



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD  
RANCHO MURIETA, CALIFORNIA 95683  
916-354-3700  
FAX – 916-354-2082

### AGENDA

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

#### REGULAR BOARD MEETING

**June 15, 2022**

Closed Session 4:00 p.m./Open Session 5:00 p.m.  
Rancho Murieta, CA 95683

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#### BOARD MEMBERS

Tim Maybee	President
Randy Jenco	Vice President
Linda Butler	Director
John Merchant	Director
Martin Pohll	Director

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#### STAFF

Tom Hennig	General Manager
Paula O’Keefe	Director of Administration
Richard Shanahan	District General Counsel
Amelia Wilder	District Secretary
Kelly Benitez	Security Supervisor
Michael Fritschi	Director of Operations

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

June 15, 2022

## REGULAR BOARD MEETING

Call to Order

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

Note that this meeting will be held in-person at the address set forth above, and not via videoconference. In order to comply with the State's COVID-related Guidance for the use of face coverings, it is strongly recommended that all persons, regardless of vaccination status, continue to mask while in indoor public settings and businesses.

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

ESTIMATED RUNNING TIME 5:00

### 1. CALL TO ORDER - Determination of Quorum –President Maybee **(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.*

*The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. **TIMED ITEMS** as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.*

### 3. CLOSED SESSION

A. Closed session for public employee performance evaluation of the General Manager position.

### 4. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION

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

A. Approval of Board Meeting and Committee Meeting Minutes

1. May 18, 2022 Regular Board Meeting Minutes

2. *June 1, 2022 Special Board Meeting Minutes – Budget*
3. *June 2, 2022 Security Committee Meeting Minutes*
4. *June 2, 2022 Communications and Technology Committee Meeting*
5. *June 7, 2022 Improvements Committee Meeting Minutes*
6. *June 7, 2022 Finance Committee Meeting Minutes*

B. Approval of Bills Paid Listing May, 2022

## **6. STAFF REPORTS** (Receive and File)

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

## **7. REVIEW DISTRICT MEETING DATES/TIMES FOR JULY 2022**

- A. Personnel – July 5, 2022 at 7:30 a.m.
- B. Improvements – July 5, 2022 at 8:00 a.m.
- C. Finance – July 5, 2022 at 10:00 a.m.
- D. Communications – July 7, 2022 at 8:30 a.m.
- E. Security – July 7, 2022 at 10:00 a.m.
- F. Regular Board Meeting – July 20, 2022 - Open Session at 5:00 p.m.

## **8. CORRESPONDENCE**

- A. Correspondence from Richard Gehrs

## **9. COMMENTS FROM THE PUBLIC**

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

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

## **10. CONSIDER APPROVAL OF CAL-WASTE FRANCHISE AMENDMENT** (Discussion/Action) (Motion) **(Roll Call Vote)**

## **11. DISCUSS VOLUNTARY WATER USE RESTRICTIONS** (Discussion/Action) (Motion) **(Roll Call Vote)**

**12. CONSIDER ADOPTION OF RESOLUTION R2022-17 CONFIRMING NO MAJORITY PROTEST AGAINST PROPOSED WATER, SEWER, AND SOLID WASTE SERVICE CHARGE INCREASES** (Discussion/Action) (Motion) **(Roll Call Vote)**

**13. CONSIDER INTRODUCTION OF ORDINANCE O2022-02 INCREASING WATER, SEWER, AND SOLID WASTE SERVICE CHARGES** (Discussion/Action) (Motion) **(Roll Call Vote)**

**14. CONSIDER ADOPTION OF RESOLUTION R2022-15 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2022-23, INCLUDING CAPITAL PROJECTS** (20 min.) (Discussion/Action) (Motion) **(Roll Call Vote)**

**15. CONSIDER ADOPTION OF ORDINANCE O2022-01, AN ORDINANCE AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX** (Discussion/Action) (Motion) **(Roll Call Vote)** (5 min.)

**16. CONSIDER VOTING FOR CSDA BOARD OF DIRECTORS SEAT B** (Discussion/Action) (Motion) **(Roll Call Vote)** (5 min.)

## **17. 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.*

## **18. 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 24 hours prior to a special 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.

In compliance with federal and state laws concerning disabilities, if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this meeting, please contact the District Office at 916-354-3700 or [awilder@rmcsd.com](mailto:awilder@rmcsd.com). Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is June 9, 2022. 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

May 18, 2022

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

### 1. CALL TO ORDER/ROLL CALL

President Maybee called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta, and via teleconference. Director's present at the District office were Tim Maybee, Randy Jenco, Martin Pohll and Linda Butler. Director John Merchant was present via teleconference for part of the meeting. Also present at the District office were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Michael Fritschi, Director of Operations; Kelly Benitez, Security Supervisor; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

### 2. CONSIDER ADOPTION OF AGENDA

**Motion/Maybee to adopt the Agenda and remove item # 10. Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

### 3. BOARD ADJOURNED TO CLOSED SESSION AT 4:03 p.m. TO DISCUSS THE FOLLOWING ITEMS:

- A. *Closed session for public employee performance evaluation of the General Manager position.*
- B. *Closed session for public employee discipline/dismissal/release.*

### 4. BOARD RECONVENED TO OPEN SESSION AT 5:00 p.m.

Director Maybee stated that Item A was not discussed, and no decision was made on Item B, direction was given to Staff.

### 5. CONSENT CALENDAR

Director Butler asked that the minutes contain more detail. **Motion/Maybee to approve Consent Calendar. Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

### 6. COMMENTS FROM THE PUBLIC

After urging from an audience member, Director Maybee moved Item # 9 to Item # 6.

Ted Hart addressed the Board and discussed Unions and unfunded liabilities concerning the Security Department.

### 7. STAFF REPORTS

Under Agenda Item 7A, Mr. Hennig gave a summary of activities during the previous month, highlighting the following topics:

- Covid 19 Response
- Legislative Update – Senate Bill 9
- Prop 218 Notice Reissuance
- State Funding Request
- Sacramento Tree Foundation Project

- Risk Management Accreditation Program
- Camera Program Update
- Security Opinion Poll Update
- Potential Drought Response
- Outreach/Advocacy
- General Staffing Update
- Conference/Education Opportunities
- Employee Announcements, Promotions, Commendation, and Kudos

There were comments from Ted Hart about the potential of a Security Tax Measure.

Director Maybee recognized Ryan Wenker for his assistance with a motorcycle accident May 17<sup>th</sup>, 2022. Crystal Matter commented on the questions asked in the Security Opinion Poll and the kind of security department the residents want.

Under Agenda Item 7B, Paula O'Keefe, Director of Administration, gave the Board the Administration/Finance Report. She highlighted the following topics:

- Monthly Budget to Actuals
- Procurement and Contracts
- Capital Improvement Updates
- Reserve Fund Purchases Authorized by the General Manager
- FY 2021-22 Audit
- Reserve Funds Balance Sheet
- Interfund Borrowing
- Utility Billing
- Aging Report
- Security Opinion Poll Survey

Under Agenda Item 7C, Kelly Benitez, Security Supervisor, updated the Board with a summary of April's activities in the Security Department, including:

- Operations Update
- Rancho Murieta Association Activity
- Murieta Village Activity
- Rancho Murieta Commercial Owners Association Activity
- Incidents of Note
- RMA Violation Report
- Gate Entries Denied Reports
- Cases by Breakdown Report

Crystal Matter asked for clarification on the number of unmanned patrol hours.

Under Agenda Item 7D, Michael Fritschi, Director of Operations, gave a summary of the utility update, including:

- SB 170 Funded Projects
- Raw Water Delivery & Storage
- California Hydrology Update
- Water Consumption

- Reservoir Monitoring
- Infrastructure
- Utility Crew Report
- Development

## 8. REVIEW DISTRICT MEETING DATES/TIMES FOR JUNE 2022

No Comments.

## 9. CORRESPONDENCE

Director Maybee acknowledged the correspondence from Ronald Madison and Stephanie Bianchi. Crystal Matter read a letter that Stephanie Bianchi wrote to the Sacramento County Board of Supervisors.

Richard Gehrs commented that he sent an email to all Board members that was not listed on the Correspondence section of the Agenda. He was informed that correspondence must include the District Secretary to be added to the Agenda.

## 10. COMMENTS FROM THE PUBLIC

This item was moved to #6.

## 11. CONSIDER APPROVAL OF CAL-WASTE FRANCHISE FEE

This item was removed from the Agenda.

## 12. CONSIDER APPROVAL OF PROPOSAL FROM DOMENICHELLI AND ASSOCIATES FOR WATER CONVEYANCE OPTIONS BASIS OF DESIGN REPORT AND APPROVE RESOLUTION R2022-11 TO APPROPRIATE FUNDS IN THE AMOUNT OF \$27,970

Mr. Fritschi discussed the work involved in the contract and the benefits to the District. There was an update to the Scope of Work that was not included in the Packet, and the total amount for the contract was updated to \$43,190. This updated contract will be added to the website. **Motion/Maybee to approve proposal from Domenicelli and Associates for Water Conveyance Options Basis Of Design Report and Approve Resolution R2022-11 to Appropriate Funds in the amount of \$43,190. Director Merchant was able to join the meeting remotely. Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Pohll. Noes: Butler. Absent: None. Abstain: None.**

## 13. CONSIDER APPROVAL OF UPDATE TO DISTRICT'S PASSWORD POLICY

Ms. O'Keefe gave a brief explanation of the changes needed in the Password Policy, including changing the amount of time between password changes from 90 days to 180 days. **Motion/Maybee to update the District's Password Policy. Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Merchant; Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

## 14. CONSIDER APPROVAL OF UPDATES TO PERSONNEL MANUAL

Ms. O'Keefe discussed the changes needed in the Personnel Manual. Mr. Shanahan added that there was a change needed in the Policy. Director Merchant left the meeting. **Motion/Maybee to accept the updates to the Personnel Manual with the amended language as noted by Mr. Shanahan. Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

**15. CONSIDER SCHEDULING FUTURE REGULAR BOARD MEETINGS AT 4:00 P.M. ON THE THIRD WEDNESDAY OF EACH MONTH**

**Motion/Maybee** to reschedule regular Board Meetings to begin at 4:00 p.m. with Closed Session, if necessary, beginning at 4:00 p.m. and Open Session following whenever Closed Session is over.  
**Second/Butler.**

There was a discussion about changing the starting time for future Board Meetings.

Crystal Matter commented that the community would like to have the meetings earlier.

Gail Bullen added that it would be difficult if there was not a specific start time for Open Session.

Mr. Shanahan discussed the steps necessary change District Code and change the time of the meetings.

The motion was withdrawn. This item was tabled until a later date.

**16. CONSIDER ADOPTING RESOLUTION R2022-12 FOR CALPERS 180 DAY WAIT PERIOD EXCEPTION FOR SUSAN WREN**

Ms. O'Keefe informed the Board that Cindy Son, who has been working for the District as a retired annuitant is leaving and Staff would like to replace her with Susan Wren, retired annuitant.

**Motion/Maybee** to adopt Resolution R2022-12 for CalPERS 180 Day Wait Period Exception for Susan Wren. **Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

**17. AUTHORIZE THE GM TO ENTER INTO AN AGREEMENT FOR OUTSOURCING ACCOUNTING SERVICES IN THE AMOUNT OF \$167,870 PLUS A 10% CONTINGENCY AND APPROVE RESOLUTION R2022-13 TO APPROPRIATE FUNDS**

Ms. O'Keefe discussed the District's need to hire an outside company to assist with the FY 2020-21 Audit and implement new efficiencies to ensure the financial entries and reporting are accurate moving forward into the new ERP implementation. Staff has identified Eide Bailey for Accounting and Financial Services. The District is planning to withhold hiring a full time Accounting Manager for salary savings and to offset the cost of the contract. **Motion/Maybee** to authorize the GM to enter into an Agreement for Outsourcing Accounting Services in the amount of \$167,870 plus a 10% contingency and approve Resolution R2022-13 to appropriate funds. **Second/Pohll. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

**18. CONSIDER APPROVAL OF 8<sup>TH</sup> AMENDMENT TO AGREEMENT WITH SAC CO WASTE**

Ms. O'Keefe reviewed the changes to the amendment to the Districts existing agreement with Sac Co Waste. There was a discussion. **Motion/Maybee** to approve the 8<sup>th</sup> Amendment to the Agreement with Sac Co Waste. **Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

**19. CONSIDER IMPLEMENTATION OF STAGE 2 POTABLE WATER RESTRICTIONS**

Mr. Fritschi led the Directors in a discussion about the temporary curtailment of District pumping rights at the end of the 2022 pumping season. The stop logs were placed on all three reservoirs on April 15, 2022, and they are almost completely full to the top of the stop logs. Director Jenco reminded everyone that if restrictions are imposed, revenue from water sales will go down. This item will be moved to the Improvements Committee for further discussion and recommendation.



## 20. DIRECTOR COMMENTS/SUGGESTIONS

Director Butler was surprised about the amount of misinformation that the public has access to and hoped to inform the community the necessity for the rate increase.

Director Maybee said that he will leave Public Comment at its regularly scheduled time for future meetings.

## 21. ADJOURNMENT

**Motion/Maybee to adjourn at 8:06 p.m. Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Pohll. Noes: None. Absent: Merchant. Abstain: None.**

Respectfully submitted,

Amelia Wilder  
District Secretary

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## RANCHO MURIETA COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING MINUTES

June 1, 2022

Open Session 2:00 p.m.

### 1. CALL TO ORDER/ROLL CALL

President Maybee 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, and via ZOOM teleconference. Director's present at the District office were Tim Maybee, Randy Jenco, John Merchant, Linda Butler, and Martin Pohll. Also present were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Michael Fritschi, Director of Operations; Kelly Benitez, Security Supervisor; and Andrew Ramos, District General Counsel and Amelia Wilder, District Secretary.

### 2. CONSIDER ADOPTION OF AGENDA

**Motion/Maybee to adopt the Agenda and remove item #6. Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Butler, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

### 3. COMMENTS FROM THE PUBLIC

Nicole Williams addressed the Board with concerns about how Prop 218 protest letters are being rejected. Tom Hennig, General Manager, assured her that all letters will be posted on the District website, along with a spreadsheet of the addresses that sent letters so residents can verify that their letter was counted.

Patrick Reeves asked about the job performance evaluations for upper level management.

Crystal Matter asked why protest letters would be sorted based on custom vs form letters. Director Maybee assured her that this was for his information and all valid protest letters would be counted.

### 4. CONSIDER ADOPTION OF RESOLUTION APPOINTING HEARING OFFICER FOR EMPLOYEE R. TOMPKINS TERMINATION APPEAL HEARING

Andrew Ramos, Legal Counsel, discussed the Resolution which would appoint Director Merchant to hear the appeal for R. Tompkins, per the process established in the Employee Handbook. **Motion/Maybee to adopt Resolution for appointment of hearing officer for employee R. Tompkins.**

Richard Gehrs suggested that a neutral arbitrator be appointed.

**Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

### 5. CONSIDER ADOPTION OF RESOLUTION R2022-14 HONORING RYAN WENKER

Director Maybee informed the Board of a motorcycle accident on Scott Road May 17<sup>th</sup> that Mr. Wenker, Plant Operator II, was the first to see on his way home from work. Director Maybee read the Resolution.

**Motion/Merchant to adopt Resolution R2022-14 Honoring Ryan Wenker. Second/Maybee. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

## **6. INTRODUCE RESOLUTION R2022-15 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2022-23, INCLUDING CAPITAL PROJECTS**

This item was pulled from the Agenda.

## **7. PUBLIC HEARING TO INTRODUCE ORDINANCE O2022-01 INCREASING WATER, SEWER AND SOLID WASTE SERVICE CHARGES AND STORM DRAINAGE AND SECURITY SPECIAL TAXES**

Mr. Hennig discussed the Ordinance, stating that the fees relating to Water, Sewer, and Solid Waste charges would be removed from the Ordinance due to the number of protest letters received. There were comments from Dick Brandt and Ted Hart on Security and its impact on the budget. Crystal Matter asked for a review of a spreadsheet previously provided by District staff to address her PRA requests.

Mike Martel commented on the current accounting system and audits.

**Motion/Maybee** to introduce the amended Ordinance O2022-01, to include Section 1b; Section 2 g and h; Section 3 III and IV; Section 4; Section 5; Section 6 and Section 7. **Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

## **8. DIRECTOR COMMENTS/SUGGESTIONS**

Director Jenco thanked Staff for all of their work.

## **9. ADJOURNMENT**

**Motion/Maybee** to adjourn at 3:28 p.m. **Second/Butler. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Amelia Wilder  
District Secretary

## MEMORANDUM

Date: June 8, 2022  
To: Board of Directors  
From: Security Committee Staff  
Subject: June 2, 2022 Security Committee Meeting Minutes

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### 1. CALL TO ORDER

Director Maybee called the meeting to order at 10:00 a.m. via ZOOM video conference pursuant to GOV. CODE, § 54953, SUBD. (E)(1)(C). Present was Director Maybee. Present from District staff were, Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Michael Fritschi, Director of Operations; Kelly Benitez, Security Supervisor; and Amelia Wilder, District Secretary.

### 2. CONSIDER FINDING THAT AS A RESULT OF THE COVID-19 EMERGENCY: (I) MEETING IN PERSON WOULD PRESENT IMMEDIATE RISKS TO THE HEALTH OR SAFETY OF ATTENDEES; AND (II) THE MEETING IS AUTHORIZED TO BE HELD BY TELECONFERENCE PURSUANT TO GOV. CODE, § 54953, SUBD. (E)(1)(C)

The Committee agreed to have the June meeting via teleconference.

### 3. COMMENTS FROM THE PUBLIC

None.

### 4. MONTHLY UPDATES

Kelly Benitez, Security Supervisor gave the Operations Updates, touching on the following topics:

- Recruiting
- ABDi Software Update to the gates
- Training for existing Staff
- Fire Safety Council

Mr. Benitez discussed the community event planned for June 26 with the Sacramento Sheriff Department. They will visit the community. Director Maybee asked that CSD set up a booth at this event.

### 5. DISCUSS JUNE 26 UNITY EVENT WITH SAC SHERIFF AND REVIEW CALLS FOR SERVICE TYPE

This was discussed in item #4.

### 6. DIRECTOR & STAFF COMMENTS

Director Maybee mentioned that he has received positive feedback about Mr. Benitez and gate operations.

### 6. ADJOURNMENT

The meeting adjourned at 10:40 a.m.

## MEMORANDUM

Date: June 7, 2022  
To: Board of Directors  
From: Communication & Technology Committee Staff  
Subject: June 2, 2022, Communication & Technology Committee Meeting Minutes

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### 1. CALL TO ORDER

Director Butler called the meeting to order at 8:38 a.m via ZOOM video conference pursuant to GOV. CODE, § 54953, SUBD. (E)(1)(C). Present was Director Butler. Director Merchant was absent. Present from District staff were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Michael Fritschi, Director of Operations; Kelly Benitez, Security Supervisor; and Amelia Wilder, District Secretary.

### 2. CONSIDER FINDING THAT AS A RESULT OF THE COVID-19 EMERGENCY: (I) MEETING IN PERSON WOULD PRESENT IMMEDIATE RISKS TO THE HEALTH OR SAFETY OF ATTENDEES; AND (II) THE MEETING IS AUTHORIZED TO BE HELD BY TELECONFERENCE PURSUANT TO GOV. CODE, § 54953, SUBD. (E)(1)(C)

The Committee agreed to have the June meeting via teleconference.

### 3. COMMENTS FROM THE PUBLIC

None.

### 4. MONTHLY WEBSITE AND SOCIAL MEDIA UPDATE AND FAQ'S

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

### 5. DISCUSS RESERVOIR INFORMATION AND EDUCATION AD HOC COMMITTEE

Director Butler updated the Committee on the status of the Reservoir Information and Education Ad Hoc Committee. ***This item will be on the June 15, 2022 Board Meeting Agenda.***

### 6. DIRECTOR AND STAFF COMMENTS

Director Butler commented that the District has tried many approaches to communicating with residents, and suggested that we set up a table at events and use banners to help in our communication efforts.

### 7. Adjournment

The meeting was adjourned at 8:55 a.m.

## MEMORANDUM

Date: June 7, 2022  
To: Board of Directors  
From: Improvements Committee Staff  
Subject: June 7, 2022, Improvements Committee Meeting Minutes

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### 1. CALL TO ORDER

Director Jenco called the meeting to order at 8:00 a.m. via ZOOM video conference pursuant to GOV. CODE, § 54953, SUBD. (E)(1)(C). Present were Director Jenco and Director Pohll. Present from District staff were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Michael Fritschi, Director of Operations; Travis Bohannon, Chief Plant Operator; Kelly Benitez, Security Supervisor; and Amelia Wilder, District Secretary.

### 2. CONSIDER FINDING THAT AS A RESULT OF THE COVID-19 EMERGENCY: (I) MEETING IN PERSON WOULD PRESENT IMMEDIATE RISKS TO THE HEALTH OR SAFETY OF ATTENDEES; AND (II) THE MEETING IS AUTHORIZED TO BE HELD BY TELECONFERENCE PURSUANT TO GOV. CODE, § 54953, SUBD. (E)(1)(C)

The Committee agreed to have the June meeting via teleconference.

### 3. PUBLIC COMMENT

None.

### 4. MONTHLY UPDATE

Michael Fritschi, Director of Operations, gave a summary of the Utilities Department Update with a discussion on the following topics:

- SB 170 Projects
  - Water Treatment Facility Sodium Hypochlorite Conversion
  - Recycled Water Disinfection Project
  - Granlees Safety Improvements
- Laguna Joaquin
- Sewer
  - Lift 6a
  - Main Lift South
  - Recycled Water Tertiary Facility
- Water
  - Raw Water Pumping
  - Rio Oso Pump Replacement
  - Water Treatment Facility
  - Water Conservation
  - Calero Stage Storage Curve
- Site Development Update

There was a discussion about RFP that has been released for design services for the Recycled Water Disinfection Upgrade and the wastewater treatment facility. Director Pohll will help with the evaluation of bids. There was also a discussion about the raw water levels, and the Capital Improvement Projects.

