



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA 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

NOVEMBER 16, 2016

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

Open Session 5:00 p.m.

District Administration Building – Board Room

15160 Jackson Road

Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Betty Ferraro	Vice President
Morrison Graf	Director
Michael Martel	Director
Mark Pecotich	Director

STAFF

Darlene J. Thiel	General Manager
Paul Wagner	Security Chief
Paul Siebensohn	Director of Field Operations
Eric Thompson	Controller
Suzanne Lindenfeld	District Secretary

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

AGENDA

- | | ESTIMATED RUNNING TIME |
|--|------------------------|
| 1. CALL TO ORDER - Determination of Quorum - President Pasek (Roll Call) | 4:00 |
| 2. ADOPT AGENDA (<i>Motion</i>)
<i>The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order.</i> | |
| 3. CLOSED SESSION
<i>Under Government Code Section 54956.9(d)(2): Conference with Legal Counsel Regarding Anticipated Litigation – Significant Exposure to Litigation Involving One (1) Potential Case Relating to Government Claims Act Claim Filed by M&R Investment One Company.</i> | |
| 4. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION
<i>The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. The Board may also discuss other items that do not appear on this agenda, but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.</i>

<i>The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. TIMED ITEMS as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.</i> | 5:00 |
| 5. SPECIAL ANNOUNCEMENTS AND ACTIVITIES | |
| 6. COMMENTS FROM THE PUBLIC
<i>Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.</i>

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

7. CONSENT CALENDAR (Motion) (Roll Call Vote) (5 min.)

All the following items in Agenda Item 7 will be approved as one item if they are not excluded from the motion adopting the consent calendar.

A. Approval of Board Meeting Minutes

1. *October 19, 2016 Regular Board Meeting*

B. Committee Meeting Minutes (Receive and File)

1. *November 4, 2016 Security Committee Meeting*

2. *November 4, 2016 Finance Committee Meeting*

C. Approval of Bills Paid Listing

8. STAFF REPORTS (Receive and File)

A. General Manager's Report

B. Administration/Financial Report

C. Security Report

D. Water/Wastewater/Drainage Report

9. CORRESPONDENCE

10. CONSIDER GOVERNMENT CLAIMS ACT CLAIM FILED BY M&R INVESTMENT ONE COMPANY

(Discussion/Action) (Motion) (Roll Call Vote) (5 min.)

11. CONSIDER APPROVAL OF PROPOSAL FROM COASTLAND ENGINEERING TO UPDATE THE DISTRICT'S CAPITAL IMPROVEMENT AND WATER SUPPLY AUGMENTATION FEES

(Discussion/Action) (Motion) (5 min.)

12. CONSIDER APPROVAL OF RECALCULATED CONTRIBUTION TO SACRAMENTO CENTRAL GROUNDWATER AUTHORITY (Discussion/Action) (Motion) (5 min.)

13. CONSIDER APPOINTMENT OF DIRECTOR MARK PECOTICH TO THE PARKS COMMITTEE SUBCOMMITTEE REGARDING RANCHO MURIETA TRAILS (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)

14. RECEIVE AND CONSIDER UPDATES (Discussion/Action) (15 min.)

A. Parks Committee

B. Pending and Proposed Land Development Projects

C. Midge Fly Ad Hoc Committee

D. Solar Power Installation

E. 12 Inch Force Main Assessment

15. RECEIVE QUARTERLY UPDATE ON 2016 BOARD GOALS (Discussion/Action) (5 min.)

16. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES (Discussion/Action) (Motion)

17. REVIEW MEETING DATES/TIMES

- A. Security – December 2, 2016 at 8:30 a.m.
- B. Finance – December 2, 2016 at 9:00 a.m.
- C. Improvements – December 2, 2016 at 9:30 a.m.
- D. Communications – December 5, 2016 at 4:00 p.m.
- E. Personnel – December 5, 2016 at 4:30 p.m.
- F. Regular Board Meeting – December 21, 2016 - open session at 5:00 p.m.

18. 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.*

19. ADJOURNMENT (Motion)

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is November 11, 2016. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

MINUTES

October 19, 2016

Open Session at 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Gerald Pasek called the regular meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Betty Ferraro, Morrison Graf, and Michael Martel. Also present were Darlene J. Thiel, General Manager; Paul Wagner, Security Chief; Paul Siebensohn, Director of Field Operations; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel. Director Pecotich arrived at 5:01 p.m.

2. ADOPT AGENDA

Motion/Ferraro to adopt the agenda. **Second/Graf. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

3. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

None.

4. COMMENTS FROM THE PUBLIC

None.

5. CONSENT CALENDAR

Motion/Ferraro to adopt the consent calendar. **Second/Graf. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

6. STAFF REPORTS

Under Agenda Item 6 c, Director Martel asked if there was an incident at the airport last week. Chief Wagner stated yes, that it has occurred after the Security Committee meeting so it will be included in the November Security Committee update memo.

Under Agenda Item 6 d, Director Graf confirmed with Paul Siebensohn that the reservoirs are 77% full.

Director Pecotich asked about the status of the Water Augmentation Fee Study. Darlene J. Thiel stated that she is working on the final of the project specs and will be having the District's engineering contract firm conduct the study.

7. CORRESPONDENCE

None.

8. CONSIDER ADOPTION OF DISTRICT RESOLUTION R2016-12, GRANTING EASEMENT RIGHTS FROM COSUMNES RIVER LAND, LLC TO RANCHO MURIETA COMMUNITY SERVICES DISTRICT FOR WATER PIPELINE AND RECYCLED WATER LINE

Darlene J. Thiel gave a brief summary of the recommendation to adopt Resolution R2016-12. The easements grant to the District water line and recycled water line easement rights for the purposes of using, maintaining,

repairing, inspecting, etc., the specified water line across Murieta Gardens lot 12 and the specified recycled water line across Murieta Gardens lot 14.

Motion/Graf to adopt District Resolution 2016-12, Granting Easement Rights from Cosumnes River Land, LLC, to Rancho Murieta Community Services District for Water Pipeline and Recycled Water Pipeline. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

9. CONSIDER ADOPTION OF DISTRICT RESOLUTION R2016-13 AMENDING THE AMOUNT OF EMPLOYER PAID MEMBER CONTRIBUTIONS TO THE PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS) FOR REPRESENTED EMPLOYEES FROM ONE PERCENT (1%) TO ZERO PERCENT (0%)

Darlene J. Thiel gave a brief summary of the recommendation to adopt Resolution R2016-13. The current Memorandum of Understanding between the District and Operating Engineers Local 3 (OE-3) for the represented employees increases their member contribution to the employee's PERS share of retirement contribution as follows: January 1, 2015 - 5%; January 1, 2016 - 6%; and January 1, 2017 - 7%. With these changes, the District's Employer Paid Member Contribution is reduced to 0% effective January 1, 2017.

Motion/Ferraro to adopt District Resolution R2016-13, amending the amount of Employer Paid Member Contributions (EPMC) to Public Employees Retirement System (PERS) for represented employees from one percent (1%) to zero percent (0%), effective January 1, 2017. **Second/Graf. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

10. CONSIDER ADOPTION OF DISTRICT RESOLUTION R2016-14 AMENDING THE AMOUNT OF EMPLOYER PAID MEMBER CONTRIBUTIONS TO THE PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS) FOR NON-REPRESENTED EMPLOYEES FROM ONE PERCENT (1%) TO ZERO PERCENT (0%)

Darlene J. Thiel gave a brief summary of the recommendation to adopt Resolution R2016-14. The current Memorandum of Understanding between the District and Operating Engineers Local 3 (OE-3) for the NON-represented employees increases their member contribution to the employee's PERS share of retirement contribution as follows: January 1, 2015 - 5%; January 1, 2016 - 6%; and January 1, 2017 - 7%. With these changes, the District's Employer Paid Member Contribution (EPMC) is reduced to 0% effective January 1, 2017.

Motion/Pecotich to adopt District Resolution R2016-13, amending the amount of Employer Paid Member Contributions (EPMC) to Public Employees Retirement System (PERS) for non-represented employees from one percent (1%) to zero percent (0%), effective January 1, 2017. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

11. CONSIDER APPROVAL OF PROPOSAL FROM KENNEDY JENKS CONSULTANTS TO PROVIDE PROFESSIONAL SERVICES FOR THE 12" SEWER FORCE MAIN CONDITION ASSESSMENT

Paul Siebensohn gave a summary of the recommendation to approve the proposal from Kennedy Jenks Consultants for professional services for the 12" sewer force main condition assessment. As a component of the Recycled Water Predesign Report, the District must determine if the old twelve inch (12") sewer force main pipeline is going to be usable for supplying recycled water. Kevin Kennedy, Kennedy Jenks, stated that the assessment will provide an estimate on the length of time the pipe is expected to last.

John Sullivan commented on his objection to the work being done as he feels it is not a project and therefore the Water Supply Augmentation Reserves cannot fund the work.

Richard Shanahan, District General Counsel, stated that this work is preliminary to the project therefore it can go forward. If the results are that the pipe is not usable, then the District can review and have the funding come from another source to repay the Water Supply Augmentation Reserves.

Motion/Graf to approve the proposal from Kennedy Jenks Consultants to provide professional services for the 12 inch Sewer Force Main Condition Assessment, in an amount not to exceed \$23,208. Funding to come from Water Supply Augmentation Reserves. **Second/Pecotich. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

12. CONSIDER APPROVAL OF ADDITIONAL SMUD COSTS FOR WASTE WATER TREATMENT PLANT SOLAR CONNECTION

Paul Siebensohn gave a brief summary of the recommendation to approve additional costs to complete the SMUD service upgrades for the Wastewater Treatment Plant. SMUD is now requiring the District to pay for the SMUD upgrade for the power supply from Jackson Highway to the wastewater plant transformer. SMUD previously conveyed they were going to complete this work per the previous submittal of their Rule 21 estimated costs, now they say that was an error.

Director Martel stated that the District should go forward with the approval to get the project completed and then consider going back to SMUD for reimbursement since they had changed their original agreement.

Motion/Martel to approve \$25,488.60 to Solar City for Bockman Woody's completion of SMUD service upgrades for the Wastewater Treatment Plant. Funding to come from Sewer Capital Replacement Reserves. **Second/Graf. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

13. RECEIVE AND CONSIDER UPDATES

A. Parks Committee

The next Parks Committee meeting is scheduled for 4:00 p.m. on November 1, 2016 at Rancho Murieta Association (RMA). Director Pecotich stated that the draft guidelines have been distributed to the developers for review.

B. Pending and Proposed Land Development Projects

At their September 28, 2016 meeting, the Cosumnes Community Planning Advisory Council (CCPAC) recommended approval of the Lake View request for a 5 year time extension.

The next Stakeholders meeting is scheduled for November 17, 2016 at 10:00 a.m.

C. Escuela /Stonehouse Road

The Stonehouse Road improvement project is on schedule.

John Sullivan stated that the Highway 16 improvements have been signed off by Caltrans.

D. Midge Fly Ad Hoc Committee

The next Midge Fly Ad Hoc Committee meeting is scheduled for October 24, 2016.

E. Solar Power Installation

Wastewater Treatment Plant Site

Now that the solar field is constructed at the Wastewater Treatment Plant site, the Power Purchase Agreement (PPA) will be updated to reflect the “as-built” production of power.

Water Treatment Plant Site

Construction has yet to begin as Solar City is still waiting for approval from Sacramento County Permit Office before proceeding. The earlier submittal to the County did not have any concerns brought up. The second submittal, due to the late revision required by SMUD, was forwarded to the County’s fire department as a *new* requirement of them. The fire department wants a 20 foot through access from the front gate to the back gate for a fire lane. Staff has requested clarification as to why they are reviewing a solar installation with no structures or designated roads. Solar City, in the meantime, is going to look at revising the site yet again to accommodate the fire department reviewer’s concerns. The site has been fenced off and some materials staged in preparation for the project to begin.

Sewer Main

District staff located the old 12 inch sewer force main. Contractor JD Pasquetti conducted a pressure test per AWWA Standards and it passed the test.

14. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

No discussion.

15. REVIEW MEETING DATES/TIMES

No discussion.

16. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF

Chief Wagner reported that the Request for Proposal (RFP) for the security analysis should be going out by October 31, 2016 with the recommendation for approval going to the Security Committee and Board in December 2016.

Director Ferraro requested that the December Security Committee meeting agenda include discussion of town hall meeting for the community to meet the new Security Chief.

Darlene J. Thiel stated that we are working on scheduling a Joint Security Committee meeting as requested by RMA.

Richard Shanahan, District General Counsel, stated that M&R Investment One Company, Inc., has filed a claim against the District which will be a closed session item for the November 16, 2016 District Board meeting.

17. ADJOURNMENT

Motion/Ferraro to adjourn at 5:53 p.m. **Second/Graf. Ayes: Pasek, Ferraro, Graf, Martel, Pecotich. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: November 4, 2016
To: Board of Directors
From: Security Committee Staff
Subject: November 4, 2016 Security Committee Meeting

1. CALL TO ORDER

Director Ferraro called the meeting to order at 8:30 a.m. Present were Directors Ferraro and Martel. Present from District staff were Darlene J. Thiel, General Manager; Paul Wagner, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

New Patrol Officer Steve Egesdal has completed patrol training and doing very well. I believe he will be a good asset to the community and to the Patrol Department.

No major events or issues to report for Halloween.

Incidents of Note

Chief Wagner gave a brief overview of the incidents of note for October 2016.

RMA Citations/Admonishments

No discussion.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

No discussion. The next meeting scheduled for Monday, November 7, 2016 at 3:00 p.m.

Security Data Update

Most of the Security Data request forms have been received information entered. Some forms need further research as we received them back "return to sender". The goal is to have all forms back and input into the system within the two (2) weeks.

Incident Map and Emergency Exit Map

Finalizing the emergency map and will present at the December Security Committee meeting.

Looking into mapping ideas and availability, as well as reporting systems (separate program). The challenge is updating the map daily/weekly and the ability to make the map usable and time efficient.

4. DISCUSS TOWN HALL MEETING TO INTRODUCE NEW SECURITY CHIEF

Darlene J. Thiel stated that the goal is to have three (3) separate meetings, in different locations and at different days and times so more residents can attend. After discussion, the Committee agreed to schedule the meetings in January, after the holidays.

5. DIRECTOR & STAFF COMMENTS

Director Martel stated that he feels the camera plan is important and has taken too long to complete. Director Ferraro stated that the community would be involved in developing the camera plan.

Director Ferraro stated she wanted it on the record that candidates are allowed to go door to door to distribute literature for their candidacy.

6. ADJOURNMENT

The meeting adjourned at 8:58 a.m.

DRAFT

MEMORANDUM

Date: November 4, 2016
To: Board of Directors
From: Finance Committee Staff
Subject: November 4, 2016 Finance Committee Meeting

1. CALL TO ORDER

Director Pasek called the meeting to order at 9:01 a.m. Present were Directors Pasek and Martel. Present from District staff were Darlene J. Thiel, General Manager; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. PRESENTATION OF DRAFT AUDIT REPORT

Darlene J. Thiel stated this item is continued to the December meeting.

4. REVIEW CAPITAL IMPROVEMENTS FEE UPDATE PROPOSAL FROM COASTLAND

Darlene J. Thiel gave a brief summary of the recommendation to approve the proposal from Coastland Engineering for updating the District's Capital Improvements and Water Augmentation Fees. The goal is to have the updated District Code adopted at the June 2017 District Board meeting. **This item will be added to the November 16, 2016 Board of Directors meeting agenda.**

5. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Director Martel stated that he feels the District needs to look at recycled water disposal and responsibility of Rancho Murieta Country Club's disposal system.

6. ADJOURNMENT

The meeting was adjourned at 9:29 a.m.

MEMORANDUM

Date: November 10, 2016
To: Board of Directors
From: Eric Thompson, Controller
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **October 2016**. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

The following major expense items (excluding payroll-related items) are listed *in order as they appear* on the Bills Paid Listing Report:

<u>Vendor</u>	<u>Project / Purpose</u>	<u>Amount</u>	<u>Funding</u>
S.M.U.D.	Purchased Power	\$ 32,452.56	Operating Expense
Rawles Engineering	Repairs & Maintenance	\$ 7,898.00	Operating Expense
GSRMA	Insurance	\$ 44,528.73	Operating Expense
Sacramento Metro Air Quality Mgmt District	Permit	\$ 15,650.00	Operating Expense
Kennedy/Jenks Consultants, Inc	Recycled Water Program Report	\$ 16,730.00	Water Augmentation Reserves
California Waste Recovery Systems	Solid Waste Monthly Contract	\$ 46,539.72	Operating Expense
Brenntag Pacific	Chemicals	\$ 5,663.11	Operating Expense

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

Rancho Murieta Community Services District Bills Paid Listing for October 2016

Ck Number	Date	Vendor	Amount	Purpose
CM31273	10/3/2016	California Public Employees' Retirement Sys	\$40,871.21	Payroll
CM31274	10/3/2016	Guardian Life Insurance	\$5,494.64	Payroll
CM31275	10/3/2016	Vision Service Plan (CA)	\$441.90	Payroll
EFT	10/6/2016	EFTPS	\$10,244.63	Payroll
CM31276	10/7/2016	A Leap Ahead IT	\$3,879.15	VOIDED CHECK
CM31277	10/7/2016	American Family Life Assurance Co.	\$547.51	VOIDED CHECK
CM31278	10/7/2016	Applications By Design, Inc.	\$2,450.00	IT Maintenance
CM31279	10/7/2016	Aramark Uniform & Career Apparel, LLC	\$262.48	Uniform Service - Water
CM31280	10/7/2016	Brenntag Pacific	\$5,663.11	Chemicals
CM31281	10/7/2016	BurdgeCooper	\$3,330.95	Office Supplies
CM31282	10/7/2016	California Public Employees' Retirement Sys	\$9,949.59	Payroll
CM31283	10/7/2016	California Public Employees' Retirement Sys	\$32,803.57	Payroll
CM31284	10/7/2016	California Waste Recovery Systems	\$46,539.72	Solid Waste Monthly Contract
CM31285	10/7/2016	CWEA	\$344.00	Employee Certification
CM31286	10/7/2016	Caltronics Business Systems	\$464.40	Office Supplies
CM31287	10/7/2016	Cell Energy Inc.	\$245.12	Repairs & Maintenance
CM31288	10/7/2016	Chemtrade Chemicals US LLC	\$2,282.25	Chemicals
CM31289	10/7/2016	Chrysler Capital	\$156.80	Vehicle Lease
CM31290	10/7/2016	Coastland Civil Engineering	\$160.00	Consulting
CM31291	10/7/2016	Capital One Commercial	\$1,045.35	Monthly Supplies
CM31292	10/7/2016	EDCO Enterprises	\$2,320.00	Repairs & Maintenance
CM31293	10/7/2016	Employment Development Department	\$2,627.66	Payroll
CM31294	10/7/2016	Environmental Resource Associates	\$616.34	Lab Testing
CM31295	10/7/2016	EVO Emergency Vehicle Outfitters	\$2,797.34	Vehicle Light Bar #521
CM31296	10/7/2016	Express Office Products, Inc.	\$120.61	Office Supplies
CM31297	10/7/2016	Fastsigns #60601	\$895.13	Vehicle Striping #521
CM31298	10/7/2016	Franchise Tax Board	\$100.00	Payroll
CM31299	10/7/2016	Galls/Quartermaster	\$78.32	Uniforms - Security
CM31300	10/7/2016	Groeniger & Company	\$1,962.17	Repairs & Maintenance
CM31301	10/7/2016	Harrold Ford	\$1,556.04	Vehicle Service #212
CM31302	10/7/2016	Howe It's Done	\$960.00	Retirement Luncheon
CM31303	10/7/2016	Kennedy/Jenks Consultants, Inc.	\$16,730.00	Recycled Water Program Report
CM31304	10/7/2016	Legal Shield	\$43.21	Payroll
CM31305	10/7/2016	McMaster-Carr Supply Co.	\$626.75	Repairs & Maintenance
CM31306	10/7/2016	Nationwide Retirement Solution	\$1,857.00	Payroll
CM31307	10/7/2016	Operating Engineers Local Union No. 3	\$623.00	Payroll
CM31308	10/7/2016	Pitney Bowes	\$2,796.00	Equipment Maintenance
CM31309	10/7/2016	Rancho Murieta Ace Hardware	\$307.02	Monthly Supplies
CM31310	10/7/2016	River City Rentals	\$143.93	Equipment Rental
CM31311	10/7/2016	Romo Landscaping	\$385.00	Landscaping

