legal or other professionals to assist us in our business operations. For a full listing of categories of information we collect and what we do with your information please refer to our full privacy policy.

Acknowledgement:

By reviewing this form you confirm your receipt of VTTCO privacy policy and John Deere Financial privacy policy (if applicable). If you have any additional questions, please contact us at PO Box 3010 Yuba City CA 95993 or 530-399-0340 or privacy@vtco.net

Printed name

Signature

Date

PRIVACY STATEMENT-CALIFORNIA RESIDENTS
VALLEY TRUCK AND TRACTOR COMPANY
EFFECTIVE DATE: DECEMBER 30ST 2019

This **PRIVACY NOTICE FOR CALIFORNIA RESIDENTS** supplements the information contained in the Privacy Statement of **VALLEY TRUCK AND TRACTOR COMPANY** (collectively, “we,” “us,” or “our”) and applies solely to visitors, users, and others who reside in the State of California (“consumers” or “you”). We adopt this notice to comply with the California Consumer Privacy Act of 2018 (“CCPA”) and other California privacy laws. Any terms defined in the CCPA have the same meaning when used in this notice.

Information We Collect

We collect information that identifies, relates to, describes, references, is capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer or device (“personal information”). In particular, we have collected the following categories of personal information from consumers within the last twelve (12) months:

Category	Examples	Collected
A. Identifiers.	A real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, Social Security number, driver's license number, passport number, or other similar identifiers.	YES
B. Personal information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)).	A name, signature, Social Security number, physical characteristics or description, address, telephone number, passport number, driver's license or state identification card number, insurance policy number, education, employment, employment history, bank account number, credit card number, debit card number or any other financial information. Some personal information included in this category may overlap with other categories.	YES
C. Commercial information.	Records of personal property, products or services purchased, obtained, considered or other purchasing or consuming histories or tendencies.	YES
D. Internet or other similar network activity.	Browsing history, search history, information on a consumer's interaction with a website, IP address, application, and advertisement. Statistical utilization, transmission, access methods and sources, and preference information that is collected by cookies, web beacons, or other similar device based collection technologies. This may include any search that led you to our website, your connection speed or type, and your browser or device information. Some personal information included in this category may overlap with other categories.	YES
E. Geolocation data.	Physical location or movements of equipment, fuel usage, number of engine hours, diagnostic data, software and hardware version numbers.	YES

F. Machine Data.	Machine data is generated by, collected by or stored on your equipment, and may be provided directly through such equipment, hardware or device or indirectly when reported to us by a third party.	YES
G. Financial Data	We may assist you in applying for financing with certain third parties or engage in direct financing with you. We may, with written consent from you, obtain a consumer credit profile. We may report information about your account to credit bureaus. Late payments, missed payments or other defaults on your account may be reflected on your credit report. If necessary to collect a debt we will also share your information with our company lawyer and/or collection agency.	YES
H. Agronomic Data	Agronomic information including: plant, chemical and fertilizer rates, recorded yields, soil types, moisture levels and similar crop or field based information. Some personal information included in this category may overlap with other categories.	YES

We obtain the categories of personal information listed above from the following categories of sources:

- Directly from our clients or their agents. For example, from documents that our clients provide to us related to the services for which they engage us.
- Indirectly from our clients or their agents. For example, through information we collect from our clients in the course of providing services to them.
- Directly and indirectly from activity on our website (www.valleytruckandtractor.com). For example, from submissions through our website portal or website usage details collected automatically.
- From third-parties that interact with us in connection with the services we perform. For example, JD Link™ Telematics system for John Deere Equipment.

Use of Personal Information

We may use or disclose the personal information we collect for one or more of the following business purposes:

- To fulfill or meet the reason for which the information is provided. For example, if you provide us with personal information in order for us to create and account or invoice you for services rendered we will use the information provided to do so and share with appropriate departments.
- To provide you with information, products or services that you request from us.
- To provide you with email alerts, event registrations and other notices concerning our products or services, or events or news, that may be of interest to you.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing, collections, JD Link and warranties.
- To improve our website and present its contents to you.
- For testing, research, analysis, product development and marketing.
- As necessary or appropriate to protect the rights, property or safety of us, our clients or others.

- To respond to law enforcement requests and as required by applicable law, court order, or governmental regulations.
- As described to you when collecting your personal information or as otherwise set forth in the CCPA.
- To evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by us is among the assets transferred.

We will not collect additional categories of personal information or use the personal information we collected for materially different, unrelated, or incompatible purposes without providing you notice.