## **5. DISCUSS POTENTIAL VOLUNTARY WATER RESTRICTIONS**

Mr. Fritschi led the Committee in a discussion concerning voluntary water restrictions. The Governor has asked that residents reduce water consumption by 15%. The Committee agreed to move this topic to the Board for further consideration. ***This item will be on the June 15, 2022 Board Meeting Agenda.***

## **6. DISCUSS CONVERTING DISTRICT DESIGN STANDARDS TO SACRAMENTO COUNTY STANDARDS**

Mr. Fritschi discussed the need for the District to update its design standards, and the ease of adopting the same standards that are currently in use by Sacramento County and El Dorado Irrigation District. Staff recommends adopting:

- Sacramento Area Sewer District for Sewer Standards
- El Dorado Irrigation District for water and recycled water standards
- Sacramento County for drainage standards

This will standardize District Standards and create harmony with developers as they use standards that they are familiar with. The Committee agreed to these updates. This will be presented at a later Board meeting.

## **7. CONSIDER CONTRACT WITH SOLITUDE FOR CHESBRO AND CLEMENTIA CHEMICAL MAINTENANCE**

Mr. Fritschi discussed the need to add chemicals in both Chesbro and Clementia to reduce the of algae in the reservoirs. The work would be performed by SOLitude Lake Management. The Committee agreed with recommendation, and Staff will proceed with the applications.

## **8. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS**

Director Jenco thanked Mr. Fritschi for working on these projects.

## **9. ADJOURNMENT**

The meeting was adjourned at 8:47 a.m.

## MEMORANDUM

Date: June 8, 2022  
To: Board of Directors  
From: Finance Committee Staff  
Subject: June 7, 2022, Special Finance Committee Meeting Minutes

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### 1. CALL TO ORDER

Director Merchant called the meeting to order at 1:00 p.m. via ZOOM video conference pursuant to GOV. CODE, § 54953, SUBD. (E)(1)(C). Present were Director Merchant and Director Pohll. Present from District staff were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Kelly Benitez, Security Supervisor; Michael Fritschi, Director of Operations; and Amelia Wilder, District Secretary.

### 2. CONSIDER FINDING THAT AS A RESULT OF THE COVID-19 EMERGENCY: (I) MEETING IN PERSON WOULD PRESENT IMMEDIATE RISKS TO THE HEALTH OR SAFETY OF ATTENDEES; AND (II) THE MEETING IS AUTHORIZED TO BE HELD BY TELECONFERENCE PURSUANT TO GOV. CODE, § 54953, SUBD. (E)(1)(C)

The Committee agreed to have the June meeting via teleconference.

### 3. COMMENTS FROM THE PUBLIC

None.

### 4. FINANCE MONTHLY UPDATES

Paula O'Keefe, Director of Administration, gave a brief report on the Finance Department, covering the following topics:

- Retired Annuitant filling the Accounting Supervisor position
- Contract for Enterprise Resource Planning (ERP)
- Recruitment
- Utility Billing-Water Shut Off Notifications
- Prop 218

### 5. UPDATE RATE INCREASE PROTEST LETTERS

Ms. O'Keefe discussed the number of protest letters received, and the detailed process that Staff is using to verify the letters. She stated that once we have a validated number, we will post a master list of addresses and the individual letters received so that residents can verify their letter was received. A discussion concerning the rules for passing the Budget followed.

Director Pohll asked Staff to find places in the Budget to save the money that the District will have a deficit due to the fact that we are planning to move keep the current year's budget.

There will be a Special Finance Committee meeting on June 14, 2022 at 8:00 a.m.

### 6. DISCUSS FY 2022-23 BUDGET

This was discussed in item #5.

### 7. DISCUSS SECURITY SPECIAL TAX INITIATIVE



Tom Hennig General Manager informed the Committee that Clifford Moss, the firm hired by the District to educate the community on the issue has sent out a second flyer. Residents have until June 30 to respond to the attached survey.

**8. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS**

None.

**9. ADJOURNMENT** The meeting was adjourned at 1:56 p.m.

DRAFT

5B Approval off Bills Paid Listing May, 2022 - Pending

## MEMORANDUM

Date: June 15, 2022  
To: Board of Directors  
From: Tom Hennig, General Manager  
Subject: General Manager's Report

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### **COVID-19 RESPONSE**

The Sacramento County Health Officer has rescinded the two health orders requiring masks and restricting public meetings to on-line. In accordance with this change, the District offices remain open for business. At this time Board meetings will be scheduled for the District Office. Committee Meetings will continue to be conducted via Zoom until further notice.

### **LEGISLATIVE UPDATE**

Senate Bill 1157, Hertzberg, as currently proposed, this bill would change the standards for indoor residential water use for urban water suppliers, to reflect those recommended by Department of Water Resources (DWR) and the State Water Resources Control Board (SWRCB). Specifically, it would change the indoor residential water use standards beginning January 1, 2025, to be:

- a) Beginning January 1, 2025, until January 1, 2030 – 47 gallons per capita daily (gpcd).
- b) Beginning January 1, 2030 – 42 gpcd.

We will continue to monitor the progress of this bill and will remain active in the discussion through our membership with the Regional Water Authority.

### **STATE BUDGET FUNDING REQUESTS**

A request for \$5.24 million was sent to the State Assembly, via Assemblyman Cooley for funding to support the Districts drought resilience efforts and to supply additional funds to address the shortfall in the requests approved last year. We were informed this week that the Assembly Budget Office will not consider our requests this year. The two new requests, \$3.18 million would provide funds to replace the water meters throughout the District with “Smart” meters. This system would provide constant monitoring for water leaks and other changes in water pressure. This will allow our staff to become proactive in addressing leaks and other forms of water loss. The second new request would initiate a project to increase the amount of stormwater we can collect during winter. The hope would be to expand our recycled water capacity to offset potable water use in the summer. We will continue to look for funding opportunities to support the District.

### **SACRAMENTO TREE FOUNDATION PROJECT**

The Sacramento Tree Foundation began planting seedling trees which will replace most of the turf surrounding the District office. This event took place Saturday, May 21, with 18 volunteers, two of whom were residents. While not all of the 145 trees were planted, the Sacramento Tree Foundation will continue to plant the remainder of the trees and spread the mulch around them to replace the grass.

## **CAMERA PROGRAM UPDATE**

We are working with our vendor to develop design and build plans for the potential expansion of our current camera inventory as part of the FY 2022-23 CIP plans. We will be meeting with our local partners during this process.

## **SECURITY OPINION POLL UPDATE**

Clifford Moss has begun the process of developing the outreach and educational information to allow potential voters to fully understand what will be placed on the ballot if the Board determines that this is the best path forward to maintain a proper Security Division. A survey was mailed to all registered voters in the District, and the results are due June 30, 2022. Residents can also take the survey on our website at the link below:

<https://www.ranchomurietacsd.com/we-want-your-input-take-our-survey>.

As all of us are aware, at Rancho Murieta CSD, we take great pride in providing customized security services on a 24/7 basis to maintain a safe, high-quality community and protect property values. Funding for this special service comes from a parcel tax overwhelmingly supported by local voters 24 years ago. Since then, operating costs have increased dramatically while this dedicated funding has not. Without additional revenue, we will be forced to make cuts.

To maintain these security services, we are studying options. One option is asking voters to consider a new parcel tax to maintain or increase current security levels.

**We are listening.** As part of this process, we want to know what the community thinks before important decisions are made by the board later this summer. We have put information and an ask for community feedback through an online survey in our Pipeline Newsletter, on our website, and in a mailing. We also encourage community participation at our board meetings, and if anyone would like to have a conversation with me or your community group please call me at 916-354-3700.

We have received 215 survey responses and have a deadline of June 30<sup>th</sup> to receive additional responses. We encourage all residents to please weigh in by visiting [www.ranchomurietacsd.com](http://www.ranchomurietacsd.com).

As we review the feedback, a report on “What we’ve heard” will be given at an upcoming board meeting, published in the Pipeline, and more.

We will also be posting information on our website including Frequently Asked Questions. I will be conducting conversations with community members to gather their feedback. If any member of the community would like to have a conversation with me about this critical need, please email me at [thennig@rmcsd.com](mailto:thennig@rmcsd.com) or call me at 916-354-3700. We also encourage community participation during our board meetings. Below please see our tentative schedule of dates. We are also considering scheduling special board meetings as needed.

- June 15 – Regular Board Meeting – *Including an update to the board and community on “what we heard” from our community conversations*
- July 5 – Finance Committee Meeting
- July 20 – Regular Board Meeting – *Date for board to decide whether or not they will place a measure on the November 2022 ballot*
- August 12 – November 2022 State Filing Deadline (we are targeting July 26 to file)

As we continue exploring solutions, I recommend two board members join a working group to ensure we are engaging in a public discussion before important decisions are made.

**POTENTIAL DROUGHT RESPONSE**

- There is an item in today’s agenda to discuss this subject. It should be noted that the state has implemented a statewide drought response that requires all urban water suppliers to implement stage 2 water restrictions. The state has also place restrictions on watering in

**PRA REQUEST UPDATE**

There have been multiple PRA requests since last Board Meeting. The chart below shows the requests. As always, these requests strain the overly taxed employee load, because they are typically broad and require hours of Staff time to locate and compile the requested data. I am planning to hire a part time employee to work on the responses to this large number of requests. We will charge the appropriate budget for the costs associated with these requests.

Date	Party Requesting	Request
5/20/2022	Richard Gehrs	The settlement agreement in the case CSD refers to as "G. Ansari v. Rancho Murieta Community Services District" which was announced following the closed session at the May 20, 2020 CSD Board meeting.
6/9/2022	Crystal Matter	All credit card statements from March 1, 2018 through the current June 2022 billing cycle for credit cards issued to CSD. This production is to include credit cards issued to CSD for use by current and former CSD employees and current and former CSD Board Members for the time period identified. You may provide the June 2022 statement when it becomes available.
6/9/2022	Crystal Matter	All credit card statements from March 1, 2018 through the current June 2022 billing cycle for credit cards issued to CSD. This production is to include credit cards issued to CSD for use by current and former CSD employees and current and former CSD Board Members for the time period identified. You may provide the June 2022 statement when it becomes available.
6/9/2022	Crystal Matter	All other revolving debt account statements from March 1, 2018 through the current billing cycle for credit cards issued to CSD and used by current and former CSD employees and current and former CSD Board Members for the time period identified. You may provide the June 2022 statement when it becomes available.

6/9/2022	Crystal Matter	Documents sufficient to identify the amounts paid on the interest for the debts incurred during each month of the time period requested.
6/9/2022	Crystal Matter	All documents identifying and related to the policies, procedures, protocols from March 1, 2018 through June 2022 for purchases and payments made with CSD credit cards.
6/9/2022	Crystal Matter	All documents identifying and related to the policies, procedures and protocols for evaluating the validity of proposition 218 protest letters for the time period of 2020-2022.
6/9/2022	Crystal Matter	All documents identifying and related to whether the Rancho Murieta CSD Board approved the policies, procedures and protocols for evaluating the validity of proposition 218 protest letters in 2022. To be clear here, I want to know what policies, protocols and procedures CSD has put into place to determine the validity of the protest letter and whether the board approved of these policies, protocols and procedures. If they have been approved, please identify the meeting minutes containing the approval.
6/9/2022	Crystal Matter	All documents identifying every unfilled patrol shift from October 1, 2021 through June 9, 2022
6/9/2022	Crystal Matter	Documents sufficient to identify each patrol shift filled by Security Supervisor Kelly Benitez since he accepted the position as security supervisor. To be clear, I am asking for CSD to identify the shifts that would have been unfilled but for Kelly manning that patrol shift.
6/9/2022	Crystal Matter	Documents sufficient to identify the fulfillment of the patrol duties by Kelly Benitez on each shift CSD claims Kelly filled. To be clear, I am aware that patrol utilizes a check point system to verify that a few dozen locations are checked each shift and those check points are manually entered into a system as the checkpoint location is visited. I am specifically requesting the data verifying that Kelly fulfilled those checkpoint stops and information sufficient to identify that the fulfillment of those obligations was logged at or around the time of the event.
6/9/2022	Crystal Matter	Produce the complete MP3 files for the April 20, 2022 RMCSO board meeting. Specifically, the initial version, the redacted version, and then the "corrected" version that was uploaded to the CSD website. I am specifically interested in all metadata included with these files.
6/9/2022	Crystal Matter	All documents related to communications between CSD and anyone from the River Valley Times – including but not limited to Gail Bullen – between March 1, 2020 through June 9, 2022. Documents responsive to this request should include communications and documents with the River Valley Times by employees of CSD as well as Board Members but only insofar as it concerns CSD business for the time period requested.
6/14/2022	Crystal Matter	A copy of each 2022 Prop 218 letter rejected by CSD personnel.
6/14/2022	Crystal Matter	A copy of each 2021 Prop 218 letter tabulated by CSD and identification of each letter rejected.

6/14/2022	Crystal Matter	Documents sufficient to identify which of the errors identified on last year's audit report for 2020 were remedied in calendar year 2021.
6/14/2022	Crystal Matter	The call records and audio related to calls to CSD on June 10, 2022 between 11:00 a.m-1:00 p.m. related to the accident at the Plaza.
6/14/2022	Crystal Matter	As a follow-up to my June 9 PRA request, please produce documents identifying unfilled patrol shifts from June 10, 2022 to June 14, 2022 and the time period of the shift (e.g. 8-hour shift on 6/10/2022).
6/14/2022	Crystal Matter	Documents identifying the uniform/dress requirements for CSD security. I am specifically curious about dress requirements for the Security Supervisor and Gate personnel.
6/15/2022	Lewis Brisbois	ALL draft and final Clean Water Act section 401 water quality certifications regarding the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL draft and final maintenance permits for work performed in relation to the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL draft and final operation permits in relation to the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL National Pollutant Discharge Elimination System permits for discharges to the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL Waste Discharge Requirements for discharges to the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL permit applications for discharges to the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL water quality sampling reports regarding the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL maps of the WATERCOURSES
6/15/2022	Lewis Brisbois	ALL DOCUMENTS related to the following water rights held by the Rancho Murieta Community Services District:
6/15/2022	Lewis Brisbois	<ul style="list-style-type: none"> <li>• Application ID: A023417; Permit ID: 016763; License ID: 013150</li> </ul>
6/15/2022	Lewis Brisbois	<ul style="list-style-type: none"> <li>• Application ID: A023416; Permit ID: 016762</li> </ul>

6/15/2022	Lewis Brisbois	ALL DOCUMENTS related to the following water rights held by the Cosumnes Irrigation Association:
6/15/2022	Lewis Brisbois	• Application ID: S018128
6/15/2022	Lewis Brisbois	• Application ID: A002296; Permit ID: 001320; License ID: 002629

### **OUTREACH/ADVOCACY**

**CSD/MVA (Murieta Village)** – The MVA has hired a new firm to manage their association. Security Supervisor, Kelly Benitez, has met with the Murieta Village management and will continue to follow-up on security related issues. I have requested a meeting with the new firm.

**CSD/RMA**– During the past month, I have met several times with the RMA GM on issues detailed below.

- Participated in a conference call with Security Supervisor Benetiz, RMA GM and three Sac Sheriff’s Department representatives. This included a Captain, a Lieutenant, and a Deputy familiar with Rancho Murieta. The main takeaway from the call was that if we want to get more attention from SSD, businesses and residents need to call the Sheriff for the crimes being committed. We also need to allow the Sheriff to take the case from day-one and not after the District or the RMA has completed any work on the case. The Sheriff’s Office will not normally take a case where the evidence has been reviewed ahead of time.

### **MURIETA EQUESTRIAN CENTER**

- Scheduled a meeting to meet with Equine Center manager to discuss Security.

### **SACRAMENTO REGIONAL WATER AUTHORITY (RWA)**

- Attended a RWA budget virtual meeting.
- Attending various drought and water management meetings as they are scheduled and as time allows.

**SLOUGHHOUSE RESOURCE CONSERVATION DISTRICT (SRCD)** – SRCD has formed an advisory committee to assist the Conservation District with implementation of the Cosumnes Ground Water Authority implementation plan. They have also recently submitted their annual report. I will continue to monitor the meetings and implementation plans as required by the State.

### **GENERAL STAFFING UPDATE**

We for a recruiting for a Patrol Officer. We are also currently recruiting and an Accountant. The vacant Accounting Manager position will be frozen if the Accounting outsourcing item is approved in the meeting today.

### **CONFERENCE/EDUCATION OPPORTUNITIES:**

GM Leadership Academy

June 19-21, 2022

Coronado Island, CA



Special District Leadership Academy  
AWWA Annual Fall Conference

Sept. 18-21, 2022  
October 24-26, 2022,

Napa Valley, CA  
Sacramento, CA

**EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS:**

- Susan Wren has joined the District as the Retired Annuitant, Accounting Manager.

6B Administration/Finance Report - Pending

## MEMORANDUM

Date: June 15, 2022  
To: Board of Directors  
From: Kelly Benitez, Security Supervisor  
Subject: Security Update Report for the Month of May

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### **OPERATIONS UPDATES**

The Department is currently working on the following projects:

- Gate Guard position full. Recruiting for one patrol officer and Sergeant position. We continue to use 3 ABA officers to help with staffing shortages.
- Patrol non-covered shifts: 134 hours in 2022 last vs 2021 200 for a year. since implementing 9/80. (Short patrol officers, sick time vacations, etc.)
- ABDI Software Upgrade Project: ABDI has been completed. The South gate fast pass system still down
- Safety Center Repairs obtained 3 estimates (30-33K) in review with GM.
- Training Officers Anderson is set for 832 schools in Aug of 2022.
- Fire Safety council May 31<sup>st</sup>.
- Provided information to security survey personnel.
- CPR-AED certification.

### **Rancho Murieta Association activity:**

We continue to work with the RMA Leadership on a regular basis. Our focus is to improve our level of service and have positive contact with residents. The following list is the current focus of our meetings.

- General non-arch rules enforcement (see Violation Summary Report): continued to attend RMA Compliance meetings.
- Stop Sign enforcement – enforcement missions conducted each week; other violations issued during regular patrol, ID juvenile razor offender.
- Speed enforcement –enforcement missions conducted each week in accreditation with RMA.
- Fire Safety Council.
- Sheriff's Department, Sgt. Rowe.
- Meeting 4<sup>th</sup> of July.
- Meeting about June 26, community event SSD.

### **Rancho Murieta Commercial Owners Association activity:**

- Ace hardware conducted LP assessment.

