



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CALIFORNIA 95683
916-354-3700
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AGENDA

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

REGULAR BOARD MEETING

August 19, 2020

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

This meeting will be held remotely in accordance with Governor Newsom Executive Order N-29-20.

See the instructions on page two.

BOARD MEMBERS

Tim Maybee	President
Randy Jenco	Vice President
Linda Butler	Director
John Merchant	Director
Vacant	Director

STAFF

Tom Hennig	General Manager
Richard Shanahan	District General Counsel
Amelia Wilder	District Secretary
Jeff Werblun	Security Chief
Paul Siebensohn	Director of Field Operations
Cindy Chao	Controller

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

August 19, 2020

REGULAR BOARD MEETING

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

This meeting will be held via ZOOM video conference only pursuant to Governor Newsom Executive Order N-29-20. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/89412359422>, entering Meeting ID no. 894 1235 9422, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 894 1235 9422. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing *67 from their phone. **PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.**

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. **APPOINTMENT OF NEW DIRECTOR**

- A. Appointment of New Director (Discussion/Action) (Motion) **(Roll Call Vote)**
- B. District Secretary Will Administer the Oath of Office to the Appointed Director

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

- A. Approval of Board Meeting and Committee Meeting Minutes
 - 1. July 15, 2020 Regular Board Meeting Minutes
 - 2. August 4, 2020 Finance Committee Meeting Minutes

3. *August 4, 2020 Improvements Committee Meeting Minutes*
4. *August 6, 2020 Communications and Technology Committee Meeting Minutes*
5. *August 6, 2020 Security Committee Meeting Minutes*

B. Approval of Bills Paid Listing

5. STAFF REPORTS (Receive and File)

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

6. REVIEW DISTRICT MEETING DATES/TIMES FOR SEPTEMBER 2020

- A. Personnel – September 1, 2020 at 7:30 a.m.
- B. Improvements – September 1, 2020 at 8:00 a.m.
- C. Finance – September 1, 2020 at 10:00 a.m.
- D. Communications – September 3, 2020 at 8:30 a.m.
- E. Security – September 3, 2020 at 10:00 a.m.
- F. Regular Board Meeting – September 16, 2020 - Open Session at 5:00 p.m.

7. CORRESPONDENCE

- A. Letter and Petition from Judith Embree, Jane Hall, Marlene Hensley and Bobbie Fife Regarding Laguna Joaquin Water Quality
- B. Emails from residents related to the Midge Fly problems at Laguna Joaquin

8. COMMENTS FROM THE PUBLIC

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

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

9. CONSIDER COMMITTEE ASSIGNMENTS

10. PUBLIC HEARING TO CONSIDER PLACING DELINQUENT ACCOUNTS ON TAX ROLL OF SACRAMENTO COUNTY FOR COLLECTION *(Time is approximate but will not be conducted before 5:30 p.m.)*

- A. Presentation by Tom Hennig, General Manager.

- B. The Board President will open a public hearing for public comment on placing delinquent accounts on the tax rolls of Sacramento County for collection.
- C. The Board President will close the public hearing on placing delinquent accounts on the tax rolls of Sacramento County for collection.
- D. Board Discussion/Approval of Resolution R2020-05, a Resolution Authorizing Collection and Requesting Inclusion of Delinquent Rates, Special Taxes, Charges and Penalties for Drainage and Security Service on the Tax Roll for the Forthcoming Fiscal Year in the Same Manner as the General Taxes. (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)

11. INTRODUCE ADOPTION OF ORDINANCE O2020-03 AMENDING DISTRICT CODE CHAPTER 15 (SEWER CODE) REGARDING UPDATES AND REVISIONS TO VARIOUS PROVISIONS (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)

12. DISCUSS SECURITY RATE STUDY OPTIONS AND TIMELINE (Discussion)

13. 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.

14. 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 the Americans with Disabilities Act and Executive Order No. N-29-20, 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 teleconference meeting, please contact the District Office at 916-354-3700 or 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 August 14, 2020. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

Oath of Office

State of California

County of Sacramento

For the office of Director, Rancho Murieta Community Services District.

I, Martin Pohll, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Term Expires: November 2020.

Subscribed and sworn before me, this 19th day of August 19, 2020.

Amelia Wilder, District Secretary



RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

July 15, 2020

Call to Order/Closed Session 4:30 p.m. and 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 4:30 p.m. via ZOOM conference per Governor Newsom Executive Order N-29-20. Directors present were Tim Maybee, Randy Jenco, Linda Butler, and John Merchant. Also, present were Tom Hennig, General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

2. CONSIDER ADOPTION OF AGENDA

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

3. BOARD ADJOURNED TO CLOSED SESSION AT 4:32 P.M. TO DISCUSS THE FOLLOWING ITEMS:

Closed session conference with District General Manager as designated labor negotiator regarding International Union of Operating Engineers Union Local No. 3, AFL-CIO.

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

Nothing to report.

5. CONSENT CALENDAR

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

6. STAFF REPORTS

Under Agenda Item 6a, Tom Hennig, General Manager, gave a brief summary of activities during the previous month, including an update on the current COVID-19 situation and reported one case of the virus confirmed in Staff. Potentially exposed Staff have been tested. The reopening situation remains the same, Staff is waiting for State and County guidelines to be updated. He continued with an update on the Regional Water Authority (RWA) Water Efficiency Plan (WEP) sponsorship of rebates on Rachio Irrigation Controllers. More information is available at www.rmcsd.com. Mr. Hennig also reported to the meetings with RMA. He then gave an update on development projects, including Residences East, and the District's capacity to hook up a few meters. The Riverview project is trying to get the grading done before October and has requested Coastland to do a drainage review. A discussion followed including Director Merchant's request to memorialize the agreement in writing with a detailed list of costs. Director Butler discussed her concerns with allowing Coastland to review the plans prior to the County. Dane Schilling, Coastland Engineering explained that they would be reviewing the plans in lieu of the County. When they are done, they will submit their work to the County for final review. Mr. Hennig noted that any work performed by District Staff would be charged against the Developer's deposit. Director Butler continued with a question on RMA's position on the proposal and Director Jenco let her know that it was being discussed. Mr. Hennig offered to reach out to RMA for more information. Mr. Jenco clarified

that the County has approved Coastland's participation and the final product will go back to the County for final approval. He asked if the District is comfortable that we have received enough funds to cover the cost to Coastland, and Mr. Hennig assured him that we are. Bob Keil, MRK Developments asked if the grading would spark the repayment by Riverview on the 670 FSA. A discussion followed, with Director Butler expressing her concerns about beginning work on the project without all the information. Mr. Hennig said that a meeting was being planned, and he would discuss the concerns. Director Merchant felt like there is more control managing the review of the plans with Coastland looking at the plans first. Mr. Hennig congratulated Mark Martin on his retirement as General Manager, and Cindy Chao, Controller, for having her baby July 9th.

Under Agenda Item 6b, Michelle Ammond, Interim Controller, updated the Board on the status of the District's finances, noting that we are working on closing Fiscal Year 2019-20, and anticipate having it complete by the August 19, 2020 Board Meeting. She also reported the District has zero lock offs and we have had zero Pay Agreements requested by residents who may be affected by the Corona Virus. District Staff will be reaching out to customers with past due accounts to see if there is anything the District can do to help with payments.

Under Agenda Item 6c, Chief Werblun gave a brief overview of the operations updates and incidents of note, stating we purchased an additional iPad to use at the gate to check in July 4th FastPass visitors. There were some parties on the holiday. Resident Coco Baker commented on concerns about Riverview Park, noting that juveniles had been vandalizing property, throwing rocks at homes, and blaring profane music. President Tim Maybee shared her frustration and assured her that the Presidents of CSD, RMA and RMCC are trying to implement impact actions that will help ameliorate these situations.

Under Agenda Item 5d, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities update including an update about vandalism to the buoys at Chesbro Reservoir. He reminded the audience that there was a significant cost to the District to install the buoys, and their purpose is to protect the aeration system which runs on the bottom of the Reservoir around the water plant's intake. This aeration system is in place to oxidize the iron and manganese out of the water., As this Reservoir provides the drinking water for the community, it is essential to leave the system intact. The Chlorine Gas to Sodium Hypochlorite conversion is going well and will hopefully be complete by November. The Hold Harmless Agreement with Murieta Gardens is being updated. He noted that the developer of Riverview had submitted deposit funds to cover phase one improvement plans, for water, sewer and drainage infrastructure for their phase 1. Director Jenco thought it was just grading plans. Director Merchant asked if we would have any comments on RMA's infrastructure and Mr. Siebensohn stated that we would not look at that. Director Butler felt as if this is a whole project and stressed that in all parts of this development, CSD and RMA need to work in unison.

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

No Update.

8. CORRESPONDENCE

None

9. COMMENTS FROM THE PUBLIC

None.

10. DISCUSS EXTENSION OF COASTLAND ENGINEERING CONTRACT

Motion/Maybee to approve the extension of the Coastland Engineering contract through April 21, 2021.
Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler. Noes: None. Absent: None. Abstain: None.

11. DIRECTOR COMMENTS/SUGGESTIONS

Director Jenco noted that the Finance Committee didn't meet this month and that we have spent a lot of time talking about the Security budget, and his concerns that we did not meet to discuss solving the problem. President Maybee informed Mr. Jenco that he and Mr. Hennig had met to speak about other issues, and that this was still on the forefront of issues to be resolved. At this point Staff is still doing some background work. Mr. Hennig added that we are looking at variable costs, the biggest of which is staffing. We are trying to streamline staffing. He mentioned the role of CSD Security and that there will be an article in the August edition of the Pipeline discussing that role. President Maybee added that staffing is not going to get us out of this financial issue that was implemented Boards ago. Director Merchant mentioned that there was a lot of data that was collected over the last month, that would be brought out soon.

President Maybee commented on the President's meeting with CSD, RMA and RMCC there will be some impact action taking place in the next few weeks. We will advise the community of the actions, then take those actions. He also thanked staff for keeping projects on time and getting stuff done.

12. ADJOURNMENT

Motion/Maybee to adjourn at 6:18 p.m. **Second/Butler. Ayes: Maybee, Jenco, Butler, Merchant. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Amelia Wilder
Recording Secretary

DRAFT

MEMORANDUM

Date: August 10, 2020
To: Board of Directors
From: Finance Committee Staff
Subject: August 4, 2020 Finance Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 10:00 a.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present were Directors Merchant and Maybee. Present from District staff were Tom Hennig, General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Michelle Ammond, Interim District Controller; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. RANCHO MURIETA GOLF COURSE AND RANCHO MURIETA PROPERTIES, LLC SECURITY AND DRAINAGE TAX APPEAL

Tom Hennig, General Manager, informed the Committee that this is a very complex issue, and staff is rebuilding timelines since 1998. He will meet with Mr. Sullivan and Mr. Martel later in the week to continue the discussion. He noted that they also have a separate request for a sewer refund. Director Maybee asked him to address this in a formal response.

4. SECURITY FEE DISCUSSION

Mr. Hennig stated this year the Security fee is being supplemented with property taxes. We are trying to streamline our staffing and looking at the historical data to determine when this practice started. We have a fee study in the budget for this fiscal cycle and are preparing an RFP. There is a continuing issue with people in the community who do not want to pay this tax, and the bottom line is that, as with all taxes, they must be paid. A discussion followed, with Director Merchant adding that the difference between Security tax revenue and how much it costs to run the Department are not inline. The maximum 2% increase in the tax that is being charged does not keep up with the costs associated to run the Security Department. Director Maybee added that we need to look at Drainage as well. Director Merchant mentioned that 90% of the costs are for labor, and he would like a timeline to be discussed at the upcoming Board Meeting. Resident Diana Weber asked if there is anything we can do about the cost of Security, and Director Merchant answered that we "juiced" it up. Resident Richard Gehrs recounted his memory of the reason CSD took over Security from RMA. ***This item will be on the August 19, 2020 Board Meeting agenda.***

5. ANNUAL TAX ROLL PLACEMENT OF DELINQUENT UTILITY ACCOUNTS

Mr. Hennig reviewed the County program which allows the District to place delinquent accounts on the tax roll at the end of the fiscal year. The County will collect the fees and pay the District. At the time of the meeting the amount that the District intended to place on the tax rolls was \$77,545.27. The Committee recommended moving this item to the Board. ***This item will be on the August 19, 2020 Board Meeting agenda.***

6. COVID-19 FINANCIAL IMPACT

District Secretary, Amelia Wilder updated the Committee on the financial impacts of the pandemic on the District, which total over \$31,000 and include equipment, COVID-19 testing and time off for sick leave.

7. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Director Maybee commented that Staff is getting a firm grip on what we want on the finance side of Security and their efforts are appreciated. Director Merchant echoed Director Maybee's comments.

8. ADJOURNMENT (1:56:46)

The meeting was adjourned at 11:01 a.m.

DRAFT

MEMORANDUM

Date: August 10, 2020
To: Board of Directors
From: Improvements Committee Staff
Subject: August 4, 2020 Improvements Committee Meeting Minutes

1. CALL TO ORDER

Director Jenco called the meeting to order at 8:00 a.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present was Director Jenco. Present from District staff were Tom Hennig, General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Michelle Ammond, Interim Controller and Amelia Wilder, District Secretary.

2. PUBLIC COMMENT

None.

3. MONTHLY UPDATES

Paul Siebensohn, Director of Field Operations, gave a brief overview of project updates. He noted that the buoy lines at Chesbro reservoir had been cut again, and there was vandalism to the siphon control cabinet that houses an automatic valve at the reservoir. In response to this, a Closed Caption TV system has been placed in the area so that security can record any events that may happen there. He continued by informing the Committee that he had received that packet for Petition for Extension for the Water Rights Renewal and will begin working on it. The Hold harmless Agreement for the Monument Sign over the CIA Ditch has been returned to the Developer for signature. Mr. Siebensohn discussed the Chlorine gas to Sodium Hypochlorite conversion at the Wastewater Plant is ongoing, stating that the District is waiting on some additional parts. Resident Les Clark asked if it would be a good idea to have a total for this project, and Mr. Siebensohn said that he has one.

Paul discussed the Riverview Development, stating that Coastland will be reviewing the drainage plans prior to the County. Tom Hennig, General Manager insisted that the costs to Coastland was paid prior to their review. There will be a meeting with RMA, RMCS and RMCC to discuss a water line and access that will run through all entity's lands.

Director Jenco clarified the comments that Rancho Murieta North have submitted a tentative map to the County.

There was a discussion about Residences East, Mr. Hennig reported that this development must be up to date with their 670 FSA obligations before sewer hook ups will be approved. Resident Mr. Clark asked if once the parcel map is reviewed and approved by County will that trigger any additional requirements for updates to the CSD Services Masterplans. Mr. Hennig will look into that.

4. CONSIDER ADOPTION OF SEWER CODE REVISIONS

Mr. Siebensohn reviewed the updates to the Sewer Code with the Committee, noting that Richard Shanahan, District Counsel had reviewed the Code, with the recommendation that the District prepare an Ordinance that will specify what entails a violation and how fines will be charged. This Ordinance, if the Board chooses to adopt it, would cover violations to Sewer, Drainage and Security violations. Director Jenco asked Mr. Hennig to take the lead on the preparation of the Ordinance. The Committee approved the revisions to the Sewer Code.

This item will be on the August 19, 2020 Board Meeting agenda.

5. INFORMATION REGARDING RAW WATER SUPPLY TO LAGUNA JOAQUIN

Mr. Siebensohn gave a detailed history of the Laguna Joaquin Basin, the flow to and from the Cosumnes Irrigation Association (CIA) Ditch and the uses of the water. He informed the Committee that the flow of water in 2016 was changed at the urging of the controlling 2/3 interest in the ditch, and water now only flows from the CIA Ditch into the Laguna Joaquin where it warms and stagnates growing algae, vs flowing through and out to the Anderson Ranch like it had in the past. He continued with a review of the District's and RMA's responsibilities for the water and vegetation noting that the State of California wants these drainage basins to be left in their natural state. He also included photos of similar basins in Folsom and reminded the Committee that the Drainage budget is stressed with competing priorities including the State's new Pyrethroid requirements and is limited to an annual 2% increase. A discussion followed with ways to clean the algae in the basin, including Mr. Jenco's opinion that we need to get the money to clean up this basin for aesthetics. He asked if the community received any fees from developers for the continuing maintenance for existing facilities. Mr. Siebensohn said that RMA had received money for the Guadalupe Reservoir from developers and currently the residents around it pay an assessment fee for its maintenance. The discussion continued with inclusion of the CIA Ditch and a proposed meeting that Mr. Hennig will coordinate with the CIA membership.

6. Residences East and 670 FSA update

Tom Hennig updated the Committee, he is working with the Developer, and discussing a five parcel map, instead of the original 99 parcels. Mr. Hennig is in discussions with the District's legal counsel.

7. STIMULUS PROJECT UPDATE

Mr. Siebensohn informed the Committee that he submitted a list of projects to the Regional Water Authority which are compiling Sacramento area projects for State Senator Bob Hertzberg, that could be potentially reimbursed as part of COVID-19 Economic Stimulus Package. The projects were on the CIP/CRP list. He noted that he has been in talks with the Village, letting them know that the work there would be in a phased approach. Village Resident Richard Gehrs clarified the difference in the initial budgeted amount vs. the new estimates that were included in the update. Mr. Siebensohn explained that the difference comes from the increases in engineering costs. Director Jenco and Mr. Hennig both commended Mr. Siebensohn for his efforts.

8. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Mr. Siebensohn announced there is a major project going on in the District at Lindero Dr. & portions of Lago and Pera Dr.

9. ADJOURNMENT

Director Jenco adjourned the meeting at 8:56 a.m.

MEMORANDUM

Date: August 11, 2020
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: August 6, 2020 Communication & Technology Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 8:30 a.m via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present were Directors Merchant and Butler. Present from District staff were Tom Hennig, General Manager; Jeff Werblun, Security Chief; Michelle Ammond, Interim Controller; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY WEBSITE AND SOCIAL MEDIA UPDATE

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

4. DISCUSS COMMUNICATION OPTIONS FOR VANDALISM

Director Butler brought up the topic of vandalism asking if there is a fine structure for CSD and communicating the need to abate this to the residents. Director Merchant discussed the buoys in Chesbro Reservoir stating that were recently cut, noting that it is the Security Department's job to enforce RMA's CC&R's. Director Butler asked if there was some way we could make them take this seriously, and Director Merchant assured her that we are in the process of reviewing the Security Department, and RMA is involved in that process. Tom Hennig, General Manager offered to work with the new General Manager at RMA when he starts work to talk about options for enforcement with cutting the buoys, golf cart theft and vandalism. Directors Butler and Merchant both liked the idea.

5. COVID-19 UPDATE

Tom Hennig updated the Committee on the District's current situation concerning the COVID-19 pandemic, stating that two RMCSO employees have tested positive for the virus and they are both back at work. Administrative staff continues to work remotely whenever possible. He mentioned that the District has spent over \$30,000 toward the pandemic in a combination of supplies, lab testing and 27 employee sick days. We have temperature taking devices in all facilities as well as sneeze guards, hand sanitizer, face masks, gloves, and PPE. Director Merchant asked if there have been any announcements of state or federal funds available for reimbursement, and Mr. Hennig let him know that there have not been any yet, but we are monitoring CSDA and Sacramento County websites for any updates.

6. Update on Reservoir Information and Education Committee (RIEC)

Director Butler updated the Committee on the progress of the RIEC, stating they had held two meetings and established an outline for topics they want to address.

7. DIRECTOR & STAFF COMMENTS

Director Butler stated that she had received a phone call from a Resident asking for more contrast in the font colors in the Pipeline making it easier to read. She also asked that we start tracking ongoing issues in a spreadsheet format like we use for the Technology and Field Initiatives Updates.

Director Merchant commented on the portable toilet's that are located around the reservoirs. They have either been removed or closed since the onset of COVID-19, and they are missed. Mr. Hennig will discuss this with RMA. He also spoke about a Town Hall meeting scheduled August 12th that will discuss traffic. He asked that this be posted on RMCSD's website and Facebook page.

8. Adjournment

The meeting was adjourned at 9:05 a.m.

DRAFT

MEMORANDUM

Date: August 12, 2020
To: Board of Directors
From: Security Committee Staff
Subject: August 6, 2020 Security Committee Meeting Minutes

1. CALL TO ORDER

Director Maybee called the meeting to order at 10:00 a.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present was Director Maybee. Present from District staff were, Tom Hennig, General Manager; Jeff Werblun, Security Chief; Michelle Ammond, Interim Controller and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Jeff Werblun, Security Chief, gave a brief overview of the operations updates and incidents of note, including an update on the FastPass system in use at the South Gate for the recent Fourth of July holiday. The District had an extra iPad, which made checking guests in at the gate very easy, although there was not as big of a crowd as last year. CSD Security staff was assisted by off duty SSD staff. The evening of the Fourth had several parties, one which escalated into a resident shouting at CSD patrol officers. SSD officers arrived and the crowd calmed down. He reported a fire under the wooden bridge, two counts of vandalism at Chesbro and another fire at Granlees Dam which Officer Arino was the first to respond to. He attempted to quell the fire with a shovel he had in the patrol vehicle until the fire department arrived. He was then asked to assist the fire fighters with a hose to protect the fire engine from any flames.

Resident Crystal Matter asked for clarification on the monthly spreadsheets that are included in the Security Report. Chief Werblun explained that the spreadsheet titled "RMA Rule Violation Enforcement" details calls that CSD Security responded to while "RMA Rule Violation Citations by CSD" show the actual citations that CSD issued in response to the calls that CSD responded to. Ms. Matter went on to ask why there were so many fewer stop-sign and speeding violations this year than last. Chief Werblun explained that the department has not received as many calls this year as they did last year. Also due to some changes in how CSD enforces those violations set by RMA.

Director Maybee asked if the hand-held iPads scanned bar codes as well as FastPasses, and Mr. Werblun said, "no". Director Maybee continued with a question of when the vandalism happened at Chesbro, Chief Werblun responded, "The cabinet was vandalized on the morning of July 17 and the buoys were cut on July 19th." Director Maybee continued with questions about the details of the fire that Officer Arino assisted with. They will continue the discussion offline. A discussion concerning the details of the Security spread sheets transpired. The Chief finished with a report that the Joint Security Committee Meeting was postponed due to COVID.

4. UPDATE ON SURVEILLANCE CAMERA SYSTEM UPGRADES AND ADDITIONS

Mr. Hennig reported that we are moving forward with the camera system upgrades and additional video storage capacity. Additional cameras will eventually be at the entrance of the Village, and we have added a camera to

Chesbro where the buoys are set up. It is motion activated. We are increasing our ability to survey parts of the District without having patrol everywhere.

5. GOLF CART ENFORCEMENT ACTIVITIES

Director Maybee announced that he is putting this item on hold. He noted that we have overloaded golf carts, underage driving and it will continue with school not going back in. The responsibility really falls to the lot owners, the parents.

6. JOINT SECURITY COMMITTEE UPDATE

This meeting is on hold due to COVID-19.

7. DIRECTOR & STAFF COMMENTS

Director Maybee commented that the Chief talked about the Joint Committee meeting. We have to go through some things before we can move forward with that.

Mr. Hennig reported that he was invited to the RMA Compliance meeting after they finished with their citation review, the discussion was primarily related to Security Patrol and Gate services.

Director Maybee asked that the District come up with some alternative staffing models to look at making the Security Department as efficient as possible. Ms. Matter commented that she would like to maintain a presence in the neighborhood as much as possible. Mr. Maybee mentioned that these were just models. He continued with the priority that financing the department was. Mr. Werblun followed up with the current staffing model of 4 patrol officers and one Sergeant working 24 hours a day, 7 days a week. He discussed the priorities which are:

- a. To have a visible presence in the community and
- b. Protect life and property

Ms. Matter asked if CSD was adequately staffed to meet its priorities. Chief Werblun replied that we are staffed to the point we are funded. Mr. Maybee finished by letting the Committee know that of the five golf carts that were stolen only one was reported to SSD.

Director Maybee continued with a question about the status of the Security Video Viewing Policy. As far as the Body Camera Policy, Mr. Maybee reminded the Committee that a review of the videos was supposed to be done for training and auditing purposes, and he would like an audit by the September 3rd meeting including with outcomes relating to customer satisfaction and any trends identified. Mr. Hennig said that we would have a report for the September 3, 2020 Security Committee Meeting.

Director Maybee also spoke to the reporting mechanisms that RMA and CSD have and the importance that the reports match. He will reach out to RMA to work on solutions.

6. ADJOURNMENT

The meeting adjourned at 10:42 a.m.

MEMORANDUM

Date: August 13, 2020
 To: Board of Directors
 From: Michelle Ammond, Interim Controller
 Subject: Administration / Financial Update

For your review is the summary of the July 2020 monthly Board Financial Report. Following are highlights from various internal financial reports. Please feel free to call me before the Board meeting regarding any questions you may have relating to these reports. Finance staff anticipate closing FY 2019-20 months by the end of the month. We continue working with various financial system vendors to complete system integrations and upgrades as recommended by The Pun Group.

Residential Water Consumption – Residential water usage in July 2020 was slightly higher than both July 2019 and June 2020. Listed below are year-to-date water consumption numbers using weighted averages. Listed below are the year-to-date water consumption numbers in cubic feet. There were one hundred and nine (109) more homes receiving water services than in July 2019.

		Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY Same Period
		2020	2020	2020	2020	2020	2020	2020	2019	2019	2019	2019	2019
12 month rolling % increase		Jul	Jun	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug
Residences	4%	2,659	2,657	2,647	2,643	2,632	2,620	2,602	2,600	2,594	2,587	2,546	2,549
Weighted Average													Jul
Cubic Feet	1,614	2,565	2,502	1,668	1,054	1,042	901	688	868	1,618	1,956	2,727	2,668
Gallons Per Day	401	648	624	386	263	260	225	172	217	404	488	680	665
Same Period Last FY	372												633

Commercial/Other Water Consumption – Commercial water usage in July 2020 was up 16% over June 2020. Year-to-date commercial water usage was approximately 3% over projections. This increase is mainly due to large user accounts. Listed below are year-to-date water consumption numbers in cubic feet.

		Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY	Last FY Same Period
YTD		2020	2020	2020	2020	2020	2020	2020	2019	2019	2019	2019	2019	2019
Totals		Jul	Jun	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul
Commercial	1,123,031	143,414	123,662	61,508	31,889	55,829	59,900	40,676	48,201	77,507	112,163	144,774	223,508	128,844
Parks	400,662	75,722	72,521	28,660	1,821	11,799	7,600	501	2,459	24,858	33,020	58,660	83,041	66,848
Raw Water	1,750,898	231,249	272,250	133,548	2,102	49,701	10,949	0	17,599	178,849	191,799	328,901	333,951	366,048
CSD	65,899	4,095	5,218	6,537	2,274	1,492	2,226	1,721	1,464	2,655	7,295	13,981	16,941	18,333
Totals	3,340,490	454,480	473,651	230,253	38,086	118,821	80,675	42,898	69,723	283,869	344,277	546,316	657,441	580,073

Lock-Offs – During the month of July 2020, there was zero (0) lock-off.

Pay Agreements – None have been requested. This is likely a result of no penalties or late charges being levied due to Covid-19.

Connection Fees – There were no connection fees paid in July 2020.