Rancho Murieta Community Services District

Bills Paid Listing for October 2016

Ck Number	Date	Vendor	Amount	Purpose
CM31312	10/7/2016	Sacramento Bee	\$760.92	Employment Ad - Water
CM31313	10/7/2016	Sacramento Local Agency Formation Commissio	\$1,071.00	Membership
CM31314	10/7/2016	Sacramento Metropolitan Air Quality Mgt. Di	\$15,650.00	Permit
CM31315	10/7/2016	Santander Leasing	\$240.00	Vehicle Lease
CM31316	10/7/2016	Sierra Chemical Co.	\$1,662.51	Chemicals
CM31317	10/7/2016	TASC	\$315.37	Payroll
CM31318	10/7/2016	The Ed Jones Co.	\$320.88	Uniforms - Security
CM31319	10/7/2016	U.S. Bank Corp. Payment System	\$3,429.20	Monthly Gasoline & Supplies Bill
CM31320	10/7/2016	W.W. Grainger Inc.	\$1,082.52	Repairs & Maintenance
CM31321	10/7/2016	A Leap Ahead IT	\$3,879.15	IT Maintenance
CM31322	10/7/2016	American Family Life Assurance Co.	\$547.51	Payroll
CM31323	10/7/2016	Antoine Fleming	\$100.00	Conservation Rebate
CM31324	10/11/2016	Jack & Sharon Crawford	\$849.86	Billing Account Refund
CM31325	10/21/2016	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
CM31326	10/21/2016	Christopher Akin	\$100.00	Conservation Rebate
CM31327	10/21/2016	All Electric Motors, Inc.	\$3,626.45	Repairs & Maintenance
CM31328	10/21/2016	Clair Allen	\$100.00	Conservation Rebate
CM31329	10/21/2016	American Family Life Assurance Co.	\$523.39	Payroll
CM31330	10/21/2016	Aramark Uniform & Career Apparel, LLC	\$337.86	Uniform Service - Water
CM31331	10/21/2016	AT&T	\$55.00	Monthly Internet Bill
CM31332	10/21/2016	AT&T	\$970.51	Monthly Cell Phone Bill
CM31333	10/21/2016	AT&T	\$286.10	Monthly Phone Bill
CM31334	10/21/2016	Bartkiewicz, Kronick & Shanahan	\$3,070.80	Legal Services
CM31335	10/21/2016	California Laboratory Services	\$3,241.84	Monthly Lab Tests
CM31336	10/21/2016	California Public Employees' Retirement Sys	\$10,766.07	Payroll
CM31337	10/21/2016	Caltronics Business Systems	\$762.97	Copier Lease - Admin
CM31338	10/21/2016	Cell Energy Inc.	\$114.44	Repairs & Maintenance
CM31339	10/21/2016	Chemtrade Chemicals US LLC	\$2,309.67	Chemicals
CM31340	10/21/2016	Coastland Civil Engineering	\$400.00	Consulting
CM31341	10/21/2016	County of Sacramento	\$1,555.92	Off - Duty Sheriff
CM31342	10/21/2016	County of Sacramento	\$27.00	Pre-Employment Screening
CM31343	10/21/2016	William Day	\$100.00	Conservation Rebate
CM31344	10/21/2016	Emedco	\$165.44	Repairs & Maintenance
CM31345	10/21/2016	Employment Development Department	\$3,909.96	Payroll
CM31346	10/21/2016	Express Office Products, Inc.	\$750.09	Office Supplies
CM31347	10/21/2016	FedEx Office and Print Services	\$383.02	Conservation
CM31348	10/21/2016	Franchise Tax Board	\$100.00	Payroll
CM31349	10/21/2016	Galls/Quartermaster	\$412.25	Uniforms - Security
CM31350	10/21/2016	GSRMA	\$44,528.73	Insurance
CM31351	10/21/2016	Greenfield Communications	\$142.97	Internet/TV

Rancho Murieta Community Services District

Bills Paid Listing for October 2016

Ck Number	Date	Vendor	Amount	Purpose
CM31352	10/21/2016	Groeniger & Company	\$728.43	Repairs & Maintenance
CM31353	10/21/2016	Hach Company	\$572.29	Repairs & Maintenance
CM31354	10/21/2016	HDS White Cap Const Supply	\$1,074.92	Supplies
CM31355	10/21/2016	J B Bostick Company	\$2,600.00	Repairs & Maintenance
CM31356	10/21/2016	J.D. Pasquetti	\$1,434.92	Recycled Water Pipe Testing
CM31357	10/21/2016	Jobs Available, Inc.	\$45.00	Subscription
CM31358	10/21/2016	Ernest LeBlanc	\$100.00	Conservation Rebate
CM31359	10/21/2016	Legal Shield	\$43.21	Payroll
CM31360	10/21/2016	Anne H Long (DBA) Marion Leasing	\$528.13	Copier Lease - Admin
CM31361	10/21/2016	McMaster-Carr Supply Co.	\$390.66	Repairs & Maintenance
CM31362	10/21/2016	Wendy Murphy	\$200.00	Conservation Rebate
CM31363	10/21/2016	Nationwide Retirement Solution	\$1,857.00	Payroll
CM31364	10/21/2016	Gregory O'Brien	\$100.00	Conservation Rebate
CM31365	10/21/2016	Operating Engineers Local Union No. 3	\$573.16	Payroll
CM31366	10/21/2016	Pitney Bowes	\$696.58	Postage Machine Lease
CM31367	10/21/2016	Prowave Audio Visual	\$300.00	Board Room Audio
CM31368	10/21/2016	Public Agency Retirement Services	\$300.00	Payroll
CM31369	10/21/2016	Rancho Murieta Association	\$150.00	Landscaping
CM31370	10/21/2016	Rancho Murieta Association	\$395.53	Smud @ North Gate
CM31371	10/21/2016	Rawles Engineering	\$7,898.00	Repairs & Maintenance
CM31372	10/21/2016	River City Rentals	\$143.93	Equipment Rental
CM31373	10/21/2016	S. M. U. D.	\$32,452.56	Monthly Bill
CM31374	10/21/2016	Sierra Chemical Co.	\$831.26	Chemicals
CM31375	10/21/2016	Sierra Office Supplies	\$807.84	Office Supplies
CM31376	10/21/2016	Sprint	\$189.95	Monthly Air Cards Bill
CM31377	10/21/2016	State Water Resources Control Board	\$340.00	Employee Certification
CM31378	10/21/2016	Streamline	\$300.00	IT Maintenance
CM31379	10/21/2016	TASC	\$64.41	Payroll
CM31380	10/21/2016	TASC	\$783.37	Payroll
CM31381	10/21/2016	TelePacific Communications	\$626.49	Monthly Phone Bill
CM31382	10/21/2016	U.S. HealthWorks Medical Group, PC	\$163.00	Pre-Employment Screening
CM31383	10/21/2016	Univar USA Inc.	\$1,269.44	Chemicals
CM31384	10/21/2016	USA Blue Book	\$40.92	Repairs & Maintenance
CM31385	10/21/2016	Valley Power Systems North	\$687.50	Repairs & Maintenance
CM31386	10/21/2016	W.W. Grainger Inc.	\$632.03	Repairs & Maintenance
CM31387	10/21/2016	Western Exterminator Co.	\$494.00	Monthly Service & Rodent Control
EFT	10/21/2016	EFTPS	\$10,287.07	Payroll
EFT	10/25/2016	Pitney Bowes	\$1,500.00	Postage Machine Refill
		TOTAL	\$381,718.24	

**Rancho Murieta Community Services District
Bills Paid Listing for October 2016**

Ck Number	Date	Vendor	Amount	Purpose
		CFD#1 Bank of America Checking		
		--- ACCOUNT CLOSED ---		
		TOTAL	\$0.00	
		CFD 2014-1 Bank of America Checking		
CM2030	9/9/2016	Corelogic Solutions, LLC	\$165.00	CFD 2014-1 Admin Cost
		TOTAL	\$165.00	
		EL DORADO PAYROLL		
Checks: CM11520 to CM11530 and Direct Deposits: DD09193 to DD09256			\$ 112,079.37	Payroll
EFT	10/31/2016	National Payment Corp	\$187.54	Payroll
		TOTAL	\$112,266.91	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

MEMORANDUM

Date: November 11, 2016
To: Board of Directors
From: Darlene J. Thiel, General Manager
Subject: General Manager's Report

Following are highlights since our last Board Meeting:

FINANCE/IT

Larry Bain and Eric are working together to finalize the draft audit reports for the District, CFD #1, and for the CFD 2014-1. The draft audit reports will be presented at the December Finance Committee meeting and then to the full board at the December Board Meeting.

COUNTY STAKEHOLDER MEETINGS

The next Stakeholder Meeting is scheduled for Thursday, November 17, at 10:00 at the District Administration Building. The developer will present their revised tentative subdivision maps for the proposed Rancho North development. The developer has taken comments, ideas, and suggestions from the previous Stakeholder Meetings into consideration in making the revisions.

WATER CONSERVATION

In October, the community's residential gallons per capita per day (R-GPCD) usage was 217 gallons; a reduction of almost 15% from September R-GPCD. Calendar year to date residential conservation through October as compared to the same period in 2013 is 23%. Total year to date potable use, which includes commercial and District usage, is 19% lower than the same time period in 2013. The community continues to do an excellent job in conserving water.

SECURITY

Responses to the Request for Proposal for the consulting engagement for the evaluation of the Security Department organization and recommended design of the proposed surveillance camera system are due on November 14. Chief Wagner and I will review the proposals. The schedule plans for contract award at the December Board Meeting.

HUMAN RESOURCES

Our annual employee appreciation/holiday luncheon is scheduled for December 15, 2016.

With the passage of Prop 64, which legalized recreational use of Marijuana in California, we will be reviewing and updating our policies and Personnel Manual to ensure that use of recreational Marijuana in the workplace is clearly included as a prohibited activity.

MAILCHIMP (DISTRICT E-NEWS)

Suzanne uploaded the list of email addresses from the Security information update process into the District's new e-news capability provided by Mailchimp. During the upload process, Mailchimp performed a validation of the email address to verify they were valid addresses and to eliminate any duplicates. The final number uploaded is 1,615 subscribers. Suzanne and I will work on the first email communication to be sent via Mailchimp by the first of December. The November Pipeline also has an article about the e-news service.

REGIONAL WATER AUTHORITY

During the past year, the Regional Water Authority (RWA) took a more active role in legislation monitoring. At the November 10, 2016 RWA Board Meeting an update was provided on the status of the 100 bills identified by RWA as “hot bills”. Governor Brown signed eleven (11) of the “hot bills” into law. Out of those eleven (11), three (3) may have potential impacts to RWA member agencies: SB 7 Housing: Water Meters Service Lines. I have attached the RWA staff report for your information.

John Woodling, RWA Executive Director, reported that the State Water Resources Control Board (SWRCB) is still planning for the possibility of a return to mandatory conservation targets for all water suppliers in January 2017. Even though the SWRCB loosened regulations to allow water suppliers to set their own conservation targets based on projections of a three-year water supply under drought conditions the SWRCB is concerned about lower conservation savings during the past year.

AGENDA ITEM 7: ADVOCACY PROGRAM UPDATE

BACKGROUND:

Legislative Summary

The California Legislature adjourned August 31st giving the Governor until September 30th to take action on the bills that had reached his desk and officially close the 2015-2016 two-year legislative session. Of the nearly 100 bills that RWA tracked and monitored, including the 37 top priority “hot bills”, eleven were signed into law by the Governor. The remaining hot bills were either amended to issues of no concern to RWA; failed to make it out of the legislature; or were vetoed by the Governor.

The RWA “Hot List” bills signed into law are shown in the table below:

Bill (Author)	Bill Title (or Abbreviation)
AB 935 (Salas)	Water Projects
AB 1716 (McCarty)	Lower American River Conservancy Program
AB 1755 (Dodd)	The Open and Transparent Water Data Act
AB 2480 (Bloom)	Source Watershed Financing
AB 2551 (Gallagher)	Contract Procurement: Surface Storage Projects
SB 7 (Wolk)	Housing: Water Meters: Multiunit Structures
SB 552 (Wolk)	Public Water Systems Consolidations
SB 814 (Hill)	Drought: Excessive Water Use
SB 1262 (Pavley)	Water Supply Planning
SB 1263 (Wieckowski)	Public Water Systems: Permits
SB 1398 (Leyva)	Public Water Systems: Lead User Service Lines

Three of the bills signed by the Governor - SB 7, SB 814, and SB 1398 - could have impacts to RWA member agencies. A summary analysis of these three bills and their impact is provided below (more complete analysis and bill text of these three bills and all top priority bills are available on the RWA website):

SB 7 – Beginning January 1, 2018, this bill requires any water purveyor that delivers water service to a newly constructed multiunit residential structure or newly constructed mixed-use residential and commercial structure for which a new water connection is required to ensure each individual unit be metered or sub-metered as a pre-condition to a new water service. The developer and/or owner of the newly constructed structure is required to install, certify, maintain, test and read the sub-meters unless the water purveyor agrees otherwise.

SB 814 – This bill prohibits excessive water use by metered residential customers during specific types of drought emergencies. The specific “types of drought emergencies” for which this prohibition applies are all based on local drought conditions.

The bill requires,

every urban retail water supplier, except those not fully metered, to

establish a method to identify and discourage excessive water use during drought conditions. Agencies that are not yet fully metered are exempt from the above requirements until such time as they become fully metered. In lieu of the requirements, these agencies are required to prohibit certain water use practices (such as specific non-watering days, no runoff, etc.) and impose penalties for prohibited uses of water.

SB 1398 –The intent of this bill is to ensure that any known lead water pipes are identified and replaced as promptly as possible and that appropriate action is taken on water service lines of unidentified composition to ascertain whether they contain lead so that water suppliers can manage the replacement of service lines on a schedule that is commensurate with the risks and costs involved. A system inventory and a timeline for replacement of known lead pipes must be submitted to the by July 1, 2018 the State Water Resources Control Board (SWRCB) for approval.

Of note during this legislative session were certain bills that failed to move forward. For example, at the start of the 2016 session, RWA and other water organizations geared up in anticipation that a carry-over bill from the first year of the session, SB 20 (Pavley), would be taken up as the vehicle for imposing a public goods charge. While that bill was later gutted and amended and the public goods charge discussion never materialized, the topic of a public goods charge is not dead. RWA has an adopted policy acknowledging the need for helping disadvantaged communities but opposing a PGC that would be imposed on our members' customers. It is recommended that RWA continue to keep a close eye on future legislation that would consider imposition of such a charge.

Another bill that died was a bill that would have circumvented time schedules of the Sustainable Groundwater Manager Act by imposing on counties a permitting requirement on new groundwater wells throughout the State. This issue will most likely continue to crop up in future legislative sessions as well.

2017 Advocacy Work Plan

As part of that 2017 Work Plan development process, we have reviewed the Policy Principles adopted by the RWA Board in 2016 and recommend those principles be maintained without amendments. The 2017 Work Plan will focus on preparing for the upcoming 2017 legislative session, continuing to expand RWA's advocacy efforts, and fostering existing and new partnerships and coalitions. As part of the preparation for the 2017 session, RWA and several member agencies will host a water quality tour with legislative staff members on November 15th. Notably, the Advocacy program will have full-time staffing by the beginning of 2017.

Staff will be reaching out to RWA members to see if other agencies are interested in joining the subscription-based program to employ the contract lobbyist. The Elk Grove Water District has agreed to become a member of the program beginning in January. In an effort to more fairly share the cost of the program, the fee structure for the LSP will be revised to a tiered rate structure consisting of three tiers with the largest members (greater than 30,000 connections) paying \$13,000 per year, medium sized agencies

paying \$9,000 per year, and the smallest agencies (less than 6,000 connections) paying \$5,000 per year. The new fee structure will not result in a fee increase for any of the member agencies.

EXECUTIVE COMMITTEE RECOMMENDATION:

Information Only

Presentation: Dave Brent, Water Policy Advisor

MEMORANDUM

Date: November 11, 2016
 To: Board of Directors
 From: Eric Thompson, Controller
 Subject: Administration / Financial Reports

Enclosed is a combined financial summary report for **October 2016**. 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.

This information is provided to the Board to assist in answering possible questions regarding under or over-budget items. In addition, other informational items of interest are included.

Water Consumption - Listed below are year-to-date water consumption numbers using weighted averages:

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Residences	0.7%	2,524	2,531	2,531	2,534								
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	2,517	2,489	2,545	2,188	2,259								
Gallons per day	628	621	635	545	563								
Planning Usage GPD	583												

Lock-Offs – For the month of October, there were 21 lock-offs.

Connection Fees – There were no new service connections in October.

Aging Report – Delinquent accounts totaled \$101,638 which was 16.7% of the total accounts receivable balance of \$609,028. Past due receivables increased 46.2% or \$32,125 from the prior month. This increase is due primarily to billings on undeveloped parcels.

Summary of Reserve Accounts as of October 31, 2016 – The District’s reserve accounts increased \$27,793 during the month of October and have increased \$214,387 since the beginning of the fiscal year. Other than normal inter-fund borrowing repayments, the only other reserve transactions were \$3,013 in security vehicle expenditures and \$31,340 in water augmentation (recycled water) expenditures. The total amount of reserves held by the District on October 31, 2016 was \$5,002,312. See the table below for information by specific reserve account.

Reserve Fund Balances

Reserve Descriptions	Fiscal Yr Beg Balance July 1, 2016	YTD Collected & Interest Earned	YTD Spent	Period End Balance Oct 31, 2016
Water Capital Replacement (200-2505)	826,443	85,479	(0)	911,922
Sewer Capital Replacement (250-2505)	1,915,904	135,391	(0)	2,051,295
Drainage Capital Replacement (260-2505)	71,601	2,066	(0)	73,667
Security Capital Replacement (500-2505)	90,972	15,376	(23,385)	82,963
Admin Capital Replacement (xxx-2505-99)	57,174	0	(0)	57,174
Sewer Capital Improvement Connection (250-2500)	4,045	6	(0)	4,051
Capital Improvement (xxx-2510)	331,445	13,019	(0)	344,464
Water Supply Augmentation (200-2511)	1,758,673	24,761	(51,556)	1,731,878
WTP Construction Fund Reserve (200-2513)	(281,547)	62,485	(66,400)	(285,462)
Security Impact Fee Reserves (500-2513)	13,214	17,146	(0)	30,360
Total Reserves	4,787,924	355,729	(141,341)	5,002,312

Inter-fund Borrowing Balances

Inter-fund Borrowing	Fiscal Yr Beg Balance July 1, 2016	YTD Interest	YTD Repayment	Period End Balance Oct 31, 2016
Sewer Loan to WTP Construction Fund	1,277,709	2,614	(49,477)	1,230,846
WSA Loan to WTP Construction Fund	425,903	871	(16,492)	410,282
N. Gate Security Loan from Drainage Fund	86,039	172	(7,784)	78,427
Total Inter-fund Borrowing	1,789,651	3,657	(73,753)	1,719,555

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

Period ended August 31, 2016		
1-Month	3-Months	1-Year
0.15%	4.34%	8.15%

Financial Summary Report (year-to-date through October 31, 2016)

Revenues:

Water Charges, year-to-date, are **above** budget \$49,459 or 6.4%

Sewer Charges, year-to-date, are **below** budget \$2,488 or (0.6%)

Drainage Charges, year-to-date, are **below** budget \$415 or (0.7%)

Security Charges, year-to-date, are **below budget \$2,490 or (0.6%)**

Solid Waste Charges, year-to-date, are **above budget \$467 or 0.2%**

Total Revenue, which includes other income, property taxes, and interest income year-to-date, is **above budget \$72,498 or 3.4%** (Water Conservation Efforts - YTD residential water usage is up 10.1% versus budget).

Expenses: Year-to-date total operating expenses are **below budget \$130,509 or (6.8%)**. There have been no operational reserve expenditures so far this year. Operational reserve expenditures cover projects funded from reserves which are also recorded as operational expenses through the income statement as required by Generally Accepted Accounting Principles (GAAP).