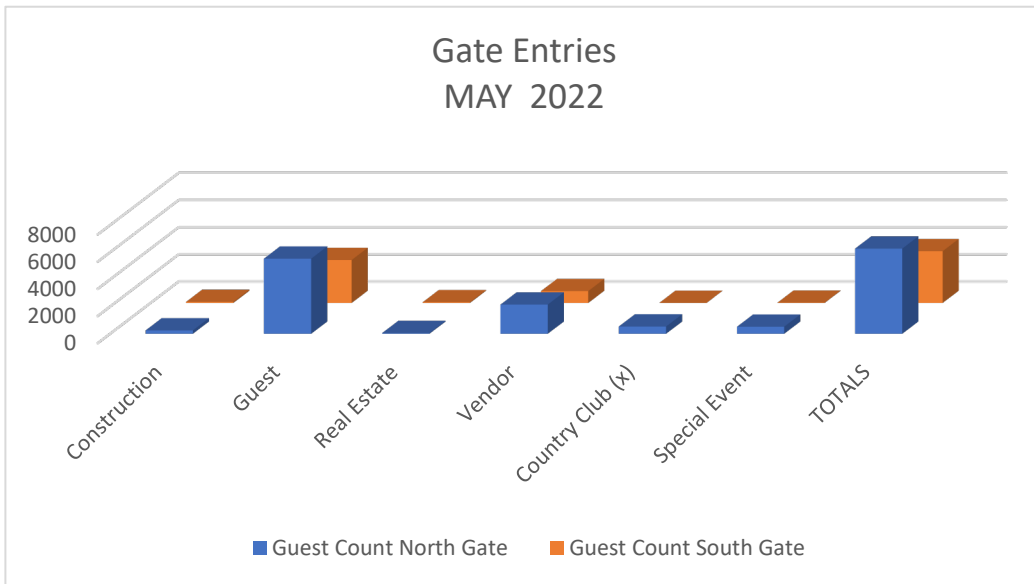


# Gate Entries by Type

May 1-30, 2022

Pass Type	Guest Count North Gate	Guest Count South Gate	Count by Pass Type
Construction	249	80	329
Guest	5,531	3,162	8,693
Real Estate	56	53	109
Vendor	2,150	875	3,025
Country Club (x)	536	4	540
Special Event	521	19	540
<b>TOTALS</b>	<b>6,273</b>	<b>3,813</b>	<b>10,086</b>

Prior Month Totals:                      unknown                      unknown                      unknown



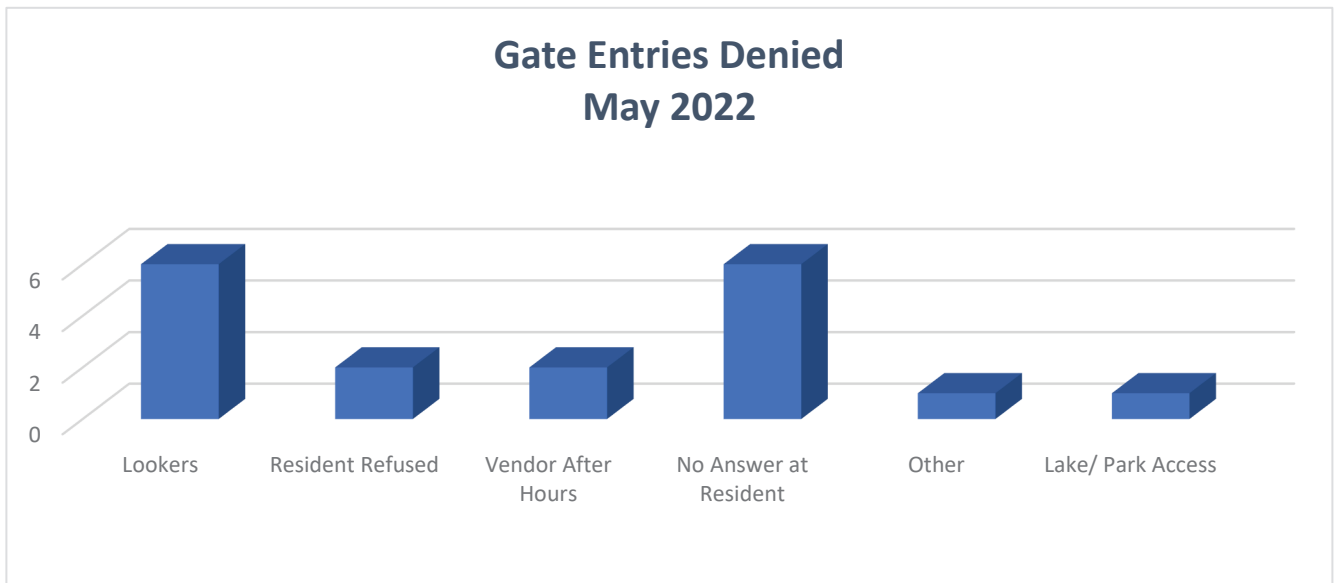
## Gate Entries Denied

**May 1-26 2022**

	Lookers	Resident Refused	Vendor After Hours	No Answer at Resident	Other	Lake/ Park Access	TOTAL
<b>All Gates</b>	6	2	2	6	1	1	18

**Prior Month Totals:**

4                      2                      5                      1                      4                      2                      16





**Rancho Murieta CSD Security**

15160 Jackson Rd  
Rancho Murieta, CA 95662

**Cases - Breakdown by Type**

911 HANG UP	1
ABANDONED DISABLED VEH	1
ALARM	6
ANIMAL COMPLAINT	9
ASSIST OTHER AGENCY	1
BURGLARY	2
CITATION	18
DISTURBANCE	6
ESCORT	7
EXTRA PATROL	6
FOLLOW UP	3
GUN SHOTS	1
INTOXICATED PERSON	2
IRRIGATION DAMAGE	1
LOST/FOUND PROPERTY	2
MISCELLANEOUS	5
PARKING	11
PATROL DETAIL	1
PETTY THEFT	1
REFUSED ENTRY	19
RESIDENT COMPLAINT	9
RMA RULE VIOLATION	5
SAFETY ADVISAL	1
SPEEDING COMPLAINT	1
STOLEN/LOST PROPERTY	1

SUSPICIOUS ACTIVITY	3
SUSPICIOUS PERSON	2
SUSPICIOUS VEHICLE	3
TRAFFIC ENFORCEMENT	15
TRESPASSING	3
VANDALISM	15
VEHICLE ACCIDENT	8
WATER LEAK	8
WELFARE CHECK	7
Total	184





**INCIDENTS OF NOTE**  
**May 1- 25<sup>th</sup>**

**May 1<sup>st</sup>, 2022 at approximately 1414 hours, Suspicious Activity Equestrian Center (Outside Gates)**

CSD Security was contacted regarding an individual driving around the area and peeking into vehicles parked at the Equestrian Center. The possible suspect was driving a Gray Kia Sport license number (XXX). The PR shouted at the individual and he fled the area W/B on Jackson. CSD security obtained the vehicle's license plate and turned it over to SSD.

**May 13th, 1635 hours, Theft Airport Storage reported, Occurred between December 2021-May 2022, (Outside Gate)**

The victim was advised by the manager of the storage area that his catalytic converter was stolen. The victim has not checked his vehicle for 6 months and therefore didn't have the exact time of the theft. SSD was notified and a report was generated. An unknown value of property loss.

**May 08, 2022, at 1927 hours, Vandalism at Riverview Park Bathrooms (South)**

CSD Security on routine patrol discovered the bathroom has been marked with black paint or markers. Several pictures were taken, and RMA was advised of the damage. RMA compliance officers were investigating.

**May 13, 2022, at 1745 hours, Vandalism at North Gazebo Bathroom (North)**

CSD Security on routine patrol discovered the men's restroom walls had been marked with various statements. RMA was notified and compliance officers are currently investigating. The instrument used was most likely a black sharpie marker.

**MEMORANDUM**

Date: June 9, 2022  
To: Board of Directors  
From: Travis Bohannon – Acting Director of Operations  
Subject: Operations Report

**SB 170 Funded Projects** – An update of the SB 170 funded projects are as follows:

**Water Treatment Facility Sodium Hypochlorite Conversion** – This project is currently in the early stages of design.

**Recycled Water Disinfection Project** – The project RFP for design services has been released and responses are due by the 30<sup>th</sup> of June.

**Granlees Safety Improvements** – The project is currently in the preliminary design stages.

**Raw Water Storage & Delivery**

The District has completed diverting water from the Cosumnes River as of May 31, 2022. A total of 749.5 million gallons (2300 acre-ft)-ft) has pumped since the beginning of the pumping season in November. As of May 31, 2022, Calero is within 4 inches of the top of the stop logs and is at 2814.84 acre-ft of stored water. Chesbro has 1177.6 acre-ft of stored water, and Clementia is to the level of the spillway and has 890.40 acre-ft of stored water.

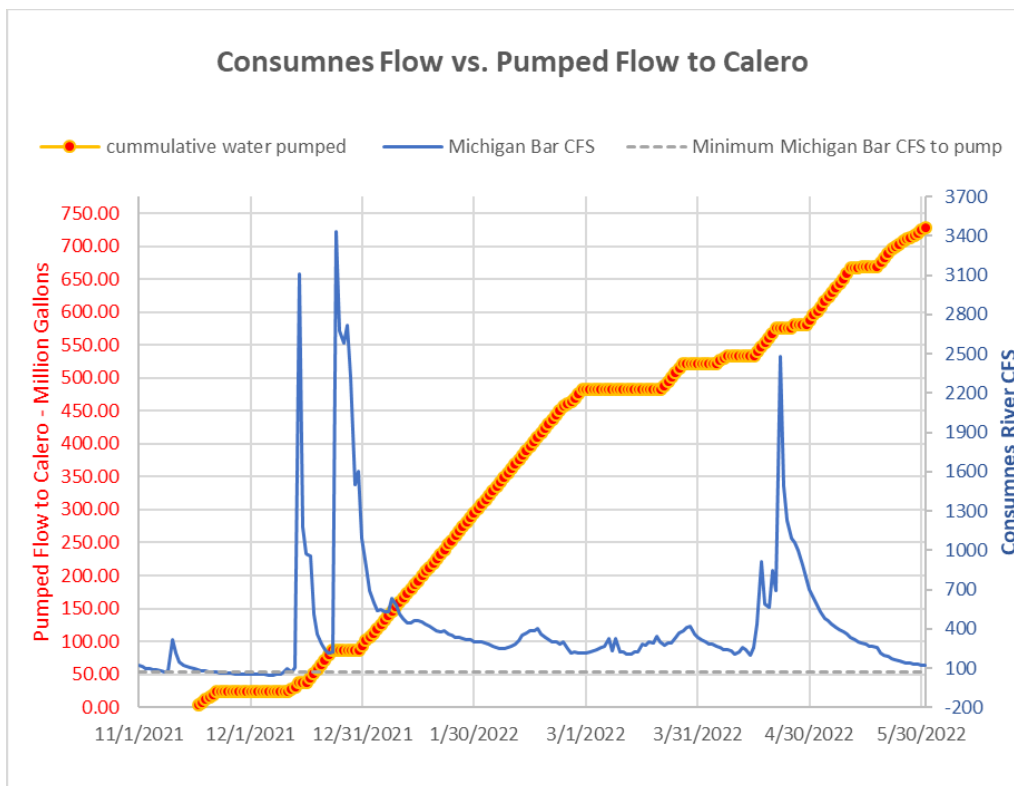


Figure 1. Michigan Bar Flow vs Cumulative Pumped flow to Calero 2021-22

As of May 31, 2022, the total water stored between Clementia, Chesbro, and Calero totaled 4,883 acre-ft, 0.8% less (40 acre-ft) than in May 31, 2021. Wastewater storage available for production as of May 31<sup>st</sup> is at 418 acre-ft, a 39% increase over the same level from last year.

Table 1. Raw Water and Wastewater Reservoir Storage comparisons 2022 to 2021

	May 2022		May 2021		difference from 2021 acre -ft	%diff
	mgal	acre-ft	mgal	acre-ft		
<b>Clementia Storage</b>	290.1	890.3	331.8	1018.2	-127.9	-12.6%
<b>Chesbro Storage</b>	383.7	1177.5	371.0	1138.7	38.9	3.4%
<b>Calero Storage</b>	917.2	2814.7	901.2	2765.5	49.1	1.8%
<b>Total of all Raw Water Reservoirs</b>	1591.0	4882.6	1604.0	4922.4	-39.9	-0.8%
<b>Wastewater Storage Reservoir available for production</b>	136.3	418.4	98.4	302.1	116.3	38.5%

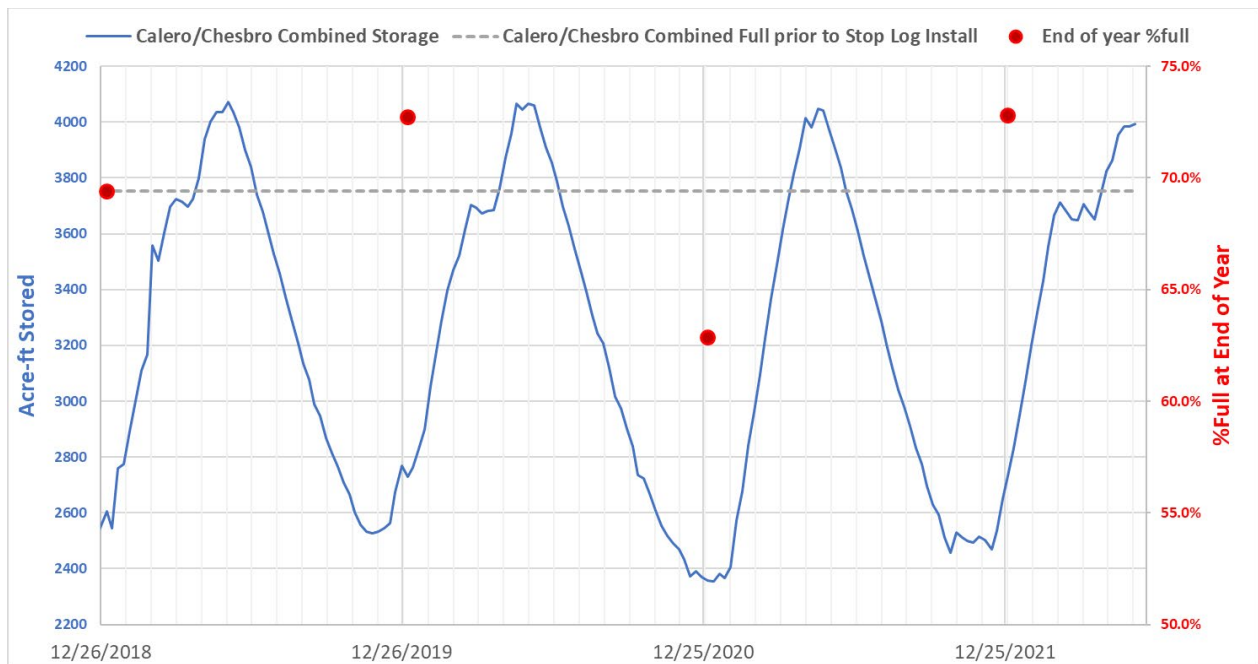


Figure 2. Storage Curve for Calero/Chesbro 2018 to Present

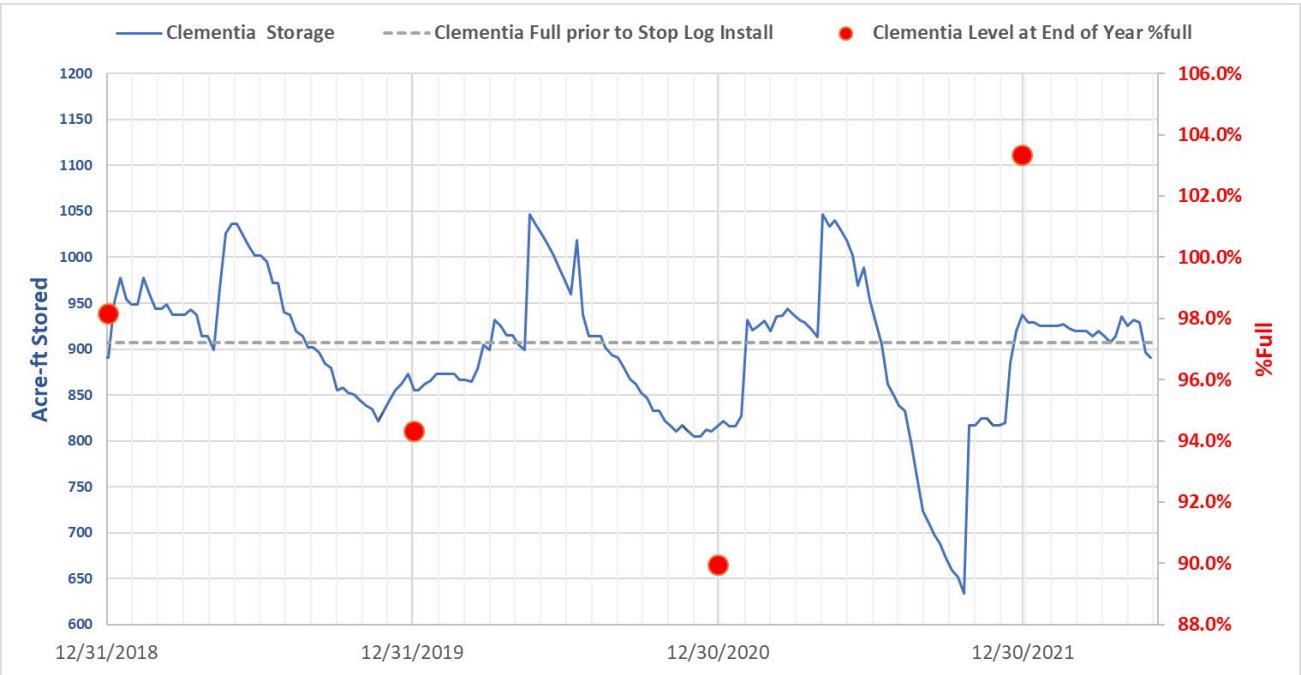


Figure 3. Storage Curve for Clementia 2018 to Present

**California Hydrology Update (as of May 6th from California Water Watch)**

California is experiencing extreme dryness. Low precipitation combined with higher temperature is resulting in dry conditions throughout the state. According to Water Watch, California is in its 3<sup>rd</sup> consecutive year of drought.

Current Water Year Precipitation – **74%** of average

Statewide Mean Temperature - **95%** of average

Statewide Seasonal Snowpack – **57%** of average

The Governor has formally requested a 20% reduction in water use from Urban Water providers including turf restrictions for all water users. The RMA has been notified and provided a copy of the new restrictions.

**Water Consumption**

As of May 31, 2022, cumulative potable water production for the year totaled 174 million gallons, 9.5 million gallons (5%) lower than the same use period in 2021. Potable water use was evaluated for 2021, and 2022 against the 15% reduction of 2020 use that was previously requested by the Governor of California (See table 2 below). According to the table, cumulative production is currently 19% higher than the request to reduce the 2020 production by 15%.

Table 2. Cumulative District Water production by Month for 2021 and 2022 compared to Cumulative 15% Reduction of 2020 use in units of Million Gallons.

	january	february	march	april	may	june	july	august	september	october	november	december	Total Annual
<b>2020 Production</b>	21.29	29.00	31.28	34.72	50.04	63.95	71.75	73.78	64.39	57.05	37.87	29.58	564.70
2020 Cumulative Production	21.29	50.29	81.57	116.28	166.32	230.27	302.02	375.80	440.19	497.24	535.11	564.70	
15% Reduction of 2020	18.10	24.65	26.59	29.51	42.53	54.36	60.99	62.71	54.73	48.50	32.19	25.14	479.99
Cummulative 15%-2020 Reduction	<b>18.10</b>	<b>42.74</b>	<b>69.33</b>	<b>98.84</b>	<b>141.37</b>	<b>195.73</b>	<b>256.72</b>	<b>319.43</b>	<b>374.16</b>	<b>422.65</b>	<b>454.85</b>	<b>479.99</b>	
<b>2021 Production</b>	24.11	21.14	29.68	46.29	62.54	68.86	76.00	73.78	66.03	48.66	25.79	22.71	565.59
%increase/%decrease from Cummulative 15%-2020 Reduction	<b>33%</b>	<b>6%</b>	<b>8%</b>	<b>23%</b>	<b>30%</b>	<b>29%</b>	<b>28%</b>	<b>26%</b>	<b>25%</b>	<b>22%</b>	<b>19%</b>	<b>18%</b>	
2021 Cummulative Production	<b>24.11</b>	<b>45.25</b>	<b>74.93</b>	<b>121.23</b>	<b>183.76</b>	<b>252.62</b>	<b>328.63</b>	<b>402.40</b>	<b>468.43</b>	<b>517.09</b>	<b>542.88</b>	<b>565.59</b>	
<b>2022 Production</b>	23.48	27.85	36.09	34.85	51.97								
%increase/%decrease from Cummulative 15%-2020 Reduction	<b>23%</b>	<b>17%</b>	<b>21%</b>	<b>19%</b>	<b>19%</b>								
2022 Cummulative Production	<b>23.48</b>	<b>51.34</b>	<b>87.43</b>	<b>122.28</b>	<b>174.24</b>								

The updated residential gallons per capita per day for May is not included in this report as the residential water use data was not available at the time of the report preparation. The prior months data is shown below.

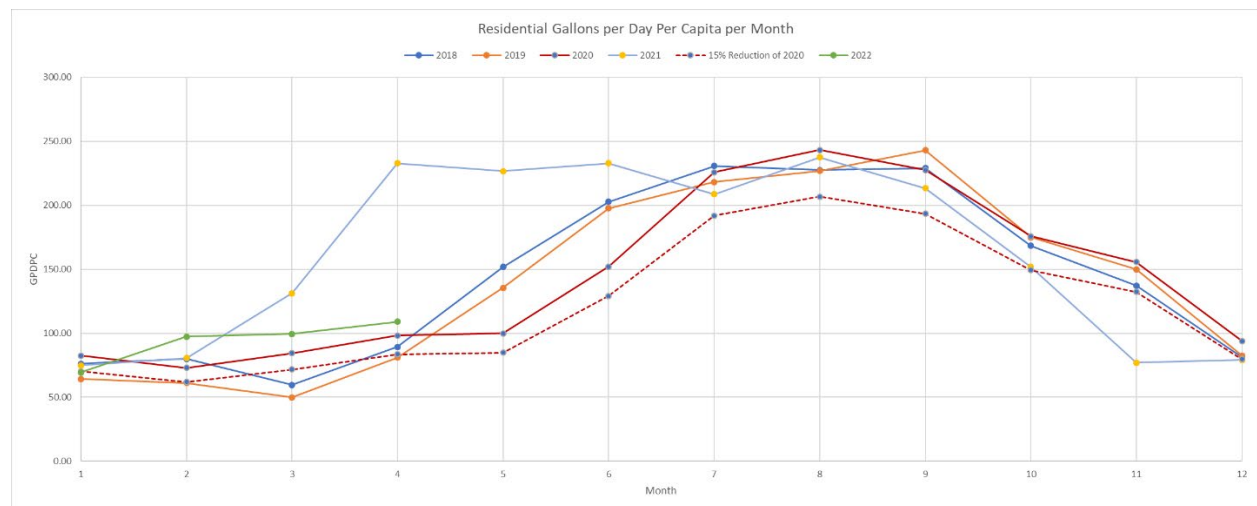


Figure 4. Monthly 2018, 2019, 2020, 2021, 2022 and Governor previously Requested 15% GPDC reduction of 2020

### Water Conservation

The improvements committee met on June 7<sup>th</sup> and proposed voluntary water reduction of 15%.

## **Reservoir Monitoring**

Per the most recent report from Solitude Lake Management, all (3) reservoirs still look healthy overall, there are some higher levels of cyanobacteria and initial increasing levels of filamentous algae in Clementia Reservoir. The reservoirs are inspected and sampled in various areas for constituents such as phosphorus, dissolved oxygen, nitrogen, chlorophyll, pH, turbidity, conductivity, etc.

Staff met Solitude Lake Management in late May to discuss any early actions that may be need to be taken to preserve good water quality. Staff have received quotes to apply algicide to Chesbro and Clementia and intend on taking this proactive measure.

## **Infrastructure**

### **Lift 6a (between De La Cruz Dr. and Bass Lake)**

The District is in the process of finalizing the ordering the replacement pumps and the variable frequency drives that will replace the inoperable single-phase pumps (and emergency pump).

### **Wastewater Treatment Facility**

The Tertiary facility was put into operation June 3<sup>rd</sup>. The plant water and the tertiary feed pumps have been rebuilt and installed. Tesco is finished work on the minor modifications to the control system, a chlorine residual analyzer had to be replaced, and air service operation to the hydropneumatic tank was corrected.