Aging Report – Amounts past due of more than sixty (60) days totals \$61,662. \$17,886 of this total is owed by one (1) future development sites. \$18,253 of this total is owed by four (4) future developments whose bills were going to the company’s physical address not to their PO Box. Bills have been resent to their PO box. Four (4) accounts totaling \$6,766 are in Lock-Off Status.

Accounting staff have identified residential accounts that have become delinquent but have not requested pay agreements. These accounts are broken down by the last month a payment was made. We have begun reaching out to these customers to discuss pay agreements.

- Five (5) properties that last made a payment in February 2020. (total past due \$3,480)
- Twelve (12) properties last paid in March 2020. (total past due, \$7,214)
- Seven (7) properties last payment were in April 2020. (total past due \$2,139)
- Five (5) properties made their last payment in May 2020. (total past due \$812)
- Twelve (12) properties made their last payment in June 2020. (total past due \$2,504)

Summary of Reserve Accounts as of July 30, 2020 – The ending balance of the District’s reserve accounts is \$6,476,800 as of July 30, 2020, and it is a decrease of \$48,097 compared with last month. Staff adjusted the beginning balance as of July 1, 2019 during the audit prep. Staff continues to validate all reserve contributions and expects there will be additional adjustments as we continue to identify past practices for allocation of monthly interest and sales revenue. Staff continues to work on a detailed analysis of all reserve funds and plans to prepare a report for the Finance Committee review.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance 7/1/2020</i>	<i>Increases</i>	<i>Decreases</i>	<i>Period End Balance 06/30/2021</i>
Water Capital Replacement (200-2505)	1,790,096	22,403	2,049	1,810,450
Sewer Capital Replacement (250-2505)	3,109,804	45,689	114,140	3,041,353
Drainage Capital Replacement (260-2505)	12,409	0	0	12,409
Security Capital Replacement (500-2505)	84,523	0	0	84,523
Admin Capital Replacement (xxx-2505-99)	87,210	0	0	87,210
Sewer Capital Improvement Connection (250-2500)	4,308	0	0	4,308
Capital Improvement (xxx-2510)	745,286	0	0	745,286
Water Supply Augmentation (200-2511)	1,436,292	0	0	1,436,292
WTP Construction Fund Reserve (200-2513)	-782,858	0	0	-782,858
Security Impact Fee Reserves (500-2513)	37,827	0	0	37,827
Total Reserves	6,524,897	68,092	116,189	6,476,800

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance 7/1/2020</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance 30-Jun-20</i>
WTP Construction Loan from Sewer	714,876	548	11,748	703,128
WTP Construction Loan from WSA	238,298	183	3,916	234,382
Security N. Gate Loan from Drainage Fund	0	0	0	0
<i>Total Inter-fund Borrowing</i>	953,174	731	15,664	937,510

Budget to Actual Comparison Details (year-to-date through July 30, 2020)

Revenues

Water Charges, year-to-date, are **above** budget \$5,592 or 2.5%

Sewer Charges, year-to-date, are **below** budget \$1,350 or **(1.2%)**

Drainage Charges, year-to-date, are **below** budget \$209 or **(1.4%)**

Solid Waste Charges, year-to-date, are **above** budget \$209 or 0.35%

Security Charges, year-to-date, are **below** budget \$6,196 or **(5.9%)**

Expenses

The District’s overall expenditures for FY 2020-21 are \$241,439 below budget through July 2020.

Reserve Fund Purchases authorized by the General Manager

- Sewer Replacement Reserve - \$27,497 for a new F-150 Truck

Finance Committee Update

The Finance Committee met on August 10, 2020. The Finance Committee discussed the funding of the Security Department and the fact that an RFP will be put out this fiscal year to do a security fee study. Also discussed was the placement of Delinquent Utility accounts on the County tax roll.

MEMORANDUM

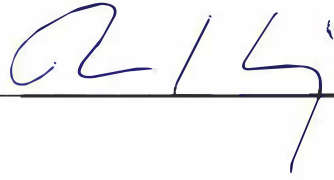
Date: August 13, 2020
To: Board of Directors
From: Michelle Ammond, Interim Controller
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for July 2020. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

The following major expense items for July:

Vendor	Purpose	Amount	Funding
California Public Employees' Retirement System	Unfunded Accrued Liability	\$ 224,942.74	Operating Expense
Golden State Risk Management Authority	Worker's Comp/Liab 1st Qtr	\$ 78,165.28	Operating Expense
Telstar Instruments, Inc.	West DAF Elec Panel Proj	\$ 68,032.20	Sewer Capital Replacement Reserves
California Waste Recovery Systems	Solid Waste Contract	\$ 52,605.18	Operating Expense
California Public Employees' Retirement System	Payroll - Medical	\$ 44,914.28	Operating Expense
Folsom Lake Ford, Inc.	New F-150 Truck	\$ 27,496.85	Water Capital Replacement Reserves
Accountemps	Contract Staffing - Admin	\$ 20,952.50	Operating Expense
California Public Employees' Retirement System	Unfunded Accrued Liability	\$ 20,872.95	Operating Expense
S. M. U. D.	Utilities	\$ 17,238.51	Operating Expense
Nationwide Retirement Solution	Payroll - Deferred Comp.	\$ 15,896.19	Operating Expense
Koff & Associates	Compensation Study	\$ 14,362.50	Operating Expense
Domino Solar LTD	Solar	\$ 13,024.09	Operating Expense
California Public Employees' Retirement System	Payroll-PERS Retirement	\$ 12,987.36	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal	\$ 11,107.50	Operating Expense
Sacramento Central Groundwater Authority	Annual Contribution 2020-2021	\$ 11,000.00	Operating Expense

PREPARED BY: Michelle Ammond, Interim Controller

REVIEWED BY:  , District Treasurer

Rancho Murieta Community Services District
Bills Paid Listing for July 2020

Check	Date	Vendor	Amount	Purpose
Check	7/13/2020	A Leap Ahead IT	4,766.92	IT Support
Check	7/13/2020	A&D Automatic Gate and Access	697.50	Fix Equipment at North Gate
Check	7/13/2020	ABS Direct	2,548.32	Postage
Check	7/13/2020	Accounting & Association Software Group	2,763.75	GP Consulting
Check	7/13/2020	Allen, Marissa	200.00	Rebate
Check	7/13/2020	American Family Life Assurance Co.	751.19	Payroll -Aflac
Check	7/13/2020	Apple One Employment Services	2,039.40	Contract Staffing - Admin
Check	7/13/2020	Applications By Design, Inc.	1,085.00	Security Barcodes
Check	7/13/2020	Aramark Uniform & Career Apparel, LLC	260.74	Uniforms
Check	7/13/2020	AT&T	3,264.78	Telephone
Check	7/13/2020	Bar-Hein Co.	1,712.06	Weed Contr in Drainage Ditches
Check	7/13/2020	Borges & Mahoney	81.94	Chemicals
Check	7/13/2020	California Laboratory Services	4,812.64	Monthly Lab testing
Cash	7/13/2020	California Public Employees' Retirement System	44,914.28	Payroll - Medical
Cash	7/13/2020	California Public Employees' Retirement System	12,987.36	Payroll-PERS Retirement
Cash	7/13/2020	California Public Employees' Retirement System	20,872.95	Unfunded Accrued Liability
Cash	7/13/2020	California Public Employees' Retirement System	634.09	Payroll-PERS Retirement
Cash	7/13/2020	California Public Employees' Retirement System	346.31	Unfunded Accrued Liab-PEPRA
Check	7/13/2020	Chemtrade Chemicals US LLC	3,174.76	Chemicals
Check	7/13/2020	Chrysler Capital	156.80	2016 Jeep Patriot Pmt #46
Check	7/13/2020	Concentra	98.00	Employment screening
Check	7/13/2020	Dave Bunfill Blacktop Service	4,800.00	Maint & Rprs
Check	7/13/2020	Deacon Constuction LLC	400.00	Fire Hydrant Refund
Check	7/13/2020	Domino Solar LTD	13,024.09	Solar
Check	7/13/2020	Emedco	439.35	Covid-19 supplies
Check	7/13/2020	Fastsigns	250.23	Office Supplies
Check	7/13/2020	Golden State Flow Measurement	2,670.05	Capital Proj #18-07-2
Check	7/13/2020	Guardian Life Insurance	5,118.14	Payroll - Medical
Check	7/13/2020	Industrial Electrical Company	2,844.58	Repairs & Maint
Check	7/13/2020	Johnson, Ken	200.00	Rebate
Check	7/13/2020	Kramer, Herman	100.00	Rebate
Check	7/13/2020	Lee's Automotive Repair Inc	620.03	Service/Rpr Trk #520
Check	7/13/2020	Legal Shield	11.95	Payroll -Legal
Check	7/13/2020	Masbad, Kimberly	100.00	Rebate
Check	7/13/2020	Motorola Solutions, Inc.	332.69	Supplies
Cash	7/13/2020	Nationwide Retirement Solution	15,896.19	Payroll - Deferred Comp.
Check	7/13/2020	Operating Engineers Local Union No. 3	365.95	Payroll-Union Dues
Check	7/13/2020	Pace Supply Corp	331.24	Repairs & Maint
Check	7/13/2020	PDF Tactical	1,837.52	Contract Staffing - Security
Check	7/13/2020	Price, Robert	300.00	Rebate
Check	7/13/2020	R&S Overhead Doors and Gates of Sacramento Inc.	2,385.00	Chg rec from analog to digital
Check	7/13/2020	Ramos Environmental Services	1,481.48	Emergency Pickup and disposal
Check	7/13/2020	Rancho Murieta Association	150.00	Landscaping
Check	7/13/2020	River City Rentals	446.08	Repairs & Maint
Check	7/13/2020	Romo Landscaping	385.00	Landscaping
Check	7/13/2020	Rory's Towing and Repair	100.00	Vehicle # 522
Check	7/13/2020	Sacramento Bee	965.00	Office Assistant I or II
Check	7/13/2020	Suez Treatment Solutions Inc	1,220.65	Repairs & Maint
Check	7/13/2020	The Pun Group, LLC	6,687.50	Financial Consulting
Check	7/13/2020	U.S. Bank Corp. Payment System	3,971.39	Monthly Gasoline Bill
Check	7/13/2020	Vision Service Plan (CA)	480.64	Payroll - Medical

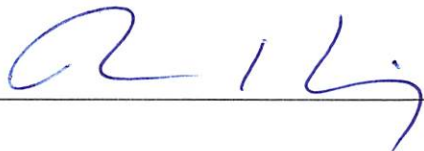
Rancho Murieta Community Services District
Bills Paid Listing for July 2020

Check	Date	Vendor	Amount	Purpose
Check	7/13/2020	Wall, Jerry	100.00	Hot Wtr Rec. Pump Rebate
Check	7/13/2020	WECybr,LLC	7,300.00	SharePoint Consulting
Check	7/27/2020	ABS Direct	1,437.67	Postage
Check	7/27/2020	Accountemps	20,952.50	Contract Staffing - Admin
Check	7/27/2020	Action Cleaning Systems Inc	1,445.00	Janitorial
Check	7/27/2020	Aestiva Software, Inc.	4,304.52	Annual Support
Check	7/27/2020	Alcorn, Garland	200.00	Rebate
Check	7/27/2020	American Family Life Assurance Co.	750.19	Payroll -Aflac
Check	7/27/2020	Apple One Employment Services	876.15	Contract Staffing - Admin
Check	7/27/2020	APS Enviromental	2,520.00	WTP clean sludge
Check	7/27/2020	Aramark Uniform & Career Apparel, LLC	130.37	Uniforms
Check	7/27/2020	Bartkiewicz, Kronick & Shanahan	11,107.50	Legal
Check	7/27/2020	California Waste Recovery Systems	52,605.18	Solid Waste Contract
Check	7/27/2020	Caltronics Business Systems	245.64	Copier - Adm
Check	7/27/2020	Cell Energy Inc.	213.35	Backhoe Batteries
Check	7/27/2020	Clark Pest Control	723.66	District Facilities Pest Control
Check	7/27/2020	Concentra	335.00	Covid-19 labs & assessments
Check	7/27/2020	Daily Journal Corporation	1,080.00	19/20-Gov Legal Notice
Check	7/27/2020	Dawdy, Norma	200.00	Rebate
Check	7/27/2020	Digital Deployment	300.00	Website Hosting Streamline
Check	7/27/2020	Economic & Planning Systems, Inc.	2,036.25	WTP Expansion - FSA 670 Research
Check	7/27/2020	Emedco	923.15	Covid-19 supplies
Check	7/27/2020	Fastsigns	256.16	Graphics for new veh & install
Check	7/27/2020	Ferguson Enterprises	3,657.03	Supplies
Check	7/27/2020	Folsom Lake Ford, Inc.	27,496.85	New F-150 Truck
Check	7/27/2020	Folsom Ready Mix, Inc.	883.69	Concrete for WW Plant Hypo Pro
Check	7/27/2020	Golden State Flow Measurement	2,437.42	Sensus Coverage 7/2020-7/2021
Check	7/27/2020	Golden State Risk Management Authority	78,165.28	Worker's Comp/Liab 1st Qtr
Check	7/27/2020	Greenfield Communications	448.99	Internet/TV
Check	7/27/2020	Hastie's Capitol Sand and Gravel Co.	614.74	Repair & Maintenance
Check	7/27/2020	Home Depot	3,266.50	Swisher Pull Behind Mower
Check	7/27/2020	Kevin Kauffman Consulting	2,444.30	Grd Wtr Agency Consult
Check	7/27/2020	Kirby's Pump & Mechanical	4,062.50	WWRP Tank Install
Check	7/27/2020	Koff & Associates	14,362.50	Compensation Study
Check	7/27/2020	Lee's Automotive Repair Inc	865.47	Veh Maint
Check	7/27/2020	Legal Shield	11.95	Payroll -Legal
Check	7/27/2020	Marion Leasing	526.90	Copier Lease - Adm
Check	7/27/2020	Meurer Research inc.	3,200.00	Repairs & Maint
Check	7/27/2020	Mountain Counties Water Resources Assoc.	1,274.00	Annual Dues 2020-2021
Check	7/27/2020	Old Republic Title	800.00	Title Transfer Ped.Bridg
Check	7/27/2020	Operating Engineers Local Union No. 3	365.95	Payroll -Union Dues
Check	7/27/2020	Pace Supply Corp	1,216.67	Repairs & Maint
Check	7/27/2020	PDF Tactical	1,561.91	Contract Staffing - Security
Check	7/27/2020	Public Agency Retirement Services	448.86	19/20-Trust Admin Fees May 20
Check	7/27/2020	Rancho Murieta Ace Hardware	218.10	Repairs & Maint
Check	7/27/2020	Rancho Murieta Association	400.24	Smud @ N.Gate
Check	7/27/2020	Regional Water Authority	9,628.00	RWA 2020-2021 Annual Dues
Check	7/27/2020	S. M. U. D.	17,238.51	Utilities
Check	7/27/2020	Sacramento Central Groundwater Authority	11,000.00	Annual Contribution 2020-2021
Check	7/27/2020	Sprint	189.95	Telephone
Check	7/27/2020	Telstar Instruments, Inc.	68,032.20	West DAF Elec Panel Proj

Rancho Murieta Community Services District
Bills Paid Listing for July 2020

Check	Date	Vendor	Amount	Purpose
Check	7/27/2020	Thatcher Company of California, Inc	3,158.30	Chemicals
Check	7/27/2020	Univar Solutions USA Inc	5,333.03	Chemicals
Check	7/27/2020	USA Blue Book	6,777.07	Repairs & Maint
Check	7/27/2020	W.W. Grainger Inc.	2,343.36	Repairs & Maint
Check	7/27/2020	Walker's Office Supplies, Inc	966.16	Office Supplies
Check	7/27/2020	Wilbur-Ellis Company	5,088.82	Chemicals
Check	7/29/2020	California Public Employees' Retirement System	224,942.74	Annual Unfunded Accrued Liability
		Total	789,553.82	
		CFD 2014-1 Bank of America Checking		
Check	7/13/2020	Corelogic Solutions, LLC	212.18	CFD 2014-01 ADM Cost
Check	7/27/2020	NBS	1,723.05	CFD2014-1 Adm Qty Fee
		Total	1,935.23	
		El Dorado Payroll		
Direct Deposits by PayChex:			131,202.83	Payroll
		Total	131,202.83	

PREPARED BY: Michelle Ammond, Interim Controller

REVIEWED BY:  District Treasurer

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
INVESTMENT REPORT

<i>CASH BALANCE AS OF July 31, 2020</i>	
<i>INSTITUTION</i>	<i>BALANCE</i>

CSD FUNDS

EL DORADO SAVINGS BANK	
SAVINGS	\$ 1,433,696.79
CHECKING	\$ 520,593.84
PAYROLL	\$ 91,264.18
BANNER BANK	
EFT	\$ 523,041.65
LOCAL AGENCY INVESTMENT FUND (LAIF)	
UNRESTRICTED	\$ 767,176.51
RESTRICTED RESERVES	\$ 5,506,418.07
CALIFORNIA ASSET MGMT (CAMP)	
OPERATION ACCOUNT	\$639,557.09
US BANK	
PARS GASB75 TRUST	\$2,178,606.75 *
	<hr/>
	\$ 11,660,354.88

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)

BANK OF AMERICA	
CHECKING	\$ 144,430.79
WILMINGTON TRUST - 9/30/19 est.	
BOND SPECIAL TAX FUND	\$ 97,280.11
BOND REDEMPTION ACCOUNT	\$ -
BOND ACQ & CONSTRUCTION	\$ 7,303.86
BOND RESERVE FUND	\$ 391,765.75
BOND SURPLUS	\$ 59.71
BOND ADMIN EXPENSE	\$ 20,551.09
BOND COI	\$ -
	<hr/>
	\$ 661,391.31
	<hr/>
	\$ 12,321,746.19

**Investments comply with the CSD adopted investment policy.*

** July statement is not ready yet; number is June ending balance*

PREPARED BY: *Michelle Ammond, Interim Controller*

REVIEWED BY:  , District Treasurer

RANCHO MURIETA CSD
Summary of All CSD Funds
For the One Month Ending 7/31/2020
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Charges for Services - Residential	\$520,584	\$518,629	\$520,584	\$518,629	\$1,955	\$5,701,410
Charges for Services - Commercial	65,176	68,676	65,176	68,676	(3,500)	652,196
Availability Charges	0	0	0	0	0	420
Sales Other	700	1,325	700	1,325	(625)	8,400
CIA Ditch Service Charges	785	0	785	0	785	7,920
Property Taxes	0	0	0	0	0	701,750
Total General Income	587,245	588,629	587,245	588,629	(1,384)	7,072,096
Interest Income	20	0	20	0	20	8,840
Total Earnings Income	20	0	20	0	20	8,840
Meter Installation Fee	0	0	0	0	0	6,800
Inspection Fees	0	0	0	0	0	4,807
Telephone Line Contracts	600	0	600	0	600	7,200
Fines/Rule Enforcement	175	175	175	175	0	2,100
Late Charges	4,800	0	4,800	0	4,800	57,600
Title Transfer Fees	1,350	4,200	1,350	4,200	(2,850)	16,200
Security Gate Bar Code Income	650	770	650	770	(120)	7,800
Project Reimbursement	2,182	182	2,182	182	2,000	26,184
Misc Income	1,075	421	1,075	421	654	12,900
Total Other Income	10,832	5,748	10,832	5,748	5,084	141,591
TOTAL REVENUE	598,097	594,377	598,097	594,377	3,720	7,222,527
Salaries & Wages	249,147	214,303	249,147	214,303	34,844	2,486,091
Employer Costs	53,795	3,642	53,795	3,642	50,153	668,226
Payroll Taxes	14,235	3,292	14,235	3,292	10,943	200,314
Other Employer Costs	14,837	1,455	14,837	1,455	13,381	182,438
Pension Expense	39,250	260,251	39,250	260,251	(221,001)	491,733
Tuition Reimbursement	0	0	0	0	0	2,870
Total Employee Services	371,262	482,942	371,262	482,942	(111,680)	4,031,672
Clerical Services	5,100	35,504	5,100	35,504	(30,404)	61,350
Recruitment	1,505	(965)	1,505	(965)	2,470	18,060
Travel/Meetings	1,740	47	1,740	47	1,693	21,880
Office Supplies	5,020	4,995	5,020	4,995	25	31,640
CWRS Contract Charges	56,162	0	56,162	0	56,162	673,947
Mail Machine Lease	0	0	0	0	0	2,800
Copy Machine Maintenance	870	773	870	773	97	17,590
Insurance	12,796	0	12,796	0	12,796	153,553
Postage	1,500	1,070	1,500	1,070	430	18,000
Telephones	4,528	(3,075)	4,528	(3,075)	7,603	54,339
Memberships	4,020	1,274	4,020	1,274	2,746	17,370
Audit	0	0	0	0	0	25,000
Legal	11,400	11,108	11,400	11,108	293	98,550
Training/Safety	3,150	1,595	3,150	1,595	1,555	47,800
Community Communications	1,500	1,080	1,500	1,080	420	13,700
Equipment Maint	1,000	0	1,000	0	1,000	5,950
Consulting	6,750	23,252	6,750	23,252	(16,502)	145,750
CIA Ditch Operations	32,500	0	32,500	0	32,500	38,000
Total Administrative Services	149,542	76,657	149,542	76,657	72,885	1,445,279
Election	0	0	0	0	0	10,000
Uniforms	1,058	301	1,058	301	757	13,100
Equipment Repairs	400	(310)	400	(310)	710	4,800
Building/Grounds Maint/Pest Cntr	2,594	5,924	2,594	5,924	(3,330)	31,122
Bar Codes	2,300	0	2,300	0	2,300	6,900
Vehicle Maint	3,750	2,542	3,750	2,542	1,208	45,000
Vehicle Fuel	4,250	(55)	4,250	(55)	4,305	51,000
Vehicle Lease	397	157	397	157	240	4,762
Off Duty Sheriff	0	2,563	0	2,563	(2,563)	8,000
Power	25,831	29,816	25,831	29,816	(3,985)	329,812

RANCHO MURIETA CSD
Summary of All CSD Funds
For the One Month Ending 7/31/2020
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Information System Maint	14,758	13,226	14,758	13,226	1,532	177,099
Supplies	1,658	4,873	1,658	4,873	(3,215)	19,900
Equipment Rental	450	4,001	450	4,001	(3,551)	11,400
Road Paving	1,500	(4,800)	1,500	(4,800)	6,300	18,000
Maintenance/Repairs	27,267	30,231	27,267	30,231	(2,965)	329,450
Non-routine Maint/Repair	3,250	0	3,250	0	3,250	39,000
Permits	0	0	0	0	0	5,750
Chemicals	17,500	14,324	17,500	14,324	3,176	148,000
Chemicals - T&O	500	1,297	500	1,297	(797)	3,000
Lab Tests	4,250	(4,874)	4,250	(4,874)	9,124	41,000
Removal (Hazardous Waste)	0	0	0	0	0	24,000
Permits	10,500	8,502	10,500	8,502	1,998	81,550
Tools	800	5,053	800	5,053	(4,253)	11,200
Dam Inspection Costs	65,000	0	65,000	0	65,000	65,000
Water Meters/Boxes	11,250	(1,530)	11,250	(1,530)	12,780	45,000
Drainage Improvements	0	0	0	0	0	1,700
Total Operational Costs	199,263	111,242	199,263	111,242	88,021	1,525,544
Miscellaneous	7,609	(1,127)	7,609	(1,127)	8,736	92,061
Admin Contingency	0	(6,688)	0	(6,688)	6,688	35,000
Director Exp/Reimbursements	450	0	450	0	450	5,400
Director Meeting Payments	1,500	0	1,500	0	1,500	18,000
Conservation	6,240	(447)	6,240	(447)	6,687	13,260
SACTO Regional Water Authority	18,000	9,628	18,000	9,628	8,372	18,000
SCGA Ground Water Authority	12,980	11,000	12,980	11,000	1,980	13,980
Interest Expense	1,863	0	1,863	0	1,863	24,330
Reserves Spent	25,000	0	25,000	0	25,000	68,590
Total Other Expenses	73,642	12,366	73,642	12,366	61,276	288,621
Total Operating Costs	793,709	683,207	793,709	683,207	110,501	7,291,117

MEMORANDUM

Date: August 13, 2020
To: Board of Directors
From: Jeffery Werblun, Security Chief
Subject: Security Update Report for the Month of July 2020

OPERATIONS UPDATES

The Security Department acquired an additional iPad and was able to secure an additional FastPass license at no cost for the iPad for July 4th at the North Gate. We had a second lane and additional Gate Officers available to process vehicle traffic if needed.

On July 4th, we also had additional Patrol Officers on duty as well as SSD Deputies. The dayshift was relatively uneventful except for a couple of disturbance calls at the river at the South Beach. The night shift was busy with party and loud music complaints as well as illegal fireworks calls. There was one loud party call in which the resident and some of his guests turned uncooperative with the Patrol Officers. The officers had requested the SSD deputies to respond to assist but then had to request the deputies respond with lights and sirens due to the crowd becoming hostile.

We are revitalizing the proposal for the District to purchase AEDs (Automatic External Defibrillators). We will be getting bids on prices and samples of operational policies and training. We are also investigating options for placing additional first aid tools in Security vehicles.

INCIDENTS OF NOTE

July 4th was relatively routine during the daytime. A patrol officer and I were on duty and two SSD Deputies came on duty at noon. We had two back to back disturbance calls at the South Beach. Both times the responsible parties were gone before we arrived.

There was light traffic at the North Gate for a July 4th holiday. RMA had only issued 14 advanced gate passes. According to staff, they only processed about two dozen FastPasses. We were prepared with staff and an additional iPad to open a second lane to process Fastpasses, however we did not have to do that.

The evening and nighttime were busy. We had Sgt. Tompkins and three patrol officers on duty plus two SSD Deputies on duty until 0200 hours. They went from call to call checking on illegal fireworks and large parties. At around 2300 hours, they responded to a large party in the street on Camino Del Lago at Rio Osso. As soon as the three CSD Officers arrived, they were met with uncooperative residents and guests. One person in the crowd became aggressive towards one officer. Sgt. Tompkins and the SSD Deputies arrived on scene. Eventually the residents agreed to turn off the music and end the party. The resident was cited for RMA violations.

July 9th, at 1550 hours, patrol responded to a disturbance at the Country Store. A male subject had a metal pole and threatened an employee. The subject then smashed out the window to the business. He left on foot walking down the middle of Jackson Hwy. east bound. SSD was notified. Patrol kept an eye on the

subject until SSD arrived. The subject was arrested by SSD.

July 17th, at 1424 hours, vegetation fire under the wood bridge. Multiple fire agencies and equipment and a helicopter responded and extinguished the fire. No injuries or damage to the bridge. Cause of the fire was unknown.

Vandalism was noticed to a pumping mechanism housing cabinet at the Chesbro Reservoir that pumps water from Calero to Chesbro. The cabinet and flashing light had been smashed.

July 19th, at 1143 hours, Patrol noticed the line for the buoys at Chesbro Reservoir had been cut again. Water Dept. notified.

July 21st, at 2341 hours, Patrol noticed damage to barriers put up by RMA inside Riverview Park. RMA was notified.