Sharing Personal Information

We may disclose your personal information to a third party for a business purpose. When we disclose personal information for a business purpose, we enter a contract that describes the purpose and requires the recipient to both keep that personal information confidential and not use it for any purpose except performing the contract.

In the preceding twelve (12) months, we have disclosed the following categories of personal information for a business purpose:

Category A:
Category B:
Category C:
Category D:
Category E:
Category F:
Category G:
Category H:

We disclose your personal information for a business purpose to the following categories of third parties:

- Our affiliates.
- Service providers.
- Third parties to whom you or your agents authorize us to disclose your personal information in connection with products or services we provide to you.

In the preceding twelve (12) months, we have not sold any personal information.

Your Rights and Choices

The CCPA provides consumers (California residents) with specific rights regarding their personal information. This section describes your CCPA rights and instructions on how to exercise those rights.

Access to Specific Information and Data Portability Rights

You have the right to request that we disclose certain information to you about our collection and use of your personal information over the past 12 months. You may make this request twice in a 12 month period. Once we receive and confirm your verifiable consumer request, we will disclose to you:

- The categories of personal information we collected about you.
- The categories of sources for the personal information we collected about you.
- Our business or commercial purpose for collecting or selling that personal information.
- The categories of third parties with whom we share that personal information.
- The specific pieces of personal information we collected about you (also called a data portability request).
- If we sold or disclosed your personal information for a business purpose, two separate lists disclosing:
 - sales, identifying the personal information categories that each category of recipient purchased; and
 - disclosures for a business purpose, identifying the personal information categories that each category of recipient obtained.

Deletion Request Rights

You have the right to request that we delete any of your personal information that we collected from you and retained, subject to certain exceptions. Once we receive and confirm your verifiable consumer request, we will delete (and direct our service providers to delete) your personal information from our records, unless an exception applies.

Known exceptions are:

- information that is retained or shared between us and the manufacturer for the purpose of effectuating a repair covered by a warranty or recall.
- personal information necessary for us to maintain in order to fulfill the terms of a written warranty or product recall

We may deny your deletion request if retaining the information is necessary for us or our service providers to:

1. Complete the transaction for which we collected the personal information, provide a good or service that you requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform our contract with you.
2. Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities.
3. Debug products to identify and repair errors that impair existing intended functionality.
4. Exercise free speech, ensure the right of another consumer to exercise their free speech rights, or exercise another right provided for by law.
5. Comply with the California Electronic Communications Privacy Act (Cal. Penal Code § 1546 *seq.*).
6. Enable solely internal uses that are reasonably aligned with consumer expectations based on your relationship with us.
7. Comply with a legal obligation.
8. Make other internal and lawful uses of that information that are compatible with the context in which you provided it.

Exercising Access, Data Portability, and Deletion Rights

To exercise the access, data portability, and deletion rights described above, please submit a verifiable consumer request to us by either:

- Calling us at 530-399-0340
- Visiting www.valleytruckandtractor.com
- Emailing your request to Privacy@vttco.net

Only you or an authorized agent registered with the California Secretary of State that you authorize to act on your behalf, may make a verifiable consumer request related to your personal information. You may also make a verifiable consumer request on behalf of your minor child.

You may only make a verifiable consumer request for access or data portability twice within a 12-month period. The verifiable consumer request must:

- Provide sufficient information that allows us to reasonably verify you are the person about whom we collected personal information or an authorized representative.
- Describe your request with sufficient detail that allows us to properly understand, evaluate, and respond to it.

We cannot respond to your request or provide you with personal information if we cannot verify your identity or authority to make the request and confirm the personal information relates to you. Making a verifiable consumer request does not require you to create an account with us. We will only use personal information provided in a verifiable consumer request to verify the requestor's identity or authority to make the request.

(“**Authorized agent**” means a natural person or a business entity **registered** with the Secretary of State that a consumer has **authorized** to act on their behalf subject to the requirements set forth in section 999.326.)

Response Timing and Format

We endeavor to respond to a verifiable consumer request within forty five (45) days of its receipt. If we require more time (up to 90 days), we will inform you of the reason and extension period in writing. If you have an account with us, we will deliver our written response to that account if possible. If you do not have an account with us, we will deliver our written response by mail or electronically, based on the information provided to us when you submitted your consumer request. Any disclosures we provide will only cover the 12-month period preceding the verifiable consumer request's receipt. The response we provide will also explain the reasons we cannot comply with a request, if applicable. For data portability requests, we will select a format to provide your personal information that is readily useable and should allow you to transmit the information from one entity to another entity without hindrance.