Water Expenses (*including wages & employer costs*) year-to-date, are **below budget \$18,704 or (3.2%)**. Water Department wages and employer costs are over budget by \$36,277 or 15.9% so far this year (primarily in Water Treatment). Other expense categories that are over budget are: chemicals – T&O, repairs & maintenance, and permits. The largest expense savings were seen in: power, meters/boxes; chemicals; hazardous waste removal, consulting, conservation, and equipment rental.

Sewer Expenses, year-to-date, are **below budget by \$71,813 or (20.9%)**. The Sewer Department continues to see large savings in salaries & wages, employer costs, chemicals, repairs & maintenance, consulting, hazardous waste removal, and training. Sewer wages are under budget 23.1% so far this year due to personnel allocating more time to the Water Department.

Drainage Expenses, year-to-date, are **above budget by \$1,919 or 4.5%**. Drainage went from being under budget YTD in September to slightly over budget YTD in October due to additional personnel being allocated to the department. Despite the overage in wages and employer costs, the department is still under budget on consulting, maintenance & repairs, and improvements.

Combined Water/Sewer/Drainage Wages & Employer Costs, year-to-date, are **above budget by \$8,903 or 2.1%**. Utility personnel at the District allocate their time between the Water, Sewer and Drainage departments as needed and as directed. This section is being reported to help gauge overall utility personnel expenses versus budget.

Security Expenses, year-to-date, are **below budget by \$1,935 or (0.5%)**. The security department has seen savings across most expense categories so far this year. The biggest savings has come from position vacancies (savings in salaries & wages), but this has been partially offset by contract security personnel costs. Additional savings has been seen in consulting and vehicle maintenance expenditures.

Solid Waste Expenses, year-to-date, are **above budget by \$1,030 or 0.5%**. Solid waste revenues and expenses are both slightly over budget through the end of October.

General Expenses, year-to-date, are **below budget by \$41,006 or (10.4%)**. Part of this savings (roughly \$13,500) is due to a timing issue with the billing (versus budget) of our FY2015-16 audit. Actual savings were seen across most expense categories so far this year, with the biggest savings being in salaries & wages, director meeting payments, employer costs, travel/meetings, and IT systems maintenance. Insurance and equipment maintenance surpassed legal expenses as the Admin Department's biggest line items that were over-budget through October.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$397,787 versus a budget of \$194,780. Net income/(Loss) adjusted for estimated depreciation expense is \$22,529. The full-year expected net operating income (loss) before depreciation, per the 2016-2017 budget is (\$110).

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH OCTOBER 2016

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	32.4%	\$1,939,830	36.6%	\$778,166	\$827,625	37.6%	\$49,459	6.4%
Sewer Charges	21.9%	1,312,546	20.6%	437,216	434,728	19.8%	(2,488)	(0.6%)
Drainage Charges	3.2%	189,270	3.0%	63,092	62,677	2.8%	(415)	(0.7%)
Security Charges	21.2%	1,268,890	19.9%	422,960	420,470	19.1%	(2,490)	(0.6%)
Solid Waste Charges	10.7%	640,000	10.0%	213,336	213,803	9.7%	467	0.2%
Other Income	1.8%	108,420	1.6%	34,132	60,656	2.8%	26,524	77.7%
Interest Earnings	0.1%	3,580	0.1%	1,320	2,760	0.1%	1,440	109.1%
Property Taxes	8.9%	531,760	8.3%	177,252	192,480	8.7%	15,228	8.6%
Property Taxes (Reserve Alloc)	0.0%		0.0%		(15,227)	-0.7%	(15,227)	0.0%
Total Revenues	100.0%	5,994,296	100.0%	2,127,474	2,199,972	100.0%	72,498	3.4%
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	15.2%	911,000	14.4%	279,200	279,793	15.5%	593	0.2%
Employer Costs	7.4%	445,010	7.3%	142,000	150,228	8.3%	8,228	5.8%
Power	6.3%	379,540	5.7%	111,102	103,385	5.7%	(7,717)	(6.9%)
Chemicals	3.3%	194,340	4.0%	78,235	52,621	2.9%	(25,614)	(32.7%)
Maint & Repair	5.7%	340,150	5.4%	104,730	98,461	5.5%	(6,269)	(6.0%)
Meters/Boxes	0.9%	54,000	0.9%	16,500	9,510	0.5%	(6,990)	(42.4%)
Lab Tests	0.7%	44,200	0.6%	12,400	11,810	0.7%	(590)	(4.8%)
Permits	1.2%	73,100	1.2%	22,801	44,050	2.4%	21,249	93.2%
Training/Safety	0.4%	21,500	0.5%	8,800	3,331	0.2%	(5,469)	(62.1%)
Equipment Rental	0.6%	35,930	0.6%	10,900		0.0%	(10,900)	(100.0%)
Other	7.8%	466,550	9.2%	178,579	123,460	6.9%	(55,119)	(30.9%)
Subtotal Water/Sewer/Drainage	49.6%	2,965,320	49.9%	965,247	876,649	48.6%	(88,598)	(9.2%)
Security								
Wages	11.3%	677,600	10.6%	204,200	195,427	10.8%	(8,773)	(4.3%)
Employer Costs	6.5%	389,600	6.4%	123,000	134,863	7.5%	11,863	9.6%
Off Duty Sheriff Patrol	0.1%	4,000	0.1%	2,700	3,583	0.2%	883	32.7%
Other	2.1%	128,330	2.5%	47,361	41,453	2.3%	(5,908)	(12.5%)
Subtotal Security	20.1%	1,199,530	19.5%	377,261	375,326	20.8%	(1,935)	(0.5%)
Solid Waste								
CWRS Contract	9.3%	555,700	9.6%	185,232	186,204	10.3%	972	0.5%
Sacramento County Admin Fee	0.6%	34,800	0.6%	11,600	11,658	0.6%	58	0.5%
HHW Event	0.3%	15,710	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.1%	606,210	10.2%	196,832	197,862	11.0%	1,030	0.5%
General / Admin								
Wages	8.7%	518,100	7.9%	153,600	145,814	8.1%	(7,786)	(5.1%)
Employer Costs	4.6%	276,500	4.5%	87,700	89,007	4.9%	1,307	1.5%
Insurance	1.4%	86,400	1.5%	28,800	30,834	1.7%	2,034	7.1%
Legal	1.0%	60,000	1.0%	20,000	20,799	1.2%	799	4.0%
Office Supplies	0.4%	22,800	0.4%	7,600	7,499	0.4%	(101)	(1.3%)
Director Meetings	0.3%	18,000	0.3%	6,000	2,300	0.1%	(3,700)	(61.7%)
Telephones	0.1%	5,400	0.1%	1,800	2,430	0.1%	630	35.0%
Information Systems	1.3%	77,450	1.9%	37,664	19,832	1.1%	(17,832)	(47.3%)
Community Communications	0.1%	5,900	0.1%	1,800	954	0.1%	(846)	(47.0%)
Postage	0.4%	21,600	0.4%	7,200	6,630	0.4%	(570)	(7.9%)
Janitorial/Landscape Maint	0.3%	17,040	0.3%	5,655	5,008	0.3%	(647)	(11.4%)
Other	1.6%	97,320	1.8%	35,535	21,241	1.2%	(14,294)	(40.2%)
Subtotal General / Admin	20.2%	1,206,510	20.4%	393,354	352,348	19.6%	(41,006)	(10.4%)
Total Operating Expenses	100.0%	5,977,570	100.0%	1,932,694	1,802,185	100.0%	(130,509)	(6.8%)
Operating Income (Loss)	100.0%	16,726	100.0%	194,780	397,787	100.0%	203,007	104.2%
Non-Operating Expenses								
Sewer Reserve Expenditure	100.0%	16,836	0.0%			0.0%		0.0%
Total Non-Operating Expenses	100.0%	16,836	0.0%			0.0%		0.0%
Net Income (Loss)	100.0%	(110)	100.0%	194,780	397,787	100.0%	203,007	104.2%

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: , District Treasurer

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH OCTOBER 2016

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
WATER REVENUES								
Water Charges	98.4%	\$1,939,830	98.8%	\$778,166	\$827,625	96.7%	\$49,459	6.4%
Interest Earnings	0.1%	2,530	0.1%	845	1,130	0.1%	285	33.7%
Other Income	1.4%	28,160	1.1%	8,420	27,313	3.2%	18,893	224.4%
Total Water Revenues	100.0%	1,970,520	100.0%	787,431	856,068	100.0%	68,637	8.7%
EXPENSES (excluding depreciation)								
Wages	28.8%	491,940	26.1%	150,768	170,524	30.5%	19,756	13.1%
Employer Costs	14.1%	240,620	13.3%	76,680	93,202	16.6%	16,522	21.5%
Power	14.9%	254,240	12.4%	71,702	55,748	10.0%	(15,954)	(22.3%)
Chemicals	7.3%	124,100	8.6%	49,635	28,523	5.1%	(21,112)	(42.5%)
T&O - Chemicals/Treatment	0.4%	7,200	0.6%	3,600	7,375	1.3%	3,775	104.9%
Maint & Repair	8.3%	142,000	8.4%	48,730	59,352	10.6%	10,622	21.8%
Meters/Boxes	3.2%	54,000	2.9%	16,500	9,510	1.7%	(6,990)	(42.4%)
Lab Tests	1.6%	28,000	1.2%	7,000	4,857	0.9%	(2,143)	(30.6%)
Permits	1.9%	32,000	1.7%	10,000	29,753	5.3%	19,753	197.5%
Training/Safety	0.5%	9,300	0.4%	2,600	1,313	0.2%	(1,287)	(49.5%)
Equipment Rental	1.2%	21,000	1.1%	6,500		0.0%	(6,500)	(100.0%)
Other Direct Costs	17.7%	301,140	23.3%	134,800	99,654	17.8%	(35,146)	(26.1%)
Operational Expenses	100.0%	1,705,540	100.0%	578,515	559,811	100.0%	(18,704)	(3.2%)
Water Income (Loss)	15.5%	264,980	36.1%	208,916	296,257	52.9%	87,341	41.8%
38.9% Net Admin Alloc	15.5%	265,061	14.7%	85,158	68,741	12.3%	(16,417)	(19.3%)
Total Net Income (Loss)	0.0%	(81)	21.4%	123,758	227,516	40.6%	103,758	83.8%
SEWER REVENUES								
Sewer Charges	98.6%	1,312,546	98.7%	437,216	434,728	98.0%	(2,488)	(0.6%)
Interest Earnings	0.0%	180	0.0%	60	1,059	0.2%	999	1,665.0%
Other Income	1.4%	18,500	1.3%	5,728	7,902	1.8%	2,174	38.0%
Total Sewer Revenues	100.0%	1,331,226	100.0%	443,004	443,689	100.0%	685	0.2%
EXPENSES (excluding depreciation)								
Wages	31.9%	355,290	31.7%	108,888	83,765	30.8%	(25,123)	(23.1%)
Employer Costs	15.6%	173,280	16.1%	55,380	44,093	16.2%	(11,287)	(20.4%)
Power	10.4%	115,500	10.8%	37,200	45,141	16.6%	7,941	21.3%
Chemicals	5.2%	58,040	6.8%	23,500	15,565	5.7%	(7,935)	(33.8%)
Maint & Repair	16.7%	186,250	15.1%	52,000	36,789	13.5%	(15,211)	(29.3%)
Lab Tests	1.5%	16,200	1.6%	5,400	6,953	2.6%	1,553	28.8%
Permits	3.2%	35,100	3.7%	12,801	14,297	5.3%	1,496	11.7%
Training/Safety	1.1%	12,200	1.8%	6,200	2,018	0.7%	(4,182)	(67.5%)
Equipment Rental	0.9%	10,200	1.1%	3,900		0.0%	(3,900)	(100.0%)
Other Direct Costs	13.5%	149,960	11.2%	38,549	23,384	8.6%	(15,165)	(39.3%)
Operational Expenses	100.0%	1,112,020	100.0%	343,818	272,005	100.0%	(71,813)	(20.9%)
Sewer Income (Loss)	19.7%	219,206	28.8%	99,186	171,684	63.1%	72,498	73.1%
29.7% Net Admin Alloc	18.2%	202,373	18.9%	65,017	52,484	19.3%	(12,533)	(19.3%)
Reserve Expenditures	1.5%	16,836	0.0%			0.0%		0.0%
Total Net Income (Loss)	0.0%	(3)	9.9%	34,169	119,200	43.8%	85,031	248.9%
DRAINAGE REVENUES								
Drainage Charges	100.0%	189,270	100.0%	63,092	62,677	100.0%	(415)	(0.7%)
Interest Earnings	0.0%	50	0.0%	25	24	0.0%	(1)	(4.0%)
Total Drainage Revenues	100.0%	189,320	100.0%	63,117	62,701	100.0%	(416)	(0.7%)
EXPENSES (excluding depreciation)								
Wages	43.2%	63,770	45.5%	19,544	25,504	56.9%	5,960	30.5%
Employer Costs	21.1%	31,110	23.2%	9,940	12,933	28.8%	2,993	30.1%
Power	6.6%	9,800	5.1%	2,200	2,496	5.6%	296	13.5%
Chemicals	3.4%	5,000	3.5%	1,500	1,158	2.6%	(342)	(22.8%)
Maint & Repair	8.1%	11,900	9.3%	4,000	2,320	5.2%	(1,680)	(42.0%)
Permits	4.1%	6,000	0.0%			0.0%		0.0%
Equipment Rental	3.2%	4,730	1.2%	500		0.0%	(500)	(100.0%)
Other Direct Costs	10.5%	15,450	12.2%	5,230	422	0.9%	(4,808)	(91.9%)
Operational Expenses	100.0%	147,760	100.0%	42,914	44,833	100.0%	1,919	4.5%
Drainage Income (Loss)	28.1%	41,560	47.1%	20,203	17,868	39.9%	(2,335)	(11.6%)
6.1% Net Admin Alloc	28.1%	41,565	31.1%	13,354	10,780	24.0%	(2,574)	(19.3%)
Total Net Income (Loss)	0.0%	(5)	16.0%	6,849	7,088	15.8%	239	3.5%
SECURITY REVENUES								
Security Charges	94.8%	1,268,890	94.8%	422,960	420,470	94.0%	(2,490)	(0.6%)
Interest Earnings	0.0%	400	0.0%	200	232	0.1%	32	16.0%
Property Tax	1.4%	19,360	1.4%	6,452	21,680	4.8%	15,228	236.0%
Property Tax (Reserve Alloc)	0.0%		0.0%		(15,227)	-3.4%	(15,227)	0.0%

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH OCTOBER 2016

	% of	Annual	% of	YTD	YTD	% of	YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	Total	Amount	%
Other Income	3.7%	\$49,160	3.7%	\$16,384	\$20,053	4.5%	\$3,669	22.4%
Total Security Revenues	100.0%	1,337,810	100.0%	445,996	447,208	100.0%	1,212	0.3%
EXPENSES (excluding depreciation)								
Wages	56.5%	677,600	54.1%	204,200	195,427	52.1%	(8,773)	(4.3%)
Employer Costs	32.5%	389,600	32.6%	123,000	134,863	35.9%	11,863	9.6%
Equipment Repairs	0.4%	4,900	0.4%	1,468	162	0.0%	(1,306)	(89.0%)
Vehicle Maintenance	0.8%	9,600	0.8%	3,200	1,640	0.4%	(1,560)	(48.8%)
Vehicle Fuel	1.4%	16,800	1.5%	5,600	5,299	1.4%	(301)	(5.4%)
Off Duty Sheriff Patrol	0.3%	4,000	0.7%	2,700	3,583	1.0%	883	32.7%
Other	8.1%	97,030	9.8%	37,093	34,352	9.2%	(2,741)	(7.4%)
Operational Expenses	100.0%	1,199,530	100.0%	377,261	375,326	100.0%	(1,935)	(0.5%)
Security Income (Loss)	11.5%	138,280	18.2%	68,735	71,882	19.2%	3,147	4.6%
20.3% Net Admin Alloc	11.5%	138,322	11.8%	44,440	35,236	9.4%	(9,204)	(20.7%)
Total Net Income (Loss)	0.0%	(42)	6.4%	24,295	36,646	9.8%	12,351	50.8%
SOLID WASTE REVENUES								
Solid Waste Charges	100.0%	640,000	99.9%	213,336	213,803	99.9%	467	0.2%
Interest Earnings	0.0%	300	0.1%	150	230	0.1%	80	53.3%
Total Solid Waste Revenues	100.0%	640,300	100.0%	213,486	214,033	100.0%	547	0.3%
EXPENSES (excluding depreciation)								
CWRS Contract	91.7%	555,700	94.1%	185,232	186,204	94.1%	972	0.5%
Sacramento County Admin Fee	5.7%	34,800	5.9%	11,600	11,658	5.9%	58	0.5%
HHW Event	2.6%	15,710	0.0%			0.0%		0.0%
Operational Expenses	100.0%	606,210	100.0%	196,832	197,862	100.0%	1,030	0.5%
Solid Waste Income (Loss)	5.6%	34,090	8.5%	16,654	16,171	8.2%	(483)	(2.9%)
5.0% Net Admin Alloc	5.6%	34,069	5.6%	10,946	8,836	4.5%	(2,110)	(19.3%)
Total Net Income (Loss)	0.0%	21	2.9%	5,708	7,335	3.7%	1,627	28.5%
OVERALL NET INCOME(LOSS)	100.0%	(110)	100.0%	194,779	397,785	100.0%	203,006	104.2%

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: , District Treasurer

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF OCTOBER 31, 2016

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
EL DORADO SAVINGS BANK		
SAVINGS	0.03%	\$ 756,347.05
CHECKING	0.02%	\$ 109,228.54
PAYROLL	0.02%	\$ 13,369.47
BANNER BANK		
EFT	0.00%	\$ 16,111.96
LOCAL AGENCY INVESTMENT FUND (LAIF)		
UNRESTRICTED	0.61%	\$ 1,240,680.93
RESTRICTED RESERVES	0.61%	\$ 4,198,787.95
CALIFORNIA ASSET MGMT (CAMP)		
OPERATION ACCOUNT	0.59%	\$ 601,598.67
UNION BANK		
PARS GASB45 TRUST (balance as of 8/31/16)		\$ 1,159,126.37
TOTAL		\$ 8,095,250.94

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA		
CHECKING	0.00%	\$ -
CALIFORNIA ASSET MGMT (CAMP)		
SPECIAL TAX	0.59%	\$ -

COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)

BANK OF AMERICA		
CHECKING	0.00%	\$ 523,733.74
WILMINGTON TRUST (balance as of 3/31/16)		
BOND RESERVE FUND	0.02%	\$ 391,595.88
BOND ADMIN EXPENSE	0.02%	\$ 40,420.66
BOND SPECIAL TAX FUND	0.02%	\$ 107,669.35
BOND ACQ & CONSTRUCTION	0.02%	\$ 971.83
BOND REDEMPTION ACCOUNT	0.02%	\$ -
BOND COI	0.02%	\$ -
BOND SURPLUS	0.02%	\$ -
		\$ 1,064,391.46

TOTAL ALL FUNDS

\$ 9,159,642.40

The investments comply with the CSD adopted investment policy.