July 27th, at 1112 hours, Officer Branden Arino was on patrol on the North and smelled smoke. He then saw smoke coming from the area of the river. He drove to the area and located a vegetation fire near the Granlees Dam. Officer Arino notified dispatch to have the Fire Dept. respond. He then began to fight the fire with hand tools he had in the patrol vehicle. When the Fire Dept. arrived, he assisted them as he could. One of the Fire Captains gave Officer Arino a hose line and assigned him to protect the fire truck from any flames. Officer Arino did so, thus allowing a Firefighter to be utilized elsewhere fighting the fire. The Fire Dept. was able to contain the fire to about 1.5 acres. The next day, Sgt. Tompkins received an email from the Fire Captain commending Officer Arino for his actions.

The fire was caused by a Turkey Hawk that flew into a power line.

CONTRACT SECURITY

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

JOINT SECURITY MEETING

The meeting has been postponed due to the Covid-19 issues.

FOLLOW-UP ON QUESTIONS FROM THE COMMITTEE AND THE PUBLIC

CALLS FOR SERVICE QUESTION:

There was a question related to calls for service volume. The Chief provided the G.M. with stats for calls for service for the current year to date as well as totals for the last two years.

These stats are detailed in the tables at the end of this report.

Calendar year	Total Calls
2018	6,985
2019	12,025
2020 – first seven months	2,859

RESPONDING TO FIRE AND OTHER NON-STANDARD CALLS:

There was a question regarding the types of actions Patrol Officers would normally become involved versus getting involved in issues such as fires and critical health situations. The Security Department has a policy manual. The policies are guidelines to assist Staff with the frequent calls or incidents they may handle regularly. No policy could cover every possible situation or scenario. Officers must use their judgment, training, and experience to guide them. Per District Code, Chapter 21, Section 3.01, "Security Gate Officers and Security Patrol Officers are responsible for protecting lives and property by seeking to prevent an incident or offense from occurring in the District." Therefore, our Officers have a sense of duty towards the Safety of the Public. In the instance of Officer Arino and the vegetation fire at the river, he used his judgment and the guidance of the passage above, to try and slow the spread of the fire by throwing dirt on the fire. The patrol Jeeps have shovels in the back of them. The fire was not an inferno, and he did not feel he was putting himself in unnecessary danger by doing this until the Fire Department arrived. He had a sense of duty to do something since vegetation fires can be dangerous to the Community. There is not a policy that prohibits assisting another Public Safety Agency in an emergency.

AUDITING OF BODY WORN CAMERAS:

The Board adopted the Body-Worn Camera policy in November 2019, Policy 2019-04. The policy calls for periodic review and auditing of the video captured by the Officer's cameras. Chief Werblun and Sgt. Tompkins have been doing this since the cameras became operational, in early 2019. When the video is downloaded, they will randomly select a video and watch it. The same is true for still pictures. The video needs to be sorted for storage, and review for retention determination. If an Officer reports that a video needs to be saved, it is reviewed to determine content and how long it will be retained.

If any questionable situation is discovered, the Body Camera policy dictates how that is to be handled.

Currently there is no separate policy on the cameras the CSD has at the gates or other CSD facilities. The policy that is followed is the District policy on file retention including video. We will begin working on drafting a completely new policy for the cameras at CSD facilities.

WEEKEND PARTY EMAIL:

August 10th, the General Manager received an email from a resident about a large gathering of young people in the area of the Chesbro Reservoir. His complaint was the danger to other residents due to the reckless driving and speeding of 50 cars down the dirt road. We did not receive any calls on this. This resident expressed many concerns but did not call. If people do not call us, we won't know about incidents that are going on and we will

not be able to resolve it or prevent further incidents from occurring. Calling us would be one way to have your concerns for the community addressed. Residents should call the South Gate at 916-354-3743 right away so we can respond. I have pasted the email below:

It appears that our young people had a very large party on Saturday night at lake Chesbro. I have no problem with young people having fun but what I witnessed last night from my balcony concerned me for the safety of our residents. I stopped counting after I saw over fifty cars, trucks, and Golf carts going up and down the gravel road driving in a reckless manner and certainly not abiding to the 10 mile an hour posted speed limit. I observed cars and truck sliding around corners and racing up the gravel road. Some of the Golf carts were overloaded and one even had eight young people riding on it.

The roads around our lakes are used by many residents, I see families walking with strollers, pets, and kids running around. Residents should feel safe walking around our lakes without fear of any person driving in an unsafe manner by speeding and especially sliding around blind corners. Something needs to be done to curb reckless driving and avoid potential bodily harm to our residents resulting from an accident.

You might consider speed bumps, using radar to enforce the 10 mile an hour speed limit, locking gates to areas around our lakes, and installing more cameras at community problem locations like recently installed cameras at the pump water inlet station. Some of these recommendations will help our overworked security staff, lower CSD operating costs and make our community a safer place for our residents.

I hope that CSD and RMA can work together to address and resolve our community problems.

CALLS FOR SERVICE TABLES:



Rancho Murieta CSD Security
 15160 Jackson Rd
 Rancho Murieta, CA 95662
Cases - Breakdown by Type/Shift

Call Type	DAY SHIFT 0700-1500	SWING SHIFT 1500-2300	GRAVEYARD SHIFT 2300-0700	COVER SHIFT 1700-0100	Total
911 HANG UP	3				3
Abandoned/Disabled Veh	4				4
ALARM	7	12	8	10	37
ANIMAL COMPLAINT	40	16	5	7	68
ASSAULT	1				1
ASSIST OTHER AGENCY	26	7			33
BOAT/WATER ACCIDENT	1	1			2
BURGLARY	2		1		3
CITATION	48	27	41	41	157
DISTURBANCE	14	12	8	13	47
ESCORT	25	8		1	34
EXTRA PATROL	348	285	259	261	1153
FIRE	11	7		3	21
FOLLOW UP	4	1			5
GAS LEAK	1				1
Gun Shots	1	2	1		4
INTOXICATED PERSON	3	4	1	2	10
IRRIGATION DAMAGE	2	1			3



Cases - Breakdown by Type/Shift

From 1/1/2020 to 8/10/2020

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8/10/2020 4:58:49 AM

Call Type	DAY SHIFT 0700-1500	SWING SHIFT 1500-2300	GRAVEYARD SHIFT 2300-0700	COVER SHIFT 1700-0100	Total
JUVENILE DELIQUENCY	14	32	1	7	54
LOST/FOUND PROPERTY	3	2			5
MEDICAL AID	41	7		9	57
MISCELLANEOUS	41	17	5	7	70
MISSING PERSON	2			1	3
Open Door	4	1	6	9	20
PARKING	13	3	59	6	81
PATROL DETAIL	18	8		8	34
PETTY THEFT	8	4		1	13
REFUSED ENTRY	2			1	3
RESIDENT COMPLAINT	34	47	19	27	127
RMA RULE VIOLATION	18	8	54	19	99
SAFETY ADVISAL	4		1	2	7
SPEEDING COMPLAINT	6	10		3	19
STOLEN/LOST PROPERTY	1	1			2
STOLEN/MISSING VEHICLE	2		1		3
STOP SIGN VIOLATION	1				1
SUSPICIOUS ACTIVITY	23	9	9	11	52
SUSPICIOUS PERSON	16	13	8	6	43
SUSPICIOUS VEHICLE	29	17	21	38	105
TRAFFIC ENFORCEMENT	151	100	13	13	277
TRASH-PICK UP	5		1	1	7
TRESPASSING	46	40	4	8	98

Call Type	DAY SHIFT 0700-1500	SWING SHIFT 1500-2300	GRAVEYARD SHIFT 2300-0700	COVER SHIFT 1700-0100	Total
VANDALISM	15	3	1	2	21
VEHICLE ACCIDENT	11	7	3	6	27
WATER LEAK	6	3	1	1	11
WEATHER RELATED	2	1			3
Welfare Check	15	12		4	31
Total	1072	728	531	528	2859

Most Common Calls for Service

	2018	2019
Key Service	1343	2559
Business Checks	1430	4512
RMA Complaints/Violations	504	914
Vehicle Related	447	525
Suspicious Vehicles	73	89
Public Assists	237	330
Loose/Barking Dogs	154	204
Alarms	156	149
Crime Complaints	280	204
Suspicious Circumstances/People	138	128
Malicious Mischief	4	19
Extra Patrol/House Checks	518	1474
Outside Agency Assists (SSD/CHP/Fire)	161	186
Total Incidents Security Handled	6,985	12,025

Crime Complaints

	2018	2019
DUI	3	1
Vehicle Theft	2	1
Burglary	10	8
Theft	10	11
Robbery	1	1
Assault & Battery	14	4
Weapon/Gun Shots	9	14
Trespassing	94	53
Alcohol/Drugs	5	1
Vandalism	14	14

2020 RMA Rule Violations Enforcement by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident													
Basketball Standard													
Barking Dog	6	12	2	7	3	5	10						45
Open Garage Doors	3	4	9	5	9	7	5						42
Curfew						1							1
Driveway Parking													
Fishing License/Fish & Wildlife	1												1
Guest Parking													
Loose/Off Leash Dog	3	4	2	2	3	1	2						17
Motorcycle North Streets			1										1
Overloaded Golf Cart													
Overnight Street Parking	1			1									2
Park Hours	1	1	4	2	2	2	5						17
Speeding				2		1	10						13
Stop Sign													
Unauthorized Vehicle													
Unlicensed Driver	1						1						2
Unsafe Driving	3		1			1							5
Intereference													
Gate Refusals	36	72	30	22	16	37	27						240
Total	55	93	49	41	33	55	60						386

2019 RMA Rule Violations Enforcement by CSD

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

2020 RMA Rule Violation Citations by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident			3	1	1		2						7
Basketball Standard		1											1
Commercial Vehicle Signage													
Construction Hours/Days							1						1
Curfew			2	4	1	1							8
Driveway Parking	31	19	1	2	2		15						70
Fishing License/Fish & Wildlife						3							3
Guest Parking		5	2	2									9
Loose/Off Leash Dog													
Motorcycle North Streets													
Overloaded Golf Cart													
Overnight Street Parking	6	5	3	2	10	10	5						41
Park Hours	5	5	6	15	15	3	23						72
Speeding	3	14	16	12	1	4							50
Stop Sign			4			7	8						19
Unauthorized Vehicle	1	5	1	4	4	17	14						46
Unlicensed Driver	1	2				1	4						8
Unsafe Driving	1												1
Intereference							1						1
Parking Citations					5		1						6
Warning Notice	3	3	5	1	2	3	2						19
Bon Fire					8		1						
Total	51	59	43	43	49	49	77						371

2019 RMA Rule Violation Citations by CSD

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



Rancho Murieta Community Services District

Most Common

RMA Rule Violation Sections Enforced by RMCSD Security Department

RULE I SECTION 5: IDENTIFICATION

RULE I SECTION 6: INTERFERENCE WITH CSD/RMA EMPLOYEE

RULE II SECTION 1: USE OF STREETS

RULE II SECTION 2: UNLICENSED DRIVER

RULE II SECTION 3: SPEED LIMIT VIOLATION

RULE II SECTION 4: ENHANCED SPEED

RULE II SECTION 5: STOP SIGN VIOLATION

RULE II SECTION 6: BUS STOP

RULE II SECTION 8: NO BARCODE

RULE II SECTION 9: TRAILERS AND COMMERCIAL VEHICLE PARKING

RULE II SECTION 10: OVERNIGHT STREET PARKING

RULE II SECTION 11: STORING OF VEHICLES

RULE II SECTION 12: MOTOR VEHICLE REPAIRS

RULE II SECTION 14: CARRYING OF PASSENGERS

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

RULE III SECTION 2: UNLEASHED PETS

RULE III SECTION 5: PET NOISE

RULE VI SECTION 1: COMMERCIAL SIGNAGE

RULE VII SECTION 6: BASKET BALL STANDARDS

RULE VII SECTION 9: NOXIOUS ACTIVITIES

RULE IX SECTION 1: GUEST WITHOUT RESIDENT

RULE IX SECTION 2: SWIMMING IN CHESBRO/CALERO

RULE IX SECTION 3: PARK HOURS

RULE IX SECTION 5: FISHING VIOLATIONS

RULE IX SECTION 6: FIREWORKS

RULE IX SECTION 8: SKATEBOARDING/SCOOTERS

RULE IX SECTION 9: CURFEW

RULE IX SECTION 10: VANDALISM

RULE XIII SECTION 1: DRIVEWAY PARKING

ARTICLE VII SECTION 12(B): GUEST PARKING

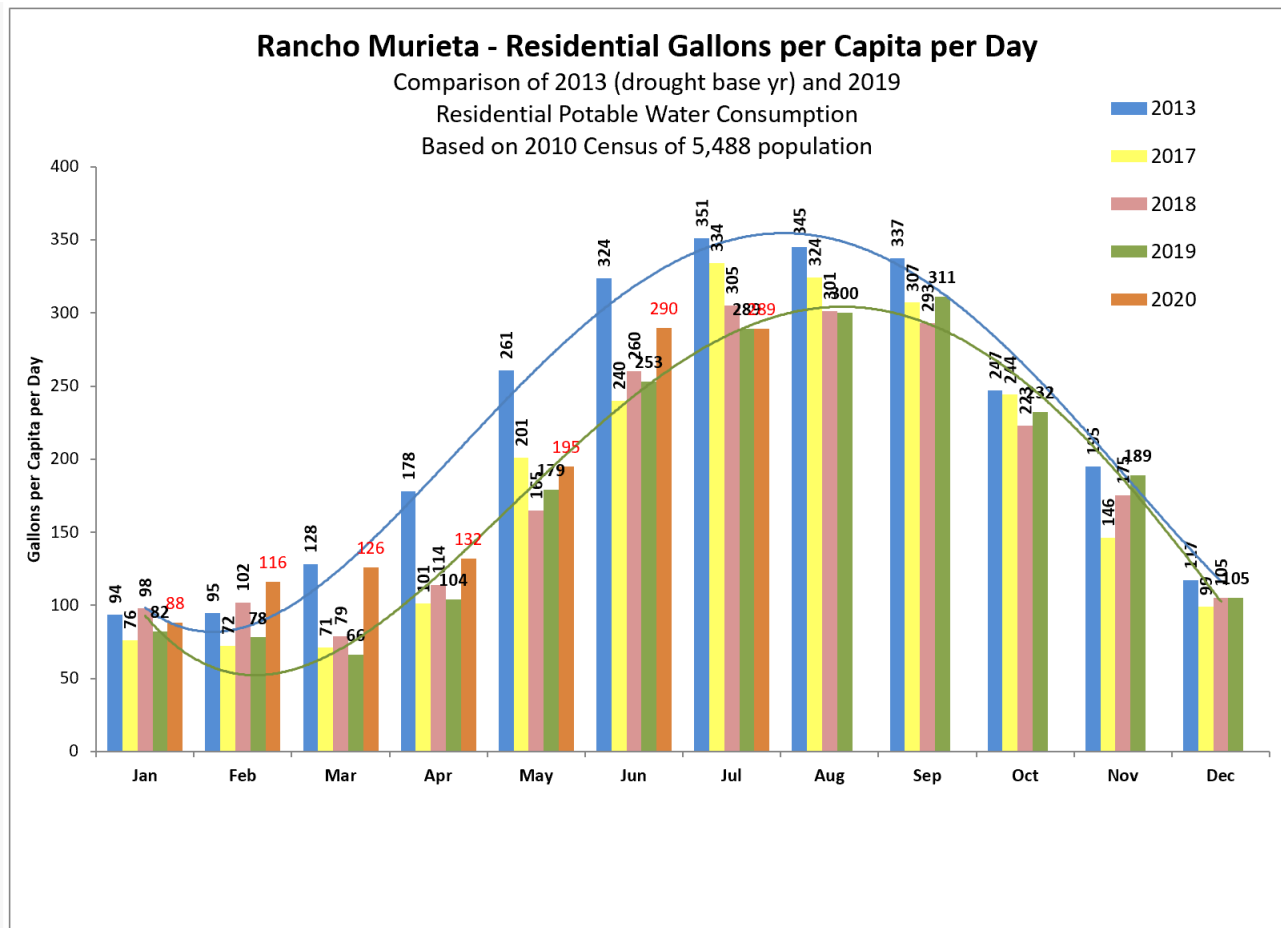
ARTICLE VII SECTION 13: BON FIRE

MEMORANDUM

Date: August 11, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Utilities Monthly Update

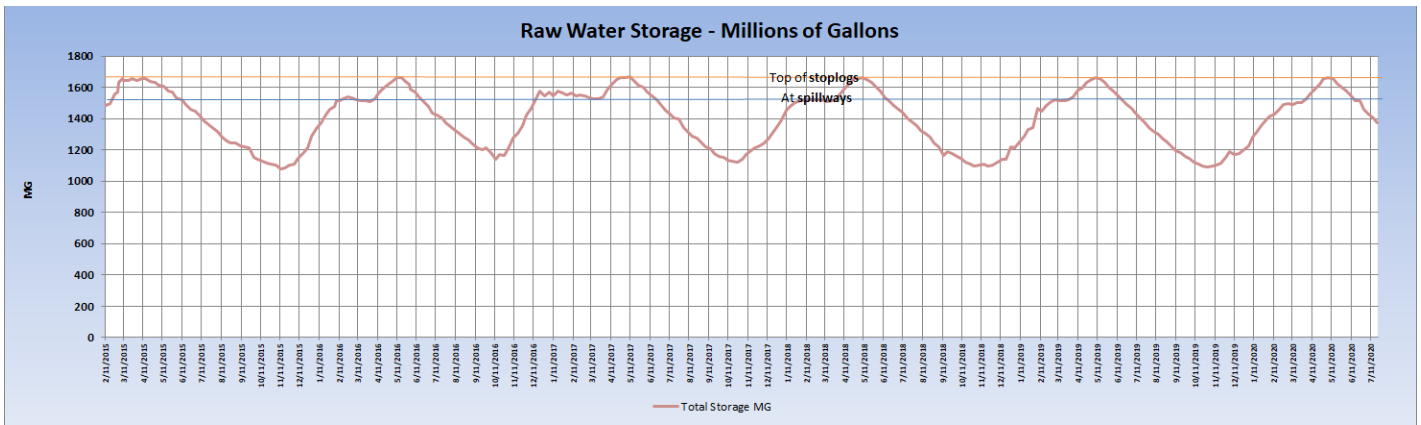
WATER TREATMENT

Plant #1 and Plant #2 are in operation to meet daily demands producing at 2.32 million gallons per day (MGD). The water plants produced 71.75 million gallons (MG) of potable water in July. The production value per connection was 835 gallons per connection per day for July. Gallons of water used per capita per day were 289 vs 351 in 2013, a 17.7% decrease in use in the base comparison year of 2013 as shown in the updated graph below.



WATER SOURCE OF SUPPLY

On August 12, 2020, all raw water storage for Calero, Chesbro, and Clementia Reservoirs volume measured 1,375 million gallons (4,221 acre-feet [AF]). In July no rain was received, and evaporation measured at 10.89 inches. A graph of the raw water storage volumes is shown below.

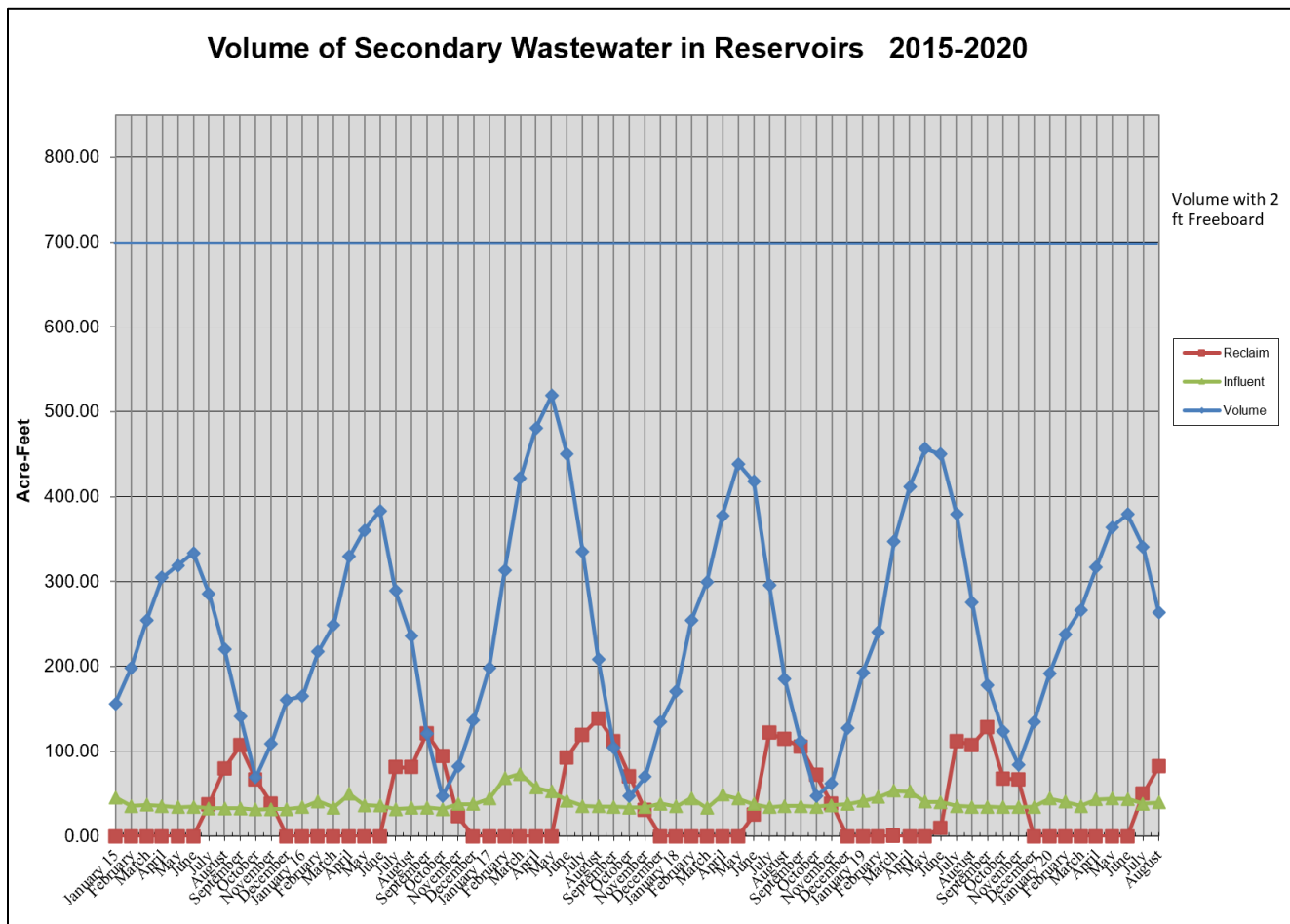


The CCTV cameras to be able to monitor the area around the Chesbro reservoir have been installed and are working well. No issues have been experienced since the CCTV system has been installed.

WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

For July the influent wastewater flow averaged 414,839 gallons a day, for a total of 12.86 MG, (39.47 AF). This is approximately 157 GPD per sewer connection. On August 12, 2020, secondary wastewater storage measured 75.1 MG (230.45 AF), of which 70.2 MG (215.5 AF) is usable for reclamation due to dead storage. The Wastewater Reclamation Plant continues to be in full operation to supply the Rancho Murieta Country Club golf courses reclamation water for their irrigation use.

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



SEWER COLLECTION

No issues within the District's sewer collection lines occurred this past month. Utility staff investigated a sewer line on Via Sereno as staff from RMA had pointed out that the road was sagging in the general area. No issues were discovered with the sewer line and the flow line did not indicate any sagging.

DRAINAGE

Utilities staff continued cutting weeds in the drainage system, spending approximately 141 hours in the drainage system in July. Most of staff time was spent on weed abatement and hauling away of cattails from impacted flow areas in the North community.

CIA DITCH

A substantial water leak was found in the Cosumnes irrigation association ditch in the area below the Granlees Ranch. Upon investigating it staff found an old pipe running out of the ditch which must have been a very old diversion point that was plugged and now had rusted through. Staff coordinated with the Anderson Ranch to temporarily stop flow and conduct a repair. The repair appears to be holding and has stopped the leak.

WATER METERING AND UTILITY STAFF WORK

In July two (2) ¾ inch meters were replaced as part of water metering maintenance. Also completed were ten (10) Underground Service Alert markings and twenty-two (22) utility star service orders for the administration department.

Only one (1) small leak occurred in July and was fixed. Staff focused on fire hydrant maintenance in the Murieta Village this past July and will continue with the rest of the District as time permits. Other work included hauling away dried solids from the Water Treatment Plant sludge drying beds.

PROJECTS

District Projects

Water Rights Renewal

I received the packet for the Petition for Extension renewal information July 30 and will be reviewing it shortly.

Recycled Water and Untreated Water Fee Study

No update. On hold until fall.

Chlorine Gas to Sodium Hypochlorite (bleach) conversion

Piping installations are continuing with some additionally needed parts on order. Electrical work is pending completion of the installation of the transfer pump and piping work. Instrumentation work is pending vendor response, which has been exceptionally delayed due to COVID and how busy our vendor is. Once connected we will test the systems with water in them. We have also brought in our SCADA control system vendor to provide a quote for the tie-in of instrumentation controls and monitoring instrumentation and updating the SCADA system for them.

So far to date we have spent \$102,101.23 on this project, with a remaining \$164,038.77 as part of this CIP.

West DAF Electrical Panel Replacement

This project is now complete.

6B Sewer Lift Station PLC & Back-Pan replacement

This project was approved by the Board. The contractor issued the Purchase Order and Notice to Proceed immediately following the Board meeting on 4/16/20. The project scope includes upgrading the PLC components and installing a new back-pan with pre-wired components. The scope also includes re-using existing equipment unless the equipment is found, during the back-pan installation, to be inoperable. The awarded contractor reports that the new equipment should be ready and installed by the end of August.

Dam Inundation Mapping and Emergency Action Plans

No update. The high hazard dam Emergency Action Plans are still under review with Sacramento County Sheriff department.

PROJECTS

Development

The Retreats East and North

The developer reports that the Retreats tentative map extension is being worked on

Rancho Murieta North – Development Project

The developer reports that they have a consultant working on incorporating traffic comments from the County.

The Murieta Gardens – Highway 16 Off-Site Improvements

Amelia Wilder, District Secretary, forwarded the Hold Harmless agreement for one of the Bel Air signs that was installed within the project easement of the CIA to the project on July 16th for review and signatures. No response has been received yet, so she is following up on it.

MG - Lot 4&5

Sacramento County has contacted us in regard to any conditions of approval that may be outstanding for the proposed Starbucks on Lot 5. I provided a written response letter to the County noting that this sub-project of the Murieta Gardens/Marketplace had its COAs met under the Murieta Gardens.

MG - Murieta Marketplace

No update.

MG -Lot 10 (PDF Office)

No update.

MG – Lot 11 (Gas Station/carwash)

No update.

The Murieta Gardens I&II – Infrastructure

No update.

FAA Business Park

Work on pouring the building slabs is nearing completion, with buildings going up and ready for siding installations. No request for water service will take place until all or most of the construction work is done.

The Residences of Murieta Hills East

No update. We are still working with developer on questions proposed, with the General Manager approving four residential sewer connections.

