



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683

Office - 916-354-3700 \* Fax - 916-354-2082

### IMPROVEMENTS COMMITTEE

*(Directors Les Clark and Randy Jenco)*

#### Regular Meeting

May 7, 2019 at 8:30 a.m.

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

### AGENDA

1. **Call to Order**
2. **Comments from the Public**
3. **Monthly Updates**
  - ✚ Development
4. **Adding Chapter 17, Section 7.04 Installation Fee to District Code (Recycled Water)**
5. **FY 2019-20 CIP/CRP Review**
6. **Director and Staff Comments/Suggestions** *[no action]*
7. **Adjournment**

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is May 3, 2019. Posting locations are: 1) District Office; 2) Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

# MEMORANDUM

Date: May 3, 2019  
To: Improvements Committee  
From: Paul Siebensohn, Director of Field Operations  
Subject: Monthly Updates

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## PROJECTS

### Development

#### The Retreats East and North

No new update.

#### The Retreats West

This project is complete, and no further updates will be provided.

#### The Murieta Gardens - Murieta Marketplace

The project is finishing up utilities in the area. They anticipate beginning on the vertical portions of the Bel Air project in mid-July. Design for a Shell Station is looking to be brought forward to the planning commission in June.

#### The Murieta Gardens – Highway 16 Off-Site Improvements

No update.

#### The Murieta Gardens II – Infrastructure at “Utility A”

The project has drafted amended plans for two (2) new water services within the project, which were reviewed and approved by Coastland. The project is planning to finish paving the Utility A Drive isle out to Murieta Drive and will stub in the fire hydrant and fire service line as approved on plan/profile sheet 20 for lots 4 & 5.

#### The Murieta Gardens II – Subdivision

K Hovnanian homes (KHOV) is continuing the process of completing two model homes at lots 27 & 28, has paid their fees and have requested inspections for water and sewer service installations.

#### Rancho Murieta North – Development Project

No Update. A continued issue for all of us is that review requires deposit funding or funding agreements from the developer before proceeding.

#### FAA Business Park

Only minor grubbing work is proceeding as the project is waiting on a building permit before proceeding.

## District Projects

### Proposition 84 – Recycled Water Projects

Summary table of current recycled water projects:

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

### Project 1a & 1b – Bore Under Highway 16 and Recycled Pipeline Installation

With the revised cost estimates for the reimbursement agreement approved at the May 1, 2019 Special Board meeting, the agreement was signed and a Notice to Proceed was issued after the meeting. The project began work later that day on excavations for the bore pits in which the boring equipment would be placed. The southern bore pit is encountering groundwater and has installed dewatering equipment to deal with it. In the meantime, the CIA ditch which has been providing river water to the Van Vleck Ranch, was shut down as a matter of precaution until this project is completed. As of this update, it is estimated that the bore casing, 12-inch pipe, two 2-inch conduits, and one 1-inch conduit installations will be completed by May 9, 2019. From that date forward, the contractor will be working on the continuation of the 12-inch pipe, two 2-inch conduit installations, vault, automated valves, manual valve, and “T” into the North Course reclamation line. The one 3-inch conduit will terminate at the bore pit.

### Project 2 – Administration Building Recycled Water Tie-in

Staff mapped out the District’s irrigation system and the number and type of irrigation heads on the system in order for the pump contractor to size an appropriate pump. Staff also potholed to find an appropriate tie-in location at the Wastewater Plant for connection of the tertiary treated recycled water for irrigation use. Once the pump is specified, staff will work on obtaining the pump and variable drive control for it and then begin installations.

### Project 3-Recycled Water Commercial Loop

New plans have been drafted for the route and profile installation of the 6-inch recycled water line and are awaiting approval signatures from Coastland Engineering. Once the plans are approved and signed, Coastland will direct Baker Williams to stake the alignment for installation and we will schedule the contractor to begin work.

### Cantova Sewer Lift Station – Forcemain re-Route

The piping re-route was completed on April 10, 2019 and put back in service at 10:00 p.m. that evening. The District contracted with EDCO to provide a sewer bypass of the lift station while the developer’s contractor, JD Pasquetti, completed the forcemain re-route with Coastland Engineering providing inspection services. The project went well. Asphalt paving is also complete over the excavation area. I requested that detailed invoicing be provided to the District.

### Wastewater Reclamation Plant – West DAF Hydro Tank Replacement

The new tank is installed. It will be ready for operation once staff completes the installation of an air release valve on it.