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

Change Order Detail ***NO CHANGES DURING OCTOBER***

Shared Cost Change Orders (Split between CSD/CFD#1/CFD2014-1):

Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
0.028	COMPLETE	Bid Div 28 SCADA console Allowance	\$ 1,738	\$ -
1	COMPLETE	Remove proj contingency from trade contr	\$ -	\$ -
2	COMPLETE	JDP - Drying bed extension shotcrete	\$ 5,648	\$ -
3	COMPLETE	KGW/JDP - FM change of material	\$ 2,888	\$ -
4	COMPLETE	JDP - 2" Conduit for Fiber	\$ 26,264	\$ -
5	COMPLETE	JDP - CLSM trench at lower yard	\$ 3,300	\$ -
6	COMPLETE	JDP - drying bed clean out	\$ 1,882	\$ -
7	COMPLETE	Boring of 2" FM (IBA)	\$ -	\$ -
8	COMPLETE	RFI #024, replace corroded FCA	\$ 6,623	\$ -
9	COMPLETE	RFI #009, TW Booster pump station slab	\$ 6,029	\$ -
10	COMPLETE	ASI #01, check valve/concrete fillet	\$ 7,018	\$ -
11	COMPLETE	NAOH added slab at tank yard	\$ 4,091	\$ -
14	COMPLETE	RFI #28, conduit & chem trench vault conflict	\$ 11,700	\$ -
15	COMPLETE	SWPPP Maintenance	\$ -	\$ -
16	COMPLETE	16" Water Main Repair	\$ 7,000	\$ -
17	COMPLETE	Addl gunite for drying bed extension	\$ 2,946	\$ -
18	COMPLETE	KGW - Door 302 added lockset	\$ 345	\$ -
19	COMPLETE	Zenon - GE dimension Clar.Support Grate	\$ 2,815	\$ -
21	COMPLETE	RFI #19, Transformer Relocation	\$ 1,542	\$ -
22	COMPLETE	Unsuitable soil delays	\$ 17,041	\$ -
23	COMPLETE	Temp Power Switchover	\$ 3,070	\$ -
24	DELETION	RFI #024, deleted ARV at sta 227+47	\$ (5,008)	\$ -
26	COMPLETE	SWPPP Maintenance	\$ -	\$ -
27	DELETION	Upper Tank Yard Pad Prep	\$ (492)	\$ -
30	COMPLETE	RFI #060, relocate 12" line for stair conflt	\$ 1,725	\$ -
35	COMPLETE	RFI #041, CIP Line Relocation	\$ 5,561	\$ -
36	COMPLETE	GE Upgraded Maintenance Table	\$ 5,013	\$ -
38	COMPLETE	CIP Heater Control MCC	\$ 4,415	\$ -
39	COMPLETE	FS Structural Consulting	\$ 1,093	\$ -
40	COMPLETE	Additional Spare Parts	\$ 2,600	\$ -
42	COMPLETE	RFI#043.1 Flocculation covers	\$ 29,745	\$ -
43	COMPLETE	RCMS Trailer Power Hookup	\$ -	\$ -
44	COMPLETE	Temp 3" & 4" hot tap at 16" TW	\$ 8,794	\$ -
45	COMPLETE	1" Motorized ball valves for chlorination equip	\$ 5,306	\$ -
46	COMPLETE	Temp Lab Water Connection (Operations Expense)	\$ 4,501	\$ -
47	COMPLETE	Generator Pad Size Changes	\$ 8,317	\$ -
49	COMPLETE	ASI#03 additional eyewash/shower in basin	\$ 1,855	\$ -
52	COMPLETE	BWW & reject Flow Meters	\$ 26,653	\$ -
57	COMPLETE	SWPPP Maintenance	\$ -	\$ -
58/180	COMPLETE	Temp Filter Trailer Connections (Operations Expense)	\$ 94,781	\$ -
60	COMPLETE	AER (E) Fan Demo and Plywood Vents	\$ 5,860	\$ -
61	COMPLETE	Clay Pipe at pump station	\$ 6,487	\$ -
62	COMPLETE	Unsuitable material under pump station	\$ 6,124	\$ -
63	COMPLETE	R&R Siding at West Side Plant 1	\$ 2,120	\$ -
64	COMPLETE	Additional Painting Control Room Ceiling & Walls	\$ 2,230	\$ -
65	DELETION	Delete control panels & VFD for KGW pumps	\$ (9,300)	\$ -
67	COMPLETE	Dewatering for FM at front of plant	\$ 567	\$ -
69	COMPLETE	RFI #084, Pump Station Bar Beams	\$ 286	\$ -
70	DELETION	Paint (E) Chlorine Room	\$ 3,280	\$ -

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
72	COMPLETE	Modify Crane Stops	\$ 4,700	\$ -
75	COMPLETE	RFI#037, chemical conduit trench pathway	\$ 38,430	\$ -
81	COMPLETE	Lightpole at Pump Station	\$ 4,104	\$ -
83	COMPLETE	Wall opening at backwash basins	\$ 4,939	\$ -
86	COMPLETE	Pipe gallery valves and bolts replacement	\$ 5,360	\$ -
87	DELETION	Reverse CE#70 paint (E) chlorine room	\$ (3,280)	\$ -
89	COMPLETE	RFI#102 Underdrain wall elevation descrcpancy	\$ 1,240	\$ -
90	COMPLETE	2" FM ARV at septic tank	\$ 1,483	\$ -
93	COMPLETE	Concrete fillet at backwash basin conflick with ladder	\$ 659	\$ -
94	COMPLETE	RFI#081 Waterstop at wet well	\$ 1,185	\$ -
95	COMPLETE	TW bell restrain	\$ 549	\$ -
97	COMPLETE	Slide Gates at flocc basin	\$ 10,328	\$ -
98	COMPLETE	Clean CCT basin	\$ 9,946	\$ -
99	COMPLETE	Grating at overflow channel	\$ 4,976	\$ -
100	COMPLETE	Cable Tray rack in basin (power & signal)	\$ 1,823	\$ -
102	COMPLETE	IP camera upgrade	\$ 456	\$ -
106	COMPLETE	Flocculator surrounding concrete uneven	\$ 3,966	\$ -
107	COMPLETE	Modify flocculation covers for relocated slide gates	\$ 4,025	\$ -
114	COMPLETE	Flocc motor power/signal conduit	\$ 12,533	\$ -
115	COMPLETE	Phone line from (e) termination board to (N) PLC	\$ 3,417	\$ -
116	COMPLETE	Generator Slab duck bank conflict	\$ 425	\$ -
117	COMPLETE	RFI#122 Chemical injectors	\$ 2,829	\$ -
118	COMPLETE	Temp Filter Trailer Disassembly	\$ 2,627	\$ -
119	COMPLETE	Handrail extension	\$ 1,247	\$ -
120	COMPLETE	Generator control peripheral module	\$ 2,791	\$ -
121	COMPLETE	RFI#110 safety air exhaust valves	\$ 1,724	\$ -
122	COMPLETE	Plug holes at feed channel pvc	\$ 2,142	\$ -
125	COMPLETE	RFI#145 gable end canopy supports	\$ 11,425	\$ -
127	COMPLETE	Metal studs attachment to structure	\$ 19,148	\$ -
129	COMPLETE	RFI#139 ACH & CLS chemical diffusers	\$ 1,612	\$ -
132	COMPLETE	Replace siding ancillary room & flocc basin	\$ 3,680	\$ -
133	COMPLETE	RFI#133 RW sample pump	\$ 4,119	\$ -
134	COMPLETE	Retaining Wall at pipe gallery	\$ 1,467	\$ -
135	COMPLETE	ASI#03 HCL acid fume scrubber	\$ 1,701	\$ -
136	COMPLETE	RFI#144 Neutralization tank LIT connection	\$ 916	\$ -
138	COMPLETE	Future pump pad	\$ 1,349	\$ -
139	COMPLETE	TWPS hatch drain relocation	\$ 516	\$ -
140	COMPLETE	Membrane covers modify attachment	\$ 2,504	\$ -
144	COMPLETE	Collapsed shoring hole at TWBPS	\$ 3,209	\$ -
145	COMPLETE	Unload & reorganize filters	\$ 2,630	\$ -
146	COMPLETE	Overflow through equip blackout	\$ 989	\$ -
148	COMPLETE	Replace lamps of (E) light poles with LED	\$ 2,531	\$ -
151	COMPLETE	RFI#130.1 Modify control room ductwork	\$ 2,024	\$ -
152	COMPLETE	Field fabricate weir for TWBPS	\$ 929	\$ -
153	COMPLETE	Plant 2 at (E) doorway dryrot (Operations Expense)	\$ 2,020	\$ -
154	COMPLETE	Plant 1 siding dryrot at roof line & control room window	\$ 6,005	\$ -
155	COMPLETE	Air compressor switching panel	\$ 3,664	\$ -
156	COMPLETE	2" bulkhead fitting at upper tank yard	\$ 841	\$ -
158	COMPLETE	ZO & LAC lines relocated	\$ 2,257	\$ -
159	COMPLETE	Replacement of 12" FCA in pipe gallery	\$ 8,129	\$ -
160	COMPLETE	Relocate SCADA server to hallway	\$ 2,195	\$ -
166	COMPLETE	Chemical pipe enclosures	\$ 932	\$ -
167	COMPLETE	Access hatch hold opens	\$ 1,033	\$ -
168	COMPLETE	ASI#2 added backpulse LIT	\$ 12,224	\$ -

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
169	COMPLETE	Add room id signage per submittal	\$ 758	\$ -
171	COMPLETE	Interconnect to district internet	\$ 1,165	\$ -
172	COMPLETE	RFI#168 RW pipe encasement & slab modification	\$ 10,212	\$ -
174	COMPLETE	Additional control wires to plate settler	\$ 899	\$ -
175	COMPLETE	RFI#149 PD line routing modification	\$ 5,662	\$ -
176	COMPLETE	RFI#098 Heat Trace TWBPS	\$ 12,880	\$ -
177	COMPLETE	Relocate RW cyanometer	\$ 4,477	\$ -
178	COMPLETE	Temp piping for comissioning	\$ 1,697	\$ -
181	COMPLETE	ASI#02 piping changes to system	\$ 20,066	\$ -
182	COMPLETE	20-FV-350 control wires to LCP-CON-1002	\$ 1,517	\$ -
183	COMPLETE	TW Sample Line	\$ 1,263	\$ -
184	COMPLETE	Temp CL bypass	\$ 408	\$ -
185	COMPLETE	RFI#175 High level alarm in sump pump	\$ 8,186	\$ -
187	COMPLETE	CIP heater relay box relocation	\$ 3,624	\$ -
188	COMPLETE	NaOH tank heat trace panel	\$ 2,824	\$ -
189	COMPLETE	Blower flow switch 24V POWER	\$ 1,446	\$ -
190	COMPLETE	Lower yard vermin hole exposed during pave prep	\$ 1,500	\$ -
191	COMPLETE	Screens at flash mix overflow	\$ 652	\$ -
192	COMPLETE	AIT-PH-1750, AIT-PH-101 CIF pump signal to GE Panel	\$ 3,207	\$ -
194	COMPLETE	Membrane filter installation	\$ 6,923	\$ -
195	COMPLETE	RFI#1181 relocate feed channel LIT	\$ 1,008	\$ -
196	COMPLETE	RFI#180 Existing pipe gallery sump	\$ 1,090	\$ -
197	COMPLETE	Relocate backpulse LIT	\$ 952	\$ -
203	COMPLETE	Extra Excavation for 18" FLT tie in	\$ 4,785	\$ -
213	COMPLETE	Owner Directed Change Order contingency reimbursemer	\$ 150,243	\$ -
			<u>\$ 796,570</u>	<u>\$ -</u>

Non-Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
179	APPROVED	Bird netting at canopy	\$ 28,051	\$ 28,051
207	APPROVED	Owner Change Order #17 Offset	\$ (50,241)	\$ (38,047)
157	APPROVED	Ancillary room (E) soffit opening infill	\$ 2,390	\$ 2,390
			<u>\$ (19,800)</u>	<u>\$ (7,606)</u>

CSD-Only Change Orders:

Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
25	COMPLETE	Drying Bed cleanout and sand infill (CSD only)	\$ 13,482	\$ -
34	COMPLETE	Plant 2 SLC Ethernet connection (CSD only)	\$ 8,527	\$ -
12	COMPLETE	Siding Replacement-Hardie Board (CSD only)	\$ 91,466	\$ -
			<u>\$ 113,475</u>	<u>\$ -</u>

Non-Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
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HARD CONSTRUCTION COSTS (via Roebbelen) NO CHANGES DURING OCTOBER

Project Construction Summary								Source of Funding		
Contractor	Work Type	Contract Amount	% Billed to Date	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD \$4.358 million	R&B LOC \$4.136 million	CFD 2014 \$3.818m Ph 1 \$0.540m Ph 2	
Roebbelen Construction Management Services	General Conditions	781,205	100%	778,393	-	2,812	283,343	249,361	245,689	
River City Painting	Painting	291,000	100%	291,000	-	-	108,803	84,454	97,744	
GE Technology	Membrane Supplier	2,173,800	100%	2,173,800	-	-	776,751	713,767	683,282	
JD Pasquetti	Sitework	555,659	100%	555,659	-	-	315,436	117,474	122,749	
Roebbelen Construction	Fencing	53,640	100%	53,640	-	-	43,254	5,402	4,984	
KG Walters Construction	Mechanical & Plumbing	4,893,000	100%	4,893,000	-	-	1,768,515	1,578,949	1,545,537	
Bockmon & Woody Electric	Electrical	2,370,266	100%	2,369,266	-	1,000	846,761	782,171	740,334	
Marquee	Fire Protection	42,500	100%	42,500	-	-	20,319	2,142	20,039	
Contract Changes	Hardie Board, Temp Filtration, Bird Netting, Taxes, Etc.	483,136	94%	455,086	-	28,051	304,843	-	-	
Total Construction Contracts (with 534,318 Contingency = 11,911,705)		11,644,206	100%	11,612,344	-	31,863	4,468,025	3,533,719	3,460,357	
Change Order Summary										
APPROVED CHANGE ORDERS:										
Max Contract Change Order Amount		534,318								
Shared Completed Change Orders (Invoiced/Paid)		534,502					261,218	109,130	164,153	
CSD Only Completed Change Orders (Invoiced/Paid)*		26,510					26,510			
Approved Change Orders (Not Invoiced)		(35,657)								
Total Completed/Approved CO		525,355								
Amount CO remaining		8,963								
PROPOSED CHANGE ORDERS:										
Amount CO remaining		-								
<i>(if Proposed COs are approved)</i>										
OTHER:										
Bay Area Coating Consulting Services	**Contingency amt outside of Roebbelen contract (approved BOD 11/19/15)	15,000	91%	13,622	-	1,378	4,822	4,577	4,223	
Sholl Construction	**Membrane Sealing contingency amt outside of Roebbelen contract	4,576	100%	4,576	-	-	1,620	1,538	1,419	
* CSD Only Change Orders are in addition to the CSD share of \$4.358m										
Total Adjusted Construction Contracts (hard costs + CO's)		12,189,137					4,762,195	3,648,964	3,630,152	
						Total Billed to Date				

SOFT CONSTRUCTION COSTS (CSD Direct Expenses to be shared equally)

Service Cost Summary							Source of Funding		
Item	Company/Agency	Estimated Soft Cost	Contract/Actual Soft Cost	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD	R&B LOC	CFD 2014
							\$4.358 million	\$4.136 million	\$3.818m Ph 1 \$0.540m Ph 2
Preconstruction CM Assistance	Roebbelen CMS	49,049	49,049	49,049	-	-	17,363	16,480	15,205
Design Engineering	HDR Engineering	240,000	239,982	239,982	-	-		239,982	
CEQA NOI/MND	HDR Engineering	40,000	71,070	63,559	-	7,511	5,583	53,088	4,889
Design Geotech	Youngdahl and Associates	3,000	2,600	2,600	-	-	920	874	806
Construction Engineering Assistance	HDR Engineering	150,000	276,328	276,324	-	4	110,247	78,243	87,834
Special Construction Inspection	Youngdahl and Associates	50,000	48,603	48,167	-	436	17,547	15,292	15,328
Misc Fees				709	-	-	251	238	220
SMUD Service	SMUD	5,000	31,632	31,632	-	-	11,198	10,628	9,806
Generator Permit	Sac County Air Quality Mgmt	5,000	5,000	-	-	5,000	-	-	-
State Clearinghouse for CEQA	State of CA	3,000	3,000	-	-	3,000	-	-	-
Fish & Wildlife Agency Permits	State of CA	2,000	2,000	921	-	1,079	326	310	286
Ca Dept Health Review	State of CA	5,000	5,000	-	-	5,000	-	-	-
Road Mitigation	RMA	8,000	12,000	12,000	-	-	4,248	4,032	3,720
CSD Admin, Legal and Engineering (CFD 2014 Max per FSA = \$50K)	CSD	50,000	50,000	275,678	-	-	157,710	67,968	50,000
Total		610,049	796,264	1,000,621	-	22,030	325,393	487,135	188,093

Grand Total (Construction and soft costs)

12,974,788

13,192,175

Additional Info	
Total Retainage to Date:	171,186
Note:	
-- As of September 30, 2015, R&B LOC funding cap had been reached.	
-- As of February 29, 2016, CFD 2014-1 funding cap had been reached.	

Total Hard/Soft Costs	5,087,588	4,136,099	3,818,245
Less: Funds Received		(4,136,099)	(3,818,245)
Pending Draw Request		0	0
Total Outstanding Amount		0	0

*See Note

**CFD 2014-1 Draw Amount Based on Cashflow per FSA

MEMORANDUM

Date: November 4, 2016
To: Board of Directors
From: Paul Wagner, Security Chief
Subject: Security Report for the Month of October 2016

OPERATIONS

New Patrol Officer Steve Egesdal has completed patrol training and doing very well. I believe he will be a good asset to the community and to the District's Security Department.

No major events or issues to report for Halloween.

INCIDENTS OF NOTE

October 11, two airplanes at Airport vandalized. Appears a person(s) entered the airport at night and walked on the wings of two airplanes and caused damage to both. Damage appeared to be minor; however and damage seen on an airplane is taken very seriously. Broken beer bottles were found at the scene. Reported to Sacramento Sheriff's Department (SSD).

October 15, Chevron, the car vacuum machine was broken into and the quarters taken. The machine is a total loss to Chevron. SSD notified no subject info.

October 23, Golf cart rollover at Camino Del Lago and Rio Oso. 18 year old female driver was injured along with a passenger. One transported to hospital. No alcohol involved, appeared driver lost control of vehicle. California Highway Patrol (CHP) on scene of accident and report taken.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

Meeting scheduled for Monday, November 7, 2016 at 3:00 p.m.

SECURITY DATA UPDATE

Most of the Security Data request forms have been received. We are almost all of the way through inputting the forms we received into the system (ABDI). There are some forms we need to dig deeper on because we received them back "return to sender". Once all the forms we have are in put into the system we will tackle the few remaining forms that need additional communication and possibly resend some to the correct address/owners. I believe we should have all the forms back and input into the system within the two (2) weeks. A few are still trickling in and there have been some delays in the inputting of the forms into the system (ABDI) due to gate personnel time off and scheduling.

INCIDENT MAP AND EMERGENCY EXIT MAP

I am still in the process of creating and finalizing the emergency map as well as the incident map. I have been looking into mapping ideas and availability, as well as reporting systems (separate program). The challenge is updating the map daily/weekly and the ability to make the map usable and time efficient. The plan is to add an

Incident Map and Emergency Exit Map to the District website. The Incident Map will show locations of incidents of note, such as thefts and vandalism. This will help track any patterns of incidents to help direct patrol resources to those areas. The Emergency Exit Map will show additional exit locations, such as locked gates, that could allow vehicle traffic out of the North and South residential areas in the event of an emergency.

MEMORANDUM

Date: November 8, 2016
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

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

WATER

Plant 1 (the ultrafiltration plant) is set to operate at 1.15 million gallons per day (mgd) to provide the District's water needs which recently averaged around 0.74 mgd. Plant 2 is off. Water treatment plant production flow for October was 56,561,000 gallons (173 acre-feet).