Riverview

A conference call was conducted by the developer, County, Coastland Engineering and District staff, with the project requesting that the District proceed with reviews ahead of Sacramento County to expedite the process for approvals. It was agreed that Coastland would prioritize the review of the drainage and grading plans ahead of the County. Tom Hennig also requested a quote from Coastland for review of the development plans, which was provided prior to the meeting to be clear to the developer what their cost obligation would be. The developer agreed to it and submitted a deposit check to the District to cover the proposed expense. Coastland reports the have the plan review, drainage review, and water report review in process and propose to have comments to us by next week.

Subsequent to this, Coastland has provided their first round of comments back to the Riverview project engineers. Mr. Hennig and I also participated in a site meeting on August 11 to discuss the project’s intentions for the tie-in to the water system from Karsten Drive to Reynosa, as well as impacts to the RMA and RMCC. The project also expressed their hopeful intent to start on building lots surrounding their proposed “H lane” as shown in the plan sheet section below which I circled in red.



Rancho Murieta Community Services District

September 2020

Board/Committee Meeting Schedule

September 1, 2020

Personnel 7:30 a.m.

Improvements 8:00 a.m.

Finance 10:00 a.m.

September 3, 2020

Communications/Technology 8:30 a.m.

Security 10:00 a.m.

September 16, 2020

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

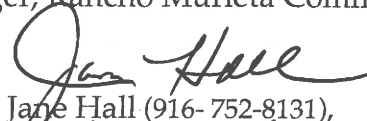


DATE: July 31, 2020

TO: Tom Hennig, General Manager, Rancho Murieta Community Services District

FROM:


Judith Embree (916- 213-0503),


Jane Hall (916- 752-8131),


Marlene Hensley (916-357-4854),


Bobbie Fite (916-354-1048)

and the many others who live by and use the walking path around Laguna Joaquin

SUBJECT: Community Letter Regarding Laguna Joaquin Water Quality

Good Morning, Mr. Hennig.

First, we would like to welcome you to the community and wish you well in your position as General Manager of the Rancho Murieta Community Services District. We recognize that there are a number of issues and concerns that you will need to address in the first weeks and months that you are here. We wanted to bring this one to your attention now so that it doesn't get lost in the inevitable avalanche of work the district does.

Attached please find a letter signed by more than 100 residents of Rancho Murieta concerning the water quality and appearance of Laguna Joaquin. Since we understand that complaining about a problem without offering a solution is the definition of whining, we did some research. At the end of this memo, please find a list of the agencies and businesses that we contacted asking for references and resources to help us address this problem. There are also a number of people in the community who have expertise in this area who may be willing to help.

We understand that this is not a simple problem. It has been tackled before with some limited success and some failures. The water in this lake comes, for the most part, from run-off from the surrounding properties, roads and the golf course, which makes it a challenge to keep clean. The quality of water in Laguna Joaquin also affects the farmers and ranchers downstream who apparently have agreements with the community for its purity, storage and use. Finally, any concerns with the lake need to be solved in coordination with the Rancho Murieta Association because the land is the responsibility of RMA and the water belongs to CSD.

All that being said, this is an important issue. Please accept our attached letter of concern. We look forward to hearing from you in the near future about next steps to address this problem, and we would be happy to give you a personal tour of the lake at your convenience.

Thank you.

Places to look for assistance in addressing this problem:

- The Sacramento County Department of Water Resources (916-874-6851) suggested contacting the non-profit Rescape at <RescapeCA.org> or 415-766-0191, or contacting UC Davis Master Gardeners at <UCANR.EDU/Sites/SACMG> or 916-876-5338. Both

organizations have expertise in environmental issues, including waterways and lakes.

- Eric Haupt, an Environmental Specialist with the Sacramento County Environmental Health Division (916-876-7530 or haupte@saccounty.net) explained that water quality for waterbodies on private property is usually the responsibility of the property owner and is based the level of protection one wants to provide. The Clean Water Team has a lot of helpful resources and guidance documents at https://www.waterboards.ca.gov/water_issues/programs/swamp/cwt_volunteer.html.
- SOLitude Lake Management, a nation-wide company that specialized in lake management, has an office in Sacramento: 925-521-0400. Camila Morao in the main office is passing on our information to the local representative, Gary Hoover, who will call back with a preliminary outline for a plan and a cost estimate.
- The California Department of Natural Resources (916-653-5656) and the United States Environmental Protection Agency (415-947-8000) have yet to return our calls.
- The Operating Engineers were the original excavators of Laguna Joaquin and might also be able to provide us with assistance to dredge the lake, if that proves to be the best option for solving the problems.

DATE: July 28, 2020

TO: Kevin Hubred, General Manager, Rancho Murieta Association
Alex Bauer, President, RMA Board of Directors
Tom Hennig, General Manager, Rancho Murieta Community Services District
Tim Maybee, President, RMCS D Board of Directors

TOPIC: Laguna Joaquin Water Quality

We, the undersigned, residents who live beside the lake and neighbors who use the walking path around the lake, have significant concerns about the quality of the water and the maintenance of the surrounding land at Laguna Joaquin. We would like to have those concerns addressed with all possible haste.






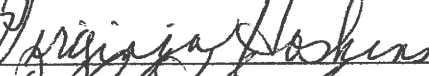

First, despite the fountains installed to aerate and filter the water, Laguna Joaquin is a murky green with algae growing around the edges. It looks toxic, it smells like a dirty fish tank, it breeds the obnoxious midge flies, and we have all been warned to keep our pets away because the water will make them sick. How the fish and birds survive is a mystery.

Second, the cattails that used to grow exclusively at the end of the lake where water runs off from the golf course were uprooted and allowed to drift throughout the lake, apparently on the assumption they would also help to filter the water. Instead, they collect debris and algae, making the lake smell worse and look unsightly.

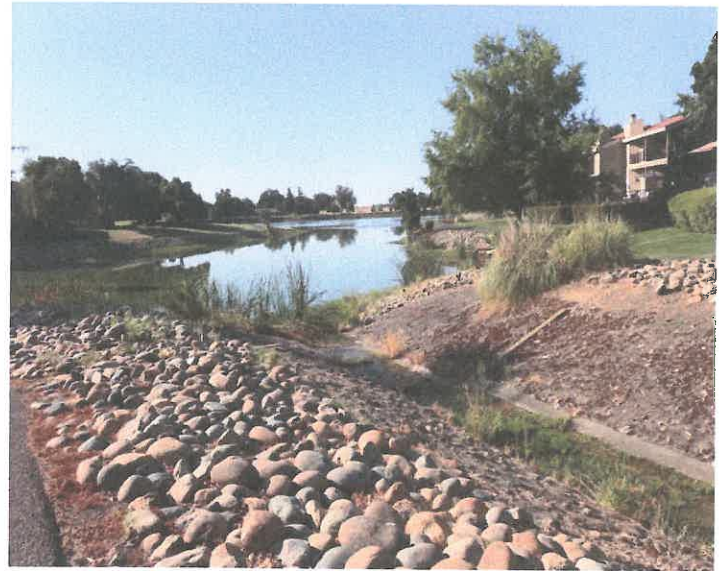
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Finally, the water from the lake that is used to water the lawns and shrubs surrounding the lake, smells like rotten eggs. You need to close your doors and windows at night to avoid having the smell filter inside. If you are walking around the lake, you avoid the spray at all cost, and worry if the filth on the lawns is the cause of the allergies we and our pets are suffering.

In closing, we would like the water quality improved and the landscape maintained. Please note that we are not blaming our maintenance personnel, who work very hard to keep the area around our homes looking good. This problem is beyond their ability to solve. It needs you to commit the necessary resources to get the job done. Thank you for your time and consideration.

NAME	SIGNATURE	ADDRESS
Deborah Lindner		6936 Carreta Lane
MICHAEL LINDNER		6936 CARRETA LANE
Leta Christie		6924 Carreta Lane
MARLENE HENSLEY		6934 Carreta Lane
Joella Parva		6938 Carreta Ln
VIRGINIA HOSKINS		6949 Carreta Ln
BILL HOSKINS		6949 CARRETA LN

LAGUNA JOAQUIN – Murky green water, algae, weeds, cattails (alive and dead)



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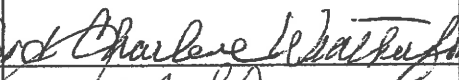

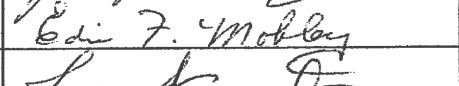
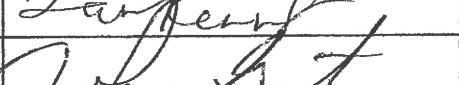

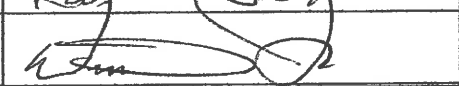

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NAME	SIGNATURE	ADDRESS
CHARLENE WEATHERS		6918 Carreta Lane
James G. Mobley		6957 Carreta Lane
Edie F. Mobley		" " "
Lana Kennedy		6912 Carreta Lane
John Gattlin		6911 " "
Karen Gattlin		6911 " "
WORTH D. HENNING		14956 Dogwood

DATE: July 28, 2020

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Mike Garrett	6529 Camino de Luna	6529 Camino de Luna
CHRIS WASSERMANN	Chris Wassermann	15088 ROBLES GRANDES
DIANE SANGSTER	Diane Sangster	6915 LINDEYO LN. RANCHO MURIETA, CA 95683
MARY DAVIS	Mary Davis	6904 CARRETTA LN
Steffanie O'Keefe	Steffanie O'Keefe	14929 Trinidad DR.
Patricia DuVal	Patricia DuVal	15144 Brillar Ct.
Jeannette Edwards	Jeannette Edwards	14708 Cayo Ct
Jenn Weir	Jenn Weir	6904 Pescado Cir

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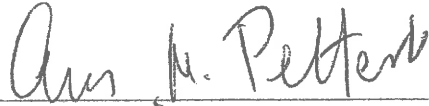
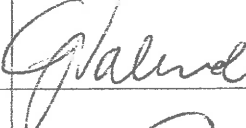

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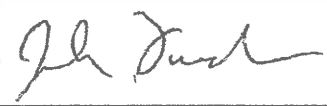

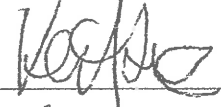
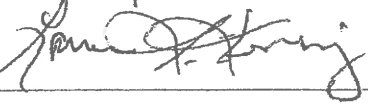
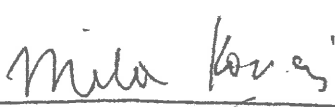

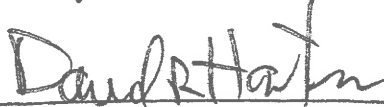



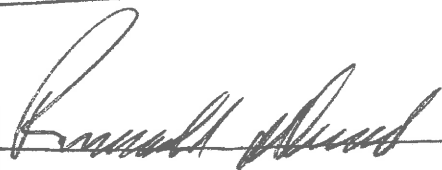

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NAME	SIGNATURE	ADDRESS
Ann Petterle		14620 Guadalupe
JAN VALINE		14737 Guadalupe
Victoria Souza		15173 El La Pena

PRINT	Signature	Address
John + Angie Kuzdub		14812 Nevar Ct.
" "		" "
Loeille Carter		15062 Robles Gardens
KARON SUI TOR		6986 CARUSTA
Laure Kinney		14815 Trinidad Dr
Martha Vasquez	MARTHA VASQUEZ	14960 Santaluz Dr.
Mila Kovalski		15052 Largo Dr.
Wayne Christie		1624 Carletta Way
DAVID R HARTMAN		6951 LINPERO LN
Cindy Rosebrak		15014 Anillo Way
Rob Datus		6094 CARUSTA CN
Heather MacFarland		14933 Venado Dr.
Russ McDonald		6063 Puerto
Camille McDonald		12. "

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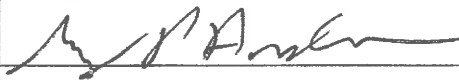
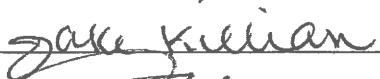

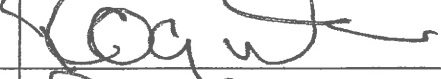

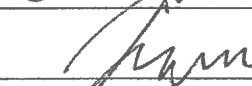

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JOHN ROBERTS		6504 CAMINO DEL LAGO
GREG ANDERSON		4844 LAGO
JAKE KILLIAN		6960 CANETA
DAVID CLARK		7021 PESCARO
LOREN FIFE		6943 LINDERO
DAVE THOMAS		7019 LINDEN LN
JET KOLHART		6532 Camino del
Greg & Marciano Nellis		14859 Guadalupe DR.

Jac.

DATE: July 28, 2020

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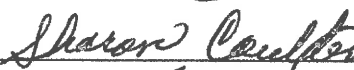



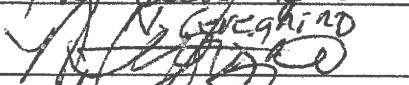


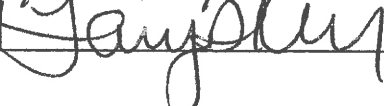
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Barbara Fite		7035 Linderro Lane
SHARON COULTER		7037 Linderro Lane
Lynne Erpeldy		7029 Linderro Lane
Kathy Ch...		7029 Linderro Lane
Kathleen Fite		6300 Conejo Ct
		7153 Murieta Way
Kevin Keinig		6907 Linderro Lane
Bob & Tammy Kelly		6917 Linderro Lane

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NAME	SIGNATURE	ADDRESS
MARILYN LAVED	Marilyn Laved	6927 Linderol Lane
STANLEY VIVALDI	Stanley Vivaldi	6955 LINDERO LAKE
Letty Vivaldi	Letty S. Vivaldi	6955 Linderol Lane
IAN Capelard	Ian Capelard	7005 Riders Lane
Cathy Long	Cathy A. Long	7003 Linderol Lane
Ernest LeBlanc	Ernest LeBlanc	7031 Linderol Lane

DATE: July 28, 2020

TO: Kevin Hubred, General Manager, Rancho Murieta Association
Alex Bauer, President, RMA Board of Directors
Tom Hennig, General Manager, Rancho Murieta Community Services District
Tim Maybee, President, RMCS D Board of Directors

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NAME	SIGNATURE	ADDRESS
Lauren Mitchel	Lauren Mitchel	6903 Lindero Lane, RM
FRANK Falusi	Frank Falusi	6922 CARRETA LANE, RM
Carol Kenobbie	Carol Kenobbie	7007 Lyndia
Jannelle / Bob Dale	Jannelle Dale	14862 Lago Dr Rm
Joanne Cummins	Joanne Cummins	14842 Lago Dr.
Jillia	Jillia	14919 Lago Dr

DATE: July 28, 2020

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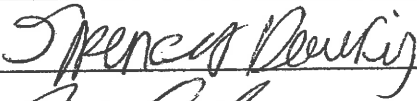
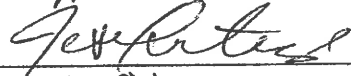


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Spencer Doering		6926 Carreta Ln
Jose Gutierrez		14948 Lago Dr.
DANNA PARKER		14944 LAGO Dr.
Kidong Lee		14946 Lago Dr

DATE: July 28, 2020

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NAME	SIGNATURE	ADDRESS
DOROTHY DOYROS	<i>Dorothy Doyros</i>	7026 COLINA LN.
RICHARD HUNT	<i>Richard R. Hunt</i>	7050 COLINA LN.

DATE: July 28, 2020

TO: Kevin Hubred, General Manager, Rancho Murieta Association
Alex Bauer, President, RMA Board of Directors
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NAME	SIGNATURE	ADDRESS
Toni Anania		7016 Colina Lane
Tona Rose		7022 Colina Ln
Ben McPherson		7024 Colina Lane

DATE: July 28, 2020

TO: Kevin Hubred, General Manager, Rancho Murieta Association
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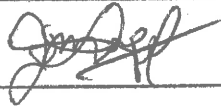
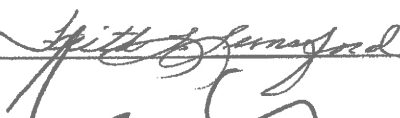

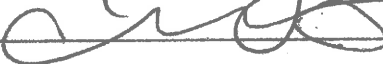
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NAME	SIGNATURE	ADDRESS
Sim M. LUNSFORD		7004 Colina Lane
FAITH L. LUNSFORD		" " "
ZACK LOPEZ		7006 COLINA LN
Abrilene Lopez		7006 Colina Lane

DATE: July 28, 2020

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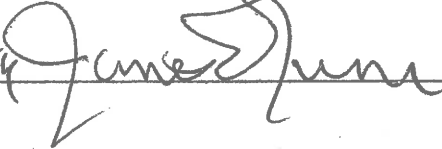
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SHARRON V TURNER		6992 Carrela Lane Rancho Murieta CA 95783
DAMAS E. TURNER		6992 Carrela Lane R.A. Rancho Murieta, CA 95783

DATE: July 28, 2020

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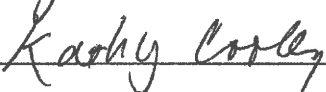
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NAME	SIGNATURE	ADDRESS
Eric Kauffman		6958 Carreta Lane RM 95683
Jane Han		6994 Carreta RM
Kathy Cooley		1500 F LA60 Dr.

DATE: July 28, 2020

TO: Kevin Hubred, General Manager, Rancho Murieta Association
Alex Bauer, President, RMA Board of Directors
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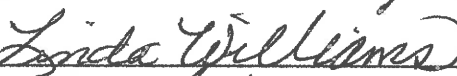

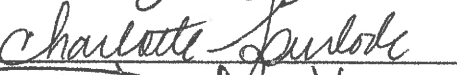



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Lance Blankenship		15012 Lago DR
LINDA WILLIAMS		15014 Lago DR
DECK ST. PIERRE		15018 " 3
Charlotte Spurlock		15004 Lago DR.
Thomas Matthews		6970 Carrey Lane
Janet E. Matthews		" "
Amy Hein		6975 Carrey Lane

DATE: July 28, 2020

TO: Kevin Hubred, General Manager, Rancho Murieta Association
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Tom Hennig, General Manager, Rancho Murieta Community Services District
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Yana Beyer	Yana Beyer	6950 Carreta Lane
JUDY BERNAL	Judy Bernal	6946 Carreta Lane
JOE BERNAL	Joe Bernal	6946 Carreta Lane
Sharen Price	Sharen Price	6954 Carreta Lane
Holly Parks	Holly Parks	6958 Carreta Lane
Jadus Brown	Jadus Brown	6980 Carreta Lane

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Janet R. Murray	Janet R. Murray	14886 Lago Drive
Ray C. Murray	Ray C. Murray	14886 Lago Drive

DATE: July 28, 2020

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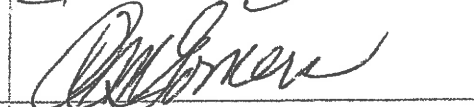
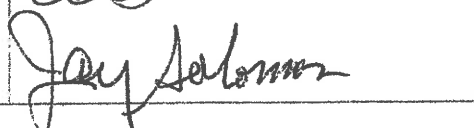
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Diana Somers		7028 Colina Lane
Alvin Somers		7028 Colina Lane
Jay Solomon		14970 Lago Dr.

Myrna Solomon	Myrna Solomon	14970 Lago Dr

MEMORANDUM

Date: August 14, 2020
To: Board of Directors
From: Tom Hennig, General Manager
Subject: Consider Adoption of Resolution R2020-05 Placing Delinquent Charges/Taxes on the Tax Rolls of Sacramento County for Collection

RECOMMENDED ACTION

Adopt Resolution R2020-05 placing delinquent security and drainage taxes as direct levies to the Sacramento County, Fiscal Year (FY) 2020-21 annual secured tax roll.

BACKGROUND

The Board adopts this Resolution annually, placing any delinquent utility charges on the Sacramento County (County) tax roll. As the taxes are collected, the County sends the District funds as part of the scheduled tax reimbursements. If the funds are not paid during the tax year, the County has the option to purchase these charges from the District under the Teeter Plan, thereby shifting responsibility for collection to the County. If the County elects to place the debt in the Teeter program, they pay the District the amount placed onto the tax roll and add penalties and interest until the debt is paid, or the property foreclosed by the County.

Exhibit A, prepared on July 28, 2020, was published as required by regulations in the Daily Recorder. Exhibit A, in its current form, represents \$56,887.69 to be placed on the County tax rolls. An updated Exhibit A will be provided at the August 19, 2020 Board meeting, which will reflect the then most current delinquent accounts. The final Exhibit, A and data file, will be filed with the County on August 31, 2020, for collection through the County tax rolls.

RESOLUTION R2020-05

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

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

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

WHEREAS, the notices prescribed by law were duly published and mailed, and the Board of Directors held a Public Hearing on August 19, 2020 to consider all objections and protests, if any, to the reports on the delinquent charges prepared pursuant to law;

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

1. Adopts the written report of delinquent water, sewer, drainage and security rates, special taxes, charges and, penalties attached hereto as Exhibit "A" and incorporated herein as of July 28, 2020, and determines that each amount described in said report for each parcel is proper and correct.
2. Request the Sacramento County Board of Supervisors to authorize the Auditor and Tax Collector to perform the functions provided by the Government Code and Rancho Murieta Community Services District Codes; Chapter 14, 15, 16, 21 and 31 respecting the placement of said delinquent charges on the tax roll and collecting said charges with the general taxes, for compensation at a cost not to exceed the amounts set by law.
3. The delinquent charges report, in the form submitted to this meeting and on file with the Board, is hereby approved and adopted. The General Manager of the District, or one or more of his/her designees, is hereby authorized to make changes to the Delinquent Charges Report before it is filed with the Sacramento County Auditor as provided in Section 4 hereof and to make changes in response to payments received from ratepayers.
4. A certified copy of this Resolution together, with a list of all delinquent parcels subject being placed on the tax rolls, shall be delivered to the Sacramento County Auditor no later than August 31, 2020, as specified by written consent of the Sacramento County Auditor.

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

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at their regular meeting held on this 19th day of August 2020 by the following roll call vote:

- Ayes:**
- Noes:**
- Absent:**
- Abstain:**

Timothy E. Maybee, President of the Board
Rancho Murieta Community Services District

[seal]

Attest:

Tom Hennig, General Manager
Rancho Murieta Community Services District

Exhibit "A"
Rancho Murieta Community Services District
2019-20 Delinquent Amounts for Sacramento County Tax Rolls

Notice of Public Hearing

The Board of Directors of Rancho Murieta Community Services District will hold a public hearing on Wednesday, August 19, 2020, at 5:00 p.m. via ZOOM video conference only pursuant to Governor Newsom Executive Order N-29-20. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/89412359422>, entering Meeting ID no. 894 1235 9422, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 894 1235 9422. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing *67 from their phone, to consider placing the following delinquent accounts on the tax rolls of Sacramento County for collection.

Parcel Number	Account Number	Property Owner	Service Address	Amount
073-0190-105	5003201	MRK DEVELOPMENT	RESIDENCE MURIETA HILLS EA	\$20,318.59

1 Parcel **\$20,318.59**

Tom Hennig
General Manager

Wednesday, August 19, 2020

Page 1 of 1

MEMORANDUM

Date: August 14, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Introduction of Ordinance O2020-03 Amending District Code Chapter 15

RECOMMENDATION:

Introduce Ordinance O2020-04 Amending District Code Chapter 15 to update, and revise errors. Waive the full reading of the Ordinance and continue to the September 19, 2020 Board Meeting for adoption.

BACKGROUND:

The Sewer Code needed revisions to clean up typos, provide modernization, prohibition of waste updating, clarify delineation of District vs customer responsibilities which had ambiguity vs the District Standard drawings, remove recycled water information which is now in its own code, and to clarify penalties for non-compliance or violations. The attached Code revision shows the most recent changes made in a *red-lined* version attached, after being reviewed by district counsel Richard Shanahan and then again by myself. Mr. Shanahan accepted the first round of changes that were shown in the June 2020 Improvements Committee packet with some exceptions. His update included information with compliance with the California Plumbing Code, Sewer Main Extension, Application for Sewer Services, and deletion of redundant information. He noted that for section 10.12, *“Government Code section 53069.4 authorizes the District to enact administrative fines and penalties; however, the statute requires a particular ordinance with a set of procedures. Please advise if you would like me to prepare such an ordinance. If the District proceeds in this direction, I recommend that the ordinance not be limited to violations of the sewer code, but rather it extends to violations of any provision of the District Code.”* Therefore, he deleted the table of initial warnings followed by fines that I had proposed. He also deleted section 7.15 noting that changing it requires a Prop. 218 notice. I added back the old section 7.15 as it has been a long standing section of the code but will make a note to look to update it in next year’s budget adoption.

At the August Improvements Committee meeting, the Director recommended advancing this ordinance to the Board for consideration.

ORDINANCE NO. O2020-03

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AMENDING DISTRICT CODE CHAPTER 15 THE DISTRICT SEWER CODE

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

SECTION 1. PURPOSE AND AUTHORITY. The purpose of this Ordinance is to update District Code Chapter 15, in its entirety.

SECTION 2. FINDINGS. The Board of Directors finds and determines as follows:
District Code Chapter 15, District Sewer Code, is updated in its entirety to clarify items within it and correct formatting.

INTRODUCED by the Board of Directors on the 19th day of August 2020.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at a regular meeting on the 16th day of September 2020 by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Timothy E. Maybee
President, Board of Directors

Attest:

Amelia Wilder
District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DISTRICT CODE

CHAPTER 15

THE SEWER CODE

INSTALLATION, CONNECTION AND USE OF THE DISTRICT
WATER SANITARY SEWER SYSTEM



Amended September 16, 2020
By Ordinance O2020-03

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**DISTRICT CODE
CHAPTER 15**

**POLICIES REGULATING THE INSTALLATION, CONNECTION AND USE OF THE DISTRICT
SANITARY SEWER SYSTEM**

SECTION 1.00 - General Provisions

1.01 Title

This Chapter shall be known as the "Sewer Code" and may be cited as such.

1.02 Scope of Service

The provisions of this Chapter shall apply to sanitary sewer facilities and service in, upon or affecting the territory of the Rancho Murieta Community Services District, and the design, construction, alteration, use, and maintenance of public sanitary sewers, pumping equipment and facilities, treatment plants and facilities, connections and services, and all system appurtenances; the disposal of sewage and drainage of buildings; the issuance of permits and the collection of fees therefore; fees to pay for the costs of checking plans, inspecting construction, and making record plans of the facilities permitted hereunder; providing penalties for violation of any of the provisions hereof, and all other necessary or related matters.

SECTION 2.00 Definitions

2.01 Applicant

Applicant shall mean the owner, or the agent of the owner, of the property for which sanitary sewer service is being requested.

2.02 Board

Board shall mean the Board of Directors of Rancho Murieta Community Services District.

2.03 Building

Building shall mean any structure used for human habitation or a place of business, recreation or other purposes.

2.04 Collection System

Collection System shall mean all portions of the District sewer system, and related facilities, whether owned by the District and on publicly owned property or owned by the customer and on privately owned property. *(Amended by Ordinance 85-5)*

2.05 Contractor

Contractor shall mean an individual, firm, corporation, partnership or association duly licensed by the State of California to perform the type of work to be done under the permit.

2.06 Customer

Customer shall mean the owner or agent of the owner of the property receiving sanitary sewer service.

2.07 District

District shall mean the Rancho Murieta Community Services District.

2.08 General Manager

General Manager shall mean the person appointed by the Board to the position of General Manager of the Rancho Murieta Community Services District.