### **Rio Oso Pump Replacement Update**

The expansion couplings have been ordered and are scheduled to arrive in late July. The District is in the process of receiving a quote to replace the older gate valves while the pumps are being replaced. Staff are planning to evaluate whether a third properly sized pump would provide for additional redundancy and efficiency next fiscal year.

### **The Water Treatment Facility**

Water Treatment Facility #1 and plant 2 are in operation and are currently producing at a rate of 2.1 mgd.

### **Calero Stage Storage Curve**

Adkins Engineering is in the process of finalizing the bathymetric survey of Reservoir Calero.

### **Utility Crew Report May 2022 – Ron Greenfield**

- 1) Utilities staff is reduced to a skeleton crew for the month of June and July with one worker off on FMLA and vacations that were scheduled earlier in the year. There has been no success as yet in being able to hire a qualified temporary worker to help with the day-to-day operations in the Utilities department. The crew will be handling work prioritized on the severity and importance for safety and water leaks for the time being.
- 2) 16 utility star work orders completed. Utility Star work orders are for final reads, rebates, meter swaps request, issues with homeowner water usage concerns.
- 3) 15 field markings for 811 USA locates completed.

- 4) Two homeowners called for water related problems.
- 5) The crew corrected seven water leaks with all seven having new service lines installed and an additional four service lines being replaced as a proactive measure for a total of eleven water lines in the month of May being replaced.
- 6) Four valves were exercised, and 4000 gallons of water flushed through fire hydrants in the month of May.
- 7) Replaced two water meters and one smart point (MXU). Utilities have also installed the first four water meters and smart points in the Riverview development.
- 8) Raw water line from Lake Clementia to CIA ditch has a leaking valve by the CIA ditch. The upstream valve is closed off to prevent leak until repairs can be made.
- 9) The crew had two Utility workers attend a traffic control and flagger training in the month of May.
- 10) With the shortage of utility staff and summer help drainage weed cutting has not started but the District is looking into a goat header coming in and taking care of the weed growth that occurs in the drainage ditches due to over watering of landscape and water run-off. Several options for this have been discussed with the owner of the goat owner and we are currently waiting for a quote. The goat owner is fully booked out until the first of July at this time.

## **SITE DEVELOPMENT UPDATE & STORMWATER**

**Laguna Joaquin** – No update

### **DEVELOPMENT**

**Riverview:** Staff are reviewing punch list items for phase 1a prior to acceptance. The District is having the septic tank pumped at the country club bathroom due to recent construction cuts on the Karsten drive entrance, potentially compromising the leach field. The District is billing the developer for this cost of pumping.

**Retreats:** The developer is about 1/3 complete with installing storm drains and about 2/3 complete installing sewer pipe. The excavation crew has run into a very large rock and has brought in a larger excavator. They will end up having to blast. The contractor is supposed to issue a blasting plan that discusses warning criteria and traffic control.

**Taco Bell:** Opening soon

**Circle K/Shell:** The Developer has completed the onsite manhole and it will need to be tested.

**Tractor Store** – No update

**Residences East & West** – The District received the draft drainage plan, grading plan, and the initial development application with deposit from the developer for Residences East & West.

# Rancho Murieta Community Services District

**July 2022**

## Board/Committee Meeting Schedule

**July 7, 2022**

Personnel	7:30 a.m.
Improvements	8:00 a.m.
Finance Meeting	10:00 a.m.

**July 5, 2022**

Communications/Technology	8:30 a.m.
Security	10:00 a.m.

**July 20, 2022**

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





## Amelia Wilder

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**From:** Tim Maybee  
**Sent:** Thursday, May 19, 2022 9:52 AM  
**To:** Tom Hennig; Amelia Wilder  
**Subject:** Fw: Public Record Requests

Hello Tom,

This is the email thread that I missed... Please review and include in the June 1<sup>st</sup> Board meeting. If there is additional information need from the District please include as appropriate. Thanks chat soon, have a good day...

---

**From:** Richard Gehrs <rgehrs@outlook.com>  
**Sent:** Wednesday, April 20, 2022 12:32 AM  
**To:** Tim Maybee <TMaybee@rmcsd.com>; John Merchant <jmerchant@rmcsd.com>; Linda Butler <lbutler@rmcsd.com>; Randy Jenco <rjenco@rmcsd.com>; Martin Pohll <MPohll@rmcsd.com>  
**Cc:** Gail Bullen <wilton.reporter@gmail.com>  
**Subject:** Re: Public Record Requests

I noticed that my email to you guys on April 14 wasn't included in the 'Correspondence' section of the agenda and packet even though the agenda and packet were both updated on April 19 and at that point it included an additional correspondence but still didn't include my email from April 14. I will be asking why at the board meeting.

- Richard Gehrs

On 4/14/2022 6:43 AM, Richard Gehrs wrote:

On January 24, 2022 I submitted a Public Record Request to CSD. On April 6 I received an email indicating that the request had been denied. This denial of my request is a violation of the California Public Records Act.

I'd like to suggest that you might want to go into executive session and discuss this with Mr. Shanahan.

There were numerous violations of the requirements of the Public Records Act but my main concern is that the reason for denial itself is invalid and therefor denying the records is a clear

violation of the law.

The Public Records Act, in Section 6254, provides a list of the types of records that don't have to be disclosed. The excuse for the denial of my request is not included in those exceptions. And, Section 6255 states "The agency shall justify withholding any record by demonstrating that the record in question is exempt under express provisions of this chapter or that on the facts of the particular case the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record." CSD has not done this. You can't simply decide that you don't want to provide the records and pull some excuse out of the air, which is what CSD has done. That's not how it works. CSD has not in any way whatsoever demonstrated that providing the records is exempt under 'express provisions' of the law. CSD has not even hinted at anything which would be a valid exemption.

There is no valid justification for the denial of my request. Refusal to provide the requested records to me is a clear violation of the Public Record Act.

I'd like to point out a few other incidental things.

- \* A denial of a request is required to be made within 10 days of the receipt of the request (or 14 days later under 'unusual circumstances'). This did not happen. The denial did not occur until over 2 months later.

- \* A denial must "set forth the names and titles or positions of each person responsible for the denial". This did not happen. I still don't know who was responsible for the denial.

- \* Tom Hennig contacted me on February 23 to clarify this request (and my other 2 requests). I made it clear what I was

seeking and he was agreeable. Hennig made no indication that the request could possibly be denied. In an email to me on April 6, Hennig stated that on February 23 "we were able clearly define your request" and still he made no indication that the request could be denied. The denial on April 6 came as a total surprise.

\* I've come to wonder if maybe the records that I requested do not actually exist and after CSD management discovered this that they came up with this lame excuse as a way of suppressing that embarrassing fact.

In addition, let me point out that within the Public Records Act the legislature "finds and declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state". CSD and its management cannot deny this "fundamental and necessary right".

The denial of my request cannot be justified and is a clear violation of the law. I think the CSD Board of Directors needs to rectify this situation and this is your opportunity to do so.

-- Richard Gehrs

On 4/6/2022 3:44 PM, Amelia Wilder wrote:

Please see attached.

For Request #1 – 06-30-200 RMA Rule Enforcement contract

For Request #2 – this request is too broad and would potentially breach our confidentiality with our customer, RMA.

For Request #3 – Response to Request for all PRA Requests since 1-1-2020 & Crystal Matter Records Requested 1-2021

**Amelia Wilder**  
**District Secretary**  
**Rancho Murieta CSD**



15160 Jackson Road  
P.O. Box 1050  
Rancho Murieta, CA 95683

(916) 354-3700 \* FAX 916-354-2082

[awilder@rmcsd.com](mailto:awilder@rmcsd.com)

[www.rmcsd.com](http://www.rmcsd.com)

**CONFIDENTIALITY NOTICE:** This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s) and not for public dissemination. Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

---

**From:** Richard Gehrs <[rgehrs@outlook.com](mailto:rgehrs@outlook.com)>

**Sent:** Monday, January 24, 2022 11:22 AM

**To:** Amelia Wilder <[awilder@rmcsd.com](mailto:awilder@rmcsd.com)>

**Subject:** Public Record Requests

Attached are 3 public record requests.

Thanks

Richard Gehrs



Virus-free. [www.avast.com](http://www.avast.com)

**Ninth Amendment to the  
2013 Collection Services Contract for the Provision of Solid Waste,  
Recyclables Materials and Green Waste Collection Services  
Between  
The Rancho Murieta Community Services District  
And  
California Waste Recovery Systems, LLC**

The Ninth Amendment to the Contract titled above (Collection Services Contract for the provision of Solid Waste, Recyclables, Materials and Green Waste Collection Services), executed as of June 15, 2022 by the between the Rancho Murieta Community Services District (District) and California Waste Recovery Systems, LLC. (Contractor) is made and entered into by the District and the Contractor as of the latter date written below.

Pursuant to Section 40.01 of the contract, the District and the Contractor may change or amend the Agreement upon written agreement duly authorized and executed by both the District and the Contractor.

Now, therefore, in consideration of the mutual promises, covenants, guaranties, and conditions contained in this Eighth Amendment, receipt of which is acknowledged, the District and the Contractor agree as follows:

1. Exhibit 1 (attached), the Contractor Collection Services Rates, effective July 1, 2022 to June 30, 2023, is substituted and amended in this Ninth Amendment.

Except for the amendments and/or additions stated in the First Amendment, effective on July 1, 2014 thru June 30, 2015; the Second Amendment, effective July 1, 2015 thru June 30, 2016; the Third Amendment effective July 1, 2016 thru June 30, 2017, the Fourth Amendment effective July 1, 2017 thru June 30, 2018; the Fifth Amendment July 1, 2018 thru June 30, 2019; the Sixth Amendment July 1, 2019 thru June 30, 2020; the Seventh Amendment July 1, 2020 thru June 30, 2021 the Eighth Amendment July 1, 2021 thru June 30, 2022, after removal of the free bulk waste pick up, section 7.09.1, all other provisions of the agreement remain in full force and effect, effective July 1, 2022 thru June 30, 2023.

*Authority to Execute:* The District warrants that the officers listed below have been duly authorized by the District to execute this Ninth Amendment on behalf of the District. The Contractor warrants that the individuals listed below have been duly authorized by the Contractor to execute this Ninth Amendment on behalf of the Contractor.

In Witness, whereof, the Parties to this Eighth Amendment have executed this Ninth Amendment as of the latter date written below.

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

\_\_\_\_\_  
Tom Hennig, General Manager

\_\_\_\_\_  
Timothy E. Maybee, Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**CALIFORNIA WASTE RECOVERY SYSTEMS, LLC**

\_\_\_\_\_  
Dave Vaccarezza, Owner

\_\_\_\_\_  
Date

Exhibit 1  
**CONTRACTOR COLLECTION SERVICE RATES WITHOUT  
FRANCHISE FEES**  
EFFECTIVE 07/01/2022

**A. COLLECTION SERVICES**

1	Garbage Cart Sizes (gallons)	<b>38</b>	<b>64</b>	<b>96</b>
2	Disposal Charge Per Ton – Solid Waste	<b>\$54.45</b>		
3	Monthly Per Unit Solid Waste Generation Factor	0.03	0.08	0.2
	Franchise Fee	\$2.00	\$2.00	\$2.00
4	Disposal Element	\$3.49	\$7.59	\$17.88
5	Monthly Collection Element	\$16.47	\$18.31	\$29.44
<b>6</b>	<b>TOTAL MONTHLY COLLECTION RATE (Lines A4 + A5)</b>	<b>\$21.96</b>	<b>\$27.90</b>	<b>\$49.32</b>

**B. ADDITIONAL CARTS**

1	Garbage Cart Sizes (gallons)	<b>38</b>	<b>64</b>	<b>96</b>
2	MONTHLY COST FOR EACH ADDITIONAL GARBAGE CART	<b>\$9.06</b>	<b>\$12.08</b>	<b>\$27.76</b>
3	MONTHLY COST FOR EACH ADDITIONAL RECYCLING CART IN EXCESS OF ONE(1) RECYCLING CART	<b>N/A</b>	<b>\$7.47</b>	<b>\$7.47</b>
4	MONTHLY COST FOR EACH ADDITIONAL GREEN WASTE CART IN EXCESS OF TWO (2) GREEN WASTE CARTS	<b>N/A</b>	<b>\$7.47</b>	<b>\$7.47</b>

**C. DISCOUNT FOR GREEN WASTE EXEMPTION**

1	Garbage Cart Sizes (gallons)	<b>38</b>	<b>64</b>	<b>96</b>
2	MONTHLY DISCOUNT FOR GREEN WASTE EXEMPTION	<b>\$2.00</b>		

<b>D. LARGE ITEM COLLECTION SERVICE RATE (ON-CALL)</b>				
1	Large Item Size	<b>Up To 6 Cu. Yd.</b>		
2	Disposal Charge Per Ton – Large Item	\$54.45		
3	Per Unit Large Item Generation Factor	0.05		
4	Disposal Element (Line D2 multiplied by Line D3)	\$2.72		
5	Collection Element	\$71.27		
<b>6 TOTAL LARGE ITEM COLLECTION RATE (Lines D4 + D5)</b>		<b>\$74.00</b>		
<b>E. EXCESS CART EXCHANGE SERVICE RATE (Each occurrence)</b>				
1	Garbage Cart Sizes (gallons)	<b>38</b>	<b>64</b>	<b>96</b>
<b>2 EXCESS CART DELIVERY SERVICE RATE</b>		<b>\$20.58</b>		
<b>F. EMERGENCY SERVICE RATES</b>				
1	Laborer (per hour)	\$50.57		
2	Automated truck (Heil) with driver (per hour)	\$133.06		
3	Front loader truck (White) with driver (per hour)	\$125.67		
4	Roll off truck (White) with driver (per hour)	\$125.67		
5	Foreman and pickup (GMC) (per hour)	\$73.91		
6	Transfer truck and trailer with driver (White/Wilkins) (per hour)	\$133.06		
<b>G. EXTRAS/SPECIAL RATES FOR DUMPING TRASH CARTS</b>				
1	Garbage Cart Sizes (gallons)	<b>38</b>	<b>64</b>	<b>96</b>
<b>2 Rate for Dumping Extra/Special Trash Cart per Occurrence</b>		<b>\$8.27</b>	<b>\$13.94</b>	<b>\$20.91</b>

## MEMORANDUM

Date: June 7, 2022  
To: Board of Directors  
From: Michael Fritschi, P.E. - Director of Operations  
Subject: Voluntary Water Conservation

---

### RECOMMENDED ACTION

It is recommended by the improvements committee that the Board direct staff to circulate a request to our ratepayers to voluntarily reduce water consumption by 15%.

### BACKGROUND

The District is allowed to divert water from the Cosumnes from November to June with varying diversion rates based on the flow of the river. On April 15<sup>th</sup>, the district can install 2-ft stop logs to increase storage to a maximum amount in all three reservoirs. The District operates the diversion such that by the end of the diversion year the stop logs are topped off first in reservoir Calero and Chesbro and then if there is still diversion capacity, Reservoir Clementia is filled. Historically all three reservoirs are filled to the stop logs at one point toward the end of the year.

The Cosumnes flow increased to the point that allowed diversion based on 3 primary rain events that occurred in December and April. California is entering its 3<sup>rd</sup> drought year and while rainfall is 75% of the historical statewide average, the April 1 snowpack ended up being one of the 10 worst on record at 57% of a seasonal statewide snowpack average. In May of 2022 the State curtailed the District's primary diversion water right for a period of one week. Due to the curtailment and the rapid decreasing river flow, the District was not able to completely fill all reservoirs to the top of the stop logs in 2022, resulting in ending the diversion season with approximately 160 acre-ft (3%) less stored than in 2021. This is the first time in over ten years that the District was not able to completely top off all three reservoirs.

While none of the individual events such as curtailment, not being able to top of reservoirs, record reduction in snowpack, or consecutive drought years are cause for alarm, they are indicators of potentially repeatable future conditions. The District will also be starting the water year with 160 less acre-ft. Per the improvements committee recommendation, staff would advertise the request that ratepayers voluntarily reduce consumption by 15%. This would be advertised on the District website and social media along with tips, guides, and available rebates for reducing usage.



## MEMORANDUM

Date: June 14, 2022  
To: Board of Directors  
From: Tom Hennig, General Manager  
Subject: Tabulation of Protest Ballots for Proposed Water, Sewer, and Solid Waste Service Charge Increases

---

### RECOMMENDED ACTION

Adopt Resolution 2022-17 confirming there was not a majority protest against the District's proposed water, sewer, and solid waste service charge increases.

### BACKGROUND

The District's proposed water, sewer, and solid waste service charge increases are subject to a majority protest process required by Proposition 218. (California Constitution, Article XIII D, § 6.) The following describes the process the District followed to determine there was not a majority protest against the proposed service charge increases.

The District identified all of the customer parcels upon which the proposed service charge increases would be imposed. (§ 6, subd. (a)(1).) There was a total of 2,758 parcels. The District then provided notice of the proposed increases by mail to the record owner of each parcel. (§ 6, subd. (a)(1).) The notice stated that any owner of record or tenant (customer of record) may submit a written protest by mail or hand delivery to the District. Written protests had to be received by the close of the District's public hearing on June 1, 2022.<sup>1</sup> One valid written protest per parcel would be counted in calculating if a majority of owners of parcels protested the proposed service charge increases. (Gov. Code, § 53755, subd. (b).) For there to be a majority protest there would need to be more than 1,380 valid protests submitted (50% of the 2,758 total parcels).

Prior to the close of the June 1, 2022 public hearing, the District received 1,355 protest ballots.

District staff utilized the following process in tabulating valid written protests:

- Reviewed each protest to ensure it contained the protestants name and a description of the protestant's property (street address or assessor's parcel number).
- Validated that only one written protest per parcel was counted in calculating if there was a majority protest.
- Validated that the protest was submitted for property that would be subject to the proposed service charge increases (e.g., no out-of-District addresses).
- Validated that each protest was submitted by an eligible protestant by matching the protestant's name against the assessor's tax roll (for property owners) or the District's customer database (for property owners and tenants of record).

---

<sup>1</sup> The District's notice included the following additional requirements for protests: "Protests must contain your name and a description of the property in which you have an ownership interest. A street address and/or the assessor's parcel number are sufficient descriptions. If you were not the owner of record as of Sacramento County's last tax roll, your protest must contain written evidence that you presently own the property, unless the protest is by a tenant (customer of record) who pays the utility bills."

This tabulation process resulted in the following:

- The District determined that 279 protest ballots were duplicates, in that more than one copy of the same protest ballot was submitted or more than one protest ballot was submitted for the same property. In these instances, only one protest ballot was determined to be valid and counted in calculating if there was a majority protest. (See Gov. Code, § 53755, subd. (b).)
- The District determined that 3 protest ballots were submitted for properties that were not subject to the proposed service charge increases. In all cases, the properties were located outside of the District. In these instances, the protest ballots were not counted in calculating if there was a majority protest.
- The District determined that 59 protest ballots were submitted by a person who could not be validated as the property owner or tenant of record for the property or for a property that is not in the billing system. (Gov. Code, § 53755, subd. (b).) In these instances, the protest ballots were not counted in calculating if there was a majority protest.

District staff has prepared a document listing all of the 1,355 protests deemed to be valid. 1,355 is 49% of the total number of parcels subject to the proposed service charge increases. 49% is not more than 50%, so there was not a majority protest. The District may implement the proposed service charge increases or a lesser amount as determined by the District Board of Directors.

District staff received a request to make the protest ballots available to the public so that the protest tabulation could be reviewed. However, the District later received an objection from one of the protestants that it would be inappropriate to provide the protest ballots because they include customer names, addresses, and potentially other personally-identifying information. After review by District legal counsel, the District agrees that the protest ballots contain customer information that is exempt from disclosure under a provision of the California Public Records Act which states: “Nothing in this chapter [the Act] shall be construed to require the disclosure of the name, credit history, utility usage data, home address, or telephone number of utility customers of local agencies” except in limited circumstances not relevant here. (Gov. Code, § 6254.16.) Therefore, in the interest of balancing transparency and protecting customer confidentiality, the District has prepared a table described above listing all valid protests by property address and parcel and has decided not to release the protest ballots themselves. This table will be posted on the District web site and updated if necessary. Anyone who submitted a protest, whether determined valid or not by the District, may request a copy of their protest ballot from the District or consent in writing to have another person receive a copy of their protest ballot.

**RESOLUTION NO. 2022-17**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
CONFIRMING NO MAJORITY PROTEST AGAINST PROPOSED 2022-23 WATER, SEWER, AND SOLID  
WASTE COLLECTION SERVICE CHARGE INCREASES**

BE IT RESOLVED by the Board of Directors of the Rancho Murieta Community Services District as follows:

**1. Recitals.** This resolution is made with reference to the following background recitals:

(a) District staff proposed an increase of water, sewer, and solid waste collection service charges to take effect with the 2022-23 fiscal year. These charges are property-related service charges governed by California Constitution article XIII D, section 6 (added by Proposition 218).

(b) District staff prepared and mailed a notice of public hearing in accordance with section 6 and the District Board conducted the public hearing on June 1, 2022. The District received many written protests against the proposed service charge increases at and prior to the hearing. Following the hearing at the June 1 meeting, and in light of the significant protests, the Board decided not to approve the proposed service charge increases at that time.