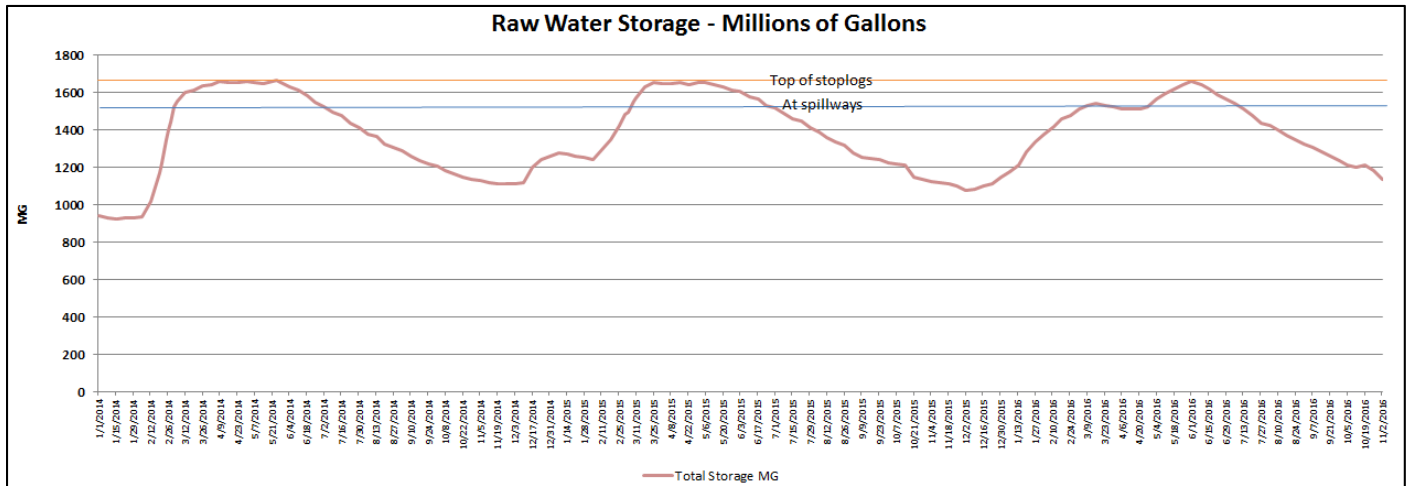
WATER SOURCE OF SUPPLY

As early October rains filled the Cosumnes River and flows sustained and rose, on November 1, the first day we are allowed to pump water per our water rights, we began filling the Calero Reservoir at the approximate rate of 4,940 gallons per minute. We initially operated two (2) 125 HP pumps, then reduced to one (1) 125 HP pump when river flows decreased below 174 cfs. As of November 9, we have diverted 650.52 million gallons to Calero. The combined raw water storage for Calero, Chesbro, and Clementia Reservoirs, on November 2, 2016, measured approximately 1,137 MG (3,491 AF) of which 974 MG (2,988 AF) is usable due to dead storage. For Calero and Chesbro Reservoirs alone, the storage measured 919 MG (2,821 AF), or 869 MG (2,368 AF) usable. In October, the measured rainfall totaled 4.4" and evaporation measured 3.09".



Photo of Granlees Dam with Cosumnes River flow at 232 cubic feet per second.

Below is a graphical representation of the storage reservoir levels this year to date.



At the request of the Rancho Murieta Association (RMA), District staff drew down Clementia Reservoir to allow for the installation of a new concrete boat ramp shown in the photo below.



New boat ramp installation at Clementia

CONSERVATION

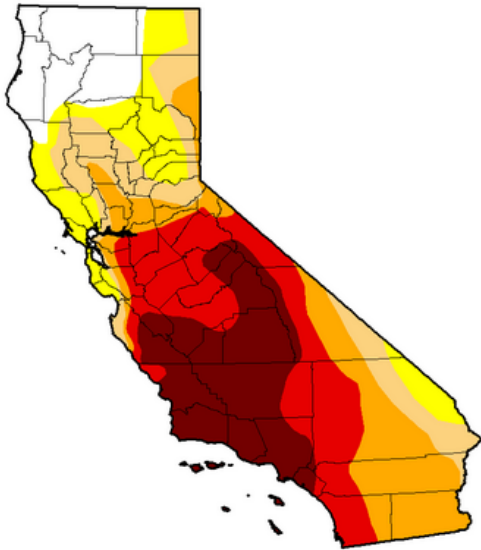
For October, water consumption was 7.8% less than in 2013. The October residential gallons per capita per day usage was at 217.

The US Drought Monitor graphic for California is about the same as last month which continues to show that the drought in our region persists and we remain in a severe drought, no change. The US Drought monitor shows the drought persists in our area with it improving in some northern portions of the state.

U.S. Drought Monitor California

November 1, 2016
(Released Thursday November 3, 2016)
Valid 8 a.m. EDT

Statistics type: **Traditional Percent Area** Export table: [PNG](#) [CSV](#) [XLS](#)



Week	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current 2016-11-01	12.03	87.97	75.26	61.38	42.80	21.04
Last Week 2016-10-25	8.96	91.04	81.12	61.80	42.80	21.04
3 Months Ago 2016-08-02	0.00	100.00	83.59	59.02	42.80	21.04
Start of Calendar Year 2015-12-29	0.00	100.00	97.33	87.55	69.07	44.84
Start of Water Year 2016-09-27	0.00	100.00	83.59	62.27	42.80	21.04
One Year Ago 2015-11-03	0.14	99.86	97.33	92.27	70.55	44.84

Estimated Population in Drought Areas: **33,212,491** [View More Statistics](#)

Intensity:
■ D0 (Abnormally Dry) ■ D2 (Severe Drought) ■ D4 (Exceptional Drought)
■ D1 (Moderate Drought) ■ D3 (Extreme Drought)

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying [text summary](#) for forecast statements.

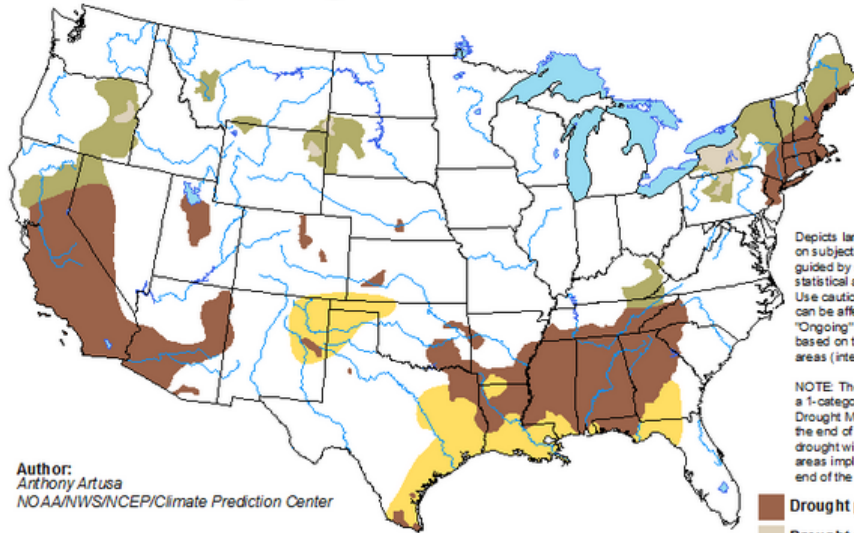
Author(s):
Deborah Bathke, National Drought Mitigation Center

Download: [PNG](#) [PDF](#) [JPG](#)

[View drought planning resources](#)

U.S. Seasonal Drought Outlook Drought Tendency During the Valid Period

Valid for October 20 - January 31, 2017
Released October 20, 2016

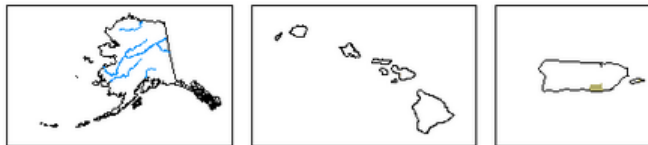


Author:
Anthony Artusa
NOAA/NWS/NCEP/Climate Prediction Center

Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to D4).

NOTE: The tan areas imply at least a 1-category improvement in the Drought Monitor intensity levels by the end of the period, although drought will remain. The green areas imply drought removal by the end of the period (D0 or none).

- Drought persists
- Drought remains but improves
- Drought removal likely
- Drought development likely



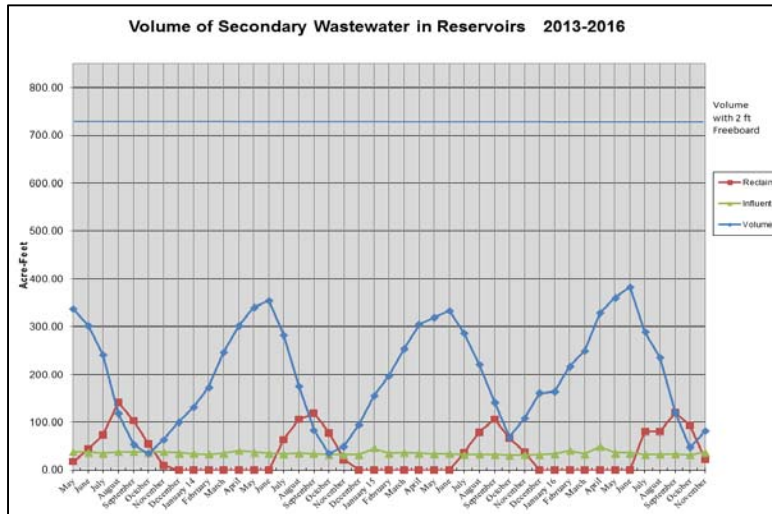
<http://go.usa.gov/3eZ73>

WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

Influent wastewater flow averaged 0.41 million gallons a day, for a total of 12.21 MG (37.5 AF). This is approximately 154 gpd per sewer connection. Secondary wastewater storage measured 26.7 MG (82 AF) on November 2, 2016 of which 21.8 MG (67 acre-feet) is usable volume.

In October, we delivered 7,467,089 gallons of recycled water to Rancho Murieta Country Club (RMCC) for their irrigation needs and 5,050,000 gallons to the Van Vleck Ranch for our disposal needs. As of the month end, we had sent RMCC 120.1 MG (368.6 AF) of recycled water for irrigation during the summer.

The graph below shows where our secondary storage is compared to previous years, currently at 82 acre-feet, as measured on the first Wednesday of each month.



The reclamation plant was shut off on October 12, 2016. RMCC was notified to manage their reclamation pond levels and storm water diversions to make sure the minimum of two feet (2') of freeboard is maintained, which they acknowledged.

SEWER COLLECTION

No sewer problems occurred in the District’s system in October. The District received one (1) call for sewer service which ended up being a homeowner issue. Staff will be focusing on the annual cleaning and maintenance of the sewer collection system in the next two (2) months.

District staff inspected three (3) new sewer line connections at the Retreats, which passed District Standards.

DRAINAGE

Maintenance in the drainage system in October included: clearing and removing small willow and cottonwood trees in and around culverts and channels by Riverview Park; cutting and removing a small tree that fell into drainage around 4 Park Via Del Cerrito; installing erosion protection rock in a drainage discharge that feeds from Rio Blanco towards 1 Park Venado; and cleaning and removing debris off concrete aprons before and after culvert pipes to improve storm water flow. The District brought in a contractor that had strong enough equipment to clean the main drainage line under Murieta Drive from the Plaza to Cantova Way. Rocks, cobbles and around 12 yards of sediment were removed in the process.

The Storm drainage system was inspected for any loose debris and or possible obstructions on October 13 and 14, 2016 before the first major rain of the season. No issues in the District drainage were experienced from the early rains we received. Also, prior to the rains, staff inspected and conducted maintenance on the nine (9) main storm water out falls that discharge storm water run-off.

Utilities staff also completed installation of a drainage pipeline extension at the Water Treatment Plant Solar Field Project site.



Cleaning rocks and debris out of culvert pipe at Rio Blanco

WATER METERING AND UTILITY STAFF WORK

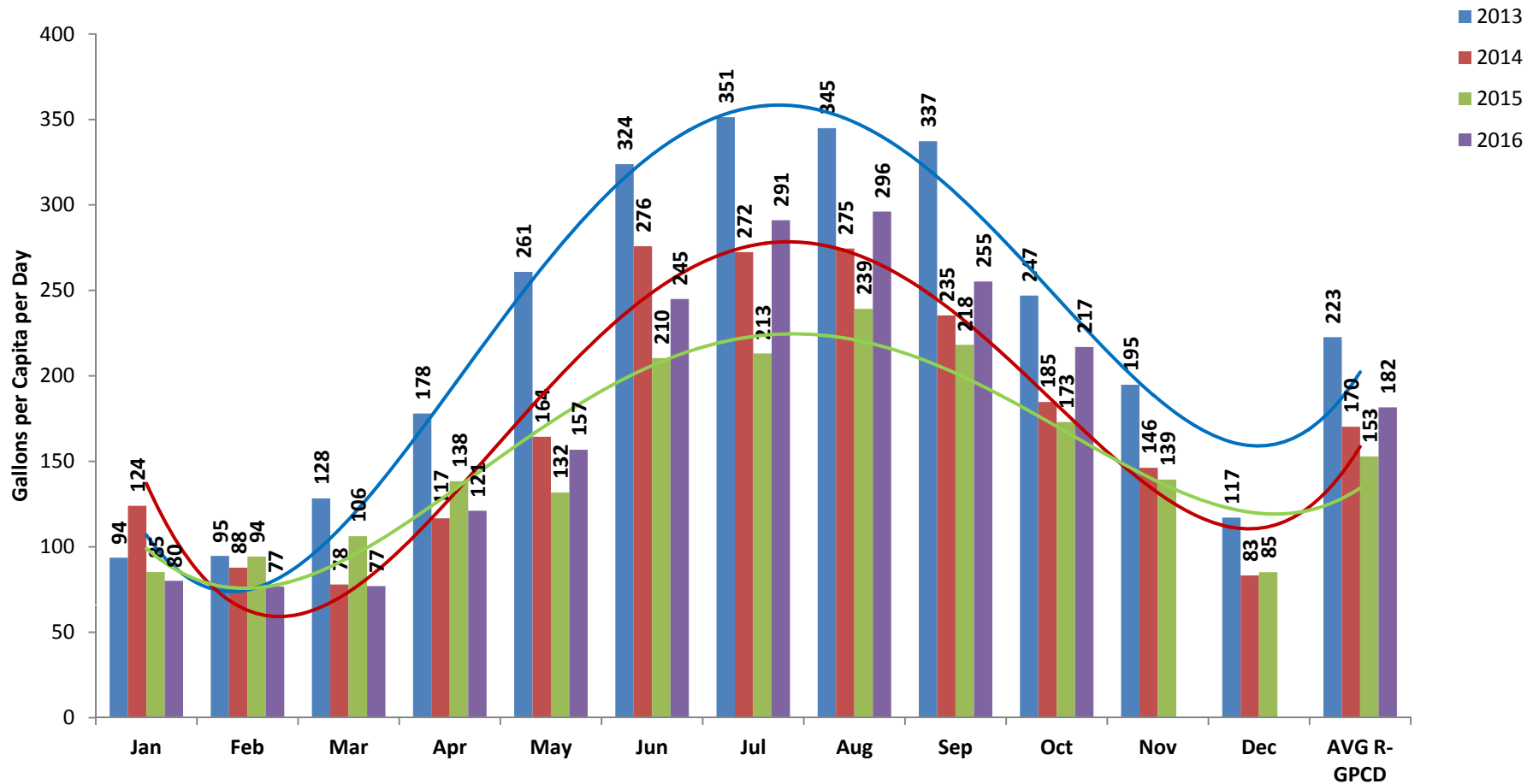
Utility staff replaced five (5) $\frac{3}{4}$ " water meters and two (2) MXU radio read units, and installed three (3) new 1" meters this past month. Three (3) water service line replacements took place due to water leaks and five (5) additional lines were replaced for proactive maintenance replacements. Also completed were forty (40) Utility Star work orders which included ten (10) rebate inspections, and seventeen (17) underground service alerts (USAs). Construction inspection of three (3) new homes at the Retreats West project for sewer and water have been completed as well as multiple customer service call inspections.

Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013, 2014, 2015 and 2016

Residential Potable Water Consumption

Extrapolated Based on 2010 Census of 5,488 population



Conservation achieved October 2014 versus October 2013: 25%
 Conservation achieved October 2015 versus October 2013: 30%
 Conservation achieved October 2016 versus October 2013: 12%

2014 versus 2013 YTD conservation: 23%
 2015 versus 2013 YTD conservation: 32%
 2016 versus 2013 YTD conservation: 23%

MEMORANDUM

Date: November 16, 2016
To: Board of Directors
From: Darlene Thiel, General Manager
Subject: Claim under the Government Claims Act from M&R Investment One Company, Inc.

RECOMMENDED ACTION

Move to return the claim by M&R Investment One Company, Inc. as untimely to the extent it relates to causes of action that accrued prior to one year before the claim submittal, to deny the claim to the extent that it's timely, and to direct District counsel to send a claim rejection letter.

BACKGROUND

In the early 1990s, developer SHF Acquisition Corporation constructed houses in a Rancho Murieta subdivision known as Unit 6 or the Fairways. In 1995, the District entered into a Reimbursement Agreement with SHF concerning the reimbursement of a portion of the costs of improvements SHF constructed. In September 2015, the Board authorized a one-year extension of the 1995 agreement.

On August 12, 2016, the Board evaluated and rejected a demand by M&R, the claimed successor to SHF, for a 19-year extension of the 1995 agreement.

DISCUSSION

On October 19, 2016, attorneys for M&R presented the District with a claim regarding the District's performance under the 1995 agreement. A copy of the claim is attached. M&R states the amount of damages caused to M&R is \$1.1 million.

The District's attorneys have reviewed M&R's claim. It appears that portions of M&R's claim may be barred by the 1-year claim presentation deadline under the Government Claims Act. Staff recommends that the District return the claim as untimely to the extent it relates to causes of action that accrued prior to one year before the claim submittal and deny the claim to the extent that it's timely.



Steven D. Roland
415.781.7900
steven.roland@sedgwicklaw.com

October 19, 2016

Via E-mail and FedEx

Ms. Darlene J. Gillum
General Manager
Rancho Murieta Community Service District
P.O. Box 1050
Rancho Murieta, CA 95683
E-Mail: dgillum@rmcsd.com

**Re: Claim against Rancho Murieta Community Service District
(Government Claims Act, Govt. Code § 810 et seq.)**

Dear Ms. Gillum:

As you know, we represent M&R Investment One Company, Inc., successor by merger to SHF Acquisition Corporation. Pursuant to the California Government Claims Act (Govt. Code § 810 et seq.), notice is hereby given that M&R is making a claim against the Rancho Murieta Community Services District.

M&R fully incorporates our letter to you dated August 12, 2016, a copy of which is also attached. In that letter, M&R suggested and requested an extension of the term of the Reimbursement Agreement between SHF and the District. On August 17, 2016, the District refused M&R's request for an extension of the term of the Agreement. The alternative is payment by the District of a money claim for the value of the Agreement, which we now make.

The August 12 letter sets forth the date, place, and other circumstances which give rise to this claim, as well as a general description of the obligations, injury, and damages incurred by M&R. The names of any employees causing these injuries and damages are unknown to M&R. The amount of damage caused to M&R is excess of \$1.1 million, as delineated in the attached,

Ms. Darlene J. Gillum

October 19, 2016

Page 2

less credit received. If M&R is compelled to file a lawsuit, the claim would be an unlimited jurisdiction civil case.

Any communication with M&R, including notices regarding this claim, should be directed to Steven D. Roland, 333 Bush Street, 30th Floor, San Francisco, CA 94104.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kara L. D. D.", with a long horizontal flourish extending to the right.

Steven D. Roland

Kara L. Dibiasio

Sedgwick LLP

Enclosure

cc: Andrew Ramos (via email to ajr@bkslawfirm.com)



Steven D. Roland
415.627.1498

steven.roland@sedgwicklaw.com

August 12, 2016

Via E-mail (dgillum@rmcsd.com)

Ms. Darlene J. Gillum
General Manager
Rancho Murieta Community Service District
P.O. Box 1050
Rancho Murieta, CA 95683
E-Mail: dgillum@rmcsd.com

Re: Extension of Term of Reimbursement Agreement between Rancho Murieta Community Service District and SHF Acquisition Corporation

Dear Ms. Gillum:

As you know, we have been retained as litigation counsel by M&R Investment One Company, Inc., successor by merger to SHF Acquisition Corporation. As successor, M&R is a party to the Reimbursement Agreement with Rancho Murieta Community Services District, dated as of September 20, 1995. The purpose of the Agreement is to obtain reimbursement for M&R for certain water, sewer, and drainage facilities M&R was required to construct for the benefit of the District and certain other developers in Rancho Murieta. The amount owing under the Agreement is \$1,190,612.31. The District is required to use its "*best efforts*" to ensure that M&R is reimbursed this amount. To date, M&R has received nothing by way of the Agreement and there is no indication that the District has made "best" or, indeed, any effort to assure compliance with its contractual obligations. Even after a one year extension authorized by the District in September 2015, the District has still done nothing to assure compliance. We incorporate all materials submitted in connection with the September 2015 hearing by reference.