We do not charge a fee to process or respond to your verifiable consumer request unless it is excessive, repetitive, or unfounded. If we determine that the request warrants a fee, we will tell you why we made that decision and provide you with a cost estimate before completing your request.

Non-Discrimination

We will not discriminate against you for exercising any of your CCPA rights. Unless permitted by the CCPA, we will not:

- Deny you goods or services.
- Charge you different prices or rates for goods or services, including through granting discounts or other benefits, or imposing penalties.
- Provide you a different level or quality of goods or services.
- Suggest that you may receive a different price or rate for goods or services or a different level or quality of goods or services.

Changes to Our Privacy Notice

We reserve the right to amend this privacy notice at our discretion and at any time. When we make changes to this privacy notice, we will notify you by email or through a notice on our website homepage.

Contact Information

If you have any questions or comments about this notice, our Privacy Statement, the ways in which we collect and use your personal information, your choices and rights regarding such use, or wish to exercise your rights under California law, please do not hesitate to contact us at:

PO Box 3010
Yuba City, CA 95992

or

Privacy@vttco.net

or

530-399-0340

Version	Date	Changes/Comments	Review conducted by
1	December 30 2019	N/A	Keara Driscoll

MEMORANDUM

Date: February 13, 2020
To: Board of Directors
From: Mark Martin, General Manager
Subject: FY 2020-21 Board Goals

REQUESTED ACTION

Consider and approve.

BACKGROUND

A special Board meeting was held January 23, 2020 to go over progress on last year's goals and to request Director feedback on any new goals or changes to goals along with preferred ranking of goal priorities for FY 2020-21. Attached is the result of the feedback provided by Directors.

There were no new goals added, however, the order of priority has changed with *Aging Infrastructure and Reserves* now the top priority. In the Details section, feedback provided this year is reflected in green. Prior year comments are reflected in black and are useful for reference.

STRATEGIC GOALS												
1. PROVIDE NEEDED COMMUNITY SERVICES												
2. OPTIMIZE LEVEL OF SERVICE												
3. EMPLOY A QUALITY WORKFORCE												
4. MAINTAIN GOOD RELATIONSHIPS												
5. HANDLE FINANCES EFFECTIVELY												
1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS
v				x	1	AGING INFRASTRUCTURE Management RESERVES STUDY	1	1	1	5	1	<p>CLARK</p> <ul style="list-style-type: none"> - See Financial Goals comments on Capital Replacement Plan and scheduling of effort along with staff level review and modifcaitonof 20 15 Reserve study. <p>JENCO/MAYBEE</p> <ul style="list-style-type: none"> - Infrastructure Audit/Replacement Costs to Individual items/% Funded <p>MERCHANT</p> <ul style="list-style-type: none"> - CSD Reserves Study by Year end. Set appropriate, ongoing reserve allocation levels. Make appropriate deletons of obsolete items. Reevalueate costs and replacement timelines where appropriate. <ul style="list-style-type: none"> -5-Year Capital Replacement Plan -Update long-term Infrastructure Plan <p>CLARK</p> <ul style="list-style-type: none"> - 5-Year CRP Projections - Maintain CSD awareness of gov mandated additional LOS <p>BUTLER</p> <ul style="list-style-type: none"> - Update long- term and 5-year Capitol Replacement Infrastructure plans - Review and update Stormwater and Drainage Management plans - Explore County and other available technology available to District to provide comprehensive infrastructure information.

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1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS
				X	2	<p>EFFECTIVELY MANAGE DISTRICT FINANCES -ASSESS THE LONG-TERM FINANCIAL POSITION OF THE DISTRICT -ENHANCE RATE SETTING ANALYSIS & PROCEDURES -ENHANCE FINANCIAL REPORTING & REVIEW</p>	2	2	4	6	2	<p>CLARK -Establish supplemental funding sources in effort to circumvent cap on Special Tax revenues, to ensure continued LOS provision. -Ensure equitable funding for services rendered, relating to special tax services. -Adequate/timely CRP reserve funding. -Complete/comprehensive understanding of new dev services needs and adequate/reliable funding of CIP and operational funds needed. -Ensure level of services provided to various land uses are consistent with established fees and/or Special taxes. -Full Reserve Study Update 2020 - Include annual inflation factor.</p> <p>JENCO/MAYBEE - Can't get a handle on this until reserve study is complete and understood</p> <p>-RMA Financial obligation for Parks water fee and related charges -Reserve Study -5-Year CIP & CRP rolling plans with projections of funding available -Develop/maintin strategy to address PERS and OPEB unfunded liability</p> <p>CLARK - 5 year CIP & CRP rolling projections - Comprehensive Water charges and payments, including CIA to RMA</p> <p>BUTLER - Effectively manage District Finances- Use most recent Reserve study to provide necessary guidance in expenditures, planned and unplanned. - Address and Review development plans (<i>intent of development</i>) , past, current and future to determine our actual financial exposure.</p> <p>MERCHANT</p>