(c) Since the public hearing, District staff completed its review and counting of the written protests. In evaluating and counting the protests and determining which protests are valid, the District was guided by article XIII D, section 6 and the public hearing notice. Section 6, subsection (a)(2) provides: "At the public hearing, the agency shall consider all protests against the proposed fee or charge. If written protests against the proposed fee or charge are presented by a majority of owners of the identified parcels, the agency shall not impose the fee or charge." The public hearing notice provided this additional guidance:

How can I protest the proposed rates? The owner of record or tenant (customer of record) of any parcel wishing to protest the proposed rate increases may mail or deliver a signed written protest to the District. Protests must be submitted in writing even if you plan to speak at the public hearing. Written letters of protest must be received at the District prior to the close of the June 1, 2022 public hearing. Under Proposition 218, email protest letters will not be accepted. Protests must contain your name and a description of the property in which you have an ownership interest. A street address and/or the assessor's parcel number are sufficient descriptions. If you were not the owner of record as of Sacramento County's last tax roll, your protest must contain written evidence that you presently own the property, unless the protest is by a tenant (customer of record) who pays the utility bills. If a majority of the affected parcel owners submit written protests, the proposed rates will not go into effect. Only one protest per parcel shall be counted.

(d) The District General Manager prepared a memo to the Board dated June 13, 2022 explaining the process and result concerning staff's review and counting of the protests. The memo explains that:

(1) The total number of identified parcels subject to the District service charge increases is 2,758.

(2) The District received a total of 1,696 written protests against the service charge increases.

(3) The District determined that there are 279 instances of two or more persons submitting a protest for the same parcel. In these situations, the District counted just one protest per parcel.

(4) The District determined that some protests were submitted by persons who (based on the information on the protest) are not an owner, tenant, or customer of record of a District parcel receiving service. The District rejected and did not count these protests.

(5) The District determined that some protests were unsigned. The District rejected and did not count these protests.

(6) The District determined that some address on the protest letters did not match the actual address on file and 3 protests were for property outside of the District boundary. The District rejected and did not count these protests.

(7) Following this process, the number of rejected protests is 59 and the remaining number of valid protests is 1,355. Fifty percent+1 of the total number of identified parcels subject to the service charge increases is 1,379 and the number of valid protests is less than this figure.

**2. No Majority Protest.** Based on the recitals and the referenced General Manager memo, the Board determines that there is not a majority protest against the 2022-23 service charge increases proposed in the public hearing notice.

PASSED AND ADOPTED this 15th day of June 2022 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

---

Tim Maybee, President of the Board  
Rancho Murieta Community Services District

Attest:

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Amelia Wilder  
District Secretary

## MEMORANDUM

Date: June 14, 2022  
To: Board of Directors  
From: Paula O'Keefe, Director of Administration  
Subject: Public Hearing – Introduce Ordinance O2022-02, Proposed Services Charge Increases and Special Tax Adjustments

---

### RECOMMENDED ACTION

Introduce Ordinance O2022-02, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 14 of the District Code relating to Water Service Charges; amending Chapter 15 of the District Code relating to Sewer Service Charges; and amending Chapter 31 of the District Code relating to Solid Waste Collection and Disposal Service Charges, waive the full reading of the Ordinance and continue to the June 29, 2022 Special Board Meeting for adoption.

### BACKGROUND

The purpose of this rate adjustment hearing is to receive community input on the rate adjustments as well as to receive Board direction addressing adjustments based on community input. To formally adopt new rates, various chapters of the District Code will be changed by adopting the attached Ordinance O2022-02.

#### *Rate Adjustment Overview*

The proposed rate increases are based on the projected budget for the 2022-23 fiscal year. The actual rate increases may be less than but in no case more than the proposed rates. Based on the Prop 218 protest response, the District has lowered the original rate increases as displayed below. The proposed budget for water, sewer and solid waste will result in a 5.7% increase (approximately \$10.60 per month) for residents inside of the gates and 3.9% increase (approximately \$9.64 per month) for residents outside of the gates. Solid Waste Organics Fee in the amount of \$4 monthly will begin January 1, 2023. The increase in rates is due to an increase in reserve contributions, anticipation of increased water usage and cost of solid waste operations increases.

For the District, operational costs are anticipated to increase 7.1%, or \$325,292, for fiscal year 2022-23, compared to prior year's budget. This is largely due to increases in the items listed below:

- Salaries (which includes two new Accounting Technician positions, funding of a previously unfunded Patrol Officer, addition of new pay scales associated with Gate Officer I/II and Patrol Officer I/II) and MOU 8.5% salary increases – 14%
- Employer Medical Benefits Costs – 12%
- PERS Unfunded Accrued Liability Payment – 13%
- General Liability (which includes auto, flood, building and employer insurance costs) increase of 21% and Workers Comp Insurance – 10%
- High inflation causing increases in all areas of operational expenses (energy costs up 34.6%, food up 10.1% and all other items up 6%, (June 2022, <https://www.bls.gov/cpi/>))

- Chemical costs quadrupled in FY 2021-22
- Anticipated SMUD increases

The proposed rate increase also includes Capital Replacement Reserve contributions of \$18.33 for Water and \$17.05 for Sewer. This increase addresses the number one goal of the CSD Board of Directors to fund reserves to anticipate failing infrastructure costs.

### District Maintaining Focus on Cost Efficiency

The District remains committed to providing superior community services efficiently and professionally at a reasonable cost. The District is working diligently to identify cost savings where possible to reduce the rate increase impact on all residential and non-residential customers.

A summary of the proposed rate changes by Service Change and Special Tax area follows on the next page:

### How will the rate changes impact my monthly bill?

#### WATER

The proposed 2022-23 monthly bill increase for an average consumption residential metered lot is projected to be \$16.83 or 20.1%.

	Current Rate 2021-22	Proposed 2022-23
Base Charge (w/o reserve contribution)	\$38.73	\$40.28
Reserve Contribution	\$14.00	\$18.33
<b>Total Base Charge</b>	<b>\$52.73</b>	<b>\$58.61</b>
Debt Service Charge (repay internal borrowing)	\$6.00	\$6.00
Usage Charge (per ccf)	\$2.17	\$2.26
<ul style="list-style-type: none"> <li>• Non-residential customers are charged one base charge per month per meter plus the reserve contribution times their Water EDU (equivalent dwelling unit) value plus usage</li> </ul>		

#### SEWER

The proposed 2022-23 monthly bill increase for a residential metered lot is projected to be \$16.02 or 26.6%.

	Current Rate 2021-22	Proposed 2022-23
Base Charge (w/o reserve contribution)	\$46.26	\$48.11
Reserve Contribution	\$14.00	\$17.05
<b>Total Base Charge</b>	<b>\$60.26</b>	<b>\$65.16</b>
<ul style="list-style-type: none"> <li>• Non-residential customers are charged the base charge plus the reserve contribution times their Sewer EDU (equivalent dwelling unit) value</li> </ul>		

#### SOLID WASTE

The proposed 2022-23 monthly bill increase for a 64 gallon container is projected to be \$3.86 or 13.9%. Additionally, all ratepayers will be charged \$4.00 more a month, starting January 1, 2023, for the Organic Waste Charge. This increase is due to operational cost increases per contract with California Waste Recovery Services and anticipated increases in Sacramento County's landfill surcharges.

	Current Rate 2021-22	Proposed 2022-23
38 gallon container (T38)	\$23.42	\$21.90
64 gallon container (T64)	\$27.82	\$27.90
96 gallon container (T96)	\$49.20	\$49.32
Extra Cart (38 gallon)	\$9.72	\$9.06
Extra Cart (64 gallon)	\$12.61	\$12.08
Extra Cart (96 gallon)	\$27.69	\$27.76
Extra Recycle Cart	\$6.91	\$7.47
Extra Yard Waste Cart	\$6.91	\$7.47
Yard Waste Exemption	(\$2.00)	(\$2.00)
Sac County Surcharge	\$2.00	\$2.00
Organic Waste Charge (effective 1/1/2023)	N/A	\$4.00

## ORDINANCE NO. O2022-02

### AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT, AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES AND LEAF COLLECTION

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

SECTION 1. Purpose and Authority. The purposes of this ordinance are to (a) increase the District water, sewer and solid waste collection and disposal service charges in order to reflect and provide for operation, maintenance and other cost increases due to inflation, increased regulatory costs, increased costs of supplies, services, labor and benefits, and other factors. This ordinance is adopted pursuant to California Constitution articles XIII C, section 2, and XIII D, section 6, Government Code sections 61115, 61121 and 61123, District Ordinances Nos. 98-1 and 98-2, and other applicable law.

SECTION 2. Findings. The Board of Directors finds and determines as follows:

- (a) As calculated and demonstrated in the FY 2022-23 District budget, the increased service charges implemented by this ordinance have been fixed in amounts sufficient to pay the operating expenses of the District's water, sewer and solid waste operations, provide for and fund repairs and replacement of utility system works and equipment, provide for increased costs of regulatory compliance, fund financial reserves, and pay debt service and other costs.
- (b) The increased service charges are reasonably related to, and do not exceed, the District's cost of providing each of the services.
- (c) The revenues derived from the service charges do not exceed the funds required to provide the services and will not be used for any purpose other than the listed services.
- (d) The amount of the service charges imposed on each customer's parcel does not exceed the proportional cost of the particular service attributable to that parcel.
- (e) The District water, sewer and solid waste services are services that are actually used by and immediately available to the owner of each customer parcel.
- (f) No portion of these service charge increases are imposed for general governmental services.
- (h) The establishment, modification, structuring, restructuring and approval of the service charges as set forth in this ordinance are necessary and appropriate to continue to meet the District's costs for operation and maintenance, supplies and equipment, financial reserves, and capital replacement needs, and to maintain a satisfactory level of services within the District service area.
- (i) The District Board of Directors has conducted a duly noticed public hearing on the proposed service charge increases in accordance with California Constitution

article XIII D, section 6, and the Board did not receive a majority protest against any of the proposed service charge increases.

SECTION 3. Service Charge and Tax Adjustments; District Code Amendments

- I) The Water Code, Chapter 14, Section 7.00 Potable and Untreated Rates and Charges is amended as follows:

Section 7.05 Rates for Metered Service.

- (a) General metered service shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 40.28
Reserve Charge	<u>\$ 18.23</u>
Total Basic Service Charge	\$ 58.61/mo

Usage charge per 100 cubic feet:

Basic volumetric rate per 100 cubic feet	\$ 2.26/100 ccf
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- (b) Metered service to residential lots at Murieta Village and Murieta Gardens II shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 40.28
Reserve Charge	<u>\$ 18.33</u>
Total Basic Service Charge	\$ 58.61/mo

Usage charge per 100 cubic feet:

Basic volumetric rate per 100 cubic feet	\$ 2.26/ccf
--	-------------

- (c) Non-Residential metered service shall be as follows:

MONTHLY CHARGES

Basic Service Charge for non-residential shall be calculated on an EDU basis

Monthly Charges

Basic Service Charge for non-residential metered service shall be calculated on number of meters and an EDU basis for each customer multiplied by the Basic Service Charge reflected in Section 7.05(a) above.

Usage charge per 100 cubic feet:

Basic volumetric rate per 100 cubic feet	\$ 2.26/ccf
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- II) The Sewer Code, Chapter 15, Section 7.00 Rates and Charges, and Collection Procedures is amended as follows:

Section 7.03 Rates and Charges for Service. The monthly service charge for each premise receiving sewer service from the District shall be:

Residential or other premises, each unit

Base rate	\$ 48.11 per month
Reserve contribution	<u>\$ 17.05 per month</u>
Total monthly service charge	\$ 65.16 per month



Murieta Village and Murieta Gardens II, per unit	
Base rate	\$ 48.11 per month
Reserve contribution	<u>\$ 17.05 per month</u>
Total monthly service charge	\$ 65.16 per month

Non-Residential

Monthly service charge for non-residential sewer service shall be calculated on an EDU basis for each customer multiplied by the residential service charge.

III) The Solid Waste Collection and Disposal Code, Chapter 31, Section 4.00 Exclusive Right of Collection, is amended as follows:

Section 4.03 Collections Rates and Billings. a. Rates: The rates for collection of Solid Waste from premises in the District shall be those rates that the Board may determine and establish from time to time by ordinance. The Board may establish rates for residential collection without establishing rates for commercial or industrial collection. The monthly service charge shall be:

(1) Garbage Collection Services	
38-gallon cart	\$ 21.90
64-gallon cart	\$ 27.90
96-gallon cart	\$ 49.32
(2) Additional Garbage Carts	
38-gallon cart	\$ 9.06
64-gallon cart	\$ 12.08
96-gallon cart	\$ 27.76
(3) Additional Recycling Cart (in excess of 1 recycled cart)	
38-gallon cart	N/A
64-gallon cart	\$ 7.47
96-gallon cart	\$ 7.47
(4) Additional Green Waste Cart (in excess of 2 green waste carts)	
38-gallon cart	N/A
64-gallon cart	\$ 7.47
96-gallon cart	\$ 7.47
(5) Sacramento County Surcharge	\$ 2.00
(6) Organic Waste Charge (effective 1/1/2023)	\$ 4.00

SECTION 4. Superseder. This ordinance supersedes prior inconsistent District ordinances, resolutions, policies, rules, and regulations concerning the subject matter of this ordinance.

SECTION 5. Effective Date. This ordinance shall take effect on July 1, 2022.

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

SECTION 7. Publication. The District Secretary is directed to publish this ordinance once in a newspaper of general circulation published in the District within 15 days after the adoption of the ordinance.

**INTRODUCED** by the Board of Directors on the 15<sup>th</sup> day of June 2022.

**PASSED AND ADOPTED** by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on the 29<sup>th</sup> day of June 2022, by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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President of the Board  
Rancho Murieta Community Services District

[seal]

**ATTEST:**

---

Amelia Wilder, District Secretary

DRAFT

## MEMORANDUM

Date: May 26, 2022  
To: Board of Directors  
From: Paula O'Keefe, Director of Administration  
Subject: Waive the First Reading of the FY 2022-23 Budget and CIP and move the Budget/CIP to the June 29, 2022 Board Special meeting for Adoption.

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### RECOMMENDED ACTION

Waive the First Reading of the FY 2022-23 Budget and CIP and move the Budget to the June 29, 2022 Board Special meeting for adoption.

### BACKGROUND

Budgets for Special Districts in California must be approved by the Board of Directors before the beginning of each fiscal year. The process begins with a Proposition 218 Budget Hearing and ends with the Second Reading of the budget at a Board meeting in June. The District is required to submit the Prop 218 budget to the Residents and Commercial Businesses in Rancho Murieta at least forty-five days before the first reading of the budget at a May Board meeting.

For Fiscal Year 2022-23, the Prop 218 budget notification took place on March 30, 2022, at a Special Board meeting. After the initial presentation of the Prop 218 budget on March 30, 2022, the District has received 1355 letters in objection to the rate increase on or before the deadline of June 1, 2022. While the majority of them were form letters stating protesting the rate increase, there were several that asked very poignant questions. Staff updated an FAQ in response to these questions.

The total proposed revenue budget is \$8,286,900, which is an increase of \$98,410, or 1% over FY 2021-22 year end projections. Because previous years' budgets did not include significant rate increases, the District evaluated all residential and commercial rate usage and reserve contributions to determine the District's overall ability to fund capital improvement projects and increasing expenditures relating to the addition of two Accounting Technician positions, funding a previously unfunded Patrol Officer position, rising maintenance and repairs costs, a significant increase in solid waste operations and increased costs associated with general liability, risk management and PERS. The total proposed expenditure budget is \$8,586,125, which is an increase of \$226,927, or 3% over the previous fiscal year end projections.

#### *Administration*

The Administration property tax allocations are used to subsidize Drainage and Security costs projected to be overspent at the end of the fiscal year, Security being the most significant subsidy for a total of \$588,271 and Drainage in the amount of \$70,446, to offset the deficit projected at the end of the fiscal year. Administration revenues are projected to be 8% higher than the previous year, primarily due to increased property taxes. Property tax allocations are increasing slightly based on the limited increase in the development of new homes and the increase in property assessment values as existing homes are sold.

Expenditures are projected to come in 9% less than the previous year based on the reallocation of insurance and risk management costs and a reduction in additional professional services costs. 100% of Administration operations are allocated to other funds based on the Cost Allocation Plan (CAP). The CAP identifies the specific percentages of support for the enterprise funds. The CAP allocates all direct and indirect costs to each of these funds based on various criteria, including the area of benefit and level of support.

## *Water*

The Water fund revenues are the most significant revenue source for the District. Water revenues are comprised of Residential and Commercial sales and other sources of revenue, including interest income, installation and inspection fees, and late charges. The District projects a total of \$2,737,517, or an 4.79% decrease over prior year end projections. This decrease takes potential future water restrictions into consideration; decline in water usage results in decreased revenues. The original Prop 218 notice included a five year strategy to increase reserve contributions to 60% funding across all funds, however, District staff are proposing a 10 year, 50% model to smooth out the increases over a ten year period. The year one increase in reserve contributions is \$4.33, bring the total monthly reserve contribution to \$18.33.

The Prop 218 rate water increase totals 8.6% for the Residential metered lots and 10.1% for both Murieta Gardens and Murieta Village residents.

Water expenses are also projected to increase 5%. This increase is due to a slight increase in the Administration cost allocation, significant cost increases due to inflation, professional services and salary increases. The Water fund will likely need to require additional funding from unrestricted fund balance to bring the fund whole at the end of the fiscal year. The current projected shortfall is approximately \$67,000 and staff will continue to work with the operations staff and vendors to ensure projects and orders are within budgetary restrictions.

## *Sewer*

Sewer revenues are projected to increase 8.1% overall, including a 4% increase in the Sewer base charge and a 21.8% increase for reserve contributions. The reserve contributions were initially proposed at \$25 monthly, however staff have come back with a reduced, 10 year model that reduced the year one increase to \$3.05 monthly.

Expenditures are also expected to increase by 11%. Costs of treatment and day to day operational expenses have increased largely due to the current economic climate. Additional increased costs in employee costs and maintenance and repairs round out the overall 11% increase in Sewer rates for FY 2022-23. The Sewer fund will likely need to dip into unrestricted fund balance to cover the expected shortfall of approximately \$146,000. Staff will continue to work directly with vendors to ensure cost containment strategies while supplying District operation staff with the necessary tools and equipment to continue providing superior sewer services.

## *Drainage*

The Drainage fund revenues are subsidized by property tax revenues. This subsidy is necessary as the fund does not collect enough revenue to cover its full cost of operations, including the annual 2% CPI increased allowed through Measure K. This increase is not subject to the Prop 218 approval requirement and will take place regardless of the objection to the rate increase efforts. Currently, the Drainage revenues are projected 11% more than the previous year, at \$259,200. Drainage revenues are comprised of residential and commercial sales and do not collect a reserve fee through the utility billing.

Revenues are projected to increase by 11%; while expenditures are expected to increase 9%, for a total of \$329,646. This amount also includes the Administration subsidy of \$70,446. Drainage is expected to increase costs over the next few years due to deferred maintenance and aging infrastructure.

## *Solid Waste*

The District contracts with California Waste Management and collects revenues to offset the cost of the contract with the vendor. The annual contract increase went from \$878,876 in the prior year to \$1,036,465, a difference of \$157,589 or 17.9% over the previous year. The 17.9% also includes a new Organics Waste recycling fee set to begin January 1, 2023. The District also eliminated the free bulk waste pickups that serve about 600 residents annually. This achieves a monthly cost saving slightly over \$3 per residence.

## *Security*

Security is also subsidized with the District's property tax allocations. This subsidy is necessary as the fund does not collect enough revenue to cover its full cost of operations, including the annual 2% CPI increased allowed through Measure J. This year's property tax allocation is increased by \$139,755 or 30%, based on an increase in expenditures within operations. This increase is not subject to the Prop 218 approval requirement and will take place regardless of the objection to the rate increase efforts.

Annual expenditures are expected to increase by 19% as expected based on the MOU salary increases (8.5%) the funding of a previously unfunded full time Patrol Officer and current economic climate and inflation.

## **SUMMARY**

Staff is recommending the Board waive the first reading of the budget and move the Budget to the second reading for formal adoption the FY 2022-23 Proposed Budget.

### ***Budget Overview***

A Sample Bill and draft budget summaries for each fund are attached to assist in reviewing this draft of the FY2022-23 budget. The proposed budget results in a 7.88% increase, or \$16.88 per month, on the average monthly bill for a residential metered lot.

## **REVENUE ASSUMPTIONS USED IN THIS PROPOSED BUDGET**

1. Sacramento County property tax allocation is projected to increase using the same appraisal values from 2021 to 2022 for home sales.
2. Water consumption is projected to decrease slightly over the calendar year FY 2021-22 demands due to Governor Gavin Newsom's calls for drought restrictions.
3. Reserve contributions require necessary increases to cover increasing deferred maintenance costs, repairs, and aging infrastructure.
4. Water and Sewer rate increases total 8.4% for residential metered lots and 9.1% for Murieta Gardens and Village II residents.
5. Drainage and Security rates are increased by the legal maximum of 2%.

## **BUDGET EXPENSE ASSUMPTIONS**

### General Assumptions

1. Unrepresented salary increase pool of \$30,000.
2. Represented salary range increase of 3.5% annually over three years as prescribed by the new MOU effective January 1, 2021. Represented staff also receive a 5% annual increase based on performance objectives through the annual review process.
3. Health insurance premium increase of 12%.
4. Increase of 17.9% in Solid Waste contract to include a new Organics Waste recycling fee beginning January 1, 2023.
5. Increased costs of professional services due to shifting cost from reserves to operational budgets.
6. Annual contribution to OPEB Trust budget for \$185,000.
7. 17% overall increase in Risk Management costs: 21% increase in General Insurance, 10% increase in Workers' Compensation, costs spread across all funds.
8. Increased Unfunded Accrued Liability (UAL) PERS pension obligation.

Sample Bill

The attached Sample Bill shows the proposed rate as presented in the March 30, 2022, Special Board meeting.

**Sample Bill – Proposed Impact on Average Residential Monthly Bill**

The estimated overall maximum increase is projected to be \$16.88 per month or 7.88% for an average residential customer with the proposed service charge increase and special tax adjustment beginning July 1, 2022. Organics Waste costs to be implemented January 1, 2023.