2.09 Interceptor (aka grease trap)

Plumbing device designed to intercept most greases and solids from the customer's premises before they enter the District's sewer system.

2.10 Lateral or Lateral Sewer

Lateral or Lateral Sewer shall mean that portion of the collection system owned by the District, located in the street, public right-of-way, or District easement, and running between the main line and to the sewer stub to the customer's premises. *(Amended by Ordinance 2020-03.)*

2.11 Main Line

Main Line shall mean that portion of the collection system owned by the District, located in the street, other public right-of-way, or District easement and generally eight inches or more in diameter. *(Amended by Ordinance 85-5)*

2.12 Permits

Permits shall mean the District's written approval or authorization for a District customer to receive sewer service. *(Amended by Ordinance 85-5)*

2.14 Person

Person shall mean any human being, individual, firm, company, partnership, association, and/or private corporation. *(Amended by Ordinance 85-5)*

2.15 Premises

Premises shall mean a parcel of real estate, including any improvements thereon, which is determined by the District to be a single unit for purposes of receiving, using and paying for service. In making this determination, the District shall take into consideration such factors as whether the unit could reasonably be subdivided and whether the unit is being used for a single enterprise, apartment or dwelling.

2.16 Private Sewer or Private Sewer Line

Private Sewer or Private Sewer Line shall mean that portion of the customer sewer service line owned by the customer and running from the end of the sewer service stub to the customer's premises receiving sewer service. *(Amended by Ordinance 02020-03)*

SECTION 3.00 – General Policies

3.01 General Policy of Operating System

The District shall operate and maintain the sewer system in an efficient and economical manner and supply sewer service as fairly and equitably as possible. The charges to be made for service shall be set at rates necessary to enable the District to recover all costs of supplying sewer service including, but not limited to, the costs for the following:

- a. Collecting, pumping, treating, storing sewage, and reusing wastewater;
- b. Customer service;
- c. Administration;
- d. Overhead;
- e. Debt service;
- f. In lieu taxes;
- g. Replacement and maintenance of facilities, and
- h. All other necessary and appropriate expenses.

3.02 Responsibility for Sewer System

- a. The customer served by the District's collection system shall be responsible for the installation, operation, maintenance, inspection, repair, and replacement, and costs thereof, of the private sewer line, and all other devices or safeguards required by this Chapter. The customer responsibility for the private sewer line includes keeping the line free from roots, grease deposits, and other solids, clearing stoppages or blockages, and repairing damage. The District's responsibility for operation, maintenance, inspection, repair, and replacement extends only from the sewer main to the end of the sewer service stub. The responsibility for the connection at and beyond the sewer stub is borne by the customer as depicted in the District Sewer Standard Drawings. The installation of a District device upon private property, or within a portion of the collection system not owned by the District, shall not obligate the District to operate, maintain, or replace devices, works or facilities not otherwise owned by the District. *(Amended by Ordinance O2020-03)*
- b. District shall be responsible for operation and maintenance of that portion of the collection system that is in a District-owned easement or right-of-way, but not including any portion of a private sewer line. *(Amended by Ordinance O2020-03)*
- c. The customer served by the District's collection system shall be responsible for and liable for all costs associated with the repair of any damage caused by the customer or its contractor or agent to the collection system, wherever located, including but not limited to sewer obstructions in or introduced from customer's private sewer. *(Amended by Ordinance O2020-03)*

3.03 Unauthorized Use of District Sewer Service

No person shall supply sewer service to any person, or to any premises, or extend sewer service within served premises, except with prior authorization by District permit or with prior approval in writing by the District. *(Amended by Ordinance O2020-03)*

3.04 Sewer Required

The owner of any existing building situated within the District and abutting on any street in which there is now located or may in the future be located a main line or lateral of the District, is hereby required at the owner's expense to connect the building directly with the District's collection system in accordance with the provisions of this Chapter within ninety (90) days after date of official notice to do so, provided that the main line or lateral is within two hundred (200) feet of the nearest point of the property. *(Amended by Ordinance 85-5)*

3.05 Access to and Inspection of the Collection System

- a. The District shall have access at all reasonable times to the collection system, whether located on or off the customer's premises, for the purpose of inspecting, installing, maintaining, operating, removing, or taking other necessary actions relating to the collection system. *(Amended by Ordinance 85-5)*
- b. Whenever reasonably possible, the District shall obtain the customer's consent or give twenty-four hours advance notice of the District's intent to enter and inspect a customer's private sewer line. *(Amended by Ordinance 85-5)*
- c. No person shall be allowed to interfere or otherwise hinder the District's inspection, installation, maintenance, operation, removal, or other lawful or necessary District activity regarding the collection system. *(Amended by Ordinance 85-5)*
- d. No person shall place on any sewer easement any obstruction, such as wires, fences, trees, or buildings, which may impede or otherwise interfere with the collection system owned by the District. Upon the District's written request, such obstruction shall be immediately removed by the violator at no cost to the District or at the Districts' option, shall be removed by the District at the violator's expense. *(Amended by Ordinance 85-5)*

3.06 Unsafe Apparatus or Damaging Conditions

If an unsafe or hazardous condition is found to exist on the customer's premises, or if the customer's use of sewer service is found to be detrimental or damaging to the District or its customers, the District may discontinue sewer service without notice, provided that the District shall notify the customer immediately of the reasons for the discontinuance and the corrective action to be taken by the customer before service can be restored. *(Amended by Ordinance 85-5)*

3.07 Fraudulent Use of Service

When the District has discovered that a customer has obtained sewer service by fraudulent means, or has diverted the sewer service for unauthorized use; the service to that customer may be discontinued in the manner set forth in Section 10.00 herein. The District shall not be required to restore service until the customer has complied with all rules and requirements of the District and the District has been reimbursed for the full amount of the service rendered and the actual or estimated costs to the District incurred by reason of the fraudulent use. *(Amended by Ordinance 85-5)*

3.08 Continuity of Service

The District shall not be liable for any interruption, or insufficiency of sewer service at the customer's point of connection, or for any loss or damages occasioned thereby. *(Amended by Ordinance 85-5)*

3.09 Contractors Hired by the District

The District may waive portions of this Chapter for persons hired by the District to construct any part of the District's collection system. *(Amended by Ordinance 85-5)*

3.10 Delegation of Authority

The General Manager shall have the authority to delegate the performance of any of the Manager's responsibilities to any District employee or independent contractor.

3.11. Compliance with California Plumbing Code

Applicants, contractors, and customers shall comply with applicable provisions of the California Plumbing Code, including the requirement to install and maintain a backflow prevention device when the building or premises contain a plumbing fixture installed on a floor level that is lower than the next upstream manhole cover of the District collection system.

SECTION 4.00 District Construction Requirements

(Amended by Ordinance 85-5)

4.01 Permit Required

No person, other than persons specifically excluded by this Code, shall construct, extend, or connect to any portion of the District's collection system without first obtaining a sewer permit from the District, paying all applicable fees as set forth in this Chapter and complying with the District Code and other applicable requirements. *(Amended by Ordinance 85-5)*

4.02 Time Limit on Permit

To maintain the continuing validity of a permit, the permittee shall commence work under a permit within six months of the date of the District's issuance of the permit and, once work is initiated, shall not discontinue work under the permit for a period of one year or more, unless all work pursuant to the permit is completed. If the permittee fails to commence work under the permit within six months of the permit's issuance or if the permittee discontinues work for a period of one year or more, without completing the project, the permit shall be void and no further work shall be done under the permit until the District issues a new permit and the applicant pays all applicable fees. *(Amended by Ordinance 85-5)*

4.03 District's Studies

The District shall have the right to require or undertake the preparation of engineering, economic, environmental, or financial evaluations, at the applicant's sole cost, of any request for District sewer service when such service may necessitate the installation of sewer facilities or additions to the District collection system. *(Amended by Ordinance 85-5)*

4.04 Plans

(Amended by Ordinance 85-5)

- a. Each application for a permit shall be accompanied by three sets of complete plans and specifications for the installation of any portion of the collection system. The plans shall comply with the District Code and all other applicable rules and regulations.
- b. The plans shall be the exclusive property of the District.
- c. The District shall determine the adequacy of the proposed sewer facilities as to the size, type, and quality of materials and as to the location of facilities to serve the proposed development, including off-tract sewer lines and other appurtenances. The District shall have the authority to require the applicant to submit revised plans consistent with District standards.
- d. When the District is satisfied that the work proposed by the plans is proper and the plans are sufficient; it shall authorize the issuance of a permit subsequent to the applicant's payment of all applicable fees, charges, and deposits.

4.05 Time for Installing Sewer Lines

Whenever practicable, the lateral shall be installed at the time of sewer main line is installed. *(Amended by Ordinance 85-5)*

4.06 District Construction Standards

All work performed on installing any portion of the collection system and all acts, including design and construction, relating thereto shall comply with the District standard specifications. Copies of the standards are on file with the District office. *(Amended by Ordinance 85-5)*

4.07 Persons Authorized to Perform Work on District Collection System

- a. Only validly licensed contractors are authorized to perform work on the District's collection system, including connections thereto. All terms and conditions of the permit issued by the District to the applicant shall be binding on the applicant's contractor. *(Amended by Ordinance 85-5)*
- b. At the District's option, main line extensions and sewer laterals, and connections thereto, shall be performed either by the District or persons hired thereby or under the supervision of District employees by licensed contractors retained by the applicant. *(Amended by Ordinance 85-5)*
- c. When the District determines that any installation or connection shall be performed by the District, the applicant shall pay in advance an amount of funds as determined by the District to be equal to the approximate District cost of construction and other necessary expenses. Upon completion of construction, the District shall refund the excess, if any, of the funds paid by the applicant or, if applicable, the applicant shall pay the amount, if any, by which the actual cost exceeded the applicant's deposit. *(Amended by Ordinance 85-5)*

4.08 Separate Sewer Lines

- a. Separate premises, whether owned by the same or different persons, shall not be supplied with sewer service through the same sewer lateral or private sewer line. *(Amended by Ordinance 85-5)*
- b. When premises, currently served by the District's collection system, are divided into two or more premises, the existing lateral and private sewer line shall be considered to belong to the premises into which the lateral and private sewer line more/most directly enters. The new premises shall require the installation of a separate lateral and private sewer line, at the customer's expense, and the payment of all other applicable fees and charges. *(Amended by Ordinance 85-5)*

4.09 Customer Responsibility for Construction and Payment of Collection System

The customer shall be responsible, at the customer's own expense, for installing his/her private sewer line according to District standards. The customer shall also be financially responsible for the installation of any other portion of the District's collection system, which is necessary to serve the customer's property. *(Amended by Ordinance 85-5)*

4.10 Relocation of Sewer Lateral at Customer's Request

Upon a customer's written request, the customer's sewer lateral may be relocated by the District, provided that the relocation, in the opinion of the General Manager, is not detrimental to the District's sewer system. The cost of the relocation shall be borne by the customer and shall be paid in advance to the District. The cost of the relocation shall include all applicable costs and fees for construction (if construction is performed by persons hired by the District), design, installation, inspections, administration, overhead, and any other necessary or related expenses. *(Amended by Ordinance 85-5)*

4.11 Relocation of Sewer Lateral at District's Request

Where a sewer lateral is relocated for the convenience or protection of the District, the relocation shall be at the expense of the District, provided such relocation is not made necessary by the customer. *(Amended by Ordinance 85-5)*

4.12 Connection to District Collection System

Connection of the sewer lateral into the main line shall be made in accordance with the District's standard specification and at the applicant's expense. The connection to the main line shall be made in the presence of a District inspector and under the inspector's supervision and direction. Any damage to the main line shall be repaired in conformance with District standard specifications at the applicant's sole cost. *(Amended by Ordinance 85-5)*

4.13 Inspection of Construction

- a. The District shall have the right to inspect all work on the collection system during and subsequent to its construction. When construction is completed; the work must be inspected and approved in writing by the Manager before the newly constructed facilities may be connected to the District's collection system. No construction shall be covered at any time unless it has been inspected and approved by the District. No facilities shall be connected to the District's lateral or main line unless the District has performed tests indicating the new construction is satisfactory and the facilities have been cleaned of all debris accumulated from construction operations. *(Amended by Ordinance 85-5)*
- b. The applicant shall give the District at least forty-eight (48) hours advance notice, Saturdays, Sundays and holidays excluded, of when it wished the District to perform an inspection. If work is inspected and deemed inadequate, the District shall so notify the applicant in writing and identify the deficiencies in the project. *(Amended by Ordinance 85-5)*

4.14 Final Approval of Construction

When the District determines that all work done under the permit and the main line extension agreement, if any, has been constructed according to and meets the requirements of all applicable provisions of this Code, the agreement, and any other District rules and regulations, and subsequent to the payment of all fees, the Manager shall authorize the issuance of a certificate of final inspection and completion. *(Amended by Ordinance 85-5)*

4.15 Easements

- a. If an easement is required for the extension of the main line or the making of connections, the applicant shall procure at its expense and have accepted by the Board a proper easement or grant of right-of-way having a minimum width of ten feet sufficient to allow the laying and maintenance of such extension or connection. *(Amended by Ordinance 85-5)*
- b. Any applicant who installs or proposes to install sewer facilities shall furnish the District all necessary easement and right-of-way for such facilities and the subsequent operation and maintenance thereof. *(Amended by Ordinance 85-5)*
- c. If the applicant cannot furnish the necessary easement and right-of-way the District may, at its sole option, acquire such easement and right-of-way, subject to the applicant's payment to the District of all funds necessary to cover the District's cost of such acquisition. *(Amended by Ordinance 85-5)*

- d. Until the necessary easement and right-of-way have been properly executed and recorded, the District shall not approve any plans for sewer facilities to be constructed by the person across the property of another person and the District shall not accept for public use any such sewer facilities and no person shall place such facilities into use. *(Amended by Ordinance 85-5)*

4.16 Dedication Requirement

An offer of dedication for the sewer facilities, excluding any private sewer lines shall be included in any application for a permit. The District shall not except for dedication any sewer facilities or improvements that are not constructed in conformance with requirements of the main line agreement, if any, this Code, and applicable law. Upon connection to the District's collection system and District written acceptance of the completed work, the newly constructed sewer lateral (up to the end of the sewer service stub at the first sewer cleanout) and main line shall become the District's property.

4.17 As-Builts

The applicant shall prepare and submit to the District two hardcopy sets of as-built plan prints and a set of reproducible drawings, in .pdf and .dwg format, delineating the as-built sewer mains, structures, ways, laterals, appurtenances, and all other portions of the collection system prior to, and as a condition of, District acceptance of completed construction work by an applicant. No certificate of final inspection shall be issued until such prints and drawings are filed with the District. ***(Amended by Ordinance O2020-03)***

4.18 Liability

The District and its officers, agents and employees shall not be liable for any injury or death of any person or damage to any property arising during or stemming from the performance of any work by an applicant. The applicant shall be answerable for, indemnify and hold harmless, the District and its officers, agents and employees, including all costs, expenses, attorney's fees and other fees and interest, incurred in defending the same or in seeking to enforce this provision. The applicant shall be solely liable for any defects in the performance of the applicant's work or for any failure, damage, injury, claim or loss, which may develop therefrom.

4.19 Performance Bond

The applicant shall post a surety bond, cash or other security satisfactory to the District to guarantee the faithful performance of any agreement for the applicant's construction of the sewer facilities. The surety bond, cash or security shall be in the sum of one hundred percent (100%) of the estimated cost of the work, or in such other sum as may be fixed by the District. The surety bond, cash or security shall, in addition to guaranteeing the faithful performance of the work, guarantee the maintenance of the portion of the sewer facilities constructed by the applicant for a period of one-year following the District's written acceptance of the work.

4.20 Street Work

- a. When a person who opens, grades, excavates, fills or does other street construction, deems it necessary to expose, remove, raise, lower or otherwise affect any portion of the sewer system owned by the District, the person performing such street construction shall give at least seven (7) days advance notice in writing to the District of the person's intention to perform such construction and immediate notice upon exposure or contact with such systems.

- b. At its option, the District may elect to perform the removal, raising, lowering or other construction on the District's sewer system, which is necessitated, by the street construction on its sewer system, the person requiring the street construction shall pay the District a reasonable deposit in an amount not to exceed the estimated cost of the District's construction. When the District completes its construction, the District shall refund that portion, if any, of the deposit which exceeds the actual costs of construction and the person requiring the construction shall pay the amount, if any, by which the actual costs of construction exceeds the deposit.
- c. The person performing the street construction shall be liable for any damage to the District's collection system resulting from the street construction or from the person's construction on the District's collection system.

SECTION 5.00 Main Line Extension

(Amended by Ordinance 85-5)

5.01 Sewer Main Extension

Any person desiring sewer service from the District that necessitates an extension of a District main line, construction of a new main, or any other off-premises sewer system improvement must apply in writing to the District for a main line extension agreement. The application shall require the same information as required for a sewer connection permit (section 6.02) in addition to such other information as may be required by the General Manager. The District shall have no obligation to provide sewer service to any new development project requiring a main line extension agreement until the District and applicant have entered into the main line extension agreement and the applicant has completed the improvements in accordance with the agreement. The main line extension agreement shall be in a form acceptable to the General Manager and shall set forth each party's respective obligations concerning the design, financing, and construction of the sewer system improvements by the developer, payment for District services and consultants by the applicant, dedication and transfer of land and rights of way, performance and maintenance guarantees, District inspection, testing and acceptance of improvements, and other terms and conditions the District finds necessary or appropriate in the public interest. A main line extension agreement must be approved by the Board. The main line extension agreement shall constitute the District sewer connection permit authorizing the construction of the sewer system improvements and the connection to the District collection system. The District will not approve a main line extension agreement unless it determines that the same criteria listed in section 6.02(A) are satisfied.

(Amended by Ordinance O2020-03)

5.02 Formation of an Assessment District

At the District's sole option, the District may utilize any statutory or other procedure concerning assessment districts to finance the construction of the main line extension, sewer laterals and related appurtenances.

5.03 Size of New Sewer Line

The District may require the installation of a sewer line larger than that necessary to adequately serve the applicant's property. When the District requires the installation of a larger sewer line, the District shall:

- a. Pay the difference in cost, as determined by the District, between the size necessary to serve the applicant's construction and the larger sewer line; or
- b. Perform the installation itself, subsequent to the receipt from the applicant of a sum sufficient to cover the cost of installation, and other necessary expenses, of the sewer line required by the applicant; or
- c. Require the applicant to construct the larger line subject to reimbursement as hereinafter provided; or
- d. Require a combination of the foregoing.

5.04 Reimbursement for Extensions

When an applicant enters into a main line extension agreement with the District, which requires the installation of a main line larger than that necessary to adequately serve the applicant's property, the agreement may provide for a reimbursement to the applicant as follows: *(Amended by Ordinance O2020-03)*

- a. Within the limits specified herein, when the main line extension has been installed at the applicant's sole expense, the applicant shall be eligible for reimbursement of applicant's cost based upon the applicant's and other customer's pro rata use, as determined by the District, of the extension. *(Amended by Ordinance 89-2)*
- b. The District shall levy on any customer connecting into the extension financed by applicant a fee determined by the District and based on the connecting customer's pro rata use of the extension and the actual cost of the extension. *(Amended by Ordinance 89-2)*
- c. Within 90 days of the District's receipt of any money pursuant to Section 5.04(b), the District shall pay such money to the applicant. *(Amended by Ordinance 89-2)*

SECTION 6.00 Permits and Fees

(Section Amended by Ordinance 85-5)

6.01 Application for Sewer Service When Service Connection is Adequate

Where an existing and adequate sewer lateral or private sewer line is properly connected to the District's collection system and the lateral or private sewer is or has been legally servicing the premises, the applicant of the premises to be served shall submit an application for sewer service upon a form provided by the District and in accordance with procedures established by the General Manager. The District will approve the application if it receives a complete service application for the premises, the applicant pays all applicable fees and charges, and the application and applicant comply with the requirements of this Chapter and applicable law. However, if the District determines that the existing lateral or private sewer is inadequately sized to accommodate the planned use of the premises, the applicant must process an application for a permit for a larger or improve service pursuant to section 6.02. L *(Amended by Ordinance O2020-03)*

6.02 Application for Sewer Service When Connection is Required

- a. Sewer Connection Permit; Application. When the applicant desires sewer service for premises where a sewer service connection does not exist or where the existing connection is inadequate, then the service and connection require a District sewer connection application and approved permit. No person shall uncover, alter, disturb, construct, extend, or make a connection to the collection system without first obtaining a written sewer connection permit from the District and paying all applicable connection charges and other applicable fees and charges. Any person desiring a sewer connection permit must submit a written application to the District on a form as provided by the District and in accordance with procedures established by the General Manager. The application shall include the date of the application; name, address and telephone number of the property owner and, if different, developer or builder; description of premises proposed to be served; explanation of the proposed development project, including number and type of connections and units to be served; plans for the service connection and installation, together with a list of materials to be used; and, any other information as may be required by the General Manager. The application and all related documents and materials will become the property of the District and a public record. No sewer connection permit shall be issued, and no sewer service shall be provided, unless the General Manager determines that all of the following conditions are satisfied:
1. The applicant has submitted a full and complete application.
 2. The premises to be served are within the District limits.
 3. The applicant has paid in full the applicable connection charges and all other applicable deposits, fees and charges.
 4. The premises to be served abuts an existing District sewer main in a street or right-of-way fronting the applicant's property of adequate size, condition, and capacity and the existing collection system is adequate to provide safe and reliable sewer service for the proposed use; or the applicant has entered into a sewer mainline extension agreement with the District to ensure the construction of such mains and other distribution system improvements as may be necessary or appropriate to serve the proposed use; or because of expansion or improvement planned and funded by the District or another developer, there will be adequate mains and sewer collection system improvements and capacity to serve the proposed use by the time of making the connection.
 5. The plans and list of materials comply with the requirements of this Chapter and applicable law, and the proposed size, type, quality and location of facilities and improvements are sufficient for the proposed use.
 6. The application complies with all other applicable District ordinances, resolutions, rules and regulations and applicable federal and state laws and regulations.
- b. Installation of Service Connection. Upon approval of the connection permit, the applicant may proceed with the installation in accordance with the terms of the permit. The service connection and related work must be installed by a qualified licensed contractor. The District, or its authorized representative, will inspect and test the construction work and materials used in the work. No construction will be covered unless it has been inspected and approved by the District. Upon completion of the work in accordance with the permit and this Chapter, the District will accept the completed work and the service connections (up to the end of the sewer service stub) will become District property and part of the District collection system.
- c. Rights-of-Way. Any applicant who installs a service connection must furnish to the District all necessary or appropriate easements and rights-of-way for the connection as determined by the District. If the applicant cannot furnish the easements and rights-of-way, the District may, at its sole option, acquire such easements and right-of-way if the applicant agrees to pay all acquisition-related costs and to deposit the estimated funds to cover the costs with the District. The District will not

accept any completed service connection requiring an easement or right-of-way until a satisfactory easement or right-of-way to the District has been finalized, accepted, and recorded.

- d. Time Limit on Permit. If work under connection permit is not commenced within six (6) months from the date of issuance of such permit or if, after commencing work, the work is discontinued for a period of one year, the permit shall become void and no further work shall be undertaken until a new permit is applied for and approved.
- e. Permit Transfer. With the prior written approval of the District and the written approval of the new property owner, a sewer connection permit may be transferred to a new owner of the subject premises. A permit may not be transferred to any other premises.
- f. Where the installation or enlargement of the collection system and/or sewer lateral is necessary prior to the District's supplying sewer service to an applicant, the applicant shall submit an application for a permit to the District. If the applicant conveys and District review shows the District has sufficient sewer system capacity to supply service, and the applicant complies with all other District rules and regulations, the District shall accept the application. The District shall provide sewer service subsequent to the applicant's construction, or payment for the construction, of the necessary portions of the collection system; and the applicant's payment of all fees to the District; and the applicant's compliance with all District rules and regulations; and the applicant's payment in full of all charges, if any, owed to the District. *(Amended by Ordinance O2020-03)*

6.03 Application for Permit

Any person legally entitled to apply for and receive a permit shall make such application on forms provided by the District for that purpose. Such person shall give a description of the character of the work proposed to be done and the location, ownership, occupancy, and use of the premises in connection therewith. The General Manager may require plans, specifications or drawings, studies and such other information as the Manager may deem necessary. *(Amended by Ordinance O2020-03)*

6.04 Compliance with Permit

After District's approval of the application, as evidenced by the District's issuance of a permit, the applicant shall make no change in the location of the collection facilities or other sewerage works, the grade, materials, or other details from those described in the plans on which the permit is based or as shown on the plans and specification for which the permit was issued, except with prior written permission of the General Manager.

6.05 Agreement

The applicant's signature on an application for any permit shall constitute an agreement to comply with all the provisions, terms and requirements of this Chapter, other parts of the District Code, and other rules and regulations of the District and with the plans and specifications the applicant has filed with its application, if any, together with such correction or modifications as may be made or permitted by the District, if any. This agreement shall be binding upon the applicant, and the applicant's successors, and may be altered only by the District upon written request for alteration from the applicant.

SECTION 7.00 Rates and Charges, and Collection Procedures

(Section Amended by Ordinance 85-5)

7.01 Installation Fees

- a. When the District installs a lateral, the District shall collect a deposit from an applicant prior to the installation of the lateral. Installing the lateral shall be on the basis of actual cost. If the actual cost of the installation is less than the deposit, the District shall refund the difference within sixty (60) days of completing the installation. If the actual cost of the installation is greater than the deposit, the applicant shall pay for the difference within thirty (30) days of receiving a bill therefore and prior to receiving sewer service.
- b. The amount of the fee shall be determined by the District General Manager based on an estimate of the cost of installing the lateral on a time and material basis, plus an additional administrative charge as determined by General Manager.

7.02 Community Facilities Fees

The District shall collect from all applicants for sewer service a community facilities fee to insure the continued availability of facilities for sewer service through periodic system expansion and replacement. The community facilities fee shall be paid as specified in the Community Facilities Fee Code. *(Amended by Ordinance 87-3)*

7.03 Rates and Charges for Service

The monthly service charge for each premise receiving sewer service from the District shall be: *(Amended by Ordinance O2020-02)*

- a. Residential or other premises, each unit

Base rate	\$42.77 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 49.53 per month
- Murieta Village, per unit

Base rate	\$ 42.77 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 49.53 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.

(Minimum non-residential charge shall not be less than the charge for a residential unit.)

- b. For non-residential water metered accounts, the water consumption for the month of February shall be used to set the monthly sewer charge.
- c. For non-residential seasonal occupancy or uses of water metered accounts, the District will use a 12-month average of water usage to determine the monthly sewer charge.

7.04 Inspection Fee

- a. A fee based upon costs, labor, and parts shall be paid to the District for issuing a permit and inspecting each main line or lateral installation. The amount of this fee shall be determined from time to time by the General Manager and/or Board of Directors of the District; typically billed on time and materials of District staff and/or their contracted representative/s to the project or extensions deposit or billing. *(Amended by Ordinance O2020-03)*
- b. Inspection charges shall be paid prior to connection to the District's collection system.

7.05 Collection of Charges for Sewer and Other Services

The rates and charges imposed by this Chapter may be collected together with charges for any other service provided by the District. If all or any part of the bill is not paid, the District may discontinue any or all of the services for which the bill is rendered in the manner herein provided.