1. M&R's Request for Extension and Grounds Therefor

By letter dated July 29, 2015, M&R through its counsel James Wiley asked the District to join in an amendment to extend the term of the Agreement to ensure that M&R receives the benefit of its bargain, including reimbursement for the additional facilities M&R was required to construct. Instead of granting the extension as requested, the District agreed to extend the Agreement for one year to allow the parties to further address resolution. The parties have had discussions which, to M&R's knowledge, have resulted in offers and counteroffers, but no final resolution. We have attached a copy of M&R's proposed resolution to this letter. We respectfully urge the District to grant M&R's request to extend the Agreement as proposed.

M&R is not in a position to walk away from the approximately \$1.2 million it is owed. M&R has received no reimbursement at all under the Agreement. Indeed, M&R is unaware of any steps taken by the District in

Ms. Darlene J. Gillum

Re: Extension of Term of Reimbursement Agreement between Rancho Murieta Community Service District and SHF Acquisition Corporation

August 12, 2016

Page 2

furtherance of its obligations under the Agreement. Had the District been using its best efforts to ensure that M&R received reimbursement, we are confident at least some reimbursement would have been, or will be, forthcoming.

2. **A Matter of Fairness**

One of the subdivisions that is responsible for reimbursement, Retreats West, is moving forward with development and a major development proposal for most of the rest of the property is just underway. A decision by the District now to undermine M&R's right to reimbursement would be manifestly unfair, particularly in light of the Water Board's cease and desist order against the District, which resulted in a de facto moratorium on construction from at least 2006-2008, thereby reducing the effective term of the Agreement.

In addition, M&R understands that the District was willing to extend the term of an agreement in favor of Reynen & Bardis. If that is true, there is an even more compelling reason to extend the Agreement with M&R, whose efforts have unquestionably served both the District and the Rancho Murieta community. Refusal to extend the M&R Agreement would constitute unequal treatment and would be fundamentally unfair.

3. **Litigation Will Be Expensive, Time Consuming, and Ultimately Unproductive**

Failure to extend the Agreement will undoubtedly lead to litigation. We have seen that the District has not fared well in past litigation and had difficulty paying a judgment against it. A lawsuit here will prove to be unproductive and costly for both M&R and the District, particularly where the problem is so easily remedied. By contrast, there appears to be no downside for the District to grant M&R's request and extend the Agreement.

If the District chooses litigation over an extension of the Agreement, a preliminary review of this matter shows that M&R has claims for the District's failure to use best efforts, breach of the covenant of good faith and fair dealing, unjust enrichment, constructive fraud, and unconscionability. We are continuing to review the legal and factual bases for a successful lawsuit against the District. We note there is a legal fee provision in the Agreement, such that the District will be liable not only for its own legal fees, but for M&R's legal fees as well.

4. **Claims Against The District**

(a) **The District Has Failed to Use Its Best Efforts**

The District has plainly failed to use its best efforts to ensure that M&R is reimbursed for the amounts expended for the benefit of the District and other developers. "Best efforts" clauses are, of course, enforceable in California. *Midland Pacific Building Corp. v. King* (2007) 157 Cal.App.4th 264, 274; *Gilmore v. Hoffman* (1954) 123 Cal.App.2d 313, 319. What constitutes a party's "best efforts" is construed in the context of the circumstances of a particular case. *Id.* at 320. Whether a party has exercised its best efforts is a factual question to be decided by the trier of fact. *Id.* Whatever else is true about the District's actions over the past 20 years, one thing is undeniable: While there has been various development within the Rancho

Ms. Darlene J. Gillum

Re: Extension of Term of Reimbursement Agreement between Rancho Murieta Community Service District and SHF Acquisition Corporation

August 12, 2016

Page 3

Murieta community over the past 20 years, none of that has resulted in reimbursement of the amounts expended by M&R for the benefit of the District and other developers. As we review the facts in greater detail, we anticipate M&R will be able to state a strong claim that the District has failed to use its best efforts to ensure that M&R receives the benefit of its bargain.

(b) The District Will Have Breached Its Covenant of Good Faith and Fair Dealing

There is also a compelling argument that the District, by refusing to extend the term of the Agreement, will be in breach of the covenant of good faith and fair dealing. It is well established the covenant of good faith and fair dealing is implied in all contracts. *Carma Developers (Cal.), Inc. v. Marathon Development California, Inc.* (1992) 2 Ca1.4th 342, 371- 72; *Fairchild v. Park* (2001) 109 Cal.App.4th 919, 927. That covenant requires a promisor to do everything required to ensure that the promisee receives the benefit of its bargain, and not to do anything that would deprive the promisee thereof. *Comunale v. Traders & General Ins. Co.* (1958) 50 Ca1.2d 654, 658 (implied covenant means “neither party will do anything which will injure the right of the other to receive the benefits of the agreement”). Plainly, the purpose of the Agreement is to secure for M&R reimbursement of the amounts M&R expended for the benefit of others. To date, M&R has received nothing by way of the Agreement. Again, we believe, as we learn more facts, that the District will be shown to have failed to do everything the Agreement requires to ensure that M&R in fact received the benefit of its bargain.

(c) The District and Future Developers Are Unjustly Enriched

By retaining the use of the improvements without assisting M&R to obtain any reimbursement, the District is liable for unjust enrichment. “An individual is required to make restitution if he or she is unjustly enriched at the expense of another. [Citations.] A person is enriched if the person receives a benefit at another’s expense. [Citation.] Benefit means any type of advantage.” *First Nationwide Savings v. Perry* (1992) 11 Cal.App.4th 1657, 1662; *see also Turpin v. Sortini* (1982) 31 Ca1.3d 220, 237-239; *Andalon v. Superior Court* (1984) 162 Cal.App.3d 600, 612-613; *Call v. Kezirian* (1982) 135 Cal.App.3d 189, 194. It is beyond dispute that the District and other developers have received a huge benefit as a result of M&R’s construction of the water, sewer, and drainage facilities. Indeed, the benefit is even greater than the reimbursement amount inasmuch as the reimbursement amount is stated in 1995 dollars rather than the cost or value of those improvements today. Should the Agreement expire without reimbursement to M&R, the District (and other developers) will have received this huge benefit at M&R’s expense. M&R will plainly have resort to a claim for unjust enrichment, possibly well in excess of \$1.2 million.

(d) The District Could Be Liable for Constructive Fraud

The District may also be liable for constructive fraud. Constructive fraud consists of any breach of duty which, without an actually fraudulent intent, gains an advantage to the person in fault or anyone claiming under him by misleading another to his prejudice. Civ. Code §1573. “Fraud assumes so many shapes that courts and authors have ever been cautious in attempting to define. ... Constructive fraud exists in cases in which conduct, although not actually fraudulent, ought to be so treated,” that is, where a party’s conduct has the legal and actual consequences of fraud. *Estate of Arbuckle* (1950) 98 Cal.App.2d 562. To the extent the District had no reasonable basis for believing it could obtain reimbursement for M&R after M&R was

Ms. Darlene J. Gillum

Re: Extension of Term of Reimbursement Agreement between Rancho Murieta Community Service District and SHF Acquisition Corporation

August 12, 2016

Page 4

compelled to construct the oversized public facilities, there is a strong argument for constructive fraud. And, with development right around the corner, there is the suggestion that the District is scuttling the Agreement to keep the benefits of M&R's construction for itself or to otherwise attract developers with the benefits conferred by M&R.

(e) The 20-year Limitation Is Unenforceable

Finally, it is likely that the 20-year limitation on enforceability of the Agreement, even if not considered fraudulent, is unenforceable under the circumstances. For example, if "the court finds the contract or any clause of the contract to have been unconscionable at the time it was made, ... the court may enforce the remainder of the contract without the unconscionable clause, or it may so limit the application of any unconscionable clause as to avoid any unconscionable result." Civ. Code §1670.5; *see also Little v. Auto Stiegler* (2003) 29 Ca1.4th 1064, 1074 (unenforceable arbitration appeal provision was severable). Here, the limitation on enforceability was unconscionable, particularly to the extent that the District had no reasonable expectation that M&R could be paid back in the timeframe the Agreement contemplated.

At a minimum, there will be equitable tolling for the length of time that the Water Board's cease and desist order was in place against the District. Although the Agreement was for a term of 20 years, development was not possible as a practical matter for at least some of those years.

5. There Is a Ready Solution

Although M&R would prefer not to file a lawsuit, it cannot in good conscience allow the District and other developers to accept the benefit of the additional public improvements constructed by M&R without paying for them. There is, however, a ready solution at hand. For reasons explained to the District's counsel in prior correspondence, the District's offer of a five year extension is not realistic. It is quite clear that the current proposals for development of the "Benefitted Properties" will not result in approvals within the five year time limitation given the length of time it takes for such approvals and the absorption rates for home sales in the area.

Attached is M&R's proposed amendment of the Reimbursement Agreement. We believe our proposed amendment is simple, straightforward, and fair. It is designed only to secure to M&R reimbursement for infrastructure which Rancho Murieta demanded beyond that which would serve M&R's development.

We strongly encourage the District to take the fair and proper path and enter into the attached extension of the Agreement.

Regards,



Steven D. Roland
Sedgwick LLP

SDR/cjs

Ms. Darlene J. Gillum

Re: Extension of Term of Reimbursement Agreement between Rancho Murieta Community Service
District and SHF Acquisition Corporation

August 12, 2016

Page 5

cc: Andrew Ramos (via email to ajr@bkslawfirm.com)
Gerald Pasek (via email to jpasek@rmcsd.com)
Betty Ferraro (via email to bferraro@rmcsd.com)
Morrison Graf (via email to mgraf@rmcsd.com)
Michael Martel (via email to mmartel@rmcsd.com)
Mark Pecotich (via email to mpecotich@rmcsd.com)

MEMORANDUM

Date: November 10, 2016
To: Board of Directors
From: Finance Committee Staff
Subject: Consider Approval of Proposal from Coastland Engineering to Update the District's Capital Improvement and Water Augmentation Fees

RECOMMENDED ACTION

Approve the proposal from Coastland Civil Engineering to update the District's Capital Improvement and Water Supply Augmentation Fees, in an amount not to exceed \$56,700.

BACKGROUND

On July 7, 2014, the District adopted Ordinance 2014-02 increasing the Water Supply Augmentation Fee. The Capital Improvements Fee was unchanged. The District is now looking to have these fees reviewed and updated. Attached is the proposal for your review.

The Finance Committee recommends approval.



COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

October 31, 2016

Ms. Darlene J. Thiel
General Manager
Rancho Murieta Community Services District
P.O. Box 1050
Rancho Murieta, CA 95683
Via email: dthiel@ranchomurietacsd.com

Subject: Proposal for Update of District Capital Improvement and Water Supply Augmentation Fees

Dear Darlene,

Per your request, we have prepared this letter proposal to facilitate adoption of updated Capital Improvement and Water Supply Augmentation Fees.

Project Background/Understanding and Approach

On July 7, 2014, Rancho Murieta Community Services District (District) adopted Ordinance 2014-02 (Ordinance), increasing the Water Supply Augmentation Fee. At this meeting, the District decided to keep the Capital Improvement Fee unchanged.

The District now desires to update these fees to reflect multiple changes since 2014. The first change is an update of the projects that are the basis for calculating the fees. For example, the District may consider eliminating the augmentation well(s) project, which is a currently planned project in the Water Supply Augmentation study, and utilize recycled water to offset usage of existing potable water to further extend the District's existing surface water supplies. The capital improvement projects and miscellaneous studies that were identified in the prior fee studies will be evaluated to determine their applicability and need. The second change is an update of the development projects that are driving the need for these fees. Not only will some projects be eliminated, but also the previously assuming housing densities on a number of projects may have changed. Third, for commercial and industrial development, the methodology for converting usage to equivalent dwelling unit (EDU) will be reviewed and updated.

Based on our conversations, the District desires that the updated fees be scheduled for adoption at the June 21, 2017 Board of Directors meeting. As the District desires to adopt these fees via ordinance, public notification must be issued 60 days prior to the Board meeting, which is Friday, April 21, 2017.

Based on our discussions with the District and review of the project information provided by the District, Coastland is proposing the following scope of work for updating the Capital Improvement and Water Supply Augmentation Fees.

Santa Rosa
1400 Neotomas Avenue
Santa Rosa, CA 95405

Auburn
11865 Edgewood Road
Auburn, CA 95603

www.coastlandcivil.com

SCOPE OF WORK

Task 1 – Meetings and Project Management

Coastland proposes to conduct five meetings with District staff, as follows:

1. Kickoff Meeting
2. Capital Project List Brainstorming Meeting
3. Site Visits of Proposed Projects
4. Comment review meeting on the draft tech memo covering the findings of Tasks 3 through 5 (described below)
5. Comment review meeting on the draft report covering the findings of Task 6 (described below)

Attendance at the public hearings and meetings are presented separately in Task 7.

We will begin the project with a kick-off meeting with the District to go over the project in detail, review the project goals and schedule, and to set up lines of communication with District staff. After the kickoff meeting, we anticipate communicating with District staff in person, by phone and via e-mail, as needed.

After the Capital Project List Brainstorming meeting, we will conduct site visits with District staff to collect photos and other field information needed to support the descriptions for the various projects that will be identified in the fee study report.

We will meet with District staff to review comments on the draft tech memo and the draft report. We will prepare draft and final meeting minutes for all meetings.

Coastland will also conduct all project management tasks associated with this project, including all necessary communications with District staff to keep them apprised of the status of the project.

Task 2 – Review Background Information

At the kickoff meeting, we will provide a list of information needed for the project. We envision the background information needed will include, but not be limited to, the following:

1. Record of all fees collected by the District;
2. Master planning documents that identify capital improvement projects triggered by additional demand within the District's service area;
3. All prior documents used to support all fee adoptions, including the original fee report;
4. Recycled Water Program Predesign Report prepared by Kennedy/Jenks;
5. Records of development projects within the Area of Benefit that identify anticipated units and density.
6. Demand Factor Analysis by Maddaus Water Management Inc.
7. CAD files of District service area and applicable infrastructure maps

Please note that the intent of obtaining a record of fees collected by the District is not to reconcile fees, but to incorporate these fees into the overall calculation.



Task 3 – Identify Development Projects and Update EDU Ratios

We will review the information on development projects included in the July 2014 Water Supply Augmentation fee ordinance and any additional information provided by the District. We will contact developers to confirm their current project information (number of units, densities, etc.). Further, we will review the existing EDU ratios in the Ordinance for multi-family residential, commercial, and industrial projects and provide updated ratios for the anticipated development projects. We have assumed a total of eight (8) residential projects and eight (8) non-residential projects will be identified. We will utilize an average daily demand of 750 gallons per day per EDU as determined in previous planning documents adopted by the District for all calculations of ratios. Single-page descriptions of each project will be prepared that identifies specifics of the project and supporting documentation for estimation of EDUs and water usage.

Based on these items, we will prepare a draft technical memorandum for District review that identifies the proposed projects, the proposed units for each proposed project, the recommended EDU ratios for multi-family residential, commercial, and industrial projects. We envision that there will be one overall technical memorandum will cover the findings of Tasks 3 through 5, which will include an area of benefit map. We will provide an electronic version of the draft document for District review. A Coastland principal will conduct a QC review of the document. We will also provide a final version, reflective of comments from the District.

Task 4 – Identify Capital Improvement Program Projects and Costs

The District will provide the list of current capital improvement projects to be jointly reviewed by District and Coastland. This list will be reviewed and discussed at the Capital Projects List Brainstorming meeting. Coastland assumes that planning level cost estimates for all projects have been completed, but due to age will need to be updated.

Based on the discussions from the Capital Projects List Brainstorming meeting, Coastland will update the list of projects, and prepare a brief single-page project description and a planning level estimate for each project. For the purposes of preparing descriptions and updating preliminary estimates, we are assuming a total of six (6) projects. This updated list will be incorporated into a draft technical memo. We envision that there will be one overall technical memorandum will cover the findings of Tasks 3 through 5. We will provide an electronic version of the draft document for District review. A Coastland principal will conduct a QC review of the document. We will also provide a final version, reflective of comments from the District.

Task 5 – Identify Reclaimed Water Program Capital Projects and Costs

Coastland will utilize the Recycled Water Program Predesign Report prepared by Kennedy/Jenks to create a master list of reclaimed water program projects. The cost estimates from this report will be used in the calculation of connection fees. This list will be reviewed and discussed at the Capital Projects List Brainstorming meeting. It is expected that there will be no changes to the list of projects and costs identified in the Recycled Water Program Predesign Report, as this report has already been accepted by the District.

For the purposes of preparing descriptions and updating preliminary estimates, we are assuming a total of twelve (12) projects. Coastland will prepare a brief single-page project description with a planning level estimate for each project. We envision that there will be one overall technical memorandum will cover the findings of Tasks 3 through 5. We will provide an electronic version of the draft document for District review. A Coastland principal will conduct a



QC review of the document. We will also provide a final version, reflective of comments from the District.

Coastland assumes that water balances, WWTP capacity analysis for meeting peak day reclaimed water demands, and proposed reclaimed water system hydraulic modeling has been completed and results incorporated into the Recycled Water Program Predesign Report.

Task 6 – Prepare Report

Based on the comments from the District on the draft and final technical memo prepared for Tasks 3 through 5, Coastland will prepare a draft report that summarizes all findings, assumptions, methodologies, and results of the analysis in accordance with Government Code 66000 and AB 1600. We will provide an electronic version of the draft document for District review. A Coastland principal will conduct a QC review of the document. We will also provide a final version, reflective of comments from the District.

Task 7 – Prepare Hearing Documents and Attend Public Meetings and Hearings

Coastland will prepare a draft and final electronic version of Chapter 8 of the District Code (Community Facilities Fee Code), based on the findings of the report from Task 6.

Coastland will attend up to three public meetings and/or hearings in support of the adoption of the updated Capital Improvement and Water Supply Augmentation Fees. Coastland will also provide a formal presentation to the Board of Directors at all three public meetings and/or hearings. An electronic version of the draft of each presentation will be provided to District staff for review and comment at least one week prior to each public meeting or hearing.

Exceptions to Scope of Services

The following work is not included in our proposal; however, Coastland would be pleased to provide these services if the District desires:

- Environmental studies
- Geotechnical studies
- Right-of-way determination or preparation of associated documents
- Permitting fees
- Meetings beyond those noted above
- Public outreach

Schedule

The following is the proposed schedule for the project:

- November 2016 through January 2017
 1. Conduct background research.
 2. Prepare recommended EDU ratios for multi-family residential, commercial, and industrial projects.
 3. Prepare draft and final lists of Capital Improvement Projects, Reclaimed Water Projects, and development project lists for District approval.



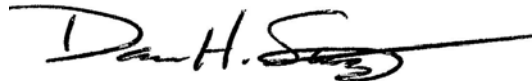
4. Prepare updated planning level cost estimates for all identified projects.
 5. Prepare draft and final tech memo.
- February through April 2017
 1. Conduct site visits.
 2. Prepare draft and final report.
 - April 19, 2017
 1. Board receives final report at public hearing.
 2. Board opens 60 day comment period on new ordinance.
 - June 21, 2017
 1. Board receives final comments at public hearing.
 2. Board closes 60 day comment period on new ordinance.
 3. Board adopts report and updated Chapter 8.

Project Fee

Based upon our described scope of work, we propose to provide our professional services on a time and materials fee in accordance with the current rate schedule included in our contract with the District for the not to exceed amount of \$56,700, which includes a total of \$1,390 in other direct costs. These other direct costs include four sets of the final tech memo and the final report. In support of all invoices, we will prepare monthly summary statements that provide detail of all work efforts performed by Coastland.

Thank you for the opportunity to assist the District with this important project. We are prepared to begin this work upon receipt of the District's executed task order. If you have any questions regarding the contents of this proposal, please feel free to call me at (530) 401-4610 or John Griffin at (530) 401-4293.