### Wastewater Reclamation Plant – PLC replacement

The installation contractor, TELSTAR, is continuing to work through software issues with the Rockwell SCADA program and its licensing. A Leap Ahead IT has assisted TELSTAR with newly needed IP (internet) addresses for the system’s communications and continues to work with them to resolve outstanding IT issues to complete the project.

## MEMORANDUM

Date: May 6, 2019  
To: Improvements Committee  
From: Mark Martin, General Manager  
Subject: Consider Adoption of District Ordinance O2019-02 Amending District Code Chapter 17 Recycled Water, Adding Section 17.04 – Installation Fee and Consider Adoption of Resolution R2019-03 establishing new fees under new District Code Chapter 17, Section 17.04 – Installation Fee

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### RECOMMENDED ACTION

Adopt District Ordinance O2019-02 amending District Code Chapter 17 Recycled Water Code, by adding Section 7.04 Recycled Water Installation Fee.

Adopt Resolution R2019-03 implementing new recycled water installation fees.

### BACKGROUND

The purpose of proposed Ordinance O2019-02 is to add section 7.04 Installation Fee to District Code, Chapter 17, Recycled Water Code, to allow the District to charge fees related to labor and materials for installation of recycled water meters. Proposed Resolution R2019-03, allows the district to implement the specific proposed fees.

The District already has a fee structure in place for installation of potable water meters but not recycled water meters. The District uses the exact same meters for recycled water as it does for potable water meters and installation related labor and materials is identical. However, because the fund for recycled water revenues is distinct from the potable water revenue fund, the District must adopt these recycled water installation fees so that the fees collected for recycled water installation may be directed to the appropriate fund.

Staff recently conducted an updated analysis of the labor and materials costs related to recent water meter installations to confirm the cost basis for installation of recycled water meters based on expected labor and materials costs. We first requested staff to estimate labor and materials cost for a typical effort based on review of recent work orders, from that, we applied the known hourly rates for staff typically involved in an installation and related materials costs and adjusted the labor rates based on available annual work hours. The analysis closely supported the fee currently charged for water installations as a justifiable basis. Thus, we are proposing to implement the same fee for recycled water meter installations as for potable water meters. Below is a table showing the installation fee for a typical 1" residential water meter and proposed fees for recycled meters.

System	Installation Fee	Inspection Fee
<b>Recycled Water (1") (PROPOSED)</b>	<b>\$400</b>	<b>\$126.50</b>
Water (1") (EXISTING)	\$400	\$126.50

Mr. Shanahan, District General Counsel, has reviewed the code section and concurs with the draft language. That District Code is attached for your review, with the addition in track changes.

**ORDINANCE NO. O2019-02**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA  
COMMUNITY SERVICES DISTRICT, ADOPTING CHAPTER 17 – RECYCLED WATER  
CODE, SECTION 7.04, INSTALLATION FEE**

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 add Section 7.04 Installation Fee to Chapter 17 – Recycled Water Code.

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

*Section 7.04: Installation Fee. The District may levy and collect a recycled water installation fee to fund the District costs and expenses to purchase and install a recycled water connection and meter, inspect the installation, and perform related services. The applicant shall pay the fee prior to installation of the recycled water connection. The fee amount shall be based on the District's actual average costs of material, labor, consultants, and other costs for the particular type of installation as determined from time to time by the Board of Directors. The fee amount and rates shall be established and amended from time to time by resolution adopted by the Board.*

**SECTION 3. EFFECTIVE DATE.** This ordinance and the new fee shall take effect 30 days after its final passage.

**SECTION 4. SEVERABILITY.** If any section or provision of this ordinance or the application of it to any person, transaction or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this ordinance that can be given effect without the invalid or unenforceable provision, and to this end the provisions of this ordinance are declared to be severable.

**INTRODUCED** by the Board of Directors on the 19<sup>th</sup> day of June 2019.

**PASSED AND ADOPTED** by the Board of Directors of the Rancho Murieta Community Services District at a regular meeting on the 17<sup>th</sup> day of July 2019 by the following roll call vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Les Clark  
President, Board of Directors

Attest:

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Suzanne Lindenfeld, District Secretary

**RESOLUTION NO. R2019-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA  
COMMUNITY SERVICES DISTRICT, ESTABLISHING FEES RELATED TO CHAPTER 17 –  
RECYCLED WATER CODE, SECTION 7.04, INSTALLATION FEE**