7.06 Billing

All sewer service accounts shall be billed monthly.

7.07 Persons Billed

- a. The District shall bill the property owner directly for all sewer services provided to the owner's premises. *(Amended Ordinance 90-6)*
- b. The property owner shall be liable for payment of all District charges. *(Amended Ordinance 90-6)*

7.08 Due Date

All bills are due and payable on the date they are issued by the District.

7.09 Delinquency

A bill for service is delinquent if not paid and received at the Rancho Murieta Community Services District office by the 25th day of the month following the month in which the bill was mailed. *(Amended by Ordinance 98-3)*

7.10 Delinquency Penalty

- a. A one-time basic penalty of ten percent (10%) of the delinquent charges shall be added to each delinquent bill for the first month the bill is delinquent.
- b. After levying the basic penalty provided in Section 7.10(a), the District shall thereafter levy an additional penalty of one percent (1%) per month to all delinquent charges and basic penalties remaining unpaid, until and unless the Board requests the County Auditor to include the amount of all delinquent rates, charges, and penalties for collection on the County property tax roll as set forth in Section 7.13. Monies paid when any portion of an account is delinquent shall first be credited to interest and penalties, then to the delinquent portion of the bill, and then to the current portion of the bill. *(Amended by Ordinance O2019-03)*

7.11 Payment of Part of Delinquency

Monies paid where any portion of an account is delinquent shall first be credited to the delinquent portion of the bill and then to the current billing.

7.12 Liens

Unpaid sewer service charges imposed by this Chapter, when recorded, shall constitute a lien upon the parcel of real property to which the sewer service was supplied. The District shall include a statement on its bill to the effect that any sewer service charge and penalty thereon remaining unpaid shall, when recorded, constitute a lien on the parcel to which the sewer service was supplied. The District may from time to time compile lists of such delinquent charges and penalties and record them with the County Recorder as liens.

7.13 Collection of Delinquent Charges and Penalties with Taxes

All rates, charges, and penalties, which remain delinquent, may be collected in the same manner as the general taxes for the District for the forthcoming year, provided that the District shall first have given the customer notice and an opportunity to be heard as provided by law. After delinquent amounts have been turned over to the County Auditor for collection, no payment shall be received by the District on the delinquent amounts except as collected by the County Tax Collector.

7.14 Adjustment of Bills

The General Manager may adjust or grant rebates from the rates or fees provided in this Chapter in the event of a dispute relating to a charge to a customer; provided, however, that all parties affected shall have a right to appeal the Manager's determination to the Board of Directors within fifteen (15) days of the date of the Manager's decision. The decision of the Board of Directors thereon shall be final and binding on all parties.

7.15 Sewer Standby of Availability Charge

The District may fix, on or before the first day of July in each calendar year and may annually collect a sewer standby or availability charge not to exceed ten dollars (\$10.00) per year for each acre of land, or ten dollars (\$ 10. 00) per year for each parcel of land of less than an acre within the District to which sewer service is made available for any purpose, whether the sewer service is actually used or not. The District may establish schedules varying the charges depending upon factors such as the use to which the land is put, the cost of transporting sewage from the land, and the amount of sewage discharge from the land. (Amended by Ordinance 96-1)

SECTION 8.00 Prohibited Use of Collection System

(Section Amended by Ordinance 85-5)

8.01 Drainage into Sanitary Sewers Prohibited

No leaders from roofs, surface drains for rainwater or storm sewers shall be connected to any sanitary sewer. No surface, storm water, artisan well flows, cooling water or unpolluted industrial process waters shall be permitted to enter any sanitary sewer by any device or method whatsoever.

8.02 Wastes Prohibited in Public Sewer

No person shall discharge or cause to be discharged any of the following wastes to any part of the collection system.

- a. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive solid, liquid or gas.
- b. Any waste containing toxic or poisonous solids, liquids, or gases in sufficient quantity either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process or pumping facilities, constitute a hazard to humans, or create a public nuisance. *(Amended by Ordinance O2020-03)*
- c. Any waste having a pH lower than 5.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment or personnel of the District.
- d. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the collection system, such as, but not limited to ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, disposable

diapers, feathers, tar, plastics, wood, un-ground garbage, paper dishes, cups, containers, etc. either whole or ground by garbage grinders.

8.03 Types of Waste Which May be Prohibited

No person shall discharge or cause to be discharged the following described substances, materials, or wastes if it appears likely in the opinion of the General Manager that such wastes may harm the collection system, sewage treatment process or equipment, or can endanger personnel or property or create a public nuisance. In forming an opinion as the acceptability of these wastes, the General Manager shall give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers to which they discharge, sewer material, treatment process, treatment plant capacity and other pertinent factors. The substances so subject to prohibition include, but are not limited to: *(Amended by Ordinance O2020-03)*

- a. Any liquid or vapor having a temperature higher than 150F.
- b. Any water or waste, which may contain more than 100 milligrams per liter of fat, oil, or grease.
- c. Any garbage that is not biodegradable and has not been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in the collection system, with no particle greater than one-half inch in any dimension.
- d. Any waters or wastes having a pH lower than 5.0 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structure, equipment and personnel of the District.
- e. Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials in the sewage works.
- f. Any septic tank sludge or other digested sludge.
- g. Any wastes containing phenols or other taste or odor producing substances, in concentrations exceeding limits, which may be established by the Board.
- h. Any radioactive waste or isotopes of such half-life or concentration as may exceed limits set by the Board in compliance with State or Federal regulations.
- i. Materials, which exert or cause:
 1. Unusual concentrations of inert suspended solid.
 2. Excessive discoloration.
 3. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment plant.
 4. Unusual volume of flow or slugs. As used herein, slug shall mean any discharge of water, sewage or waste, which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes or more than five (5) times the average twenty-four (24) hours concentration or flow during normal operation.
- j. Wastes containing substances, which are not amenable to treatment by the sewage treatment process employed or are amenable to treatment only to such degree that the

sewage treatment plant effluent cannot meet the requirements of the Regional Water Quality Control Board, Central Valley Region.

8.04 Acceptance of Deleterious Wastes

If any wastes containing the characteristics listed in Section 8.03, which in the judgment of the General Manager, may have a deleterious effective upon the sewerage works, process, equipment, or receiving water, is to be discharged to the collection system, the General Manager may do one or more of the following:

- a. Require pretreatment to an acceptable condition prior to discharging to the collection system.
- b. Require control over the quantities and rates of discharge.
- c. Require payment, in an amount established by the Board to cover the added cost of handling and treating the wastes.

8.05 Pretreatment or Equalization of Flow

If the General Manager recommends pretreatment or equalization of flow, the design and installation of the plants and equipment shall be subject to the review and approval of the District and no construction of such facilities shall commence until District approval is obtained in writing.

8.06 Maintenance of Pretreatment Facilities

Where pretreatment facilities are provided for any waters or wastes, unless otherwise provided, they shall be maintained continuously in satisfactory and effective operation by the owner at the owner's expense and to the satisfaction of the District.

8.07 Interceptors Required

(This Section Amended by Ordinance O2020-03)

- a. 1. Grease, oil and sand interceptors shall be required, installed and maintained at the customer's expense when in the opinion of the General Manager, they are necessary for the proper handling of liquid wastes, grease, or any objection able waste, sand and other harmful ingredients; except that such interceptors shall not be required for buildings used exclusively for residential purposes. All interceptors shall be of a type and capacity approved by the General Manager, or his/her designee, and shall be so located as to be readily and easily accessible for cleaning and inspection.
- 2. Monthly Fees: For those existing food preparation and cooking facilities where the costs of installation of a grease interceptor would be prohibitive, a charge to cover the costs for the District to handle grease from these facilities.

Fees will be charged with the regular billing cycle as follows:

Rancho Murieta Country Club	4.03
Rancho Murieta Lodge	.86
Rancho Murieta Country Store	2.30
Rancho Murieta Plaza	2.59
Rancho Murieta Village Clubhouse	1.73
Rancho Murieta Training Center	3.16

- b. 1. Notwithstanding Section 8.07(a), every restaurant, the Training Center, and every other District customer, excluding residential customers, whose premises are used for food preparation and cooking, shall have a sand, oil and grease interceptor installed in the manner and time specified herein.
2. A District customer, who is required to have an installed sand, oil and grease interceptor pursuant to Section 8.07(b) and who obtains a sewer permit from the District on or after this Ordinance's effective date, shall have an installed and operational interceptor approved by the District prior to connecting with the District's water or sewer system.
3. A District customer, who is required to have a sand, oil and grease interceptor pursuant to Section 8.07(b) and who had a sewer permit prior to this Ordinance's effective date, shall have an installed operational interceptor approved by the District within one hundred twenty (120) days of this Ordinance's effective date.
- c. All sand, oil and grease interceptors shall be designed and constructed according to the following specifications:
 1. Interceptors shall conform to the requirements of the Uniform Plumbing Code and this Ordinance.
 2. Interceptors shall be designed and constructed in accordance with District's standards, or as requested by District Engineer, and shall be approved by the District Engineer prior to connection with the District's sewer system.
 3. Interceptors shall be designed in accordance with the following criteria:
 - a. Size: Interceptor detention time shall be the greater of (1) total number of fixture units x 7.5 gpm/fixture unit; (2) dishwasher rated flow rate (gpm x 30 minutes).

Interceptors shall be at least 4'0" high and have a minimum freeboard of 12-inches below the soffit of the roof. Interior dimensions of the first compartment of an interceptor shall be a minimum of 2'6" wide and 4'0" long. Interior dimensions of the last compartment shall be 4'-0" long by a minimum of 2'6" wide. Compartment walls shall be the same height as the design water surface of the interceptor.
 - b. Type: Exterior type interceptors shall be required. "Under the sink" models are not acceptable. All fixture drains, except floor drains from the kitchen area, shall be connected to the interceptor. All restrooms shall be plumbed separately and connected to the building sewer downstream of the interceptor.
 - c. Location: Interceptors shall be located outside of the structure and as close as possible to the source of sand, oil or grease. Interceptors shall be located to facilitate the ease of maintenance and inspection. Interceptors placed in areas subject to vehicular traffic shall be designed for H₂O loadings. Interceptors shall be located near a hose bib. The final location shall be approved by the District prior to installation.
 - d. Construction: Interceptors shall be constructed with reinforced concrete and shall contain at least two compartments. Each compartment shall have a 24-inch diameter gasketed airtight standard manhole frame and cover. Each manhole shall have a pre-cast concentric cone and pre-cast 30-inch diameter extension rings. Interceptors shall have a minimum cover of 24-inches below finish Grade.

Manholes shall be located directly above inlet piping and interior compartment walls. Scum boards shall extend from the top of compartment walls to the base of the manhole extension rings. All interceptor piping and fittings shall be of ductile iron material. Piping and fittings shall be the same diameter as the building sewer line (4-inch diameter minimum). A two-way cleanout shall be provided on the interceptor outlet pipe. The outlet shall be at least 4-inches below the inlet elevation.

- e. The use of pre-approved precast interceptors or automatic mechanical grease removal systems may be allowed with the prior written approval of the District Engineer.
- d. No interceptor shall be approved by the District unless its design either conforms to the specifications herein or is, prior to installation, approved in writing by the District Manager or District Engineer.
- e. Failure to install and adequately maintain sand, oil and grease interceptor in the time and manner specified in this Section shall be grounds for termination of District water and/or sewer service according to applicable law.
- f. All customers with installed interceptors shall provide the District with an annual report of monthly interceptor and cleaning activity.
- g. The District has the right to periodically test and inspect any interceptor.
- h. All customers with installed interceptors shall add District-furnished bacteria to the interceptor as may be required by the District.
- i. Any person who improperly disposes sand, oil, grease or other objectionable waste into the District sewer system shall be liable for the cost of any damage caused thereby to the District system, including the costs of cleaning out the deposited material.

8.08 Maintenance of Interceptors

Unless otherwise provided, all grease, oil and sand interceptors shall be maintained by the owner, at the owner's expense, in continuously efficient operation at all times. Records of maintenance or interceptors must be made available to District staff or their representatives as requested. *(Amended by Ordinance O2020-03)*

8.09 Control Manholes

When required by the General Manager, the owner of any property served by the District and carrying industrial wastes shall install suitable control manhole in the private sewer line to facilitate observation, sampling and measurement of wastes. Such manholes, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the General Manager. The manhole shall be installed by the owner at the owner's expense and shall be maintained by the owner so as to be safe and accessible at all times.

8.10 Measurements and Tests

All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this Chapter shall be determined in accordance with the latest edition of "Standard Methods of

the Examination of Water and Wastewater” and shall be determined at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the main line to the point at which the lateral is connected.

8.11 Swimming Pools

It shall be unlawful for any person to discharge the contents of a swimming pool into a collection system without notification to and approval by District, at least twenty-four (24) hours in advance. *(Amended by Ordinance O2020-03)*

8.12 Special Agreements

No statement contained in this Chapter shall be construed as preventing any special agreement or arrangement between the District and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment thereof by the industrial concern and subject to such terms and conditions as may be required by the District.

8.13 In General

All applications for connections to the District collection system from industries of any sort shall be submitted to the District for evaluation and then to Board for consideration and approval before the permission is granted for said connection and use. The District shall have the power to regulate both the quantity and quality of any industrial waste, and monthly sewerage use charges. *(Amended by Ordinance O2020-03)*

The applicant shall install approved type screens to remove all solids retained on the mesh screen required by the State Board of Health.

The applicant shall install an approved flume and automatic recording device, all at the applicant's expense, when required by the District.

The District shall have the right at all times to the operation of the screening mechanism, the operation of the recording mechanism, and to make a record of the readings. *(Amended by Ordinance 92-3)*

8.14 Prohibited Uses *(This section Amended by Ordinance O2020-03)*

- a. Prohibited Connection or Contact with Domestic Water: Domestic water is defined as water for human consumption or recreation use. The following requirements are intended to prohibit reclaimed wastewater and domestic water interaction:
 - 1. No connection between the potable water supply and piping containing reclaimed or untreated wastewater shall be allowed.
 - 2. A backflow prevention assembly shall be required on all domestic water service connections in reclaimed wastewater use areas.
 - 3. Ten (10) foot horizontal and one-foot vertical separation between pipelines transporting reclaimed wastewater and domestic water shall be maintained at all times. Domestic water shall be above reclaimed wastewater wherever possible.

4. Permanent labeling of reclaimed wastewater piping, valves, water controllers, etc. shall be required.
 5. Supplementing of reclaimed wastewater from any other water sources shall not be allowed except through an air gap or reduced pressure principle (RP) device.
 6. Irrigation or impoundment of reclaimed wastewater within 500 feet of a domestic well or 100 feet of an irrigation well shall not be allowed.
 7. Hose bib connections shall not be allowed on irrigation systems sing reclaimed wastewater.
 8. Restrictive and secured water valves, outlets, quick couplers, and sprinkler heads that permit operation by authorized personnel only shall be required.
- b. Enforcement: Enforcement of the requirements of this Section will be performed by the District General Manager in accordance with the provisions of Section 11.00 of this Chapter.
 - c. Pre-existing Conditions: Non-conforming physical conditions existing as of the effective date of this ordinance, which have the potential of creating a public hazard and/or nuisance shall be deemed to be a violation of this ordinance. The user shall be allowed a grace period of three (3) months from the effective date of this ordinance within which to correct the violation or to obtain a District approval to allow the non-conforming violation to remain. If approval is not granted or the non-conforming violation is not corrected within the grace period, the District may correct the violation at the user's sole cost.
 - d. Variance: Notwithstanding Section 8.14(b) of this Ordinance, the District General Manager shall have the authority to extend the grace periods set forth in Section 8.14(b) and/or to authorize nonconforming violation to remain. The General Manager shall also have the authority to allow a variance from the prescribed standards as set forth in this Section on a case by case basis when in the General Manager's judgment, the variance will not detract from the effectiveness of the warning or other protective measures required by this Section. A District customer has the right to appeal the General Manager's granting or denial of such a variance to the Board of Directors.

8.15 Recording Device

The applicant shall install an approved flume and automatic recording device, all at the company's expense, when required by the District.

8.16 Screening/Recording Mechanism

The District shall have the right at all times to check the operation of the screening mechanism, the operation of the recording mechanism and to make a record of the readings.

SECTION 9.00 Special Types of Sewer Service (Amended by Ordinance O2020-03)

9.01 Sewer Service Outside District

- a. The District may provide or allow sewer service to property outside its boundaries when the Board finds that such service shall not adversely affect the sewer service within the District, support of said service if fully funded by applicant, and that a surplus of sewer collection and treatment capacity exists. The District may provide sewer service to premises outside the District boundaries only if (1) the District and owner of the subject premises approve an

extraterritorial service agreement on terms acceptable to the Board, (2) the Board finds that such service will not adversely affect the sewer service within the District, and (3) the extraterritorial service is authorized or approved by the Sacramento County Local Agency Formation Commission under Government Code section 56133 (or successor statute).

- b. In the event that, because of increased usage or other causes, service outside the District becomes adverse to the District's interest or the interest of District customers located within the District or surplus sewer and/or treatment capacity is no longer available for such outside use, the District may discontinue or disconnect the service outside the District 120 days after the District gives written notice to the person or premises receiving the sewer service that such outside service is to be terminated.
- c. Except as set forth in this Section, the rules and regulations of the District shall apply to all customers outside the District.
- d. Rates and charges to all customers outside the District shall be one hundred fifty percent (150%) of the applicable rate and charges for customers within the District, as set forth in Section 7.00. No Capital Improvement Connection Fee (CICF) shall be charged for sewer service outside the District.
- e. Prior to receiving service, a customer outside the District shall deposit an amount equal to three months of the District's applicable rates for sewer service.
- f. The supply of sewer service to persons or premises outside the District shall not create a vested right with the person or premise outside the District to continue to receive sewer service from the District nor any credit or refund for improvements made to receive such sewer service.

SECTION 10.00 Enforcement Disconnection and Restoration of Service *(Amended by Ordinance 85-5)*

10.01 Enforcement

The General Manager shall enforce the provisions of this Chapter and, for such purpose, shall have the powers of the peace officer, if deputized or if authorized by law. Such power shall not be regarded as limitations on or otherwise affecting the powers and duties of the County Health Officer.

10.02 Violation of Chapter

In the event of a violation of any laws, ordinances, rules or regulations of the State of California, the County of Sacramento or the District, respecting the subject matter contained herein, the District shall notify in writing the person or persons causing, allowing, or committing such violation within five (5) days after receipt of such notice, and the General Manager shall have the authority to disconnect the property served from the District Sewer System, in the manner set forth herein.

10.03 Public Nuisance

Continued habitation of any building or continued operation of any commercial or industrial facility in violation of the provisions of this or any other Chapter, rule or regulation of the District is hereby declared to be a public nuisance. The District may cause proceedings to be brought for the abatement for the occupancy of the residence, building, industrial, or commercial facility during the period of such violation.

10.04 Disconnection

As an alternative method of enforcing the provisions of this or any other Chapter, rule or regulation of the District, the General Manager shall have the authority to disconnect the customer from the District's collection system, through disconnection of water service, without liability to the District in the following manner:

- a. At least ten (10) business days before the proposed disconnection of any service, a customer shall be provided with written notice of the procedure for and the availability of an opportunity to discuss the reasons for the proposed disconnection of service.
- b. After notice has been given as specified in subparagraph (a) and prior to disconnection of service, a customer shall have the opportunity to discuss the reason for the disconnection with- an employee designated by the District who shall be empowered to review disputed bills, rectify errors, and settle controversies pertaining to disconnection of service.
- c. No service shall be disconnected by reason of delinquency in payment of bills on any Saturday, Sunday, legal holiday, or any time during which the District's office is not open to the public.

10.05 Settling Disputes

The General Manager is hereby authorized to review disputes pertaining to any matters for which service may be disconnected and to adjust errors and settle disputes pertaining to such matters.

10.06 Public Nuisance and Abatement

During the period of any disconnection, the habitation of such disconnected premises by human beings shall constitute a public nuisance, which shall authorize the District to bring proceedings for the abatement of the occupancy of the premises during the period of the disconnection. In such event, and as a condition of restoring service, the District shall be paid reasonable attorney's fees and costs of suit arising from such action, plus any other necessary charges for or incurred in the restoration of service.

10.07 Restoration of Service

When service under this Chapter has been disconnected for any reason, the service shall not be restored until all unpaid sums are paid in full, plus all District expenses for disconnection and restoring the service, plus a twenty-five-dollar (\$25) restoration fee.

10.08 Recovery of Costs

In the event that the District is required to bring legal action to enforce any provision of this Chapter, including but not limited to the collection of delinquent fees and charges, the District shall be entitled to recover its reasonable attorney's fees, interest and other costs of suit.

10.09 Means of Enforcement Only

The District hereby declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of its ordinances, rules and regulations, and not as a penalty.

10.10 Cumulative Remedies

All remedies set forth herein for the collection and enforcement of rates charges, and penalties are cumulative and may be pursued alternatively, concurrently, or consecutively.

10.11 Misdemeanor

A violation of any provision of this Chapter is a misdemeanor, punishable by a fine not to exceed five hundred dollars (\$500) or by imprisonment in the County Jail not to exceed six (6) months, or both. Each and every day, or part of a day that a violation of the Chapter continues, shall be deemed as separate offense hereunder and shall be punishable as such.

10.12 Penalties

The goal of the provisions of this chapter are to achieve voluntary compliance from the customer, and the District will take reasonable measures to assure the customer has information available to promptly and efficiently address sewer use issues. Where voluntary compliance cannot be achieved through initial contacts and warnings, then appropriate further action may be required. Except as otherwise provided herein, violations of any provision of this chapter shall be generally addressed as follows. *(Amended by Ordinance 2020-03):*

Violation	Penalty
First	Personal or written notification of the violation
Second	Written notification and issuance of a notice to correct
Third	Issuance of an administrative penalty of \$100
Fourth	Issuance of a penalty of \$200
Fifth	Issuance of a penalty of \$500
Final	Disconnected water service and/or other penalties as provided in the notice of violation and as determined by the General Manager.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DISTRICT CODE
CHAPTER 15

THE SEWER CODE

INSTALLATION, CONNECTION AND USE OF THE DISTRICT
WATER SANITARY SEWER SYSTEM



Amended ~~August 21, 2019~~ September 16, 2020
By Ordinance ~~2019-03~~ 2020-03

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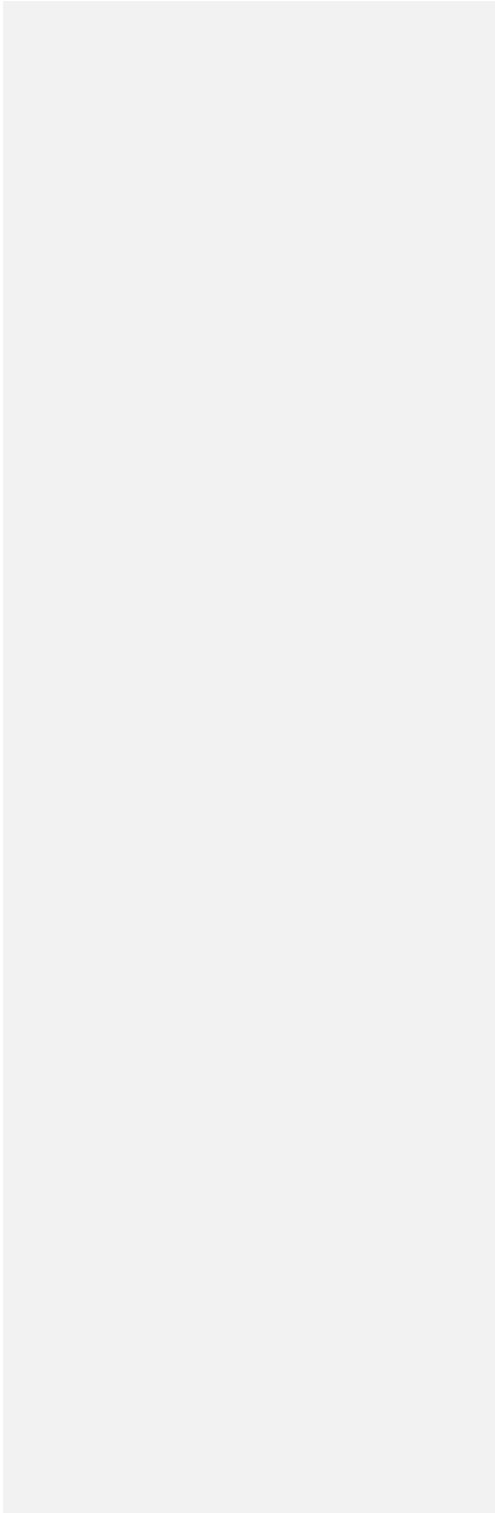
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**DISTRICT CODE
CHAPTER 15**

**POLICIES REGULATING THE INSTALLATION, CONNECTION AND USE OF THE DISTRICT
SANITARY SEWER SYSTEM**

SECTION 1.00 - General Provisions

1.01 Title

This Chapter shall be known as the "~~Sanitary Code~~" or "Sewer Code" and may be cited as such.

1.02 Scope of Service

The provisions of this Chapter shall apply to sanitary sewer facilities and service in, upon or affecting the territory of the Rancho Murieta Community Services District, and the design, construction, alteration, use, and maintenance of public sanitary sewers, pumping equipment and facilities, treatment plants and facilities, connections and services, and all system appurtenances; the disposal of sewage and drainage of buildings; the issuance of permits and the collection of fees therefore; fees to pay for the costs of checking plans, inspecting construction, and making record plans of the facilities permitted hereunder; providing penalties for violation of any of the provisions hereof, and all other necessary or related matters.

SECTION 2.00 Definitions

2.01 Applicant

Applicant shall mean the owner, or the agent of the owner, of the property for which sanitary sewer service is being requested.

2.02 Board

Board shall mean the Board of Directors of Rancho Murieta Community Services District.

2.03 Building

Building shall mean any structure used for human habitation or a place of business, recreation or other purposes.

2.04 Collection System

Collection System shall mean all portions of the District sewer system, and related facilities, whether owned by the District and on publicly owned property or owned by the customer and on privately owned property. *(Amended by Ordinance 85-5)*

2.05 Contractor

Contractor shall mean an individual, firm, corporation, partnership or association duly licensed by the State of California to perform the type of work to be done under the permit.

2.06 Customer

Customer shall mean the owner or agent of the owner of the property receiving sanitary sewer service.

2.07 District

District shall mean the Rancho Murieta Community Services District.

2.08 General Manager

General Manager shall mean the person appointed by the Board to the position of General Manager of the Rancho Murieta Community Services District.

2.09 Interceptor (aka grease trap)

Plumbing device designed to intercept most greases and solids from the customer's premises before they enter the District's sewer system.

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2.10 Lateral or Lateral Sewer

Lateral or Lateral Sewer shall mean that portion of the collection system owned by the District, located in the street, or public right-of-way, or District easement, and running between the main line and to the first sewer cleanout (i.e., the cleanout located closest to the main line) on the linesewer stub to the customer's premises property. (Amended by Ordinance 85-52020-03.)