## **RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

<b>Average Monthly Customer Bill</b>				Current Monthly Rates	Proposed Monthly Rates	\$	%
<b>Residential Metered Lot</b>				July 1, 2021	July 1, 2022	Change	Change
<b>Water</b>		<i>Average Usage in CF</i>		<b>1,426</b>	<b>1,426</b>		
		Residential Base (excluding reserves)		\$38.73	\$40.28	\$1.55	4.0%
		Reserve Contribution		14.00	18.33	4.33	30.9%
		<b>Total Residential Base</b>		\$52.73	\$58.61	\$5.88	11.2%
old rate	Water Usage	\$2.17 per 100 cubic foot		30.94			
new rate	Water Usage	\$2.26 per 100 cubic foot			32.23	1.29	4.2%
	<b>Total Water</b>			\$83.67	\$90.84	\$7.17	8.6%
	<b>WTP Debt Service Charge (interfund borrowing)</b>			6.00	6.00	-	0.0%
	<b>Sewer</b>						
		Residential Base (excluding reserves)		46.26	48.11	1.85	4.0%
		Reserve Contribution		14.00	17.05	3.05	21.8%
		<b>Total Residential Base</b>		60.26	\$65.16	\$4.90	8.1%
	<b>Solid Waste (avg. 64 Gallon Container)</b>			27.82	27.90	0.08	0.3%
	<b>Organic Waste Charge (effective 1/1/23)</b>			-	4.00	4.00	100.0%
	<b>Security Tax (Maximum Tax Ceiling \$31.54)</b>			30.93	31.54	0.62	2.0%
	<b>Drainage Tax (Maximum Tax Ceiling \$5.53)</b>			5.43	5.53	0.11	2.0%
	<b>Total RMCS D Bill</b>			<b>\$214.10</b>	<b>\$230.98</b>	<b>\$16.88</b>	<b>7.88%</b>

**Sample Bill – Proposed Impact on Average Murieta Village and Murieta Gardens II Monthly Bill**

The estimated overall maximum increase is projected to be \$13.86 per month or 8.53% for an average Murieta Village customer with the proposed service charge increase and special tax adjustment beginning July 1, 2022. Organics Waste costs to be implemented January 1, 2023.

<b>Average Monthly Customer Bill</b>		Current Monthly Rates	Proposed Monthly Rates	\$ Change	% Change
<b><i>Murieta Village &amp; Murieta Gardens II</i></b>		July 1, 2021	July 1, 2022		
<b>Water</b>	<b>Average Usage in CF</b>	<b>418</b>	<b>418</b>		
	Residential Base	\$38.73	<b>\$40.28</b>	<b>\$1.55</b>	4.0%
	Reserve Contribution	14.00	<b>18.33</b>	<b>4.33</b>	30.9%
	Total Residential Base	\$52.73	<b>\$58.61</b>	<b>\$5.88</b>	11.2%
old rate	Water Usage \$2.17 per 100 cubic foot	9.07			
new rate	Water Usage \$2.26 per 100 cubic foot		<b>9.45</b>	<b>0.38</b>	4.2%
	<b>Total Water</b>	\$61.80	<b>\$68.06</b>	<b>\$6.26</b>	10.1%
	<b>*WTP Debt Service Charge (interfund borrowing)</b>	6.00	<b>6.00</b>	-	0.0%
	<b>Sewer</b>				
	Residential Base (excluding reserves)	46.26	<b>48.11</b>	<b>1.85</b>	4.0%
	Reserve Contribution	14.00	<b>17.05</b>	<b>3.05</b>	21.8%
	Total Residential Base	\$ 60.26	<b>\$ 65.16</b>	<b>\$ 4.90</b>	8.1%
	<b>Solid Waste (avg. 38 Gallon Container)</b>	23.42	<b>21.90</b>	<b>(1.52)</b>	-6.5%
	<b>Organic Waste Charge (effective 1/1/23)</b>	-	<b>4.00</b>	<b>4.00</b>	100.0%
	<b>Security Tax (Maximum Tax Ceiling \$7.61)</b>	7.46	<b>7.61</b>	<b>0.15</b>	2.0%
	<b>Drainage Tax (Maximum Tax Ceiling \$3.70)</b>	3.63	<b>3.70</b>	<b>0.07</b>	2.0%
	<b>Total RMCS D Bill</b>	<b>\$ 162.56</b>	<b>\$ 176.42</b>	<b>\$ 13.86</b>	<b>8.53%</b>
<b><i>Vacant or Unmetered Lot</i></b>					
	<b>Security Tax (Maximum Tax Ceiling \$24.74)</b>	\$24.27	<b>\$24.75</b>		2.0%
**	<b>Water Standby \$10.00 PER YEAR</b>	\$0.83	<b>\$0.83</b>		0.0%
**	<b>Sewer Standby \$10.00 PER YEAR</b>	\$0.83	<b>\$0.83</b>		0.0%
	<b>Drainage Tax (Maximum Tax Ceiling \$5.53)</b>	\$5.43	<b>5.53</b>		2.0%
		<b>\$31.36</b>	<b>\$31.95</b>		
	% Change over prior year		<b>1.88%</b>		

\* This fee is not billed for the Murieta Gardens II properties due to not being part of the debt service customer base.

\*\* This fee is billed annually at \$10.00 and is shown as a monthly rate for comparison purposes only.



# Rancho Murieta Community Services District

FY 2022-23

Proposed Budget







**RANCHO MURIETA COMMUNITY SERVICES DISTRICT**  
**FY 2022-23 Proposed Budget**  
**Personnel Listing**

	FY 2019-20 Adopted	FY 2020-21 Adopted	FY 2021-22 Adopted	FY 2022-23 Proposed
<b>ADMINISTRATION</b>				
GENERAL MANAGER	1.0	1.0	1.0	1.0
DISTRICT SECRETARY	1.0	1.0	1.0	1.0
DIRECTOR OF ADMINISTRATION	1.0	1.0	1.0	1.0
CONTROLLER	1.0	1.0	0.0	0.0
ACCOUNTING SUPERVISOR	1.0	1.0	0.0	0.0
ACCOUNTING MANAGER	0.0	0.0	1.0	1.0
ACCOUNTANT	0.0	0.0	1.0	1.0
ACCOUNTING TECHNICIAN	0.0	0.0	3.0	3.0
ACCOUNTING ASSISTANT I/II	1.0	1.0	0.0	0.0
OFFICE TECHNICIAN	0.0	0.0	1.0	1.0
OFFICE ASSISTANT I/II	1.0	1.0	0.0	0.0
<b>SUBTOTAL</b>	<b>7.0</b>	<b>7.0</b>	<b>9.0</b>	<b>9.0</b>
<b>OPERATIONS</b>				
DIRECTOR OF OPERATIONS	1.0	1.0	1.0	1.0
CHIEF PLANT OPERATOR	1.0	1.0	1.0	1.0
PLANT OPERATOR I, II, III	4.0	4.0	4.0	4.0
EQUIPMENT MECHANIC	1.0	1.0	1.0	1.0
UTILITIES SUPERVISOR	1.0	1.0	1.0	1.0
UTILITY WORKER I, II, III	5.0	5.0	5.0	5.0
TEMP UTILITY WORKER	0.5	0.5	0.5	0.5
INSPECTION & COMPLIANCE OFFICER	0.0	0.0	1.0	1.0
OPERATOR IN TRAINING	1.0	1.0	1.0	1.0
<b>SUBTOTAL</b>	<b>14.5</b>	<b>14.5</b>	<b>15.5</b>	<b>15.5</b>
<b>SECURITY</b>				
SECURITY SUPERVISOR	1.0	1.0	1.0	1.0
SERGEANT - PATROL	1.0	1.0	1.0	1.0
PATROL OFFICER	5.0	5.0	5.0	5.0
GATE OFFICER	8.0	8.0	8.0	8.0
PART-TIME GATE OFFICER	2.0	2.0	2.0	2.0
<b>SUBTOTAL</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>
<b>TOTALS</b>	<b>38.5</b>	<b>38.5</b>	<b>41.5</b>	<b>41.5</b>



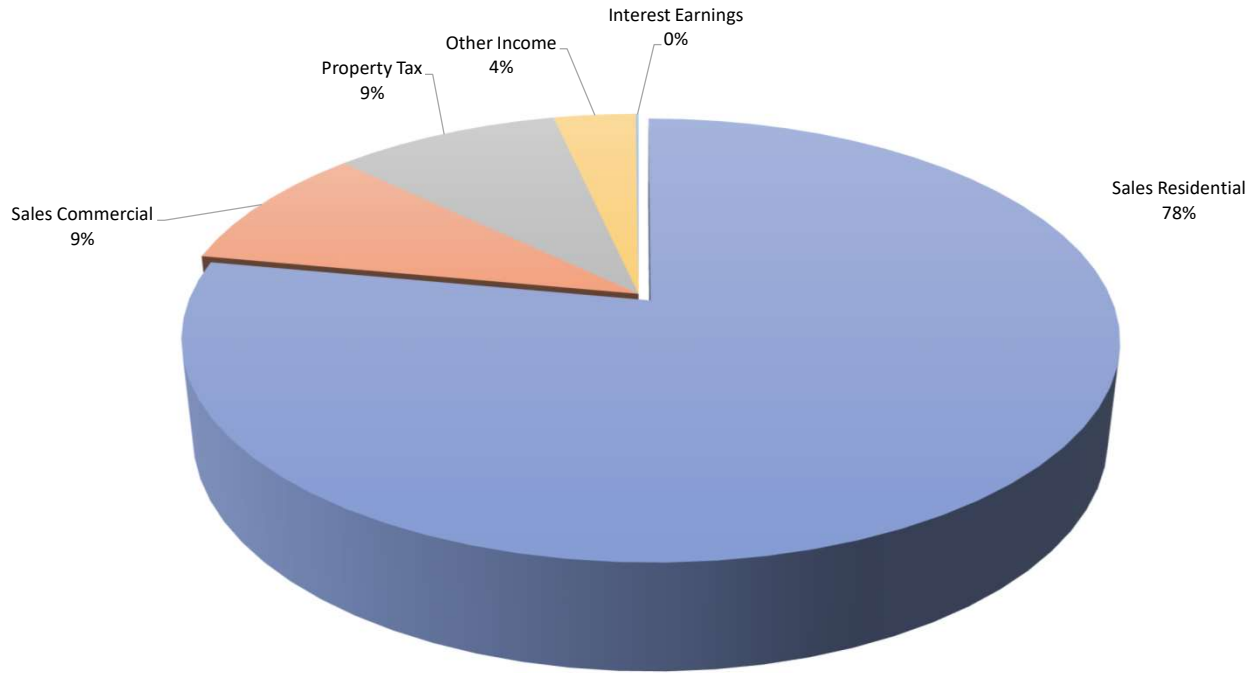
**RANCHO MURIETA CSD**  
**FY 2022-23 Proposed Budget**  
**Budget Summary**

	FY 2019-20 Actual	FY 2020-21 Unaudited	FY 2021-22 Projected Year End	% Budget Change	FY 2021-22 Proposed	% Budget Change
<b>Revenues</b>						
Administration	843,071	804,005	799,032	-0.6%	817,450	2%
Water	2,686,451	2,645,112	2,875,142	8.7%	2,737,292	-5%
Sewer	1,490,689	1,498,090	1,635,679	9.2%	1,721,772	5%
Drainage	220,380	220,118	222,681	1.2%	259,200	16%
Solid Waste	725,222	753,273	1,010,340	34.1%	1,105,969	9%
Security	1,396,374	1,470,397	1,645,615	11.9%	1,645,217	0%
<b>Total Revenues</b>	<b>7,362,185</b>	<b>7,390,996</b>	<b>8,188,490</b>	<b>10.8%</b>	<b>8,286,900</b>	<b>1%</b>
<b>Expenditures</b>						
Administration	1,626,915	1,325,176	2,148,573	62.1%	1,954,786	-9%
Water	1,954,578	2,510,743	2,033,650	-19.0%	2,076,091	2%
Sewer	1,339,907	1,248,848	1,294,725	3.7%	1,382,739	7%
Drainage	213,189	182,212	206,805	13.5%	247,781	20%
Solid Waste	824,673	772,798	1,048,904	35.7%	1,090,248	4%
Security	1,617,107	1,427,191	1,626,541	14.0%	1,834,480	13%
<b>Total Operating Expenses</b>	<b>7,576,371</b>	<b>7,466,968</b>	<b>8,359,198</b>	<b>11.9%</b>	<b>8,586,125</b>	<b>3%</b>
<b>Transfers</b>						
Transfer from 100 - Administration	-	(395,657)	(534,623)	35.1%	(658,717)	23%
Transfer to 260 - Drainage	-	17,469	73,907	323.1%	70,446	-5%
Transfer to 500 - Security	220,733	378,188	452,651	19.7%	588,271	30%
<b>Total Transfers</b>	<b>220,733</b>	<b>0</b>	<b>(8,065)</b>		<b>0</b>	<b>0%</b>
<b>Administration Allocation</b>						
Administration	-	(1,325,176)	(2,148,573)	62.1%	(1,954,786)	-9%
Water	-	493,469	800,086	62.1%	727,923	-9%
Sewer	-	328,644	532,846	62.1%	484,787	-9%
Drainage	-	55,375	89,782	62.1%	81,685	-9%
Solid Waste	-	26,238	42,634	62.5%	38,789	-9%
Security	-	421,450	683,225	62.1%	621,602	-9%
<b>Total Administration Allocation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>(0)</b>	<b>0%</b>
<b>Reserve Collections</b>						
Administration	-	-	-	-	-	-
Water	263,954	335,206	610,853	82.2%	568,468	-7%
Sewer	230,796	235,348	494,295	110.0%	601,981	22%
Security	98,000	-	-	-	-	-
Drainage	66,000	-	-	-	-	-
<b>Total Reserve Collections</b>	<b>658,750</b>	<b>570,554</b>	<b>1,105,148</b>	<b>-94%</b>	<b>1,170,449</b>	<b>-6%</b>
<b>Inter-fund Borrowing Repayment</b>						
Interfund Collection	188,221	212,199	212,199	0.0%	212,199	0%
Loan Repayment	211,127	187,905	187,905	0.0%	187,905	0%
<b>Interfund Loan Total</b>	<b>(22,906)</b>	<b>400,104</b>	<b>400,104</b>	<b>0%</b>	<b>400,104</b>	<b>0%</b>



**RANCHO MURIETA CSD**  
**FY 2022-23 Proposed Budget**  
**Revenue Summary**

**FY 2022-23 Proposed Revenues**



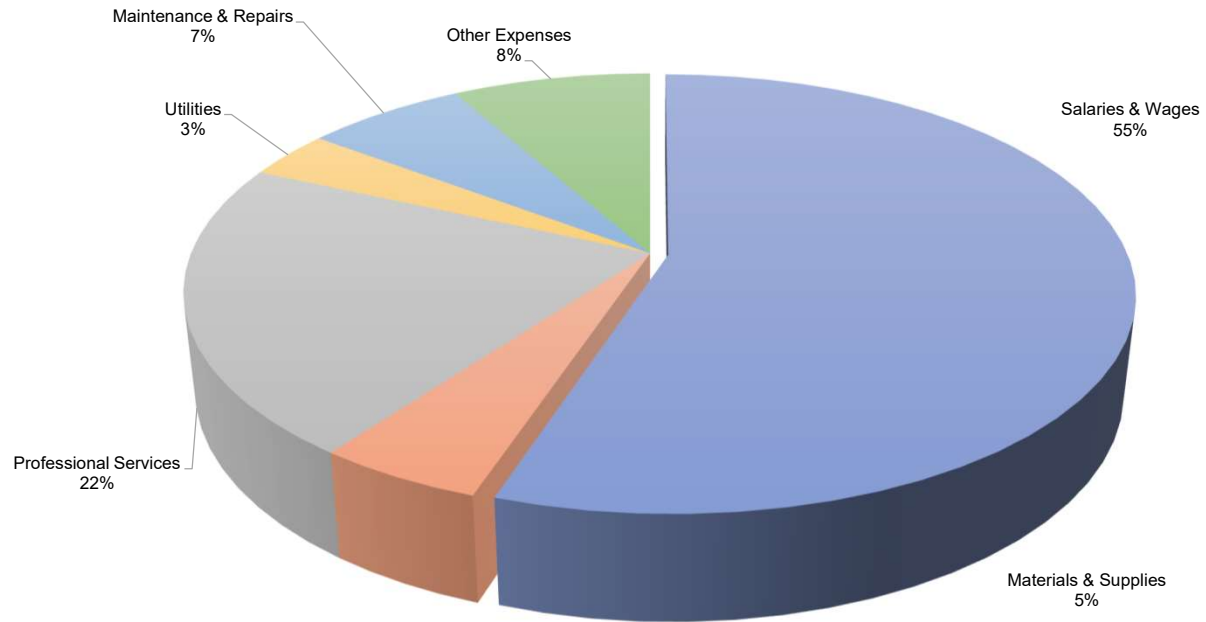
**FY 2022-23 Revenue Summary - All Funds**

<b>Category</b>	<b>Amount</b>
Sales Residential	6,458,448
Sales Commercial	763,628
Property Tax	775,000
Other Income	280,674
Interest Earnings	9,150
<b>Total</b>	<b><u>8,286,900</u></b>



**RANCHO MURIETA CSD**  
**FY 2022-23 Proposed Budget**  
**Expenditure Summary**

**FY 2022-23 Proposed Expenditures**



**FY 2021-22 Expenditure Summary - All Funds**

<b>Category</b>	<b>Amount</b>
Salaries & Wages	4,738,742
Materials & Supplies	425,318
Professional Services	1,851,996
Utilities	303,450
Maintenance & Repairs	564,378
Other Expenses	702,241
Capital Improvement	-
<b>Total</b>	<b><u>8,586,125</u></b>

**Rancho Murieta Community Services District  
Administration - Fund 100  
FY 2022-23 Budget**

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23		
	Audited Year End	Unaudited Year End	Year end Projections	Proposed Budget	Adopted Budget Vs. Year End Projection	
<b>Revenue</b>						
Property Tax	712,299	739,769	735,000	775,000	40,000	5%
Interest Income	2,673	515	635	450	(185)	-29%
Other Revenues	128,099	63,720	63,397	42,000	(21,397)	-34%
<b>TOTAL REVENUE</b>	<b>843,071</b>	<b>804,005</b>	<b>799,032</b>	<b>817,450</b>	<b>18,418</b>	<b>2%</b>
<b>Expenditures</b>						
Salaries	736,634	842,574	875,000	948,800	73,800	8%
Benefits	447,952	50,091	682,164	464,173	(217,991)	-32%
Professional Services	327,695	315,663	480,176	437,663	(42,513)	-9%
Materials & Supplies	62,830	71,973	72,195	64,750	(7,445)	-10%
Other Expenses	51,804	44,874	39,038	39,400	362	1%
Capital Projects	-	-	-	-	-	-
<b>Subtotal Expenditures</b>	<b>1,626,915</b>	<b>1,325,176</b>	<b>2,148,573</b>	<b>1,954,786</b>	<b>(193,787)</b>	<b>-9%</b>
<b>Transfers</b>						
Transfer Out - Property Tax	(220,733)	(360,719)	(526,423)	(658,717)	(132,294)	25%
Transfer Out - Administration	(1,626,915)	(1,325,176)	(2,148,573)	(1,954,786)	193,787	-9%
<b>Total Transfers</b>	<b>(1,847,648)</b>	<b>(1,685,895)</b>	<b>(2,674,996)</b>	<b>(2,613,503)</b>	<b>61,493</b>	<b>-2%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,626,915</b>	<b>1,325,176</b>	<b>2,148,573</b>	<b>1,954,786</b>		
<b>Net Annual Activity</b>	<b>622,338</b>	<b>443,286</b>	<b>272,609</b>	<b>158,733</b>		
<b>Ending Balance</b>	<b>\$ 622,338</b>	<b>\$ 443,286</b>	<b>\$ 272,609</b>	<b>\$ 158,733</b>		