**WHEREAS**, the Board of Directors of the Rancho Murieta Community Services District adopted District Code Chapter 17, Recycled Water Code, on January 18, 2012 by Ordinance 2011-05;

**WHEREAS**, Section 7.04 Installation Fee was added to the District Code Chapter 17 – Recycled Water on July 17, 2019 by Ordinance O2019-02;

**WHEREAS**, pursuant to the newly adopted code section Chapter 17, Section 7.04, the following Recycled Water installation fees are new as they relate to the installation of recycled water infrastructure:

Recycled Water Meter Installation Fee - 1" Meter	\$ 400
Recycled Water Meter Inspection Fee	\$ 126.50

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Rancho Murieta Community Services District establishes the above fees under District Code Chapter 17, Recycled Water Code Section 7.04 Recycled Water Installation Fee.

**PASSED AND ADOPTED** this 17<sup>th</sup> day of July 2019 by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Les Clark, President of the Board  
Rancho Murieta Community Services District

Attest:

\_\_\_\_\_  
Suzanne Lindenfeld, District Secretary

## MEMORANDUM

Date: May 3, 2019  
To: Improvements Committee  
From: Paul Siebensohn, Director of Field Operations  
Subject: FY 2019-20 Capital Project and Replacement Review

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### RECOMMENDED ACTION

No Action.

### BACKGROUND

Below are the recommended Capitol Improvement and Replacement Projects for the Utilities Department to be included in the FY 2019-20 budget, for review. These projects are summarized in the table below, segregated per fund.

	Proposed Project Number	Water	Budgetary Amount
1	20-01-1	Replace Calero subdrain panels (3 total)	\$25,000
2	20-02-1	Replace Truck 217	\$25,000
3	20-03-1	WTP#1 Effluent Pump rehabilitations (3 total)	\$65,000
4	20-06-1	Distribution system Dry-barrel fire hydrant replacements	\$90,000
		TOTAL	\$205,000

	Proposed Project Number	Sewer	Budgetary Amount
1	20-03-2	Repower Sewer Jetter	\$ 25,000
		TOTAL	\$ 25,000

	Proposed Project Number	Drainage	Budgetary Amount
1	20-07-2	North Course – Hole 14 culvert replacement	\$ 32,000
		TOTAL	\$ 32,000

	Proposed Project Number	Water Augmentation	Budgetary Amount
1	20-04-1	Create Water Right to Capture Stormwater into Wastewater storage	\$ 30,000
		TOTAL	\$ 30,000

**Total for all: \$292,000**

**PROJECT TITLE: CALERO SUBDRAIN PANEL REPLACEMENT**



**CAPITAL PLAN**

Water

**CIP #**

20-01-1

**PROJECT BASIS:**

Panel Replacement (3 total)

**DESCRIPTION:**

Replace 3 electrical panels and equipment that were installed in 1979 to provide reliable operations.

**REGULATORY ISSUES:**

Provides necessary equipment for reliable operations of equipment utilized to dewater the base of the Calero Main and East dams.

**RISK ASSESSMENT:**

Provides District loss of downtime of infrastructure by being able to replace equipment on its scheduled time vs emergency response.

**PROJECT BUDGET**

\$25,000

**BASIS OF COST EST.:**

Develop scope of work and solicit bids from various area electrical companies for panel replacements.



**PROJECT TITLE: REPLACE TRUCK 217**



<b>CAPITAL PLAN</b>	Water Replacement Reserves
<b>CIP #</b>	20-02-1
<b>PROJECT BASIS:</b>	Replace #217 F-150 with half ton or smaller truck for Field Operations staff.
<b>DESCRIPTION:</b>	Obtain a replacement truck for one of the oldest and highest maintenance cost vehicles in Field Operations fleet, #217 F-150 purchased in 1997 with a current mileage of 131,047.
<b>REGULATORY ISSUES:</b>	Provides necessary equipment for staff to complete duties.
<b>RISK ASSESSMENT:</b>	Provides a safe and properly working vehicle for staff, as well as avoiding more time for maintenance and administration of repeated vehicle repairs.
<b>PROJECT BUDGET:</b>	\$25,000
<b>BASIS OF COST EST.:</b>	Solicited bids from various area dealerships.