2.101 Main Line

Main Line shall mean that portion of the collection system owned by the District, located in the street, or other public right-of-way, or District easement and generally eight inches or more in diameter. (Amended by Ordinance 85-5)

2.142 Permits

Permits shall mean the District's written approval or authorization for a District customer to receive sewer service. (Amended by Ordinance 85-5)

2.124 Person

Person shall mean any human being, individual, firm, company, partnership, association, and/or private corporation. (Amended by Ordinance 85-5)

2.135 Premises

Premises shall mean a parcel of real estate, including any improvements thereon, which is determined by the District to be a single unit for purposes of receiving, using and paying for service. In making this determination, the District shall take into consideration such factors as whether the unit could reasonably be subdivided and whether the unit is being used for a single enterprise, apartment or dwelling.

2.14-6 Private Sewer or Private Sewer Line

Private Sewer or Private Sewer Line shall mean that portion of the customer sewer service line collection system owned by the customer and running from the end of the sewer service stub at the first sewer cleanout (i.e., the cleanout located closest to the main line) the property line to the customer's individual premises receiving sewer service. (Amended by Ordinance 85-502020-013)

SECTION 3.00 – General Policies

3.01 General Policy of Operating System

The District shall operate and maintain the sewer system in an efficient and economical manner and supply sewer service as fairly and equitably as possible. The charges to be made for service shall be set at rates necessary to enable the District to recover all costs of supplying sewer service including, but not limited to, the costs for the following:

- a. Collecting, pumping, treating, storing sewage, and reusing wastewater;
- b. -Customer service;
- c. -Administration;
- d. -Overhead;
- e. -Debt service;
- f. -In lieu taxes;
- g. -Replacement and maintenance of facilities, and
- h. All other necessary and appropriate expenses.

3.02 Responsibility for Sewer System

- a. The customer served by the District's collection system shall be responsible for the installation, operation, ~~and~~ maintenance, inspection, repair, and replacement, and costs thereof, of the private sewer line, and all other devices or safeguards required by this Chapter, ~~which are located upon~~ serve the property owned by the customer, and which are outside the District's right of ways or easements. ~~The customer responsibility for the private sewer line includes keeping the line free from roots, grease deposits, and other solids, clearing stoppages or blockages, and repairing damage.~~ The District's responsibility for operation, maintenance, inspection, repair, and replacement extends only ~~to~~ from the sewer main to the end of the sewer service cleanout stub. ~~;~~ The responsibility for the connection at and beyond the sewer cleanout stub is borne by the customer, as depicted in the District Sewer Standard Drawings. The installation of a District device upon private property, or within a portion of the collection system not owned by the District, shall not obligate the District to operate, maintain, or replace devices, works or facilities not otherwise owned by the District. (Amended by Ordinance ~~85-5-20-0320-1~~ 85-5-20-02020-03)
- b. District shall be responsible for operation and maintenance of that portion of the collection system ~~that, which is in a the District's-owned easement or right-of-way, but not including any portion of a private sewer line which has been dedicated to the District, or which is not located upon property of the customer served by the District's collection system.~~ (Amended by Ordinance ~~85-5-02020-0320-1~~ 85-5-02020-0320-1)
- c. The customer served by the District's collection system shall be responsible for and liable for all costs associated with involved in the repair of ~~all~~ any damage caused by the customer or its contractor or agent thereof, to the collection system, wherever located, including but not limited to sewer obstructions in or introduced from customer's private sewer. (Amended by Ordinance ~~85-5-02020-0320-1~~ 85-5-02020-0320-1)

3.03 Unauthorized Use of District Sewer Service

No person shall supply sewer service to any person, or to any premises, or extend sewer services within served property premises, except with prior authorization by District permit or with prior approval in writing by the District. *(Amended by Ordinance 85-5 ~~O2020-0320-1~~)*

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3.04 Sewer Required

The owner of any existing building situated within the District and abutting on any street in which there is now located or may in the future be located a main line or lateral of the District, is hereby required at the owner's expense to connect the building directly with the District's collection system in accordance with the provisions of this Chapter within ninety (90) days after date of official notice to do so, provided that the main line or lateral is within two hundred (200) feet of the nearest point of the property. *(Amended by Ordinance 85-5)*

3.05 Access to and Inspection of the Collection System

- a. The District shall have access at all reasonable times to the collection system, whether located on or off the customer's premises, for the purpose of inspecting, installing, maintaining, operating, removing, or taking other necessary actions relating to the collection system. *(Amended by Ordinance 85-5)*
- b. Whenever reasonably possible, the District shall obtain the customer's consent or give twenty-four hours advance notice of the District's intent to enter and inspect a customer's private sewer line. *(Amended by Ordinance 85-5)*
- c. No person shall be allowed to interfere or otherwise hinder the District's inspection, installation, maintenance, operation, removal, or other lawful or necessary District activity regarding the collection system. *(Amended by Ordinance 85-5)*
- d. No person shall place on any sewer easement any obstruction, such as wires, fences, trees, or buildings, which may impede or otherwise interfere with the collection system owned by the District. Upon the District's written request, such obstruction shall be immediately removed by the violator at no cost to the District or at the District's option, shall be removed by the District at the violator's expense. *(Amended by Ordinance 85-5)*

3.06 Unsafe Apparatus or Damaging Conditions

If an unsafe or hazardous condition is found to exist on the customer's premises, or if the customer's use of sewer service is found to be detrimental or damaging to the District or its customers, the District may discontinue sewer service without notice, provided that the District shall notify the customer immediately of the reasons for the discontinuance and the corrective action to be taken by the customer before service can be restored. *(Amended by Ordinance 85-5)*

3.07 Fraudulent Use of Service

When the District has discovered that a customer has obtained sewer service by fraudulent means, or has diverted the sewer service for unauthorized use; the service to that customer may be discontinued in the manner set forth in Section 10.00 herein. The District shall not be required to restore service until the customer has complied with all rules and requirements of the District and the District has been reimbursed for the full amount of the service rendered and the actual or estimated costs to the District incurred by reason of the fraudulent use. *(Amended by Ordinance 85-5)*

3.08 Continuity of Service

The District shall not be liable for any interruption, or insufficiency of sewer service at the customer's point of connection, or for any loss or damages occasioned thereby. *(Amended by Ordinance 85-5)*

3.09 Contractors Hired by the District

The District may waive portions of this Chapter for persons hired by the District to construct any part of the District's collection system. *(Amended by Ordinance 85-5)*

3.10 Delegation of Authority

The General Manager shall have the authority to delegate the performance of any of the Manager's responsibilities to any District employee or independent contractor.

3.11. Compliance with California Plumbing Code

Applicants, contractors, and customers shall comply with applicable provisions of the California Plumbing Code, including the requirement to install and maintain a backflow prevention device when the building or premises contain a plumbing fixture installed on a floor level that is lower than the next upstream manhole cover of the District collection system.

SECTION 4.00 District Construction Requirements

(Amended by Ordinance 85-5)

4.01 Permit Required

No person, other than persons specifically excluded by this Code, shall construct, extend, or connect to any portion of the District's collection system without first obtaining a sewer permit from the District, paying all applicable fees as set forth in this Chapter and complying with the District Code and other applicable requirements. *(Amended by Ordinance 85-5)*

4.02 Time Limit on Permit

To maintain the continuing validity of a permit, the permittee shall commence work under a permit within six months of the date of the District's issuance of the permit and, once work is initiated, shall not discontinue work under the permit for a period of one year or more, unless all work pursuant to the permit is completed. If the permittee fails to commence work under the permit within six months of the permit's issuance or if the permittee discontinues work for a period of one year or more, without completing the project, the permit shall be void and no further work shall be done under the permit until the District issues a new permit and the applicant pays all applicable fees. *(Amended by Ordinance 85-5)*

4.03 District's Studies

The District shall have the right to require or undertake the preparation of engineering, economic, environmental, or financial evaluations, at the applicant's sole cost, of any request for District sewer service when such service may necessitate the installation of sewer facilities or additions to the District collection system. *(Amended by Ordinance 85-5)*

4.04 Plans

(Amended by Ordinance 85-5)

- a. Each application for a permit shall be accompanied by three sets of complete plans and specifications for the installation of any portion of the collection system. The plans shall comply with the District Code and all other applicable rules and regulations.

- b. The plans shall be the exclusive property of the District.
- c. The District shall determine the adequacy of the proposed sewer facilities as to the size, type, and quality of materials and as to the location of facilities to serve the proposed development, including off-tract sewer lines and other appurtenances. The District shall have the authority to require the applicant to submit revised plans consistent with District standards.
- d. When the District is satisfied that the work proposed by the plans is proper and the plans are sufficient; it shall authorize the issuance of a permit subsequent to the applicant's payment of all applicable fees, charges, and deposits.

4.05 Time for Installing Sewer Lines

Whenever practicable, the lateral shall be installed at the time of sewer main line is installed. *(Amended by Ordinance 85-5)*

4.06 District Construction Standards

All work performed on installing any portion of the collection system and all acts, including design and construction, relating thereto shall comply with the District standard specifications. Copies of the standards are on file with the District office. *(Amended by Ordinance 85-5)*

4.07 Persons Authorized to Perform Work on District Collection System

- a. Only validly licensed contractors are authorized to perform work on the District's collection system, including connections thereto. All terms and conditions of the permit issued by the District to the applicant shall be binding on the applicant's contractor. *(Amended by Ordinance 85-5)*
- b. At the District's option, main line extensions and sewer laterals, and connections thereto, shall be performed either by the District or persons hired thereby or under the supervision of District employees by licensed contractors retained by the applicant. *(Amended by Ordinance 85-5)*
- c. When the District determines that any installation or connection shall be performed by the District, the applicant shall pay in advance an amount of funds as determined by the District to be equal to the approximate District cost of construction and other necessary expenses. Upon completion of construction, the District shall refund the excess, if any, of the funds paid by the applicant or, if applicable, the applicant shall pay the amount, if any, by which the actual cost exceeded the applicant's deposit. *(Amended by Ordinance 85-5)*

4.08 Separate Sewer Lines

- a. Separate premises, whether owned by the same or different persons, shall not be supplied with sewer service through the same sewer lateral or private sewer line. *(Amended by Ordinance 85-5)*
- b. When premises, currently served by the District's collection system, are divided into two or more premises, the existing lateral and private sewer line shall be considered to belong to the premises into which the lateral and private sewer line more/most directly enters. The new premises shall require the installation of a separate lateral and private sewer line, at the customer's expense, and the payment of all other applicable fees and charges. *(Amended by Ordinance 85-5)*

4.09 Customer Responsibility for Construction and Payment of Collection System

The customer shall be responsible, at the customer's own expense, for installing his/her private sewer line according to District standards. The customer shall also be financially responsible for the installation of any other portion of the District's collection system, which is necessary to serve the customer's property. *(Amended by Ordinance 85-5)*

4.10 Relocation of Sewer Lateral at Customer's Request

Upon a customer's written request, the customer's sewer lateral may be relocated by the District, provided that the relocation, in the opinion of the General Manager, is not detrimental to the District's sewer system. The cost of the relocation shall be borne by the customer and shall be paid in advance to the District. The cost of the relocation shall include all applicable costs and fees for construction (if construction is performed by persons hired by the District), design, installation, inspections, administration, overhead, and any other necessary or related expenses. *(Amended by Ordinance 85-5)*

4.11 Relocation of Sewer Lateral at District's Request

Where a sewer lateral is relocated for the convenience or protection of the District, the relocation shall be at the expense of the District, provided such relocation is not made necessary by the customer. *(Amended by Ordinance 85-5)*

4.12 Connection to District Collection System

Connection of the sewer lateral into the main line shall be made in accordance with the District's standard specification and at the applicant's expense. The connection to the main line shall be made in the presence of a District inspector and under the inspector's supervision and direction. Any damage to the main line shall be repaired in conformance with District standard specifications at the applicant's sole cost. *(Amended by Ordinance 85-5)*

4.13 Inspection of Construction

- a. The District shall have the right to inspect all work on the collection system during and subsequent to its construction. When construction is completed; the work must be inspected and approved in writing by the Manager before the newly constructed facilities may be connected to the District's collection system. No construction shall be covered at any time unless it has been inspected and approved by the District. No facilities shall be connected to the District's lateral or main line unless the District has performed tests indicating the new construction is satisfactory and the facilities have been cleaned of all debris accumulated from construction operations. *(Amended by Ordinance 85-5)*
- b. The applicant shall give the District at least forty-eight (48) hours advance notice, Saturdays, Sundays and holidays excluded, of when it wished the District to perform an inspection. If work is inspected and deemed inadequate, the District shall so notify the applicant in writing and identify the deficiencies in the project. *(Amended by Ordinance 85-5)*

4.14 Final Approval of Construction

When the District determines that all work done under the permit and the main line extension agreement, if any, has been constructed according to and meets the requirements of all applicable provisions of this Code, the agreement, and any other District rules and regulations, and subsequent to

the payment of all fees, the Manager shall authorize the issuance of a certificate of final inspection and completion. *(Amended by Ordinance 85-5)*

4.15 Easements

- a. If an easement is required for the extension of the main line or the making of connections, the applicant shall procure at its expense and have accepted by the Board a proper easement or grant of right-of-way having a minimum width of ten feet sufficient to allow the laying and maintenance of such extension or connection. *(Amended by Ordinance 85-5)*
- b. Any applicant who installs or proposes to install sewer facilities shall furnish the District all necessary easement and right-of-way for such facilities and the subsequent operation and maintenance thereof. *(Amended by Ordinance 85-5)*
- c. If the applicant cannot furnish the necessary easement and right-of-way the District may, at its sole option, acquire such easement and right-of-way, subject to the applicant's payment to the District of all funds necessary to cover the District's cost of such acquisition. *(Amended by Ordinance 85-5)*
- d. Until the necessary easement and right-of-way have been properly executed and recorded, the District shall not approve any plans for sewer facilities to be constructed by the person across the property of another person and the District shall not accept for public use any such sewer facilities and no person shall place such facilities into use. *(Amended by Ordinance 85-5)*

4.16 Dedication Requirement

An offer of dedication for the sewer facilities, excluding any private sewer lines shall be included in any application for a permit. The District shall not accept for dedication ~~any a portion of the~~ sewer facilities ~~or improvements that , which~~ are not constructed in conformance with requirements of the main line agreement, if any, ~~this and of the Code, and applicable law~~. Upon connection to the District's collection system ~~and District written acceptance of the completed work~~, the newly constructed sewer lateral (~~up to the end of the sewer service stub at the first sewer cleanout~~) and main line shall become the District's property.

4.17 As-Builts

~~The applicant shall prepare and submit to the District~~ ~~two~~ ~~hardcopy~~ sets of ~~blue-line as-built plan~~ prints and ~~one a~~ set of reproducible drawings, ~~in .pdf and .dwg format~~, delineating ~~the~~ as-built sewer mains, structures, ways, laterals, appurtenances, and all other portions of the collection system ~~shall be filed with the District~~ prior to, and as a condition of, District acceptance of ~~completed~~ construction ~~work~~ by an applicant. No certificate of final inspection shall be issued until such prints and drawings are filed with the District. *(Amended by Ordinance O2020-103)*

4.18 Liability

The District and its officers, agents and employees shall not be liable for any injury or death of any person or damage to any property arising during or stemming from the performance of any work by an applicant. The applicant shall be answerable for, indemnify and hold harmless, the District and its officers, agents and employees, including all costs, expenses, attorney's fees and other fees and interest,

incurred in defending the same or in seeking to enforce this provision. The applicant shall be solely liable for any defects in the performance of the applicant's work or for any failure, damage, injury, claim or loss, which may develop therefrom.

4.19 Performance Bond

The applicant shall post a surety bond, cash or other security satisfactory to the District to guarantee the faithful performance of any agreement for the applicant's construction of the sewer facilities. The surety bond, cash or security shall be in the sum of one hundred percent (100%) of the estimated cost of the work, or in such other sum as may be fixed by the District. The surety bond, cash or security shall, in addition to guaranteeing the faithful performance of the work, guarantee the maintenance of the portion of the sewer facilities constructed by the applicant for a period of one-year following the District's written acceptance of the work.

4.20 Street Work

- a. When a person who opens, grades, excavates, fills or does other street construction, deems it necessary to expose, remove, raise, lower or otherwise affect any portion of the sewer system owned by the District, the person performing such street construction shall give at least seven (7) days advance notice in writing to the District of the person's intention to perform such construction and immediate notice upon exposure or contact with such systems.
- b. At its option, the District may elect to perform the removal, raising, lowering or other construction on the District's sewer system, which is necessitated, by the street construction on its sewer system, the person requiring the street construction shall pay the District a reasonable deposit in an amount not to exceed the estimated cost of the District's construction. When the District completes its construction, the District shall refund that portion, if any, of the deposit which exceeds the actual costs of construction and the person requiring the construction shall pay the amount, if any, by which the actual costs of construction exceeds the deposit.
- c. The person performing the street construction shall be liable for any damage to the District's collection system resulting from the street construction or from the person's construction on the District's collection system.

SECTION 5.00 Main Line Extension

(Amended by Ordinance 85-5)

5.01 Sewer Main Extension

Any person desiring sewer service from the District that necessitates an extension of a District main line, construction of a new main, or any other off-premises sewer system improvement must apply in writing to the District for a main line extension agreement. The application shall require the same information as required for a sewer connection permit (section 6.02) in addition to such other information as may be required by the General Manager. The District shall have no obligation to provide sewer service to any new development project requiring a main line extension agreement until the District and applicant

have entered into the main line extension agreement and the applicant has completed the improvements in accordance with the agreement. The main line extension agreement shall be in a form acceptable to the General Manager and shall set forth each party's respective obligations concerning the design, financing, and construction of the sewer system improvements by the developer, payment for District services and consultants by the applicant, dedication and transfer of land and rights of way, performance and maintenance guarantees, District inspection, testing and acceptance of improvements, and other terms and conditions the District finds necessary or appropriate in the public interest. A main line extension agreement must be approved by the Board. The main line extension agreement shall constitute the District sewer connection permit authorizing the construction of the sewer system improvements and the connection to the District collection system. The District will not approve a main line extension agreement unless it determines that the same criteria listed in section 6.02(A) are satisfied.

Any person requesting sewer service from the District, which necessitates an extension of the District's main sewer line, shall apply to the District for a main line extension agreement on the forms prescribed by the District, and provide a deposit representative of costs to provide District oversight, in an amount no less than \$1,000. (Amended by Ordinance O2020-03)

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5.02 Formation of an Assessment District

At the District's sole option, the District may utilize any statutory or other procedure concerning assessment districts to finance the construction of the main line extension, sewer laterals and related appurtenances.

5.03 Size of New Sewer Line

The District may require the installation of a sewer line larger than that necessary to adequately serve the applicant's property. When the District requires the installation of a larger sewer line, the District shall:

- a. Pay the difference in cost, as determined by the District, between the size necessary to serve the applicant's construction and the larger sewer line; or
- b. Perform the installation itself, subsequent to the receipt from the applicant of a sum sufficient to cover the cost of installation, and other necessary expenses, of the sewer line required by the applicant; or
- c. Require the applicant to construct the larger line subject to reimbursement as hereinafter provided; or
- d. Require a combination of the foregoing.

5.04 Reimbursement for Extensions

When an applicant enters into a main line extension agreement with the District, which requires the installation of a main line larger than that necessary to adequately serve the applicant's property, the agreement ~~shall~~may provide for a reimbursement to the applicant as follows: (Amended by Ordinance ~~89-2020-013~~)

- a. Within the limits specified herein, when the main line extension has been installed at the applicant's sole expense, the applicant shall be eligible for reimbursement of applicant's cost

based upon the applicant's and other customer's pro rata use, as determined by the District, of the extension. *(Amended by Ordinance 89-2)*

- b. The District shall levy on any customer connecting into the extension financed by applicant a fee determined by the District and based on the connecting customer's pro rata use of the extension and the actual cost of the extension. *(Amended by Ordinance 89-2)*
- c. Within 90 days of the District's receipt of any money pursuant to Section 5.04(b), the District shall pay such money to the applicant. *(Amended by Ordinance 89-2)*

5.05 ~~Pre-existing Sewer Line Extension Agreement~~

~~Notwithstanding any section of this Chapter, all main line extension agreements in existence on or before January 2, 1985, shall be governed by the rules under which the preexisting main line extension agreements were made at the time of execution of that particular agreement.~~

SECTION 6.00 Permits and Fees

(Section Amended by Ordinance 85-5)

6.01 Application for Sewer Service When Service Connection is Adequate

Where an existing and adequate sewer lateral ~~and/or private sewer line~~ is properly connected to the District's collection system and the lateral ~~or private sewer~~ is or has been legally servicing the premises ~~for the District, the applicant of the premises to be served shall submit an application for sewer service upon a form provided by the District and in accordance with procedures established by the General Manager. The District will approve the application if it receives a complete service application for the premises, the applicant pays all applicable fees and charges, and the application and applicant comply with the requirements of this Chapter and applicable law. However, if the District determines that the existing lateral or private sewer is inadequately sized to accommodate the planned use of the premises, the applicant must process an application for a permit for a larger or improve service pursuant to section 6.02. Lateral shall be entitled to such service after the applicant submits an appropriate application to the District and complies with all other District regulations including, but not limited to, the payment of any charges or bills the applicant owes to the District.~~ *(Amended by Ordinance O2020-03)*

6.02 Application for Sewer Service When ~~Connection is Required~~Service Connection is Inadequate

A. Sewer Connection Permit; Application. When the applicant desires sewer service for premises where a sewer service connection does not exist or where the existing connection is inadequate, then the service and connection require a District sewer connection application and approved permit. No person shall uncover, alter, disturb, construct, extend, or make a connection to the collection system without first obtaining a written sewer connection permit from the District and paying all applicable connection charges and other applicable fees and charges. Any person desiring a sewer connection permit must submit a written application to the District on a form as provided by the District and in accordance with procedures established by the General Manager. The application shall include the date of the application; name, address and telephone number of the property owner and, if different, developer or builder; description of premises proposed to be served; explanation of the proposed development

project, including number and type of connections and units to be served; plans for the service connection and installation, together with a list of materials to be used; and, any other information as may be required by the General Manager. The application and all related documents and materials will become the property of the District and a public record. No sewer connection permit shall be issued, and no sewer service shall be provided, unless the General Manager determines that all of the following conditions are satisfied:

(1) The applicant has submitted a full and complete application.

(2) The premises to be served are within the District limits.

(3) The applicant has paid in full the applicable connection charges and all other applicable deposits, fees and charges.

(4) The premises to be served abuts an existing District sewer main in a street or right-of-way fronting the applicant's property of adequate size, condition, and capacity and the existing collection system is adequate to provide safe and reliable sewer service for the proposed use; or the applicant has entered into a sewer mainline extension agreement with the District to ensure the construction of such mains and other distribution system improvements as may be necessary or appropriate to serve the proposed use; or because of expansion or improvement planned and funded by the District or another developer, there will be adequate mains and sewer collection system improvements and capacity to serve the proposed use by the time of making the connection.

(5) The plans and list of materials comply with the requirements of this Chapter and applicable law, and the proposed size, type, quality and location of facilities and improvements are sufficient for the proposed use.

(6) The application complies with all other applicable District ordinances, resolutions, rules and regulations and applicable federal and state laws and regulations.

B. Installation of Service Connection. Upon approval of the connection permit, the applicant may proceed with the installation in accordance with the terms of the permit. The service connection and related work must be installed by a qualified licensed contractor. The District, or its authorized representative, will inspect and test the construction work and materials used in the work. No construction will be covered unless it has been inspected and approved by the District. Upon completion of the work in accordance with the permit and this Chapter, the District will accept the completed work and the service connections (up to the end of the sewer service stub) will become District property and part of the District collection system.

C. Rights-of-Way. Any applicant who installs a service connection must furnish to the District all necessary or appropriate easements and rights-of-way for the connection as determined by the District. If the applicant cannot furnish the easements and rights-of-way, the District may, at its sole option, acquire such easements and right-of-way if the applicant agrees to pay all acquisition-related costs and to deposit the estimated funds to cover the costs with the District. The District will not accept any completed service connection requiring an easement or right-of-way until a satisfactory easement or right-of-way to the District has been finalized, accepted, and recorded.

D. Time Limit on Permit. If work under connection permit is not commenced within six (6) months from the date of issuance of such permit or if, after commencing work, the work is discontinued for a period of one year, the permit shall become void and no further work shall be undertaken until a new permit is applied for and approved.

E. Permit Transfer. With the prior written approval of the District and the written approval of the new property owner, a sewer connection permit may be transferred to a new owner of the subject premises. A permit may not be transferred to any other premises.

F. Where the installation or enlargement of the collection system and/or sewer lateral is necessary prior to the District's supplying sewer service to an applicant, the applicant shall submit an application for a

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permit to the District. If the applicant conveys and District review shows the District has sufficient sewer system capacity to supply service, and the applicant complies with all other District rules and regulations, the District shall accept the application. The District shall provide sewer service subsequent to the applicant's construction, or payment for the construction, of the necessary portions of the collection system; and the applicant's payment of all fees to the District; and the applicant's compliance with all District rules and regulations; and the applicant's payment in full of all charges, if any, owed to the District. *(Amended by Ordinance O2020-03)*

6.03 Application for Permit

Any person legally entitled to apply for and receive a permit shall make such application on forms provided by the District for that purpose. Such person shall give a description of the character of the work proposed to be done and the location, ownership, occupancy, and use of the premises in connection therewith. The General Manager may require plans, specifications or drawings, studies and such other information as the Manager may deem necessary. *(Amended by Ordinance O2020-03)*

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6.04 Compliance with Permit

After District's approval of the application, as evidenced by the District's issuance of a permit, the applicant shall make no change in the location of the collection facilities or other sewerage works, the grade, materials, or other details from those described in the plans on which the permit is based or as shown on the plans and specification for which the permit was issued, except with prior written permission of the General Manager.

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6.05 Agreement

The applicant's signature on an application for any permit shall constitute an agreement to comply with all the provisions, terms and requirements of this Chapter, and other parts of the District Code, and other rules and regulations of the District and with the plans and specifications the applicant has filed with its application, if any, together with such correction or modifications as may be made or permitted by the District, if any. This agreement shall be binding upon the applicant, and the applicant's successors, and may be altered only by the District upon written request for alteration from the applicant.

SECTION 7.00 Rates and Charges, and Collection Procedures

(Section Amended by Ordinance 85-5)

7.01 Installation Fees

- a. When the District installs a lateral, the District shall collect a deposit from an applicant prior to the installation of the lateral. Installing the lateral shall be on the basis of actual cost. If the actual cost of the installation is less than the deposit, the District shall refund the difference within sixty (60) days of completing the installation. If the actual cost of the installation is greater than the deposit, the applicant shall pay for the difference within thirty (30) days of receiving a bill therefore and prior to receiving sewer service.
- b. The amount of the fee shall be determined by the District General Manager based on an estimate of the cost of installing the lateral on a time and material basis, plus an additional administrative charge as determined by General Manager.

7.02 Community Facilities Fees

The District shall collect from all applicants for sewer service a community facilities fee to insure the continued availability of facilities for sewer service through periodic system expansion and replacement. The community facilities fee shall be paid as specified in the Community Facilities Fee Code. *(Amended by Ordinance 87-3)*

7.03 Rates and Charges for Service

The monthly service charge for each premise receiving sewer service from the District shall be: *(Amended by Ordinance ~~020-1920-012~~)*

a. Residential or other premises, each unit

Base rate	\$42.77 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 49.53 per month
Murieta Village, per unit	
Base rate	\$ 42.77 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 49.53 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.