Sincerely,



Dane H. Schilling, P.E.
Managing Engineer

cc: John Griffin





WORK ESTIMATE

Professional Engineering Services		Capital Improvement and Water Supply Augmentation Fee Update Study					Rancho Murieta Community Services District			
Task Information		Billing Classification & Rate					Hours & Cost			
TASK	Principal Engineer	Supervising Engineer	Assistant / Junior Engineer	CAD Technician	Admin	Subconsultant Cost	TOTAL HOURS	TOTAL FEE	NOTES	
	\$185	\$160	\$125	\$125	\$80					
1 PROJECT MANAGEMENT										
Kick off Meeting (1)		4	6				10	\$1,390		
Brainstorming Meeting (1)		3	4				7	\$980		
Site Visits (1)		3	4				7	\$980		
Tech Memo Comment Review Meeting (1)		3	6				9	\$1,230		
Report Comment Review Meeting (1)		3	6				9	\$1,230		
Project Management		6			2		8	\$1,120		
Agendas & Minutes		4	8				12	\$1,640		
Subtotal							62	\$8,570		
2 REVIEW BACKGROUND INFORMATION										
Review Background Documents		6	16				22	\$2,960		
Subtotal							22	\$2,960		
3 IDENTIFY DEVELOPMENT PROJECTS AND EDU RATIOS										
Contact Developers		2	10				12	\$1,570	Up to 8 residential & 8 non-residential	
Research Comparable EDU Ratios		2	4				6	\$820		
Prepare Updated District EDU Ratios		2	4				6	\$820		
Prepare Project Description Sheets		2	16	8			26	\$3,320	16 total projects	
Prepare Draft & Final Tech Memo		4	10	6	4		24	\$2,960		
QC Review	4						4	\$740		
Subtotal							78	\$10,230		
4 IDENTIFY CAPITAL IMPROVEMENT PROGRAM PROJECTS										
Finalize List of Capital Projects		2	4				6	\$820		
Update Planning Level Cost Estimates		4	12				16	\$2,140	6 total projects	
Prepare Project Description Sheets		2	10	4			16	\$2,070	6 total projects	
Prepare Draft & Final Tech Memo		4	10	6	4		24	\$2,960		
QC Review	4						4	\$740		
Subtotal							66	\$8,730		
5 IDENTIFY RECLAIMED WATER CAPITAL IMPROVEMENT PROGRAM PROJECTS										
Finalize List of Capital Projects		2	4				6	\$820		
Prepare Project Description Sheets		2	16	6			24	\$3,070	12 total projects	
Prepare Draft & Final Tech Memo		4	10	6	4		24	\$2,960		
QC Review	4						4	\$740		
Subtotal							58	\$7,590		
6 PREPARE REPORT										
Prepare Fee Calculations		4	16				20	\$2,640		
Prepare Draft & Final Report		4	24	6	4		38	\$4,710		
QC Review	8						8	\$1,480		
Subtotal							66	\$8,830		
7 ATTEND PUBLIC MEETINGS AND HEARINGS										
Update Chapter 8 of District Code	1	2	4				7	\$1,005		
Attend Public Meetings and Hearings (3)		12					12	\$1,920		
Prepare PowerPoint Presentations	3	6	12				21	\$3,015		
Conference Calls w/District		6	12				18	\$2,460		
Subtotal							58	\$8,400		
Direct Costs (repro, mileage, etc.)								\$1,390		
Total Engineering Costs										
	24	98	228	42	18		410	\$56,700		

MEMORANDUM

Date: November 11, 2016
To: Board of Directors
From: Darlene J. Thiel, General Manager
Subject: Consider Approval of Recalculated Contribution to Sacramento Central Groundwater Authority (SCGA)

RECOMMENDED ACTION

Approve recalculated 2016/2017 contribution to Sacramento Central Groundwater Authority in the amount of \$10,511. Funding to come from Water Operations Budget.

BACKGROUND

At the June 10, 2016 Board of Directors meeting, the Board directed staff and District Legal Counsel to submit a letter to the SCGA to withdraw from participation in the SCGA due to the substantial increase in the 2016/2017 annual contribution. At the time, staff recommended withdrawal from the SCGA for a couple of reasons. First, it was unknown at the time if the basin boundary adjustment filed by the Sloughouse Resource Conservation District (SRCD) was to be approved. If it was approved, the majority of Rancho Murieta would lie within the Cosumnes Sub-basin instead of the South American Sub-basin. Second, the increase in the contribution from \$6,000 to \$18,000 was deemed too substantial for contributing to the management of a groundwater basin that the District would perhaps no longer be a part of.

Since that time, the Department of Water Resources denied the basin boundary adjustment requested by SRCD keeping the District within the South American Sub-basin. And the SCGA Budget Subcommittee has reviewed and reevaluated the basis upon which the Rancho Murieta contribution is calculated.

Initially, the 2016/2017 contribution was based on the Base Contribution of \$10,000 and the minimum Connection Contribution of \$8,000 for a total of \$18,000. Since only a portion of the District lies within the South American Sub-basin (the portion that is west of the red dotted line on the attached map), the SCGA Budget Subcommittee is proposing the Rancho Murieta CSD contribution be recalculated. Following is the recalculation as explained by SCGA:

The identification of the number of parcels within the South American Sub-basin was done by doing a literal hand-count of the parcels using orthographic imagery from 2014 overlaid with GIS parcel lines for Rancho Murieta and the South American Sub-basin boundary. Only lots with a visible building structure (mostly homes) were counted.

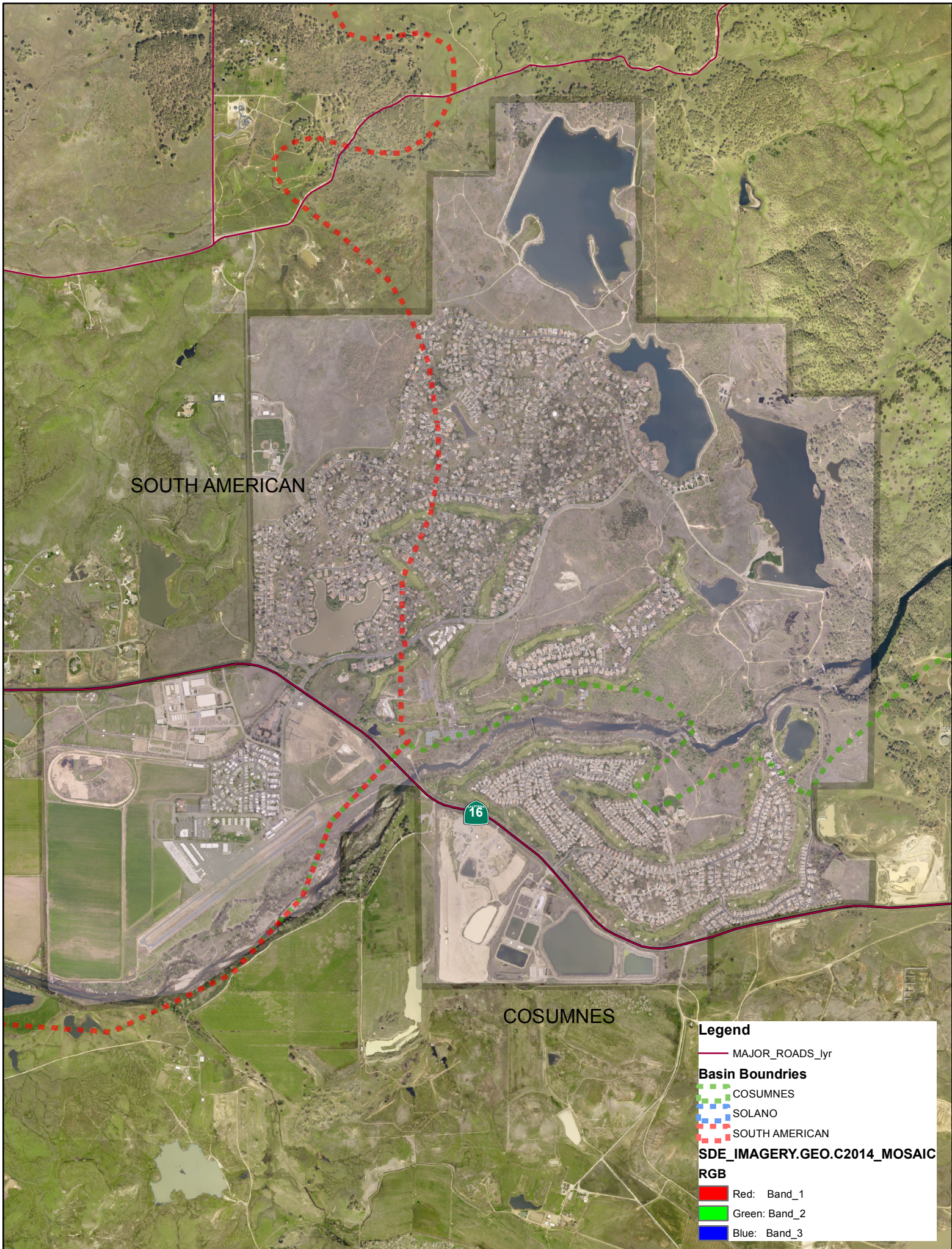
The calculation of the \$10,511 was done according to the methodology described on Attachment B of the Approved FY2016/2017 SCGA Budget (attached Resolution 2016-03). There is a Base Contribution of \$10,000 for non-JPA signatory members plus a Connection Contribution Component. Originally, the Connection Contribution for Rancho Murieta was presumed to be the minimum amount of \$8,000 as an agency with less than 6,000 connections. The proposal is now to waive the \$8,000 component and charge based solely on the amount of connections within the South American Sub-basin at a rate of \$0.67/connection. The calculation of Rancho Murieta's total contribution would be:

$\$10,000 \text{ Base Contribution} + \$511 \text{ Connection Contribution} (764 \text{ connections} \times 0.67) = \$10,511$

Hopefully you can see in the attached map the South American Sub-basin basically cuts from north to south through the western portion of Rancho Murieta and does not really conveniently follow a particular street. The best way I can describe it is that it runs north along the east end of the airport property and continues north to a point where it crosses Murieta Pkwy near Lago Dr and continues in a northerly direction to a point near Guadalupe Dr and Via De Robles Dr and continues north to a point near the apex of Puerto Dr at which it exits the Rancho Murieta boundary.

The SCGA was formed by a Joint Powers Agreement on August 29, 2006 as an off-shoot from the Water Forum. The District was a participant and signor on the Water Forum Agreement and, as a result, rolled into membership on the SCGA. The purpose of the SCGA is to manage the Central Basin (now commonly referred to as the South American Basin), which underlies the SCGA service area, and implement the Groundwater Management Plan (GMP) developed by the Sacramento County Groundwater Forum. The GMP includes a conjunctive use program, which is the planned management and use of both groundwater and surface water in order to maintain the sustainable yield of the Basin (this is the District's primary nexus to the SCGA).

Staff is recommending that the Board approve the revised contribution proposal from SCGA's Budget Subcommittee. Staff feels that continued participation with SCGA is important at this time as implementation of the Sustainable Groundwater Act proceeds. There are many unknowns at this time as to how surface water extractions will be incorporated into the sustainable management of groundwater basins. Our participation with SCGA provides a mechanism for the District to participate in decisions made regarding the sustainability of the South American Sub-basin. After tonight's meeting, I need to notify the SCGA Executive Director of the Board's decision for further action by SCGA. If the Board approves the revised contribution of \$10,511 the proposal will go forward to the full SCGA Board for their approval.



SACRAMENTO CENTRAL GROUNDWATER AUTHORITY

RESOLUTION NO. 2016- 03

**RESOLUTION ADOPTING AND ASSIGNING COSTS TO FUND
ADMINISTRATIVE AND PROGRAM BUDGETS FOR FISCAL
YEAR 2016/2017 AND ADJUST ANNUAL CONTRIBUTIONS**

WHEREAS, on August 29, 2006 the Joint Powers Agreement Between the City of Elk Grove, the City of Folsom, the City of Rancho Cordova, the City of Sacramento and the County of Sacramento Creating the Sacramento Central Groundwater Authority (“JPA”) established a separate public entity identified as the Sacramento Central Groundwater Authority (“AUTHORITY”) with its own Board of Directors; and

WHEREAS, the AUTHORITY was created to maintain the long-term sustainable yield of the Central Basin in accordance with the Central Sacramento County Groundwater Management Plan; and

WHEREAS, the JPA identifies member annual contributions to fund the purposes of the AUTHORITY;

WHEREAS, the AUTHORITY has decided to adjust its annual contribution methodology to better align with other local management authorities and to reduce the potential risk of underfunding groundwater management programs in the future;

WHEREAS, Section 8(e) of the JPA provides for the AUTHORITY’s adjustment of funding contributions subject to compliance with Section 8 (c) which requires an affirmative vote of eleven of the sixteen members of the governing board that includes affirmative votes by all of the representatives of the Cities of Elk Grove, Folsom, Rancho Cordova and Sacramento, and the County of Sacramento;

WHEREAS, the AUTHORITY’s administrative budget for fiscal year 2016/2017 is specified in Attachment A. The budget includes projections of revenues, staff expenses, consultant expenses, office expenses and Groundwater Management Plan related expenses. The administrative budget is required to finance the administrative activities necessary to manage the Central Sacramento County groundwater management area.

NOW, THEREFORE, be it resolved by the SCGA Board of Directors:

1. The above recitals are correct and the SCGA Board of Directors so finds and determines.
2. The SCGA Board of Directors finds and determines that:
 - a. The SCGA administrative budget for fiscal year 2016/2017 as specified in Attachment A is hereby adopted; and
 - b. The annual contributions to fund the SCGA administrative budget for fiscal year 2016/2017 are revised from the initial funding contributions identified in the JPA Section 8(d), and annual contributions for fiscal year 2016/2017 will be calculated pursuant to Attachment B; and
 - c. Billing for the fiscal year 2016/2017 annual contributions shall be mailed not later than thirty (30) days following the adoption of this resolution with payment to be made within thirty (30) days of receipt of billing.

ON A MOTION by Director WILLIAMS, and seconded by Director THOMPSON, the foregoing resolution was passed and adopted by the Board of Directors of SCGA this 8th day of June, 2016, by the following vote, to wit:

AYES: Directors, FRAGIAO, EISING, QUINN, EWART, NELSON, MAHON, WERDER, BETTIS, LOWRY, RAMIREZ, ANDERSON

NOES: Directors,

RECUSAL: Directors,
(PER POLITICAL REFORM ACT (§ 18702.5.))

ABSENT: Directors, MARTEL

ABSTAIN: Directors,

Chair of the Board of Directors
of the Sacramento Central Groundwater Authority,
a duly formed Joint Powers Authority



Clerk of the Board of Directors of
the Sacramento Central Groundwater Authority

ATTACHMENT A - Fiscal Year 2016-2017 Authority's Budget (Page 1 of 3)

FUND: Sacramento Central Groundwater Authority (096B)
 ACTIVITY: Groundwater Supply Operations (0960001)
 FISCAL YEAR: 2016-17

	Actual 2011-2012	Actual 2012-2013	Actual 2013-14	Actual 2014-15	Adopted 2015-16	Estimate 2015-16	Requested 2016-17
MEANS OF FINANCING							
Reserves:							
Prior Year Fund Balance	\$ 631,157	\$ 714,927	\$ 139,454	\$ 116,451	\$ 358,049	\$ 357,143	\$ 224,531
Revenues:							
Contributions from other Agencies	\$ 264,047	\$ 254,492	\$ 244,222	\$ 236,962	\$ 210,423	\$ 210,423	\$ 573,057
Interfund Charges (Transfer In / Out) reimbursement from SCGA WPP fund	-	-	-	-	-	-	-
Reserve Release	-	-	-	278,934	36,233	37,139	-
Interest Income	2,862	5,332	2,000	-	(2,905)	(2,905)	-
AB303 Grant Reimbursement	2,900	(1,370)	200,000	199,823	29,000	108,229	-
Encumbrance Rollover from Prior Year							
Total Means of Financing	\$ 900,966	\$ 973,381	\$ 585,676	\$ 832,170	\$ 630,800	\$ 710,029	\$ 797,588
FINANCING USES							
Provision for Reserves	-	\$ 707,430	\$ 31,626	-	-	-	\$ 78,865
Interfund Charges (Transfer In / Out) reimbursement from SCGA WPP fund	-	-	-	-	-	-	-
Salaries / Benefits	-	-	-	-	-	-	-
Services & Supplies	186,039	126,497	554,050	832,170	630,800	485,498	718,723
Other Charges	-	-	-	-	-	-	-
Total Financing Uses	\$ 186,039	\$ 833,927	\$ 585,676	\$ 832,170	\$ 630,800	\$ 485,498	\$ 797,588
ENDING FUND BALANCE	\$ 714,927	\$ 139,454	\$ -	\$ -	\$ -	\$ 224,531	\$ -

See Attachment D for Budget Detail

need reserve of 20% of expenditures. of expenditures.

ATTACHMENT A - Fiscal Year 2016-2017 Authority's 2-Year Budget Breakdown

(Page 2 of 3)

	Adopted FY15/16 Budget	Proposed FY16/17 Budget
MEANS OF FINANCING		
Reserve Account		
Reserve Account Balance 7/1/15	\$ 461,230	\$ 424,091
Reserve Account Contributions/Releases	(37,139)	78,865
Remaining Reserve Balance	424,091	502,956
Operating Account		
Beginning Operating Fund Balance	\$ 357,143	\$ 224,531
Revenues:		
Contributions from Member Agencies	\$ 210,423	\$ 573,057
Reserve Release	37,139	
AB 303 Grant (Prop. 84)	29,000	
Interest Income	(2,905)	-
Total Means of Financing	\$ 630,800	\$ 797,588
FINANCING USES		
Salaries/Benefits	\$ -	\$ -
Services & Supplies:		
Staff Expenses	291,500	511,532
Consultant Expenses	333,000	200,891
Office Expenses	6,300	6,300
GMP Related Expenses	-	-
Reporting Expenses	-	-
Provision for Reserve	-	78,865
Total Financing Uses	\$ 630,800	\$ 797,588

ATTACHMENT A - Authority's Operating Expenses (2016 -2017) (Page 3 of 3)

Operating Expenses	(\$ Dollar)	Notes
1. Staff Expenses		"Staff Expenses" were not covered in the cost breakdown provided in the GMP.
Executive Director	\$ 56,576	Executive Director @ 8 hours/week: (\$136/hr)(8hr/wk)(52wk/yr) (G/L 20293403)
Administration Support	\$ 253,490	Board Clerk, Water Resources Admin. Staff, etc. (G/L 20293403)
Legal Counsel	\$ 149,070	Sarah Britton - County Counsel (G/L 20253100)
Financial	\$ 48,895	County Water Resource Finance/Accounting Staff (G/L 20293403; Remie and Bill)
AFS Contract Services	\$ 2,000	Contract payment and writing allocation costs. (G/L 20293401)
Travel/Conference	\$ 1,500	G/L 20202900
Total Staff Expenses	\$ 511,532	
2. Consultant Expenses		
Audit Report	\$ 9,000	VTD & Co. Audit Expense (G/L 20250500)
Technical Services	\$ 191,891	1. \$100k - Develop and Support Alternative Submittal; 2. \$66k - Assist SCGA staff transitioning to a GSA, including grant application, data management, public outreach, and website update etc.; 3. \$10k - Ag/Res Water Conservation; 4. \$25k - GAP Study
Total Consultant Expenses	\$ 200,891	
3. Office Expenses		
General Liability Insurance	\$ 6,000	Annual premium paid to Sacramento County Risk Management
Office Supplies/Postage	\$ 150	G/L 20207600
Dues & Subscriptions	\$ 150	Membership dues (G/L 20206100)
Total Office Expenses	\$ 6,300	
4. GMP Related Expenses		Ongoing activities to implement the GMP
A. Stakeholder Involvement		
B. GW Resource Protection		
C. Monitoring Program		
D. Planning Integration		
E. Plan Implementation Costs		GMP Section 4.7.1
Total GMP Expenses	\$ -	G/L 20293403
5. Well Protection Program		
Ordinance Development	\$ -	Includes on-going coordination with Land Use Agencies, development of cooperating agreements and adoption of ordinance and agreements.
Registration	\$ -	Includes developing parcel map, generating mailing list, update of data base and field verifications. Reimbursed by WPP trust fund later.
Replacement Fund		
Total WPP Expenses	\$ -	
6. Reporting Expenses		
State of the Basin Report		
Total Reporting Expenses	\$ -	
GRAND TOTAL	\$ 718,723	

ATTACHMENT B (Page 1 of 2)
Authority's Members Contribution (FY2016-2017)