**PROJECT TITLE: WATER TREATMENT PLANT #1 EFFLUENT PUMP REHABILITATIONS**



*Photo of previously rehabbed effluent pump*

<b>CAPITAL PLAN</b>	Water Replacement Reserves
<b>CIP #</b>	20-05-1
<b>PROJECT BASIS:</b>	Rehabilitate pumps to original specifications (3 total)
<b>DESCRIPTION:</b>	Restore rusting pump columns, impellers, bolts, etc., to original operating condition to extend life of pumps prior to needing replacement.
<b>REGULATORY ISSUES:</b>	Provides continued viability of District pumping infrastructure at Plant 1 on District's scheduled time.
<b>RISK ASSESSMENT:</b>	Avoidance of possible emergency downtime of pumps in a period in which they would be needed. Pumps operate in a high chlorine residual environment which subjects them to highly corrosive conditions.
<b>PROJECT BUDGET:</b>	\$65,000
<b>BASIS OF COST EST.:</b>	Costs were estimated based on previous comparable repair costs plus 5%.

**PROJECT TITLE: DRY BARREL FIRE HYDRANT REPLACEMENTS**



<b>CAPITAL PLAN</b>	Water Replacement Reserves
<b>CIP #</b>	20-06-1
<b>PROJECT BASIS:</b>	Replacement of dry barrel fire hydrants (10 total).
<b>DESCRIPTION:</b>	Replace failing wet barrel fire hydrants that are at the end of their useful life with fire hydrants that meet District and AWWA design standards for potable water systems.
<b>REGULATORY ISSUES:</b>	Allows District to conduct this needed replacement work on its own scheduled time vs unanticipated failures.
<b>RISK ASSESSMENT:</b>	Provides reliable water supply system for fire suppression.
<b>PROJECT BUDGET:</b>	\$90,000
<b>BASIS OF COST EST.:</b>	Hydrant and material costs from supplier. It is anticipated that District staff can complete this work. Staff labor is not included.

**PROJECT TITLE: REPOWER SEWER JETTER**



**CAPITAL PLAN** Sewer Replacement Reserves

**CIP #** 20-03-2

**PROJECT BASIS:** Replace motor with one that meets current and future Air Resources Control Board Standards.

**DESCRIPTION:** Replace existing 50.9 HP Deutz diesel engine with one that meets California air standards and enough power to run the existing sewer jetter. Allows District to run necessary equipment for staff to complete cleaning and emergency blockages in the sewer collection system.

**REGULATORY ISSUES:** Due to diesel fired motor being over 50 hp this equipment is currently limited to operate only 80 hours per year.

**RISK ASSESSMENT:** Prevents District from possible fines.

**PROJECT BUDGET:** \$25,000

**BASIS OF COST EST.:** Estimate based on budgetary quote from US Jetting.

**PROJECT TITLE: HOLE 14 CULVERT REPLACEMENT**



<b>CAPITAL PLAN</b>	Drainage Replacement Reserves
<b>CIP #</b>	20-07-2
<b>PROJECT BASIS:</b>	Replace North Course Hole 14 Culvert.
<b>DESCRIPTION:</b>	Replace failing corrugated metal drainage culvert pipe running under Hole 14 North with high density polyethylene pipe during a time when drainage flows are low.
<b>REGULATORY ISSUES:</b>	Replace with in-kind capacity. No need to replace with a larger capacity culvert as it is a fill/spill culvert across the golf course.
<b>RISK ASSESSMENT:</b>	Coordination with Rancho Murieta Country Club needs to occur to minimize impacts to them when replacing the culvert.
<b>PROJECT BUDGET:</b>	\$32,000
<b>BASIS OF COST EST.:</b>	Material costs and estimates of contractor labor at prevailing wage.

**PROJECT TITLE: WATER RIGHT TO CAPTURE STORMWATER AT WASTEWATER RECLAMATION PLANT**



<b>CAPITAL PLAN</b>	Water Augmentation
<b>CIP #</b>	20-04-1
<b>PROJECT BASIS:</b>	Obtain water right to capture stormwater
<b>DESCRIPTION:</b>	Obtain a water right to collect to storage up to 200 acre-feet per year of rainfall. This would allow the District greater flexibility of potable water offset by having more water available through its recycled water system.
<b>REGULATORY ISSUES:</b>	Would provide another source of water to supplement use through the recycled water system, offsetting potable water us.
<b>RISK ASSESSMENT:</b>	Provides a security of water capture to storage in times where water may not always be readily available.
<b>PROJECT BUDGET:</b>	\$30,000
<b>BASIS OF COST EST.:</b>	Estimate based on feedback from Water Rights attorney to accomplish the filing with the Division of Water Rights, as well as staff estimate for minor modifications to drainage ditch and pumping system.