(Minimum non-residential charge shall not be less than the charge for a residential unit.)

- b. For non-residential water metered accounts, the water consumption for the month of February shall be used to set the monthly sewer charge.
- c. For non-residential seasonal occupancy or uses of water metered accounts, the District will use a 12-month average of water usage to determine the monthly sewer charge.

7.04 Inspection Fee

- a. A fee based upon costs, labor, and parts shall be paid to the District for issuing a permit and inspecting each main line or lateral installation. The amount of this fee shall be determined from time to time by the General Manager and/or Board of Directors of the District; typically billed on time and materials of District staff and/or their contracted representative/s to the project or extensions deposit or billing. *(Amended by Ordinance ~~90-02020-013~~)*
- b. Inspection charges shall be paid prior to connection to the District's collection system.

7.05 Collection of Charges for Sewer and Other Services

The rates and charges imposed by this Chapter may be collected together with charges for any other service provided by the District. If all or any part of the bill is not paid, the District may discontinue any or all of the services for which the bill is rendered in the manner herein provided.

7.06 Billing

All sewer service accounts shall be billed monthly.

7.07 Persons Billed

- a. The District shall bill the property owner directly for all sewer services provided to the owner's premises. *(Amended Ordinance 90-6)*
- b. The property owner shall be liable for payment of all District charges. *(Amended Ordinance 90-6)*

7.08 Due Date

All bills are due and payable on the date they are issued by the District.

7.09 Delinquency

A bill for service is delinquent if not paid and received at the Rancho Murieta Community Services District office by the 25th day of the month following the month in which the bill was mailed. *(Amended by Ordinance 98-3)*

7.10 Delinquency Penalty

- a. A one-time basic penalty of ten percent (10%) of the delinquent charges shall be added to each delinquent bill for the first month the bill is delinquent.
- b. After levying the basic penalty provided in Section 7.10(a), the District shall thereafter levy an additional penalty of one percent (1%) per month to all delinquent charges and basic penalties remaining unpaid, until and unless the Board requests the County Auditor to include the amount of all delinquent rates, charges, and penalties for collection on the County property tax roll as set forth in Section 7.13. Monies paid when any portion of an account is delinquent shall first be credited to interest and penalties, then to the delinquent portion of the bill, and then to the current portion of the bill. *(Amended by Ordinance O2019-03)*

7.11 Payment of Part of Delinquency

Monies paid where any portion of an account is delinquent shall first be credited to the delinquent portion of the bill and then to the current billing.

7.12 Liens

Unpaid sewer service charges imposed by this Chapter, when recorded, shall constitute a lien upon the parcel of real property to which the sewer service was supplied. The District shall include a statement on its bill to the effect that any sewer service charge and penalty thereon remaining unpaid shall, when recorded, constitute a lien on the parcel to which the sewer service was supplied. The District may from time to time compile lists of such delinquent charges and penalties and record them with the County Recorder as liens.

7.13 Collection of Delinquent Charges and Penalties with Taxes

All rates, charges, and penalties, which remain delinquent, may be collected in the same manner as the general taxes for the District for the forthcoming year, provided that the District shall first have given the customer notice and an opportunity to be heard as provided by law. After delinquent amounts have been turned over to the County Auditor for collection, no payment shall be received by the District on the delinquent amounts except as collected by the County Tax Collector.

7.14 Adjustment of Bills

The General Manager may adjust or grant rebates from the rates or fees provided in this Chapter in the event of a dispute relating to a charge to a customer; provided, however, that all parties affected shall have a right to appeal the Manager's determination to the Board of Directors within fifteen (15) days of the date of the Manager's decision. The decision of the Board of Directors thereon shall be final and binding on all parties.

7.15 Sewer Standby of Availability Charge

The District may fix, on or before the first day of July in each calendar year and may annually collect a sewer standby or availability charge not to exceed ten dollars (\$10.00) per year for each acre of land, or ten dollars (\$ 10. 00) per year for each parcel of land of less than an acre within the District to which sewer service is made available for any purpose, whether the sewer service is actually used or not. The District may establish schedules varying the charges depending upon factors such as the use to which the land is put, the cost of transporting sewage from the land, and the amount of sewage discharge from the land. *(Amended by Ordinance 96-1)*

SECTION 8.00 Prohibited Use of Collection System

(Section Amended by Ordinance 85-5)

8.01 Drainage into Sanitary Sewers Prohibited

No leaders from roofs, surface drains for rainwater or storm sewers shall be connected to any sanitary sewer. No surface, storm water, artisan well flows, cooling water or unpolluted industrial process waters shall be permitted to enter any sanitary sewer by any device or method whatsoever.

8.02 Wastes Prohibited in Public Sewer

No person shall discharge or cause to be discharged any of the following wastes to any part of the collection system.

- a. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive solid, liquid or gas.
- b. Any waste containing toxic or poisonous solids, liquids, or gases in sufficient quantity either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process or pumping facilities, constitute a hazard to humans and/or pumping facilities, or create a public nuisance. *(Amended by Ordinance O2020-03)*
- c. Any waste having a pH lower than 5.50 or having any other corrosive property capable of causing damage or hazard to structures, equipment or personnel of the District.
- d. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the collection system, such as, but not limited to ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, disposable diapers, feathers, tar, plastics, wood, un-ground garbage, paper dishes, cups, containers, etc. either whole or ground by garbage grinders.

8.03 Types of Waste Which May be Prohibited

No person shall discharge or cause to be discharged the following described substances, materials, or wastes if it appears likely in the opinion of the General Manager that such wastes may harm the collection system, sewage treatment process or equipment, or can endanger personnel or property or create a public nuisance. In forming an opinion as the acceptability of these wastes, the General Manager

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shall give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers to which they discharge, sewer material, treatment process, treatment plant capacity and other pertinent factors. The substances so subject to prohibition include, but are not limited to: (Amended by Ordinance O2020-03)

- a. Any liquid or vapor having a temperature higher than 150F.
- b. Any water or waste, which may contain more than 100 milligrams per liter of fat, oil, or grease.
- c. Any garbage that is not biodegradable and has not been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in the collection system, with no particle greater than one-half inch in any dimension.
- d. Any waters or wastes having a pH lower than 5.0 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structure, equipment and personnel of the District.
- e. Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials in the sewage works.
- f. Any septic tank sludge or other digested sludge.
- g. Any wastes containing phenols or other taste or odor producing substances, in concentrations exceeding limits, which may be established by the Board.
- h. Any radioactive waste or isotopes of such half-life or concentration as may exceed limits set by the Board in compliance with State or Federal regulations.
- i. Materials, which exert or cause:
 1. Unusual concentrations of inert suspended solid.
 2. Excessive discoloration.
 3. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment plant.
 4. Unusual volume of flow or slugs. As used herein, slug shall mean any discharge of water, sewage or waste, which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes or more than five (5) times the average twenty-four (24) hours concentration or flow during normal operation.
- j. Wastes containing substances, which are not amenable to treatment by the sewage treatment process employed or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of the Regional Water Quality Control Board, Central Valley Region.

8.04 Acceptance of Deleterious Wastes

If any wastes containing the characteristics listed in Section 8.03, which in the judgment of the General Manager, may have a deleterious effect upon the sewerage works, process, equipment, or receiving water, is to be discharged to the collection system, the General Manager may do one or more of the following:

- a. Require pretreatment to an acceptable condition prior to discharging to the collection system.
- b. Require control over the quantities and rates of discharge.
- c. Require payment, in an amount established by the Board to cover the added cost of handling and treating the wastes.

8.05 Pretreatment or Equalization of Flow

If the General Manager recommends pretreatment or equalization of flow, the design and installation of the plants and equipment shall be subject to the review and approval of the District and no construction of such facilities shall commence until District approval is obtained in writing.

8.06 Maintenance of Pretreatment Facilities

Where pretreatment facilities are provided for any waters or wastes, unless otherwise provided, they shall be maintained continuously in satisfactory and effective operation by the owner at the owner's expense and to the satisfaction of the District.

8.07 Interceptors Required

(This Section

~~(Amended by Ordinance Q2020-03)~~

~~Amended by Ordinance 92-2)~~

- a. 1. Grease, oil and sand interceptors shall be required, installed and maintained at the customer's expense when in the opinion of the General Manager, they are necessary for the proper handling of liquid wastes, grease, or any objectionable waste, sand and other harmful ingredients; except that such interceptors shall ~~not~~ be required for buildings used exclusively for residential purposes. All interceptors shall be of a type and capacity approved by the General Manager, or their-his/her designee, and shall be so located as to be readily and easily accessible for cleaning and inspection.
- 2. Monthly Fees: For those existing food preparation and cooking facilities where the costs of installation of a grease interceptor would be prohibitive, a charge to cover the costs for the District to handle grease from these facilities.

Fees will be charged with the regular billing cycle as follows:

Rancho Murieta Country Club	4.03
Rancho Murieta Lodge	.86
Rancho Murieta Country Store	2.30
Rancho Murieta Plaza	<u>2.59</u>
Rancho Murieta Village Clubhouse	<u>1.73</u>
Rancho Murieta Training Center	3.16

- b. 1. Notwithstanding Section 8.07(a), every restaurant, the Training Center, and every other District customer, excluding residential customers, whose premises are used

for food preparation and cooking, shall have a sand, oil and grease interceptor installed in the manner and time specified herein.

2. A District customer, who is required to have an installed sand, oil and grease interceptor pursuant to Section 8.07(b) and who obtains a sewer permit from the District on or after this Ordinance's effective date, shall have an installed and operational interceptor approved by the District prior to connecting with the District's water or sewer system.
 3. A District customer, who is required to have a sand, oil and grease interceptor pursuant to Section 8.07(b) and who had a sewer permit prior to this Ordinance's effective date, shall have an installed operational interceptor approved by the District within one hundred twenty (120) days of this Ordinance's effective date.
- c. All sand, oil and grease interceptors shall be designed and constructed according to the following specifications:
1. Interceptors shall conform to the requirements of the Uniform Plumbing Code and this Ordinance.
 2. Interceptors shall be designed and constructed in accordance with District's standards, or as requested by District Engineer, and shall be approved by the District Engineer prior to connection with the District's sewer system.
 3. Interceptors shall be designed in accordance with the following criteria:
 - a. Size: Interceptor detention time shall be the greater of (1) total number of fixture units x 7.5 gpm/fixture unit; (2) dishwasher rated flow rate (gpm x 30 minutes).
Interceptors shall be at least 4'0" high and have a minimum freeboard of 12-inches below the soffit of the roof. Interior dimensions of the first compartment of an interceptor shall be a minimum of 2'6" wide and 4'0" long. Interior dimensions of the last compartment shall be 4'-0" long by a minimum of 2'6" wide. Compartment walls shall be the same height as the design water surface of the interceptor.
 - b. Type: Exterior type interceptors shall be required. "Under the sink" models are not acceptable. All fixture drains, except floor drains from the kitchen area, shall be connected to the interceptor. All restrooms shall be plumbed separately and connected to the building sewer downstream of the interceptor.
 - c. Location: Interceptors shall be located outside of the structure and as close as possible to the source of sand, oil or grease. Interceptors shall be located to facilitate the ease of maintenance and inspection. Interceptors placed in areas subject to vehicular traffic shall be designed for H₂O loadings. Interceptors shall be located near a hose bib. The final location shall be approved by the District prior to installation.
 - d. Construction: Interceptors shall be constructed with reinforced concrete and shall contain at least two compartments. Each compartment shall have a 24-inch diameter gasketed airtight standard manhole frame and cover. Each manhole shall have a pre-cast concentric cone and pre-cast 30-inch diameter extension rings. Interceptors shall have a minimum cover of 24-inches below finish Grade. Manholes shall be located directly above inlet piping and interior compartment

walls. Scum boards shall extend from the top of compartment walls to the base of the manhole extension rings. All interceptor piping and fittings shall be of ductile iron material. Piping and fittings shall be the same diameter as the building sewer line (4-inch diameter minimum). A two-way cleanout shall be provided on the interceptor outlet pipe. The outlet shall be at least 4-inches below the inlet elevation.

- e. The use of pre-approved precast interceptors or automatic mechanical grease removal systems may be allowed with the prior written approval of the District Engineer.
- d. No interceptor shall be approved by the District unless its design either conforms to the specifications herein or is, prior to installation, approved in writing by the District Manager or District Engineer.
- e. Failure to install and adequately maintain sand, oil and grease interceptor in the time and manner specified in this Section shall be grounds for termination of District water and/or sewer service according to applicable law.
- f. All customers with installed interceptors shall provide the District with an annual report of monthly interceptor and cleaning activity.
- g. The District has the right to periodically test and inspect any interceptor.
- h. All customers with installed interceptors shall add District-furnished bacteria to the interceptor as may be required by the District.
- i. Any person who improperly disposes sand, oil, grease or other objectionable waste into the District sewer system shall be liable for the cost of any damage caused thereby to the District system, including the costs of cleaning out the deposited material.

8.08 Maintenance of Interceptors

Unless otherwise provided, all grease, oil and sand interceptors shall be maintained by the owner, at the owner's expense, in continuously efficient operation at all times. [Records of maintenance or interceptors must be made available to District staff or their representatives as requested. \(Amended by Ordinance O2020-03\)](#)

8.09 Control Manholes

When required by the General Manager, the owner of any property served by the District and carrying industrial wastes shall install suitable control manhole in the private sewer line to facilitate observation, sampling and measurement of wastes. Such manholes, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the General Manager. The manhole shall be installed by the owner at the owner's expense, and shall be maintained by the owner so as to be safe and accessible at all times.

8.10 Measurements and Tests

All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this Chapter shall be determined in accordance with the latest edition of "Standard Methods of the Examination of Water and Wastewater" and shall be determined at the control manhole. In the event

that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the main line to the point at which the lateral is connected.

8.11 Swimming Pools

It shall be unlawful for any person to discharge the contents of a swimming pool into a collection system without notification ~~to and approval to said~~ District, at least twenty-four (24) hours in advance. *(Amended by Ordinance O2020-03)*

8.12 Special Agreements

No statement contained in this Chapter shall be construed as preventing any special agreement or arrangement between the District and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment thereof by the industrial concern and subject to such terms and conditions as may be required by the District.

8.13 In General

All applications for connections to the District collection system from industries of any sort shall be submitted to the District for evaluation and then to Board for consideration and approval before the permission is granted for said connection and use. The ~~Board-District~~ shall have the power to regulate both the quantity and quality of any industrial waste, and monthly sewerage use charges. *(Amended by Ordinance O2020-03)*

The applicant shall install approved type screens to remove all solids retained on the mesh screen required by the State Board of Health.

The applicant shall install an approved flume and automatic recording device, all at the applicant's expense, when required by the District.

The District shall have the right at all times to the operation of the screening mechanism, the operation of the recording mechanism, and to make a record of the readings. *(Amended by Ordinance 92-3)*

8.14 Prohibited Uses *(This section Amended by Ordinance O2020-03)*

a. ~~Spray Irrigation Prohibited Uses: At no time shall reclaimed wastewater be used for spray irrigation under the following circumstances:~~

- ~~1. If spray can reach the confines of a residential property.~~
- ~~2. If spray can reach an area where there is an unprotected drinking faucet.~~
- ~~3. If spray or visible mist can reach an outdoor food establishment.~~
- ~~4. Without properly posted notification and signage indicating reclaimed wastewater is being used for irrigation purposes.~~

b. ~~Other Prohibited Uses: At no time shall reclaimed wastewater be used or discharged under the following circumstances:~~

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~~1. If direct discharge of reclaimed wastewater will enter surface waters or surface water drainage courses.~~

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~~2. If discharge of reclaimed wastewater causes a by pass or overflow situation.~~

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~~3. For purposes other than irrigation.~~

~~c. Prohibited Connection or Contact with Domestic Water: Domestic water is defined as water for human consumption or recreation use. The following requirements are intended to prohibit reclaimed wastewater and domestic water interaction:~~

- ~~1. No connection between the potable water supply and piping containing reclaimed or untreated wastewater shall be allowed.~~
- ~~2. A backflow prevention assembly shall be required on all domestic water service connections in reclaimed wastewater use areas.~~
- ~~3. Ten (10) foot horizontal and one-foot vertical separation between pipelines transporting reclaimed wastewater and domestic water shall be maintained at all times. Domestic water shall be above reclaimed wastewater wherever possible.~~
- ~~4. Permanent labeling of reclaimed wastewater piping, valves, water controllers, etc. shall be required.~~
- ~~5. Supplementing of reclaimed wastewater from any other water sources shall not be allowed except through an air gap or reduced pressure principle (RP) device.~~
- ~~6. Irrigation or impoundment of reclaimed wastewater within 500 feet of a domestic well or 100 feet of an irrigation well shall not be allowed.~~
- ~~7. Hose bib connections shall not be allowed on irrigation systems sing reclaimed wastewater.~~
- ~~8. Restrictive and secured water valves, outlets, quick couplers, and sprinkler heads that permit operation by authorized personnel only shall be required.~~

~~b.D. Notification and Signage for Reclaimed Wastewater Uses: Adequate signs shall be posted indicating pictorially, for English illiterates, and in writing that reclaimed wastewater is being used and it is not safe for human consumption. Signs should be posted at reasonable locations and intervals. The word "WARNING" should be on the top line of the sign and be readable at a distance of at least 50 feet. The sign should also indicate that all human contact as well as domestic animal contact is prohibited.~~

~~—The signs should be approximately 8 inches wide by 10 inches high. The signs shall be permanent and shall be constructed of suitable materials. The lettering on all signs shall be permanent and readable. Wherever possible, the signs should be installed approximately at "eye level" (5 to 5.5 feet above the ground). Signs shall be supported by any method of support as long as it is adequately sturdy and secure.~~

~~—Signage should be posted in the following locations:~~

- ~~1. Any area being irrigated by reclaimed wastewater (golf courses, cemeteries, parks, etc.)~~
- ~~2. Trucks that might carry reclaimed wastewater.~~

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~~3. Around the perimeter and above the shoreline of any impoundment of reclaimed wastewater at intervals not to exceed 200 feet.~~

~~— Golf course score cards shall be clearly imprinted with a message that states that the golf course is irrigated with reclaimed wastewater and that reclaimed wastewater is not suitable for human consumption.~~

~~— Additional signage and notification, in addition to the requirements outlined above, shall be provided by the user of reclaimed wastewater if the District General manager deems that the public's health and safety are not adequately protected by the above outlined requirements.~~

~~e. Prohibited Uses of Impoundments: At no time will the following activities be allowed on or in a reclaimed wastewater impoundment:~~

~~1. Any activity that encroaches upon the one-foot minimum freeboard of the impoundment.~~

~~2. Swimming, wading, or any body contact, human or domestic animals.~~

~~3. Fishing for consumption purposes (fishing on a "catch and release" basis is allowed).~~

~~4. Hunting.~~

~~f. Responsibility: It is the responsibility of the user of reclaimed wastewater to comply with the requirements of this Section. The user of reclaimed wastewater shall prepare and submit a Reclaimed Wastewater Compliance Plan (the "Plan") to the District for approval by the District General Manager prior to the District providing reclaimed wastewater service. The Plan shall include, at a minimum, a signage and notification plan as well as proposed measures to comply with the District's current "Waste Discharge Requirement" as issued by the California Central Valley Regional Water Quality Control Board.~~

~~— The user of reclaimed wastewater shall, on or before January 31 of each year, prepare and submit an Annual Inspection Report (the "Report") for the preceding calendar year to the District for approval by the District General Manager. The Report shall include adequate documentation for the District to determine compliance with the user's Reclaimed Wastewater.~~

~~g. Compliance Plan: The Report shall address, at a minimum, the use of reclaimed wastewater, and the inspection of signage and notification for location, condition and readability. It shall also include a statement concerning any material changes in the use of reclaimed wastewater or in the physical facilities used for reclaimed wastewater disposal, which would create additional threats to the health and safety of the general public.~~

~~h. Enforcement: Enforcement of the requirements of this Section will be performed by the District General Manager in accordance with the provisions of Section 11.00 of this Chapter.~~

~~i. Pre-existing Conditions: Non-conforming physical conditions existing as of the effective date of this ordinance, which have the potential of creating a public hazard and/or nuisance shall be deemed to be a violation of this ordinance. The user shall be allowed a grace period of three (3) months from the effective date of this ordinance within which to correct the violation or to obtain a District approval to allow the non-conforming violation to remain. If approval is not granted or the non-conforming violation is not corrected within the grace period, the District may correct the violation at the user's sole cost.~~

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jd. Variance: Notwithstanding Section 8.14(bH) of this Ordinance, the District General Manager shall have the authority to extend the grace periods set forth in Section 8.14(bH) and/or to authorize nonconforming violation to remain. The General Manager shall also have the authority to allow a variance from the prescribed standards as set forth in this Section on a case by case basis when in the General Manager's judgment, the variance will not detract from the effectiveness of the warning or other protective measures required by this Section. A District customer has the right to appeal the General Manager's granting or denial of such a variance to the Board of Directors.

8.15 Recording Device

The applicant shall install an approved flume and automatic recording device, all at the company's expense, when required by the District.

8.16 Screening/Recording Mechanism

The District shall have the right at all times to check the operation of the screening mechanism, the operation of the recording mechanism and to make a record of the readings.

SECTION 9.00 Special Types of Sewer Service

(
Amended by Ordinance O2020-03
Amended by Ordinance 85-5)

9.01 Sewer Service Outside District

- a. The District may provide or allow sewer service to property outside its boundaries when the Board finds that such service shall not adversely affect the sewer service within the District, support of said service if fully funded by applicant, and that a surplus of sewer collection and treatment capacity exists. The District may provide sewer service to premises outside the District boundaries only if (1) the District and owner of the subject premises approve an extraterritorial service agreement on terms acceptable to the Board, (2) the Board finds that such service will not adversely affect the sewer service within the District, and (3) the extraterritorial service is authorized or approved by the Sacramento County Local Agency Formation Commission under Government Code section 56133 (or successor statute).
- b. In the event that, because of increased usage or other causes, service outside the District becomes adverse to the District's interest or the interest of District customers located within the District or surplus sewer and/or treatment capacity is no longer available for such outside use, the District may discontinue or disconnect the service outside the District 120 days after the District gives written notice to the person or premises receiving the sewer service that such outside service is to be terminated.
- c. Except as set forth in this Section, the rules and regulations of the District shall apply to all customers outside the District.
- d. Rates and charges to all customers outside the District shall be one hundred fifty percent (150%) of the applicable rate and charges for customers within the District, as set forth in Section 7.00. No Capital Improvement Connection Fee (CICF) shall be charged for sewer service outside the District.

- e. Prior to receiving service, a customer outside the District shall deposit an amount equal to three months of the District's applicable rates for sewer service.
- f. The supply of sewer service to persons or premises outside the District shall not create a vested right with the person or premise outside the District to continue to receive sewer service from the District nor any credit or refund for improvements made to receive such sewer service.

SECTION 10.00 Enforcement Disconnection and Restoration of Service

(Amended by Ordinance 85-5)

10.01 Enforcement

The General Manager shall enforce the provisions of this Chapter and, for such purpose, shall have the powers of the peace officer, if deputized or if authorized by law. Such power shall not be regarded as limitations on or otherwise affecting the powers and duties of the County Health Officer.

10.02 Violation of Chapter

In the event of a violation of any laws, ordinances, rules or regulations of the State of California, the County of Sacramento or the District, respecting the subject matter contained herein, the District shall notify in writing the person or persons causing, allowing, or committing such violation within five (5) days after receipt of such notice, and the General Manager shall have the authority to disconnect the property served from the District Sewer System, in the manner set forth herein.

10.03 Public Nuisance

Continued habitation of any building or continued operation of any commercial or industrial facility in violation of the provisions of this or any other Chapter, rule or regulation of the District is hereby declared to be a public nuisance. The District may cause proceedings to be brought for the abatement for the occupancy of the residence, building, industrial, or commercial facility during the period of such violation.

10.04 Disconnection

As an alternative method of enforcing the provisions of this or any other Chapter, rule or regulation of the District, the General Manager shall have the authority to disconnect the customer from the District's collection system, [through disconnection of water service](#), without liability to the District in the following manner:

- a. -At least ten (10) [business](#) days before the proposed disconnection of any service, a customer shall be provided with written notice of the procedure for and the availability of an opportunity to discuss the reasons for the proposed disconnection of service.
- b. After notice has been given as specified in subparagraph (a) and prior to disconnection of service, a customer shall have the opportunity to discuss the reason for the disconnection with- an employee designated by the District who shall be empowered to review disputed bills, rectify errors, and settle controversies pertaining to disconnection of service.
- c. No service shall be disconnected by reason of delinquency in payment of bills on any Saturday, Sunday, legal holiday, or any time during which the District's office is not open to the public.

10.05 Settling Disputes

The General Manager is hereby authorized to review disputes pertaining to any matters for which service may be disconnected and to adjust errors and settle disputes pertaining to such matters.

10.06 Public Nuisance and Abatement

During the period of any disconnection, the habitation of such disconnected premises by human beings shall constitute a public nuisance, which shall authorize the District to bring proceedings for the abatement of the occupancy of the premises during the period of the disconnection. In such event, and as a condition of restoring service, the District shall be paid reasonable attorney's fees and costs of suit arising from such action, plus any other necessary charges for or incurred in the restoration of service.

10.07 Restoration of Service

When service under this Chapter has been disconnected for any reason, the service shall not be restored until all unpaid sums are paid in full, plus all District expenses for disconnection and restoring the service, plus a twenty-five-dollar (\$25) restoration fee.

10.08 Recovery of Costs

In the event that the District is required to bring legal action to enforce any provision of this Chapter, including but not limited to the collection of delinquent fees and charges, the District shall be entitled to recover its reasonable attorney's fees, interest and other costs of suit.

10.09 Means of Enforcement Only

The District hereby declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of its ordinances, rules and regulations, and not as a penalty.

10.10 Cumulative Remedies

All remedies set forth herein for the collection and enforcement of rates charges, and penalties are cumulative and may be pursued alternatively, concurrently, or consecutively.

10.11 Misdemeanor

A violation of any provision of this Chapter is a misdemeanor, punishable by a fine not to exceed five hundred dollars (\$500) or by imprisonment in the County Jail not to exceed six (6) months, or both. Each and every day, or part of a day that a violation of the Chapter continues, shall be deemed as separate offense hereunder and shall be punishable as such.

10.12 Penalties

The goal of the provisions of this chapter are to achieve voluntary compliance from the customer, and the District will take reasonable measures to assure the customer has information available to promptly and efficiently address sewer use issues. Where voluntary compliance cannot be achieved through initial contacts and warnings, then appropriate administrative penalties and further action may be required. Except as otherwise provided herein, violations of any provision of this chapter shall be generally addressed as follows, but may be escalated to maximum penalty based on general managers review for each day of non-compliance or violation. (Amended by Ordinance 2020-03):

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<u>Violation</u>	<u>Penalty</u>
<u>First</u>	<u>Personal or written notification of the violation</u>

<u>Second</u>	<u>Written notification and issuance of a notice to correct</u>
<u>Third</u>	<u>Issuance of an administrative penalty of \$100</u>
<u>Fourth</u>	<u>Issuance of a penalty of \$200</u>
<u>Fifth</u>	<u>Issuance of a penalty of \$500</u>
<u>Final</u>	<u>Disconnected water service and/or other penalties as provided in the notice of violation and as determined by the General Manager.</u>

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