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1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS
												MERCHANT FINANCIAL REPORTING -"EBITA" Type Report - Reserve Status Breakout - Pension/Personnel Liability - Quarterly Review - Detailed Review at Finance Comm. - (Allows streamline reporting for Board Meetings) SECURITY COST ANALYSIS 1. Identify/Document "Basic Services" 2. Apply revenue to basic costs and determine special tax revenue vs. basic services 3. Establish rate sheets for additional costs 4. Establish costs for "Special Event"/Special Response services 5. Pursue re-billing/revenue opportunities (e.g. Speeding Program)
X					3	SECURITY Services	3	3	3	4	3	CLARK -Obtain equitable support services of SSD to match those provided to other areas of the County - Noller Center invigoration. -Utilize alternative knowledge resources such as volunteer citizens advisory council of experienced local law enforcement citizens. -Collaborative joint enforcement of non-architectural CC&R's -Review Measure J Bond (Prop 218) for options - Determine Cost to pursue new Bond Vote. JENCO/MAYBEE - Continuity (Continued Improvement) CLARK - Ensure delivery of desired services identified by majority of fully informed, willingly funding constituents BUTLER - Establish a Master Plan for Security and Safety - Establish a collaborative working relationship with RMA - Clarify and define areas of authority and responsibility between CSD & RMA - Explore Alternative approaches to full area Security (commercial area, Hotel, Airport, Village, Equestrian Center). JENCO -Address Community perception -Review Measure J Bond (Prop 218) for options - Determine Cost to Pursue new Bond Vote

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1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS
X					4	<p>WATER Services</p> <ul style="list-style-type: none"> -PERMIT EXTENSION -20/20 WATER CONSERVATION PLAN UPDATE -WATER CAPACITY OPTIONS 	4	4	1	1	12	<p>CLARK</p> <ul style="list-style-type: none"> -Maintain enhanced awareness of State and local threats to water supply, changing political climates. -Enhance focus on treated water quality issues in light of manganese issue. -Examine water storage options, eliminate non-options - guard against challenges -Is there a way to store more water based on our permit to allow for more diversion? -Is there a benefit to listing recreational benefit as we lobby for greater storage capacity? -Move CIA Ditch to standalone CIA Ditch Goals item. <p>JENCO/MAYBEE</p> <ul style="list-style-type: none"> - Perception is that staff has this under control <p>BUTLER</p> <ul style="list-style-type: none"> -Implement Emergency Well Catastrophic Plan -Water Rights Permit Extension (Current extension expires 12/2020) -Plan for and manage aging infrastructure -Examine water storage options, eliminate non-options Guard against challenges -Is there a way to store more water based on our permit that allows more diversion than present max storage? -Is there a benefit to listing recreational benefit as we lobby for greater storage capacity? <p>CLARK</p> <ul style="list-style-type: none"> -Water Rights Permit Extension; prior to 2020 expiration -Ensure full application of CIA water transfer fees/funds (Move CIA Ditch to Standalone CIA Ditch Goals item)
			X		5	<p>Facilitate ENHANCED COMMUNITY EDUCATION AND OUTREACH (COMMUNICATION)</p>	5	4		2	4	<p>JENCO/MAYBEE</p> <ul style="list-style-type: none"> - Develop a metric to measure improvement <p>BUTLER</p> <ul style="list-style-type: none"> - Enhance Transparency in Community. Clear and consolidated goals. <p>CLARK</p> <ul style="list-style-type: none"> -Sewer (wipes), Recycling, Role of Security, Development etc. -Assure that information regarding the affairs of the District is adequately, appropriately and effectively communicated to its constituents and the public at large. <p>Education & Outreach especially in areas of water, development, finance and security.</p>