**Rancho Murieta Community Services District**  
**Water - Fund 200**  
**FY 2022-23 Budget**

	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>		
	<b>Audited Year End</b>	<b>Unaudited Year End</b>	<b>Year End Projections</b>	<b>Proposed Budget</b>	<b>Adopted Budget Vs. Year End Projection</b>	
<b>Revenue</b>						
Residential Water Sales	2,179,144	2,322,077	2,450,000	2,319,881	(130,119)	-5%
Commercial Water Sales	252,378	266,084	335,000	322,891	(12,109)	-4%
Late Fees & Penalties	12,211	10,161	25,000	20,000	(5,000)	-20%
Other Sales	191,317	21,329	39,617	37,400	(2,217)	-6%
Interest Income	3,284	1,054	525	3,800	3,275	623%
Other Revenues	48,117	24,407	25,000	33,320	8,320	33%
<b>Subtotal Revenue</b>	<b>2,686,451</b>	<b>2,645,112</b>	<b>2,875,142</b>	<b>2,737,292</b>	<b>(137,850)</b>	<b>-5%</b>
<b>TOTAL REVENUE</b>	<b>2,686,451</b>	<b>2,645,112</b>	<b>2,875,142</b>	<b>2,737,292</b>	<b>53,895</b>	<b>2%</b>
<b>Expenditures - Administration</b>						
Salaries	78,967	463,225	402,641	131,210	(271,431)	-67%
Benefits	270,841	155,162	242,668	59,590	(183,078)	-75%
Professional Services	624,343	32,020	119,425	120,000	575	0%
Materials & Supplies	8,604	19,271	38,195	43,905	5,710	15%
Maintenance & Repairs	35,469	35,277	35,964	71,100	35,136	98%
Other Expenses	27,423	193,391	123,668	246,915	123,247	100%
<b>Subtotal Expenditures</b>	<b>1,045,646</b>	<b>898,346</b>	<b>962,561</b>	<b>672,720</b>	<b>(289,841)</b>	<b>-30%</b>
<b>Expenditures - Source of Supply</b>						
Salaries	20,021	18,344	11,284	24,442	13,158	117%
Benefits	8,966	8,705	8,690	11,919	3,229	37%
Professional Services	-	135,214	-	47,500	47,500	-
Materials & Supplies	5,247	5,103	-	17,500	17,500	-
Maintenance & Repairs	-	23,885	16,888	25,000	8,112	48%
Utilities	89,648	184,016	41,569	87,450	45,881	110%
<b>Subtotal Expenditures</b>	<b>123,882</b>	<b>375,267</b>	<b>78,431</b>	<b>213,811</b>	<b>135,380</b>	<b>173%</b>
<b>Expenditures - Water Treatment</b>						
Salaries	246,101	188,430	179,632	256,641	77,009	43%
Benefits	107,776	102,602	51,505	125,139	73,634	143%
Professional Services	-	-	-	-	-	-
Materials & Supplies	10,249	93,224	137,500	109,000	(28,500)	-21%
Maintenance & Repairs	-	198,407	85,000	85,000	-	0%
Utilities	83,489	121,323	124,807	65,000	(59,807)	-48%
Other Expenses	-	3,363	1,288	3,500	2,212	172%
<b>Subtotal Expenditures</b>	<b>447,615</b>	<b>707,350</b>	<b>579,733</b>	<b>644,280</b>	<b>64,547</b>	<b>11%</b>
<b>Expenditures - Transmission and Delivery</b>						
Salaries	203,881	196,159	138,903	256,641	117,738	85%
Benefits	89,774	97,264	21,845	125,139	103,294	473%
Professional Services	-	-	-	-	-	-
Materials & Supplies	-	60,470	31,494	41,500	10,006	32%
Maintenance & Repairs	-	90,052	133,000	80,000	(53,000)	-40%
Utilities	43,780	84,379	29,980	42,000	12,020	40%
Other Expenses	-	1,457	66	-	(66)	-100%
<b>Subtotal Expenditures</b>	<b>337,435</b>	<b>529,780</b>	<b>355,288</b>	<b>545,280</b>	<b>189,992</b>	<b>53%</b>
<b>Admin Allocation</b>						
Administration Expenses	-	493,469	800,086	727,923		
<b>Total Admin Expense</b>	<b>-</b>	<b>493,469</b>	<b>800,086</b>	<b>727,923</b>		
<b>TOTAL EXPENDITURES</b>	<b>1,954,578</b>	<b>3,004,213</b>	<b>2,776,099</b>	<b>2,804,014</b>		
<b>Net Annual Activity</b>	<b>731,873</b>	<b>(359,101)</b>	<b>99,043</b>	<b>(66,722)</b>		
<b>Ending Balance</b>	<b>\$ 731,873</b>	<b>\$ (359,101)</b>	<b>\$ 99,043</b>	<b>\$ 32,321</b>		

**Rancho Murieta Community Services District**  
**Wastewater - Fund 250**  
**FY 2022-23 Budget**

	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>		
	<u>Audited Year End</u>	<u>Unaudited Year End</u>	<u>Year end Projections</u>	<u>Proposed Budget</u>	<u>Adopted Budget Vs. Year End Projection</u>	
<b>Revenue</b>						
Residential Wastewater Sales	1,318,542	1,335,947	1,447,886	1,539,198	91,312	6%
Commercial Wastewater Sales	141,405	147,045	160,290	159,324	(966)	-1%
Late Fees & Penalties	12,211	10,161	18,000	18,000	-	0%
Other Sales	2,184	2,184	2,184	2,250	66	3%
Interest Income	5,412	1,285	2,500	2,500	-	0%
Other Revenues	10,935	1,469	4,819	500	(4,319)	-90%
<b>TOTAL REVENUE</b>	<b>1,490,689</b>	<b>1,498,090</b>	<b>1,635,679</b>	<b>1,721,772</b>	<b>86,093</b>	<b>5%</b>
<b>Expenditures - Administration</b>						
Salaries	47,867	36,936	73,000	73,326	326	0%
Benefits	331,243	182,210	52,329	34,650	(17,679)	-34%
Professional Services	394,278	21,694	45,145	50,000	4,855	11%
Materials & Supplies	38,053	32,056	32,736	41,625	8,889	27%
Maintenance & Repairs	55,555	71,205	123,475	68,687	(54,788)	-44%
Other Expenses	148,872	109,343	84,765	160,776	76,011	90%
<b>Subtotal Expenditures</b>	<b>1,015,869</b>	<b>453,444</b>	<b>411,450</b>	<b>429,064</b>	<b>17,614</b>	<b>4%</b>
<b>Expenditures - Collection</b>						
Salaries	140,866	54,528	124,000	171,094	47,094	38%
Benefits	62,782	11,919	67,648	80,850	13,202	20%
Professional Services	-	-	3,000	2,500	(500)	-17%
Materials & Supplies	2,369	91	4,369	2,500	(1,869)	-43%
Maintenance & Repairs	84,833	43,474	120,000	100,000	(20,000)	-17%
Utilities	38,625	68,842	31,147	64,000	32,853	105%
Other Expenses	-	38	1,165	600	(565)	-48%
<b>Subtotal Expenditures</b>	<b>329,475</b>	<b>178,892</b>	<b>351,329</b>	<b>421,544</b>	<b>70,215</b>	<b>20%</b>
<b>Expenditures - Transmission and Delivery</b>						
Salaries	195,302	180,045	162,000	211,423	49,423	31%
Benefits	85,338	53,817	84,945	99,908	14,963	18%
Professional Services	1,154	4,001	-	1,200	1,200	-
Materials & Supplies	54,619	77,414	75,000	76,000	1,000	1%
Maintenance & Repairs	122,530	122,202	150,000	98,000	(52,000)	-35%
Utilities	145,775	193,329	60,000	45,000	(15,000)	-25%
Other Expenses	-	5,250	-	600	600	-
<b>Subtotal Expenditures</b>	<b>604,719</b>	<b>636,058</b>	<b>531,945</b>	<b>532,131</b>	<b>186</b>	<b>0%</b>
<b>Admin Allocation</b>						
Administration Expenses	-	493,469	532,846	484,787	(48,059)	-9%
<b>Total Admin Expense</b>	<b>-</b>	<b>493,469</b>	<b>532,846</b>	<b>484,787</b>	<b>(48,059)</b>	
<b>TOTAL EXPENDITURES</b>	<b>1,950,063</b>	<b>1,761,863</b>	<b>1,827,571</b>	<b>1,867,526</b>		
<b>Net Annual Activity</b>	<b>(459,374)</b>	<b>(263,773)</b>	<b>(191,892)</b>	<b>(145,754)</b>		
<b>Ending Balance</b>	<b>\$ (459,374)</b>	<b>\$ (263,773)</b>	<b>\$ (191,892)</b>	<b>\$ (145,754)</b>		

**Rancho Murieta Community Services District  
Drainage - Fund 260  
FY 2022-23 Budget**

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23		
	Audited Year End	Unaudited Year End	Year End Projection	Proposed Budget	Adopted Budget Vs. Year End Projection	
<b>Revenue</b>						
Residential Sales	178,024	178,339	178,145	213,773	35,629	20%
Commercial Sales	32,352	40,490	44,536	45,427	891	2%
Interest Income	1,401	255	-	-	-	-
Other Revenues	8,602	1,034	-	-	-	-
<b>Subtotal Revenue</b>	<b>220,380</b>	<b>220,118</b>	<b>222,681</b>	<b>259,200</b>	<b>36,520</b>	<b>16%</b>
<b>Transfers</b>						
Property Tax Subsidy	-	17,469	73,907	70,446	(3,461)	-5%
<b>Subtotal Subsidy</b>	<b>-</b>	<b>17,469</b>	<b>73,907</b>	<b>70,446</b>	<b>(3,461)</b>	<b>-5%</b>
<b>TOTAL REVENUE</b>	<b>220,380</b>	<b>237,587</b>	<b>296,588</b>	<b>329,646</b>	<b>33,059</b>	<b>11%</b>
<b>Expenditures</b>						
Salaries	-	65,983	104,783	106,323	1,540	1%
Benefits	104,923	36,622	40,728	51,843	11,115	27%
Professional Services	4,692	28,738	26,783	41,477	14,694	55%
Materials & supplies	8,696	18,887	12,000	22,538	10,538	88%
Maintenance & Repairs	15,412	24,439	8,377	12,100	3,723	44%
Other Expenses	11,482	7,543	14,134	13,500	(634)	-4%
<b>Subtotal Expenditures</b>	<b>145,205</b>	<b>182,212</b>	<b>206,805</b>	<b>247,781</b>	<b>40,976</b>	<b>20%</b>
<b>Admin Allocation</b>						
Administration Expenses	67,984	55,375	89,782	81,865	(7,917)	-9%
<b>Total Admin Expense</b>	<b>67,984</b>	<b>55,375</b>	<b>89,782</b>	<b>81,865</b>	<b>(7,917)</b>	<b>-9%</b>
<b>TOTAL EXPENDITURES</b>	<b>213,189</b>	<b>237,587</b>	<b>296,587</b>	<b>329,646</b>	<b>33,059</b>	<b>11%</b>
<b>Net Annual Activity</b>	<b>7,191</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Ending Balance</b>	<b>\$ 7,191</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>		



**Rancho Murieta Community Services District  
Solid Waste - Fund 400  
FY 2022-23 Budget**

	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>		
	<u>Audited Year End</u>	<u>Unaudited Year End</u>	<u>Year End Projection</u>	<u>Proposed Budget</u>	<u>Adopted Budget Vs. Year End Projection</u>	
<b>Revenue</b>						
Residential Revenues	721,248	752,395	1,009,240	1,036,465	27,225	3%
Interest Income	3,974	781	1,100	1,200	100	9%
Other Revenues	-	97	-	68,304	68,304	-
<b>Total Revenue</b>	<b>725,222</b>	<b>753,273</b>	<b>1,010,340</b>	<b>1,105,969</b>	<b>95,629</b>	<b>9%</b>
<b>Expenditures</b>						
Cal-Waste Contract	624,023	715,708	999,773	1,036,465	36,692	4%
Professional Services	2,251	25,655	5,764	8,423	2,659	46%
Other Expenses	166,186	31,435	43,367	45,360	1,993	5%
<b>Total Expenditures</b>	<b>792,460</b>	<b>772,798</b>	<b>1,048,904</b>	<b>1,090,248</b>	<b>41,344</b>	<b>4%</b>
<b>Admin Allocation</b>						
Administration Expenses	32,213	26,238	42,542	38,789	(3,753)	-9%
<b>Total Admin Expense</b>	<b>32,213</b>	<b>26,238</b>	<b>42,542</b>	<b>38,789</b>	<b>(3,753)</b>	<b>-9%</b>
<b>TOTAL EXPENDITURES</b>	<b>824,673</b>	<b>799,036</b>	<b>1,091,446</b>	<b>1,129,037</b>		
<b>Net Annual Activity</b>	<b>(99,451)</b>	<b>(45,762)</b>	<b>(81,106)</b>	<b>(23,068)</b>		
<b>Ending Balance</b>	<b>\$ (99,451)</b>	<b>\$ (45,762)</b>	<b>\$ (81,106)</b>	<b>\$ (23,068)</b>		

**Rancho Murieta Community Services District  
Security - Fund 500  
FY 2022-23 Budget**

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23		
	Audited Year End	Unaudited Year End	Year end Projections	Current Budget	Adopted Budget Vs. Year End Projection	
<b>Revenue</b>						
Residential Sales	1,179,992	1,197,421	1,322,677	1,349,131	26,454	2%
Commercial Sales	161,286	221,461	231,359	235,986	4,627	2%
Late Fees & Penalties	26,523	22,421	66,391	37,100	(29,291)	-44%
Permit Fees	7,560	10,770	6,500	7,800	1,300	20%
Interest Income	3,890	750	-	1,200	1,200	-
Other Revenues	17,123	17,573	18,688	14,000	(4,688)	-25%
<b>Subtotal Revenue</b>	<b>1,396,374</b>	<b>1,470,397</b>	<b>1,645,615</b>	<b>1,645,217</b>	<b>(398)</b>	<b>0%</b>
<b>Transfer In</b>						
Transfer In - Property Tax Subsidy	220,733	378,188	452,651	588,271	135,620	30%
<b>Total Transfers</b>	<b>220,733</b>	<b>378,188</b>	<b>452,651</b>	<b>588,271</b>	<b>135,620</b>	<b>30%</b>
<b>TOTAL REVENUE</b>	<b>1,617,107</b>	<b>1,848,585</b>	<b>2,098,266</b>	<b>2,233,488</b>	<b>135,222</b>	<b>6%</b>
<b>Expenditures - Administration</b>						
Salaries	128,245	134,288	121,332	122,790	1,458	1%
Benefits	423,275	181,574	123,087	211,454	88,367	72%
Professional Services	14,661	23,705	26,783	5,900	(20,883)	-78%
Materials & Supplies	5,334	156	-	-	-	-
Maintenance & Repairs	1,064	1,441	3,500	3,500	-	0%
Other Expenses	24,707	3,293	2,994	151,770	148,776	4968%
Capital Projects	-	-	-	-	-	-
<b>Subtotal Expenditures</b>	<b>597,285</b>	<b>344,458</b>	<b>277,697</b>	<b>495,414</b>	<b>217,718</b>	<b>78%</b>
<b>Expenditures - Security Gate</b>						
Salaries	308,316	370,813	366,775	383,670	16,895	5%
Benefits	192,287	151,695	242,121	302,343	60,222	25%
Professional Services	51,306	71,693	61,000	22,368	(38,632)	-63%
Materials & Supplies	1,338	5,470	-	2,500	2,500	-
Maintenance & Repairs	12,209	20,813	23,007	7,325	(15,682)	-68%
Other Expenses	21,249	17,241	21,363	16,720	(4,643)	-22%
<b>Subtotal Expenditures</b>	<b>586,703</b>	<b>637,725</b>	<b>714,266</b>	<b>734,926</b>	<b>20,660</b>	<b>3%</b>
<b>Expenditures - Security Patrol</b>						
Salaries	215,621	273,606	301,307	267,151	(34,156)	-11%
Benefits	163,513	95,752	246,919	218,223	(28,696)	-12%
Professional Services	11,845	8,518	49,895	78,500	28,605	57%
Materials & Supplies	179	8,996	5,271	3,500	(1,771)	-34%
Maintenance & Repairs	18,061	33,450	9,151	13,666	4,515	49%
Other Expenses	23,901	24,686	22,036	23,100	1,064	5%
<b>Subtotal Expenditures</b>	<b>433,119</b>	<b>445,008</b>	<b>634,579</b>	<b>604,140</b>	<b>(30,439)</b>	<b>-5%</b>
<b>Admin Allocation</b>						
Administration Expenses	-	421,393	683,225	621,602	(61,623)	-9%
<b>Total Admin Expense</b>	<b>-</b>	<b>421,393</b>	<b>683,225</b>	<b>621,602</b>	<b>(61,623)</b>	<b>-9%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,617,107</b>	<b>1,848,584</b>	<b>2,309,766</b>	<b>2,456,082</b>	<b>146,316</b>	<b>6%</b>
<b>Net Annual Activity</b>	<b>(0)</b>	<b>0</b>	<b>(211,501)</b>	<b>(222,594)</b>		
<b>Ending Balance</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ (211,501)</b>	<b>\$ (222,594)</b>		



# Rancho Murieta Community Services District

FY 2022-23

Proposed Capital Improvement  
Plan





**RANCHO MURIETA COMMUNITY SERVICES DISTRICT**  
**FY 2022-23 Proposed Budget**  
**New Capital Improvement Projects**

Project Number	Project Description	Total Budget	Funding Source
<b>Water/Wastewater</b>			
23-01-01/02	Condition Assessment - Unit 6	40,000	Water/Wastewater Replacement
23-03-01/02	GIS Upgrades	80,000	Water/Wastewater Replacement
	<b>Water/Wastewater Total</b>	<b>120,000</b>	
<b>Water</b>			
23-02-01	CIA Flow Measuring & Rehabilitation	45,000	Water/Wastewater Replacement
23-04-01	Granlees Safety Improvements	945,000	Water Replacement
23-05-01	SCADA Server WTP	141,400	Water Replacement
23-06-01	Rio Oso Pump Configuration	380,000	Water Replacement
23-07-01	Smart Meter Replacement	694,000	Water Replacement - Potentially State Funding
23-08-01	Water Plant Drying Bed Rehabilitation	65,000	Water Replacement
23-09-01	Water Plant Sedimentation Basin Rehabilitation	75,000	Water Replacement
23-10-01	Water Plant Chlorine Gas to NaOCl -	892,500	Water Replacement - Partial State Funding
	<b>Water Total</b>	<b>3,237,900</b>	
<b>WasteWater</b>			
23-11-02	Lift Stations	591,000	Wastewater Replacement
23-12-02	Wastewater Plant Chlorine Analyzer Cabinet	15,000	Wastewater Replacement
23-13-02	Rainwater Harvesting to Recycled Water	250,000	Wastewater Improvement
23-14-02	Wastewater Plant Chlorine Gas to NaOCl -	1,200,000	Wastewater Replacement/Improvement/State Funding
23-15-02	Wastewater Plant DAF Bearing Replacement	60,000	Wastewater Replacement
23-16-02	Wastewater Plant Drying Bed Pump Station Rehabilitation	75,000	Wastewater Replacement
	<b>Wastewater Total</b>	<b>2,191,000</b>	
<b>Security</b>			
23-17-03	Security Cameras	332,350	Security Replacement
23-18-03	Security Vehicle	35,000	Security Replacement
	<b>Security Total</b>	<b>367,350</b>	
<b>2022-23 Grand Totals</b>		<b>5,916,250</b>	



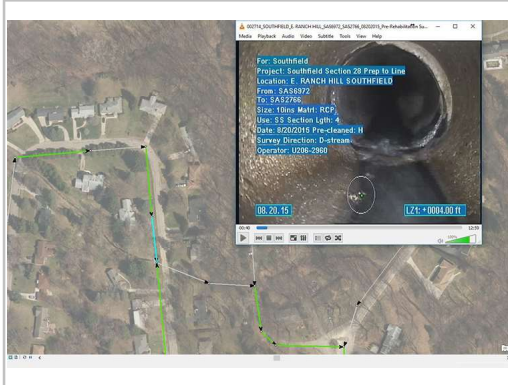
# Rancho Murieta Community Services District

Water/Wastewater Reserves



**CAPITAL FUND:** Water/Sewer

**PROJECT TITLE:** Utilities Condition Assessment



**CIP #** 23-01-01/02

**PROJECT BUDGET:** 40,000

**PROJECT DESCRIPTION:** Underground Utilities Condition Assessment for Unit 6

**JUSTIFICATION:**

Perform water, storm, and sewer system condition assessment throughout Unit 6. Utilize NASSCO rating CCTV for sewer and storm water and acoustic and electromagnetic inspection for water lines. Update GIS database with assessment information.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

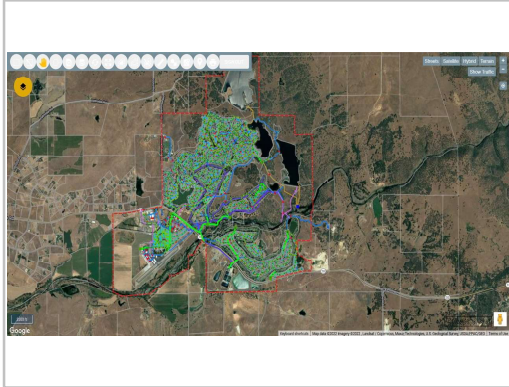
**REPLACEMENT:**

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
CAPITAL IMPROVEMENT PLAN  
FY 2022-27**



**CAPITAL FUND:** Water/Sewer

**PROJECT TITLE:** GIS System Upgrades



**CIP #** 23-03-01/02

**PROJECT BUDGET:** \$80,000

**PROJECT DESCRIPTION:** Upgrades to the existing Geographical Information System (GIS)

**JUSTIFICATION:**

Upgrades to the District GIS system will enrich the existing database, add storm drain lines and security camera interface as well as interfacing with District CMMS and financial software.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



Rancho Murieta  
Community Services  
District

Water Reserves





**CAPITAL FUND:** Water

**PROJECT TITLE:** CIA Ditch Flow Measuring and Rehab Project



**CIP #** 23-02-01

**PROJECT BUDGET:** 45,000

**PROJECT DESCRIPTION:** Rehabilitation of CIA Ditch Infrastructure

**JUSTIFICATION:**

Rehabilitation of flow meter at yellow bridge, install flow measurement from ditch to Laguna Joaquin, restore sluice gate to Laguna Joaquin, install permanent flow measurement weir at equestrian center, investigate seepage at Yellow Bridge and Granlees estate. Roughly 2/3 of this cost will be reimbursed by CIA.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Water

**PROJECT TITLE:** Granlees Forebay Improvements & Rehabilitation



**CIP #** 23-04-01

**PROJECT BUDGET:** \$945,000

**PROJECT DESCRIPTION:** Safety access and intake improvements of the forebay

**JUSTIFICATION:**

This project will move toward correcting deferred maintenance of safety and operational components to the intake forebay. A total of \$170,000 has been allocated to go toward this project from the SB 170 grant.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

There will be some environmental permitting required for any "in-stream" work.