	Base Contribution	Connection Contribution	Groundwater Usage Contribution	Total Annual Contribution
Board Members				
City of Folsom	\$ 20,000	\$ 17,001	\$ -	\$ 37,001
City of Rancho Cordova	\$ 20,000	\$ -	\$ -	\$ 20,000
City of Sacramento	\$ 20,000	\$ 42,205	\$ 3,110	\$ 65,315
City of Elk Grove	\$ 20,000	\$ -	\$ -	\$ 20,000
County of Sacramento/ SCWA	\$ 20,000	\$ 37,341	\$ 65,965	\$ 123,306
FRCD/Elk Grove Water District	\$ 10,000	\$ 12,127	\$ 13,176	\$ 35,303
Rancho Murietta CSD	\$ 10,000	\$ 8,000	\$ -	\$ 18,000
Cal-Am Water Company	\$ 10,000	\$ 24,985	\$ 53,396	\$ 88,381
Golden State Water Company	\$ 10,000	\$ 13,922	\$ 17,396	\$ 41,319
Omochumne-Hartnell Water District	\$ 10,000	\$ -	\$ -	\$ 10,000
SRCSD	\$ 10,000	\$ -	\$ -	\$ 10,000
Ag Interests	\$ 10,000	\$ -	\$ 46,855	\$ 56,855
Ag-Res Interests	\$ 10,000	\$ -	\$ 7,576	\$ 17,576
Comm/Industrial Self Supplied	\$ 10,000	\$ -	\$ -	\$ 10,000
Public Agency Self Supplied	\$ 10,000	\$ -	\$ -	\$ 10,000
Conservation Land Owners	\$ 10,000	\$ -	\$ -	\$ 10,000
Total	\$ 210,000	\$ 155,579	\$ 207,475	\$ 573,057

Base Contribution Component

- Annual Base Contribution is \$10000 for non-signatory members and \$10000 for signatory members
- Annual Base Contribution of \$10000 for Agriculture, Agriculture/Residential, Public Agencies Self-Supplied, Commercial Industrial Self-Supplied, and Conservation Landowners is paid out of SCWA Zone 13 funds

Connection Contribution Component

- Annual Connection Contribution is \$8,000 plus \$0.67 per connection for number of water service connections over the 6,000 connection minimum.
- An annual minimum Connection Contribution of \$8,000 is assessed for water districts with less than the 6,000 connection minimum

Groundwater Usage Component

- Annual Groundwater Usage Contribution is \$3.11/acre-foot of groundwater pumped from the basin averaged over previous three calendar years
- Annual Groundwater Usage Contribution by Agriculture is 25-percent of the estimated annual pumping (as determined by SCWA) at the rate of \$3.11 /acre-foot and paid out of SCWA Zone 13 funds
- Annual Groundwater Usage Contribution by Agriculture/Residential is 25-percent of the estimated annual pumping (as determined by SCWA) at the rate of \$3.11/acre-foot and paid out of SCWA Zone 13 funds

ATTACHMENT B (Page 2 of 2)

Groundwater Usage Component 2016 Pumping Data

Water Purveyors	Pumping Amount (acre-contribution)	Exclusion (acre-contribution)	Net Pumping (acre-contribution)	Rate (\$/acre-foot)	Contribution
Commercial/Industrial Self Supplied	0	0	0	3.11	\$ -
Public Agencies/Self Supplied	0	0	0	3.11	\$ -
FRCD/Eik Grove Water District	4,237	0	4,237	3.11	\$ 13,176
Omochumne-Hartnell Water District	0	0	0	3.11	\$ -
Rancho Murieta CSD	0	0	0	3.11	\$ -
California-American Water Co.	17,169	0	17,169	3.11	\$ 53,396
Golden State Water Company	5,594	0	5,594	3.11	\$ 17,396
County of Sacramento/ SCWA	21,211	0	21,211	3.11	\$ 65,965
City of Sacramento	1,000	0	1,000	3.11	\$ 3,110
Ag and Conservation Land Owners	12% of estimated pumping (See Note 1)				
Agricultural Interests	125,550	12%	15,066	3.11	\$ 46,855
Conservation Land Owners	0	12%	0	3.11	\$ -
Agriculture-Residential	12% of estimated pumping (See Note 1)				
Agriculture-Residential	20,300	12%	2,436	3.11	\$ 7,576
Note 1. A 12% % reduction is applied to Ag and Ag-Res pumping to account the average crop evapotranspiration and runoff losses					Total \$ 207,475

Water Service Connection Component 2016 Water Service Connection Data

Water Purveyors	Number of Connections	Minimum Number of Connections	Number of Connections Exceeding Minimum	Rate (\$/connection)	Contribution
Commercial/Industrial Self Supplied	-	6,000	-	0.67	\$ -
Public Agencies/Self Supplied	-	6,000	-	0.67	\$ -
City of Folsom	19,434	6,000	13,434	0.67	\$ 17,001
City of Sacramento	57,052	6,000	51,052	0.67	\$ 42,205
FRCD/Eik Grove Water District	12,159	6,000	6,159	0.67	\$ 12,127
Omochumne-Hartnell Water District	-	6,000	-	0.67	\$ -
Rancho Murieta CSD	1,800	6,000	-	0.67	\$ 8,000
California-American Water Co.	31,350	6,000	25,350	0.67	\$ 24,985
Golden State Water Company	14,839	6,000	8,839	0.67	\$ 13,922
County of Sacramento/ SCWA	49,792	6,000	43,792	0.67	\$ 37,341
Total \$					155,579

MEMORANDUM

Date: November 11, 2016
To: Board of Directors
From: Darlene Thiel, General Manager
Subject: Consider Appointment of Director Mark Pecotich to the Parks Committee Subcommittee Regarding Ranch Murieta Trails

RECOMMENDED ACTION

Appoint Director Mark Pecotich to represent the District on the Parks Committee Subcommittee regarding Rancho Murieta Trails.

BACKGROUND

At the November 1, 2016 Parks Committee meeting, the Committee discussed developing a subcommittee to address the trails throughout the community. The Committee requested Director Pecotich be appointed to represent the District on the subcommittee.

MEMORANDUM

Date: November 9, 2016
To: Board of Directors
From: Darlene J Thiel, General Manager and
Paul Siebensohn, Director of Field Operations
Subject: Receive and Consider Updates

PARKS COMMITTEE

The Parks Committee meeting was held at 4:00 p.m. on November 1, 2016 at Rancho Murieta Association (RMA). The committee is planning to schedule the next meeting the week of December 12 - 16, 2016. The idea of the District developing some sort of financing alternative for payment of the Water Supply Augmentation fees due for the Parks was informally discussed at the meeting. The thought behind the suggestion was to allow the money RMA currently has in the Parks funds to be used for actual construction of parks and to allow payment to the District over some period of time with interest. Darlene mentioned that some research needs to be done to determine first if the District has the authority/ability to act in a financing capacity. Also, the determination of the final EDUs assigned to each park is not completed.

PENDING AND PROPOSED LAND DEVELOPMENT PROJECTS

The next Stakeholder meeting is scheduled for Thursday November 17, 2016.

MIDGE FLY AD HOC COMMITTEE

The Midge Fly Ad Hoc Committee is done meeting. The last committee meeting was held on October 24, 2016.

SOLAR POWER INSTALLATIONS

Wastewater Treatment Plant Site

Solar City had been in the process of executing the contract for Bockman Woody (BW) to complete the SMUD power supply upgrade as approved from last month's Board meeting. They just issued a notice to proceed to BW and BW is in process of determining a schedule as to when they will be back onsite.

Water Treatment Plant Site

Construction has yet to begin as Solar City is still waiting for approval from Sacramento County Permit Office/ Sacramento Metro Fire Department (SMFD) before proceeding. Revision three of the site plans were submitted to SMFD October 28, 2016. The subcontractor of SMFD who is reviewing the plans, Interwest Consulting Group, has requested a meeting with Solar City and SMFD on November 16, 2016. Paul plans to attend.

12 INCH FORCE MAIN ASSESSMENT

The District is waiting for direction from Kennedy Jenks as to what specific soil tests they recommend we have the soil surrounding the pipe be tested for. We also have pieces of the pipe from the top end and bottom end of the pipeline secured in zip lock bags for whatever recommended testing Kennedy Jenks suggests.

BOARD GOALS 2016
11/14/16 Update

Color Key: **Goal** **Objective** **Update**

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#1	Ensure District maintains a focus on future vision for successful delivery of services to the Rancho Murieta community					
	a. Update the 2011 Strategic Plan by January 1, 2017	2015 Carry-over	1/1/17			Current Strategic Plan being reviewed; formulating ideas/suggestions for update
#2	Successfully manage water supply to meet the Rancho Murieta community needs.					
	a. Complete water Treatment Plant Expansion Project and bring plant operational no later than March 1, 2016	2015 Carry-over	3/1/16	100% 4/11/16	Plant construction substantially complete – pending 30 day test period; DDW inspection 1/11/16; Test Period commenced 2/4/16; completed 4/11/16; WTP brought on-line 4/11/16	
	b. Complete Augmentation Well Project before grant performance period ends, anticipated to be extended to June 2017	2015 Carry-over	6/1/16	30%	Test wells drilled RWA working with DWR for 1 yr extension; DWR extended grant through December 2017	2 nd bid release in February 2015, did not attract any bidders; Release of RFP pending Right of Entry Agreements;
	c. Closely monitor number of connections as we near qualifying as an Urban Water Supplier (3,000 connections) in the next few years to ensure Urban Water Management Plan is prepared and submitted timely.	2015 Carry-over	On-going		# of connections as of September 30, 2016: Commercial 87 CSD 16 Residential <u>2,534</u> Total <u>2,637</u>	
	d. Develop plan for submitting water right permit request to extend beyond December 2020		12/31/16	100%		Plan is to submit water right permit extension by end of 2017; Dick Shanahan will assist in the process

BOARD GOALS 2016
11/14/16 Update

Color Key: **Goal** Objective Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#3	Successfully manage recycled water supply to comply with Master Reclamation Permit and State regulations regarding use of reclaimed water.					
	a. Develop facility update/expansion schedule and plan accordingly; leveraging existing recycled water system. This task is currently part of Phase 1 projects submitted to Board of Reclamation for WaterSMART grant funds.	2015 Carry-over	On-going	40%	Master Reclamation Permit rec'd 12/14; Working with AECOM and developers to re-evaluate phases identified in the Title XVI Feasibility Study; application for WaterSMART 2016 funding submitted; received notice that WaterSMART grant application not awarded	Pre-design report proposal from Kennedy/Jenks approved by Board on May 18, 2016; estimated schedule is 6 months First draft of pre-design report under staff review; workshop in January for board update on recycled water program
	b. Finalize agreement with Rancho Murieta Country Club and the property owners regarding raw and reclaimed water use and need by December 31, 2016.	2015 Carry-over	12/31/16	10%	Meeting between RMCC and CSD held on 3/24/16 to discuss reclaimed water	Impact of potential RMCC sale
	c. Develop process/ procedure for recycled water permit issuance	2015 Carry-over	1/1/17	30%	Paul created "User Reclamation Plan" for recycled water users and has coordinated partnership with EID for landscape contractor orientation; Paul and Ron attended training at EID	Recycled Water System Implementation Process (Task 5 in AECOM 8/3/15 proposal)
	d. Evaluate alternative methods of using reclaimed water such as indirect potable reuse	2015 Carry-over	3/31/16	100%	IPR letter completed	

BOARD GOALS 2016

11/14/16 Update

Color Key: Goal Objective Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#4	Manage aging infrastructure to ensure on-going provision of services to the Rancho Murieta community					
	a. Prepare 5-year Capital Replacement Plan (water, sewer, drainage, security, and administration) based on 2015 Reserve Study, by May 15, 2016	2015 Carry-over	5/15/16	60%		Compiling assets for 5 year plan
	b. Update long-term plan for infrastructure (water, sewer, drainage) inspection, repair or replacement.		12/31/16			
#5	Effectively Manage District Finances					
	a. Achieve cost savings through the completion of the solar power arrays at the Wastewater Treatment Plant by December 31, 2016		12/31/16	60%	IS/MND completed; Swainson Hawk and Nesting Bird surveys completed;	WWTP solar array construction near completion – SMUD upgrades pending but in progress WTP design modification pending SMUD approval – construction on hold
	b. Seek cost savings through efficiencies gained by shared services and other opportunities with other agencies.		12/31/16	75%	Shared gas tank/fueling system with RMA evaluated – with Federal and state tax rebates received by CSD it is more economical to purchase through Country Store	Researching availability of gas tax refund for CSD if gasoline purchased through shared fueling station; working on cost of upgrades to RMA fueling area for card reader system
	c. Review 2009 Ad Hoc Governance Committee report for shared service opportunities with RMA and RMCC that have not yet been implemented.		12/31/16	100% 10/31/16	Governance report reviewed. No additional shared service opportunities found in report	
	d. Increase participation in electronic billing service by 20% before 12/31/16		12/31/16	100% 08/31/16	E-bill service participation increased by over 20%	

BOARD GOALS 2016
11/14/16 Update

Color Key: **Goal** Objective Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	e. Formalize Security Impact Fee Policy by April 30, 2016		4/30/16	100% 9/21/16	Met for preliminary policy discussion with John Sullivan, Greg Remson and Darlene Gillum on 4/4/16 Security Impact Fee Policy adopted by Board of Directors Sept 21, 2016	Plan to take policy draft to Security Committee in August
	f. Complete recycled water rate study by December 31, 2016	2015 Carry-over	12/31/16			Rate study can't be undertaken until costs of recycled water program identified
	g. Investigate Security Tax Initiative for increase cap on Security Tax escalation for November 2016 General Election Ballots.	2015 Carry-over	5/31/16	100% 8/31/16		General discussions held – current thought is when/if a new initiative is pursued it is better to conduct during off year elections; continue evaluation for possible study to be conducted in 17/18 fiscal year
	h. Address RMA financial obligation for water permit fees and related charges		12/31/16			Bring plan/information forward to board in December 2016
#6	Provide Security Services to the community at a level that meets community needs and expectations					
	a. Develop long term Security Master Plan by Dec 31, 2016 to address how to effectively provide security services as the Rancho Murieta community grows in development of residential and commercial properties.	2015 Carry-over	12/31/16	50%	Chief Wagner released RFP on November 1, 2016; responses due 11/16/16	Plan to engage new Security Chief in the process of RFP preparation and selecting consulting firm for study
	a-1 Evaluate strategy to improve/change public perception of Security to a positive experience.		12/31/16	75%	Chief Wagner working with Security staff on improving engagement with residents	Will engage new Security Chief for input/ideas

BOARD GOALS 2016
11/14/16 Update

Color Key: **Goal** **Objective** **Update**

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	b. Complete Security Surveillance Camera Policy by May 31, 2016		5/31/16		Policy to be developed after consulting engagement completed (target May 2017 for completion)	Will engage new Security Chief in the process, which will also be included in the RFP for Security Master Plan
	c. Formulate plan for use and operation of Escuela Gate, both long term and short term, with RMA by July 1, 2016		7/1/16	100% 10/11/16	Chief Remson and Darlene Gillum met with RMA GM, Greg Vorster, on 1/12/16 to discuss planned use of Escuela Gate. RMA board proposing a passive gate with 4 gate arms, 2 license plate readers, and 2 intercoms; open for 12 hours during daytime.	CSD and RMA considering town hall meeting format, Darlene provided rough cost estimate for a single gate operation to RMA on 4/14/16; Stonehouse Road improvements scheduled for construction in Sept 2016 RMA has not developed plan for operation of Escuela gate at this time and doesn't envision developing use of the gate for some time
#7	Provide solid waste services to the community at a level that meets community needs and expectations					
	a. Research providing commercial solid waste collection and disposal services through contract with California Waste Recovery Systems by May 31, 2016	2015 Carry-over	5/31/16	100% 2/12/16	Initial contact made with CWRS - next step is to conduct rate comparison Telecon with Jack Fiori on 2/12/16 confirmed that CWRS is already in contact with RM commercial entities	
	b. Research and evaluate feasibility of organic waste/compost project by July 1, 2016.		7/1/16	100% 11/4/16	Jack Fiori will present update to Board with annual diversion report in April. RM does not currently have enough food waste to implement a collection program.	Meeting with Jack Fiori, Mike Martel and me to discuss RM potential is pending; Director Martel has had initial meetings/conversations with CWRS

BOARD GOALS 2016
11/14/16 Update

Color Key: **Goal** **Objective** **Update**

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
#8	Effectively monitor and manage development impacts to the provision of District services					
	a. Successfully complete the Operating Agreement regarding the Parks Committee and each entity's role and responsibility by March 31, 2016	2015 Carry-over	3/31/16	95%	Draft Operating Guidelines prepared 1/27/16; RMA comments received 4/12/16	Draft presented to Park Committee on November 1; John Sullivan reviewing and to provide comments
	b. Monitor and participate in the County planning process for the Rancho Murieta North proposed development projects representing and protecting the District's interests and responsibilities.		On-going		Stakeholder meetings organized by County Planning; Next meeting scheduled for 11/17/16	
	c. Keep community informed of the planning process as it relates to the Rancho Murieta North proposed development and District involvement		On-going		Stakeholder meetings opened to media and observers	
#9	Maintain community relationships by effective communication and responding to the needs of the community					
	a. Conduct community outreach events on various District services throughout the year (target quarterly but no less than semi-annual events)		12/31/16			Town hall meetings planned for January 2017 for community to meet Chief Wagner and discuss security issues and concerns

BOARD GOALS 2016

11/14/16 Update

Color Key: **Goal** **Objective** **Update**

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	b. Address community concerns of midge fly nuisance (especially around Laguna Joaquin) before next hatching season (May 1, 2016)		5/1/16	100% 10/25/16	Midge Fly adhoc committee formed by RMA, Betty F. and Paul S. appointed to committee on 2/17; Committee meets bi-weekly and has a draft flyer prepared for distribution; Purchased granular BTI in June 2016	Final adhoc committee meeting held in October
	c. Water Treatment Plant Expansion Project publicity event/ announcement in March or April 2016		4/30/16	100% 06/02/16	Draft memo of plans/ideas sent to Board on 2/12/16. Event tentatively scheduled for June 2; Conference call with Elmets Communications on 4/18/16; plans to mail event invitations in early May; Ribbon Cutting Ceremony held June 2	
	d. Publish information regarding Augmentation Well Project purpose and plans by Feb 28 th		2/28/16	100% 4/7/16	FAQs published to the District web site 4/7/16	
	e. Communicate with the community in lay-person terminology (i.e., translate technical information in understandable terminology)		On-going			
	f. Review potential of televising District Board meetings.		12/31/16	100% 09/30/16	Channel 5 no longer available	
	g. Launch new and improved District website by March 31, 2016, continue evaluation of social media use and benefit	2015 Carry-over	3/31/16	100% 2/1/16	Suzanne attending classes and developing ideas for use at District New website launched 2/1/16	Suzanne continues to monitor other social media opportunities; developing email mass mailing capability for district news – target of first use is December 2016

BOARD GOALS 2016

11/14/16 Update

Color Key: **Goal** Objective Update

GOAL	District Goal	Start Date	Due Date	% Comp	Major Accomplishments	Outstanding Issues, Questions
	h. Develop strategy to improve timeliness of District response to resident communications		12/31/16	100%	Committed to response within 24 hrs to a least acknowledge receipt; answer may take longer to research	
#10	Foster a working environment that develops employee strengths, encourages employee growth, and makes the district a highly desired place of employment.					
	a. Seek out training and education opportunities for employees		12/31/16		Supervisor training for Sgt Scarzella (Feb 2016) Communication seminar for Sgt Scarzella (Feb 2016); Customer Service training conducted for all District employees (May 2016); Patrol Officers provided with Firearms training	
	b. Value employees' ideas and suggestions regarding District processes and procedures. Encourage employee participating to provide their ideas to mgmt		On-going			

CONFERENCE/EDUCATION SCHEDULE

Date: November 10, 2016
To: Board of Directors
From: Suzanne Lindendorf, District Secretary
Subject: Consider Conference/Education Opportunities

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

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

The upcoming conferences/educational opportunities include the following:

CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA)

Special District Leadership Academy February 26 – March 1, 2017 Napa, CA

GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

No Information Currently Available on Upcoming Conferences.

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

ACWA 2016 Fall Conference November 29-December 2, 2016 Anaheim, CA