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1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS	
			X		6	Review and reinforce CSD and RMA RESPONSIBILITIES	6				4	3	<p>CLARK</p> <ul style="list-style-type: none"> - Provide LOS (level of service) defined by Measure J tax vote; communicate LOS - Determine additional community Security needs through informed outreach <p>BUTLER: Change "vs." to "and"</p>
X					7	STORMWATER/ DRAINAGE Services	7				3	8	<p>CLARK</p> <ul style="list-style-type: none"> -Maintain appropriate focus on funding re: Changing regulations (i.e. water quality and testing/reporting) and new development contributing flows. -Establish adequate funding sources for Operational Maintenance, CRP and New Development Impact Fees. -Review Measure K (Prop 218) for options - Determine Cost to Pursue new Bond Vote -ID Additional costs for extra level of drainage facility maintenance desired by residents -Develop comprehensive 'needs analysis', in line with current gov regs, include projections of future needs and proposed new development. Financial Projections. <p>CLARK</p> <ul style="list-style-type: none"> -Develop com'-Proactive Storm Water Quality Management Plan -Comprehensive Detention Basin Management Plan <p>-1988 Stormwater Plan - Defines District responsibilities</p> <p>-Collaboration ongoing</p>
				X	8	Expand Board Policy to ESTABLISH GREATER FIDUCIARY RESPONSIBILITY	8				7	4	<p>CLARK</p> <ul style="list-style-type: none"> '-Limit proposals for expanded (not existing) non-budgeted services to only those of emergency or mandated govt. compliance. Require separate supplementary funding to be adopted. -Review Organizational responsibilities against resources and expectations -Ensure all new/ revised Policies, ordinances, etc. address full history of previous documents.

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1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS
	X	X			9	OPTIMIZE ORGANIZATIONAL STRUCTURE Explore INCENTIVES to RETAIN QUALITY WORKFORCE	9	5	5	12	5	<p>CLARK -Significant progress made in FY 2019-20. Although still an important focus, can lower priority of this goal.</p> <p>JENCO/MAYBEE - Succession Planning</p> <p>-Address existing staffing level challenges -Optimize organizational form -Accommodate growing regulatory requirements</p> <p>-CLARK -Create a model for succession and cross functional learning.</p> <p>Quality Workforce</p> <p>-Workforce Incentives can range from financial, to adequate staffing levels, to tools to help accomplish workload. -Tools: desktop scanners, a functional GIS, updated software and training.</p>
			X		10	Seek CONTINUOUS COLLABORATIVE EFFORT on common goals	10			5	7	<p>-Recognize and respect areas of interest/authority; avoid duplication and potential/perceived encroachment of recognized jurisdictions. -CSD activities should match authorization and funding collected to perform role.</p> <p>CLARK - Carry over from 2018 goals - Merge with CSD vs. RMA Responsibilities</p> <p>JENCO -RMCS D/RMA/RMCC Collaboration</p>
X					11	RECYCLED WATER Services	11			2	11	<p>CLARK -Ensure maximum utilization of recycled water resources -Assure adequacy of new development supporting infrastructure and funding -Actively monitor development proposals to assure adequacy of supporting infrastructure and conditions of approval (COA).</p> <p>-Develop Facility update/expansion schedule and plan accordingly for compliance with Recycled Water Permit</p> <p>CLARK Proactive management of integrated implementation into newly developing areas. Exploit opportunities to implement system. Explore grant funding.</p> <p>JENCO -Expand Recycled Water</p>

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1	2	3	4	5	FY 2020-21 PRIORITIZATION	OPERATIONAL GOALS	CLARK	JENCO	MERCHANT	BUTLER	MAYBEE	GOAL DETAILS
	X				12	Conduct Regular POLICY REVIEW UPDATES	12				4	-Review all items requiring update -Staff capacity needed to focus on this effort
	X			X	13	DEVELOPMENT PROPOSALS Proactive management, review and comment	13			9	9	CLARK -Clearly and comprehensively defined Financial obligations -Anticipate agreements/permits conditions of approval '-Monitor triggers for Urban Water Supplier 3K+ connections for prep of Urban Water Management Plan -Review existing planned Development mitigations related to CSD role. BUTLER - Review and update 2016 Water Assessment Study with respect to new data, climate information and Cosumnes River Basin information.
X					14	SEWER Services	14				10	CLARK -Ensure comprehensive impacts from combined new development and pending gov regs are reflected in CIP budgets. - Educate public relating to "What not to flush"
			X		15	ENHANCE ONLINE SERVICES	15				13	-Investigate improved online utility billing and other services
X					16	SOLID WASTE Services	16				15	-Improve Recycling Event outreach. Consider costs of providing these opportunities versus benefit. -Contract renewal annually by June. Full contract expires October 31, 2025

X PRIMARY
x SECONDARY