**RISK ASSESSMENT:**

N/A

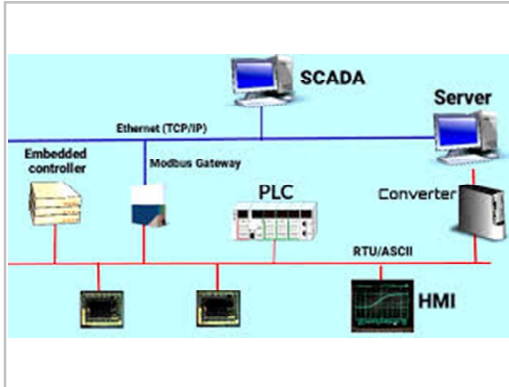
**REPLACEMENT:**

Some replacement of existing components.



**CAPITAL FUND:** Water

**PROJECT TITLE:** WTP SCADA Server Replacement



**CIP #** 23-05-01

**PROJECT BUDGET:** 141,400

**PROJECT DESCRIPTION:** Replace SCADA Server, the Water Treatment Facility

**JUSTIFICATION:**

Replace antiquated SCADA server at the Water Treatment Facility, update software, hardware, and programming.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Water

**PROJECT TITLE:** Rio Oso Pump Re-Configuration



**CIP #** 23-06-01

**PROJECT BUDGET:** 380,000

**PROJECT DESCRIPTION:** Add a third duty pump, controls, and piping

**JUSTIFICATION:**

Design and add a third duty pump to act as a "jockey pump" that will operate efficiently and satisfy water demand most of the time and utilize the larger inefficient existing pumps to supply pressure during high demand or emergency conditions. Re-configure piping to allow pump placement and to allow isolation of pumps. Jockey pump output will be controlled with new controller and variable frequency drive. The existing pump housing will be removed and replaced with a new water tight enclosure.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Water

**PROJECT TITLE:** Service Meter Replacement



**CIP #** 23-07-01

**PROJECT BUDGET:** 694,000

**PROJECT DESCRIPTION:** Replace 33% of Service Meters

**JUSTIFICATION:**

Replace 33% of existing aging meters with SMART Meters that can be read remotely and provide early leak detection. The District will seek out grant funding for this project.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Water

**PROJECT TITLE:** WTP North Drying Bed Rehabilitation



**CIP #** 23-08-01

**PROJECT BUDGET:** 65,000

**PROJECT DESCRIPTION:** North WTP Drying bed Rehabilitation

**JUSTIFICATION:**

Clean out and re-sand (2) northern drying beds at the WTP for continued service in removing solids from the waste streams. This is integral to the proper operation of the water treatment facility.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

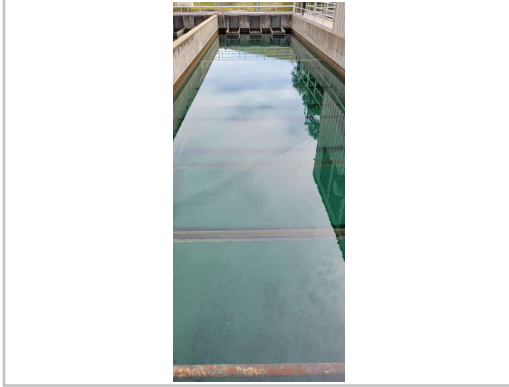
**REPLACEMENT:**

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
CAPITAL IMPROVEMENT PLAN  
FY 2022-27**



**CAPITAL FUND:** Water

**PROJECT TITLE:** Sed. Basin #2 - Chain/Flight Replacement



**CIP #** 23-09-01

**PROJECT BUDGET:** \$75,000

**PROJECT DESCRIPTION:** Sed. Basin #2 - Chain/Flight Replacement

**JUSTIFICATION:**

Chain and flight system, including bearings, is in need of replacement for sedimentation basin #2.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Water Treatment

**PROJECT TITLE:** Water Plant Chlorine Gas to NaOCl



**CIP #** 23-10-01

**PROJECT BUDGET:** 892,500

**PROJECT DESCRIPTION:** Replace chlorine gas system with sodium hypochlorite system

**JUSTIFICATION:**

Replacing chlorine gas with sodium hypochlorite will improve chemical availability and redundancy and safety. Chlorine gas is getting more difficult to obtain and has the potential to triple in price over the next few years. This project was initially awarded \$350,000 in SB 170 grant funding.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

N/A

**RISK ASSESSMENT:**

N/A

**REPLACEMENT:**

No





Rancho Murieta  
Community Services  
District

Sewer Reserves



**CAPITAL FUND:** Sewer Reserve

**PROJECT TITLE:** Lift Station Improvements



**CIP #** 23-11-02

**PROJECT BUDGET:** 591,000

**PROJECT DESCRIPTION:** Priority Repairs and Upgrades to Lift Stations

**JUSTIFICATION:**

This project consists of correcting deferred maintenance and upgrading back up power system for Starter Shack, Alameda, FAA, Cantova, Green, Lift 3b, and Lift 6a.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

N/A

**RISK ASSESSMENT:**

N/A

**REPLACEMENT:**



**CAPITAL FUND:** Sewer

**PROJECT TITLE:** Chlorine Analyzer Cabinet



**CIP #** 23-12-02

**PROJECT BUDGET:** \$15,000

**PROJECT DESCRIPTION:** Install Chlorine analyzer instrumentation and cabinet

**JUSTIFICATION:**

Need to build pad and install cabinet for recycled water pump station (north course) and install chlorine analyzer instrumentation for residual monitoring.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Sewer

**PROJECT TITLE:** Rain Water Harvesting to Recycled Water



**CIP #** 23-13-02

**PROJECT BUDGET:** 250,000

**PROJECT DESCRIPTION:** Design budget to complete rainwater harvesting modifications

**JUSTIFICATION:**

Provide funding for the design for the first phase of storm water capture from Main Lift South to utilize as dry season recycled water. This project may include the evaluation and design of re-purposing existing ponds on District property and piping, pumps, and controls required to capture and blend storm water to be routed through secondary and tertiary treatment.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

This project will likely need an update of the District WDR

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Sewer

**PROJECT TITLE:** DAF Bearing Replacement



**CIP #** 23-15-02

**PROJECT BUDGET:** \$60,000

**PROJECT DESCRIPTION:** DAF Bearing Replacement Project

**JUSTIFICATION:**

To replace worn main drive bearings in both Dissolved Air Flotation units. This work would occur during off-recycled water season. Parts would be procured earlier and made ready.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

**RISK ASSESSMENT:**

**REPLACEMENT:**



**CAPITAL FUND:** Wastewater Treatment

**PROJECT TITLE:** WWRP Drying Bed Pump Station Rehabilitation



**CIP #** 23-16-02

**PROJECT BUDGET:** \$75,000

**PROJECT DESCRIPTION:** WWRP Drying Bed Pump Station Rehabilitation

**JUSTIFICATION:**

Rebuild both pumps in the drying bed station wet well and replace control panel. This is a very critical project to the continued operation of the wastewater treatment facility.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

N/A

**RISK ASSESSMENT:**

N/A

**REPLACEMENT:**

Pumps rebuilt, panel replaced.



Rancho Murieta  
Community Services  
District

Security Reserves



**CAPITAL FUND:** Security

**PROJECT TITLE:** Security Camera Project



**CIP #** 23-17-03

**PROJECT BUDGET:** \$332,350

**PROJECT DESCRIPTION:** Security Camera Installation

**JUSTIFICATION:**

34 Security cameras are envisioned to be installed throughout the district to enhance the security of district infrastructure. See attached list and map of proposed installation locations.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

None envisioned

**RISK ASSESSMENT:**

**REPLACEMENT:**

New installations





**CAPITAL FUND:** Security

**PROJECT TITLE:** Replacement Security Vehicle



**CIP #** 23-18-03

**PROJECT BUDGET:** 35,000

**PROJECT DESCRIPTION:** Replace the 2016 Jeep Cherokee

**JUSTIFICATION:**

The existing 2016 Jeep Cherokee needs to be replaced due to ..... this estimate includes proper outfitting of decals, laptop installation, and other security outfitting.

**ENVIRONMENTAL OR REGULATORY ISSUES:**

none foreseen

**RISK ASSESSMENT:**

**REPLACEMENT:**

This is direct replacement

**RESOLUTION NO. R2022-15**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
APPROVING THE BUDGET FOR FISCAL YEAR 2022-23**

**WHEREAS**, District departments have submitted estimates of budget requirements for Fiscal Year 2022-23 and those estimates have been reviewed by the General Manager and Finance Committee; and

**WHEREAS**, the General Manager has submitted a proposed budget with the tabulations of the estimates together with proposed revisions to the Board of Directors; and

**WHEREAS**, the Board of Directors has reviewed and considered the proposed budget for Fiscal Year 2022-23; and

**WHEREAS**, a public presentation and hearing were conducted for the budget for the Fiscal Year 2022-23 on June 29<sup>th</sup> at 5:00 p.m. in the Board Room at 15160 Jackson Road, Rancho Murieta, California.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that (1) the proposed budget for Fiscal Year 2022-23, as submitted by the District General Manager and as reviewed by the Board of Directors is a proper financial program for the budget period and constitutes the budget for 2022-23; and (2) the District's 2022-23 Budget is hereby adopted in the form as presented at this meeting and ordered filed with the County Auditor of Sacramento County in accordance with Sections 53901 and 61110 of the Government Code.

**PASSED AND ADOPTED** by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on the 15<sup>th</sup> day of June 2022, by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
President of the Board

Rancho Murieta Community Services District

[SEAL]

Attest:

\_\_\_\_\_  
Amelia Wilder, District Secretary

## ORDINANCE NO. O2022-02

### AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT, AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES AND LEAF COLLECTION

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

SECTION 1. Purpose and Authority. The purposes of this ordinance are to (a) increase the District water, sewer and solid waste collection and disposal service charges in order to reflect and provide for operation, maintenance and other cost increases due to inflation, increased regulatory costs, increased costs of supplies, services, labor and benefits, and other factors. This ordinance is adopted pursuant to California Constitution articles XIII C, section 2, and XIII D, section 6, Government Code sections 61115, 61121 and 61123, District Ordinances Nos. 98-1 and 98-2, and other applicable law.

SECTION 2. Findings. The Board of Directors finds and determines as follows:

- (a) As calculated and demonstrated in the FY 2022-23 District budget, the increased service charges implemented by this ordinance have been fixed in amounts sufficient to pay the operating expenses of the District's water, sewer and solid waste operations, provide for and fund repairs and replacement of utility system works and equipment, provide for increased costs of regulatory compliance, fund financial reserves, and pay debt service and other costs.
- (b) The increased service charges are reasonably related to, and do not exceed, the District's cost of providing each of the services.
- (c) The revenues derived from the service charges do not exceed the funds required to provide the services and will not be used for any purpose other than the listed services.
- (d) The amount of the service charges imposed on each customer's parcel does not exceed the proportional cost of the particular service attributable to that parcel.
- (e) The District water, sewer and solid waste services are services that are actually used by and immediately available to the owner of each customer parcel.
- (f) No portion of these service charge increases are imposed for general governmental services.
- (h) The establishment, modification, structuring, restructuring and approval of the service charges as set forth in this ordinance are necessary and appropriate to continue to meet the District's costs for operation and maintenance, supplies and equipment, financial reserves, and capital replacement needs, and to maintain a satisfactory level of services within the District service area.
- (i) The District Board of Directors has conducted a duly noticed public hearing on the proposed service charge increases in accordance with California Constitution

article XIII D, section 6, and the Board did not receive a majority protest against any of the proposed service charge increases.

SECTION 3. Service Charge and Tax Adjustments; District Code Amendments

- I) The Water Code, Chapter 14, Section 7.00 Potable and Untreated Rates and Charges is amended as follows:

Section 7.05 Rates for Metered Service.

- (a) General metered service shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 40.28
Reserve Charge	<u>\$ 18.33</u>
Total Basic Service Charge	\$ 58.61/mo

Usage charge per 100 cubic feet:

Basic volumetric rate per 100 cubic feet	\$ 2.26/ccf
--	-------------

- (b) Metered service to residential lots at Murieta Village and Murieta Gardens II shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 40.28
Reserve Charge	<u>\$ 18.33</u>
Total Basic Service Charge	\$ 58.61/mo

Usage charge per 100 cubic feet:

Basic volumetric rate per 100 cubic feet	\$ 2.26/ccf
--	-------------

- (c) Non-Residential metered service shall be as follows:

MONTHLY CHARGES

Basic Service Charge for non-residential shall be calculated on an EDU basis

Monthly Charges

Basic Service Charge for non-residential metered service shall be calculated on number of meters and an EDU basis for each customer multiplied by the Basic Service Charge reflected in Section 7.05(a) above.

Usage charge per 100 cubic feet:

Basic volumetric rate per 100 cubic feet	\$ 2.26/ccf
--	-------------

- II) The Sewer Code, Chapter 15, Section 7.00 Rates and Charges, and Collection Procedures is amended as follows:

Section 7.03 Rates and Charges for Service. The monthly service charge for each premise receiving sewer service from the District shall be:

Residential or other premises, each unit

Base rate	\$ 48.11 per month
Reserve contribution	<u>\$ 17.05 per month</u>
Total monthly service charge	\$ 65.16 per month

Murieta Village and Murieta Gardens II, per unit	
Base rate	\$ 48.11 per month
Reserve contribution	<u>\$ 17.05 per month</u>
Total monthly service charge	\$ 65.16 per month

Non-Residential

Monthly service charge for non-residential sewer service shall be calculated on an EDU basis for each customer multiplied by the residential service charge.

III) The Solid Waste Collection and Disposal Code, Chapter 31, Section 4.00 Exclusive Right of Collection, is amended as follows:

Section 4.03 Collections Rates and Billings. a. Rates: The rates for collection of Solid Waste from premises in the District shall be those rates that the Board may determine and establish from time to time by ordinance. The Board may establish rates for residential collection without establishing rates for commercial or industrial collection. The monthly service charge shall be:

(1) Garbage Collection Services	
38-gallon cart	\$ 21.96
64-gallon cart	\$ 27.90
96-gallon cart	\$ 49.32
(2) Additional Garbage Carts	
38-gallon cart	\$ 9.06
64-gallon cart	\$ 12.08
96-gallon cart	\$ 27.76
(3) Additional Recycling Cart (in excess of 1 recycled cart)	
38-gallon cart	N/A
64-gallon cart	\$ 7.47
96-gallon cart	\$ 7.47
(4) Additional Green Waste Cart (in excess of 2 green waste carts)	
38-gallon cart	N/A
64-gallon cart	\$ 7.47
96-gallon cart	\$ 7.47
(5) Sacramento County Surcharge	\$ 2.00
(6) Organic Waste Charge (effective 1/1/2023)	\$ 4.00

SECTION 4. Superseder. This ordinance supersedes prior inconsistent District ordinances, resolutions, policies, rules, and regulations concerning the subject matter of this ordinance.

SECTION 5. Effective Date. This ordinance shall take effect on July 1, 2022.

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

SECTION 7. Publication. The District Secretary is directed to publish this ordinance once in a newspaper of general circulation published in the District within 15 days after the adoption of the ordinance.

**INTRODUCED** by the Board of Directors on the 15<sup>th</sup> day of June 2022.

**PASSED AND ADOPTED** by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on the 29<sup>th</sup> day of June 2022, by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

President of the Board  
Rancho Murieta Community Services District

[seal]

**ATTEST:**

---

Amelia Wilder, District Secretary

DRAFT

## MEMORANDUM

Date: June 9, 2022  
To: Board of Directors  
From: Tom Hennig, General Manger  
Subject: CSDA Board of Directors Seat B Election

---

### RECOMMENDED ACTION

It is recommended that the Board vote for a candidate for CSDA Board of Directors Seat B.

### BACKGROUND

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

*The District received an email from CSDA vote@simplyvoting.com.*

*The email provided a direct link to the secure third-party voting system called Simply Voting and provides:*

- *Elector ID number and Password*
- *Link to access the ballot directly*
- *Links to candidate information are within the ballot*

*It is up to each district to determine their own process in terms of selecting a candidate to vote for in the election. The selection will be cast by the main contact, only.*

***July 8*** - *Deadline to receive electronic ballots*

***July 12*** - *Ballots will be counted and verified*

The Candidates Statements are attached to this memo.

### SUMMARY

If the Board chooses to vote for CSDA Board of Directors Seat B, Staff will cast the vote on their behalf.



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jerry Gilmore

District/Company: Truckee Sanitary District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 24 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Board of Directors; Executive Committee, Treasurer; Audit Committee; Fiscal Committee - Chair

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

CASA-California Association of Sanitary Agencies;

CSRMA-California Risk Management Authority

SDRMA-Special District Risk Management Authority

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

Past Division Commander US Coast Guard Auxiliary;

Academy Review Panel for US Rep. Tom McClintock

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**



Jerry L. Gilmore

Candidate Statement

02/14/2022

My name is Jerry Gilmore, and I am seeking reappointment to the CSDA Board of Directors for the Sierra Network. I was extremely pleased to have been elected and have faithfully represented the Sierra Network and my area on the eastern communities.

This past term has been challenging while our communities, state, and nation have had to adjust in learning to operate and function around Covid restrictions. Much of our work at CSDA last year was facilitated through Zoom meetings and via email. But through it all, many things were accomplished. One of the most notable was the huge effort by CSDA staff and you, our members, pushing through legislation for relief funding to many special districts which were greatly affected by the pandemic. Each year we set a series of goals for the staff at CSDA and they have achieved most of them to the benefit of Special Districts.

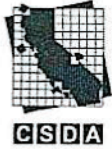
I have valued the opportunity that was given to me to represent the Sierra Network. During my tenure, I attended all four modules of the Special District Leadership Academy and received my Certificate of Completion.

I've regularly attended the Board and Committee meetings. I also was elected, as one of the newest members of the CSDA Board, to the Executive Committee and am currently serving as Treasurer for the CSDA Board. I also continue to be a very active board member of the Truckee Sanitary District and currently serve on the Financial Committee.

Again, I truly appreciate your initial appointment and sincerely ask to be reappointed to the CSDA Sierra Network.

Respectfully,

Jerry L. Gilmore



California Special  
Districts Association  
*Districts Stronger Together*

## 2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Scott Housrook

District/Company: Auburn Area Recreation: Park District (ARD)

Title: Director

Elected/Appointed/Staff: ELECTED

Length of Service with District: 22+ YEARS

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

NO

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Auburn Re-Development, Various Com. Committees -  
(Homeless, Community Centers, Growth Plan UPDATE)

4. List civic organization involvement:

Auburn Exchange Club (Past) WORK WITH Ind. Ordec  
& Odd Fellows -

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

I thank all for their consideration and hopeful vote to add me to the CSDA Board. Having participated in many CSDA functions, I feel a fresh and new voice and perspective could be beneficial to the board and association. I bring a long and successful history as a business owner, and long term member of the Auburn Recreation District (ARD) Board.

Entering a time when fiscal challenges are going to be a major focus for all of us, my experience in setting budgetary direction and policies that have created long term viability will be especially beneficial. Thanks in great part to my leadership, our district is one of the strongest public agencies around! We have created strong reserves, reduced and ensured long term liabilities will be met, as well as planning for obsolescence & developing alternate sources of income.

I focus on methods to get things done, overcoming obstacles and creating win-wins. My experience working with County, State and Federal leadership has resulted in great facilities and partnerships. My history working with staff, the board, business and constituency to facilitate consensus is another strong point. I know my voice, advocating for our District and community on all levels has led to many positive outcomes. I feel developing consensus is important, but that does not mean rubber stamping or backing down. I am not afraid to stand up & take some arrows for reason and fight for what I feel is best for the community and district, while at the same time respecting differing opinions and supporting the decisions majority.

Again I thank you for your consideration and support. I promise to make myself available and represent your concerns and priorities. I hope to be a positive addition to the board!

As Always.....

Keep Smilin', Scott



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Elliot Mulberg

District/Company: Florin Resource Conservation District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 12 years in November

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Legislative Committee, Bylaws Committee, Expert Feedback Teams

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

CALAFCO Board of Directors 2001-2006

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Commissioner Sacramento LAFCO 1995-2006, Executive Officer Solano LAFCO 2012-16

Elk Grove Community Services District Board 1994-2006

4. List civic organization involvement:

Rotary Club of Elk Grove Director, Friends of Stonelakes National Wildlife Refuge Treasurer,

Elk Grove Western Festival Treasurer, Elk Grove Historical Society Past President

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

## Statement of Elliot Mulberg

I am a Director of the Florin Resource Conservation District (FRCD), which also provides potable water to 12,000 connections in Elk Grove as the Elk Grove Water District.

Prior to my service on the FRCD, I have twelve years' experience on the Cosumnes (formerly Elk Grove) Community Services District (CSD). We provided parks and fire services to the Elk Grove community and fire service to the City of Galt.

I have served on CSDA's legislative committee for over 10 years, the bylaws committee for over three years, and several Expert Feedback Teams. I also co-authored CSDA's formation guide in 2015.

However, much of my experience with special districts is by way of Local Agency Formation Commission (LAFCO). I have held nearly every position in LAFCO, a LAFCO commissioner, as the special district seat on Sacramento LAFCO, the CALAFCO Board, as one of the special district directors, a Senior Analyst with Monterey LAFCO, and Executive Officer of Solano LAFCO. While on the CALAFCO board, I participated in the rewrite of the mosquito abatement and vector control district law (SB 1588), and the rewrite of the CSD law (SB 135).

In 2011, I formed E Mulberg & Associates, a consulting firm specializing in LAFCO related projects. As a consultant, I completed several municipal service reviews (MSR) and sphere of influence updates for both large and small districts. My MSR projects include reviews for water districts, irrigation districts, wastewater districts, reclamation districts, fire districts, cemetery districts, health care districts, county service areas, and cities. City services evaluated were airports, electricity, fire, library services, parks and recreation, sewer, and water.

I think my experience working with many types of special districts would be beneficial to you on the CSDA board. I would be honored to receive your vote.