



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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

AGENDA

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

REGULAR BOARD OF DIRECTORS MEETINGS ARE HELD
3rd Wednesday of Each Month

REGULAR BOARD MEETING

August 20, 2014

Open Session 5:00 p.m.

RMCS D Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Roberta Belton	Vice President
Betty Ferraro	Director
Paul Gumbinger	Director
Michael Martel	Director

STAFF

Joseph Blake	General Manager
Vacant	Director of Administration
Greg Remson	Security Chief
Paul Siebensohn	Director of Field Operations
Suzanne Lindenfeld	District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
August 20, 2014

Open Session 5:00 p.m.

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

AGENDA

	RUNNING TIME
1. CALL TO ORDER - Determination of Quorum - President Pasek (Roll Call)	5:00
2. 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.</i> <i>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, and limit your comments to no more than 3 minutes so that others may be allowed to speak.</i>	5:05
3. ADOPT AGENDA (Motion) (5 min.)	5:10
4. SPECIAL ANNOUNCEMENTS AND ACTIVITIES (5 min.)	5:15
5. CONSENT CALENDAR (Motion) (Roll Call Vote) (5 min.) <i>All the following items in Agenda Item 5 will be approved as one item if they are not excluded from the motion adopting the consent calendar.</i>	5:20
a. Approval of Board Meeting Minutes 1. July 16, 2014 Board Meeting 2. August 1, 2014 Special Board Meeting	
b. Committee Meeting Minutes (Receive and File) 1. August 6, 2014 Improvements Committee 2. August 8, 2014 Security Committee 3. August 8, 2014 Finance Committee	
c. Approval of Bills Paid Listing	

6. **STAFF REPORTS** (Receive and File) (5 min.) 5:25
- a. General Manager’s Report
 - b. Administration/Financial Report
 - c. Security Report
 - d. Water/Wastewater/Drainage Report
7. **CORRESPONDENCE** (5 min.) 5:30
8. **CONSIDER ADOPTION OF ORDINANCE 2014-02, AMENDING DISTRICT CODE, CHAPTER 8, THE COMMUNITY FACILITIES FEE CODE, SECTION 3.00** 5:35
 (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
9. **CONSIDER ADOPTION OF RESOLUTION 2014-18, AMENDING THE DISTRICT CONFLICT OF INTEREST CODE** (Discussion/Action) (Motion) (Roll Call Vote) 5:40
 (5 min.)
10. **TIMED ITEM - PUBLIC HEARING – TO PLACE DELINQUENT ACCOUNTS ON THE TAX ROLLS OF SACRAMENTO COUNTY FOR COLLECTION** 5:45
 (Time is approximate but will not be conducted before 5:30 p.m.)
- a. Presentation by Staff.
 - b. The Board President will open a public hearing for public comment on placing delinquent accounts on the tax rolls of Sacramento County for collection.
 - c. The Board President will close the public hearing on placing delinquent accounts on the tax rolls of Sacramento County for collection.
 - d. Board Discussion/Approval of Resolution 2014-19, a Resolution Authorizing Collection and Requesting Inclusion of Delinquent Rates, Special Taxes, Charges and Penalties for Water, Sewer, Solid Waste, Drainage and Security Service on the Tax Roll for the Forthcoming Fiscal Year in the Same Manner as the General Taxes. (Motion) (Roll Call Vote) (5 min.)
11. **CONSIDER ADOPTION OF SANITARY SEWER MANAGEMENT PLAN UP-DATE** 5:50
 (Discussion/Action) (Motion) (5 min.)
12. **CONSIDER APPROVAL OF PROPOSAL FOR APPRAISAL SERVICES RELATING TO THE COMMUNITY FACILITIES DISTRICT NO. 2014-1** (Discussion/Action) 5:55
 (Motion) (5 min.)
13. **CONSIDER APPROVAL OF OUT OF DISTRICT DOMESTIC WATER SUPPLY CONNECTION TO HUTCHISON RANCH** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.) 6:00

14. **RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE** (5 min.) 6:05
a. Consider Water Treatment Plant Expansion Alternate #1 (Discussion/Action) (Motion) (5 min.)

15. **RECEIVE WATER CONSERVATION UPDATE** (Discussion/Action) (5 min.) 6:15
a. Mandatory Water Use Restrictions (Motion) (5 min.)

16. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (5 min.) 6:25
a. Consider Approval for Paul Siebensohn attending CA-NV AWWA Fall Conference (Discussion/Action) (Motion)

17. **REVIEW MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 6:30

Special Board Meeting: September 5, 2014 at 2:00 p.m.

Next Regular Board Meeting: September 17, 2014

Committee Meeting Schedule:

✚ Personnel	September 3, 2014 at 9:00 a.m.
✚ Improvements	September 3, 2014 at 9:30 a.m.
✚ Communications	September 5, 2014 at 9:00 a.m.
✚ Security	September 5, 2014 at 9:30 a.m.
✚ Finance	September 5, 2014 at 10:00 a.m.
✚ Joint Security	T.B.A.
✚ Parks -	T.B.A.
✚ Security Ad Hoc	T.B.A.

18. **COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 6:35
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) 6:40

"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 August 15, 2014. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

MINUTES

July 16, 2014

5:00 p.m. Open Session

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 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Betty Ferraro, Paul Gumbinger, and Michael Martel. Also present were Joseph Blake, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Director Roberta Belton was absent.

2. COMMENTS FROM THE PUBLIC

None.

3. ADOPT AGENDA

Motion/Gumbinger to adopt the agenda. **Second/Ferraro. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

4. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

None.

5. CONSENT CALENDAR

President Pasek asked about the minutes from the last Security Ad Hoc Committee meeting. Chief Remson stated that he will have them in the August Board meeting packet.

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

6. STAFF REPORTS

Under Agenda Item 6a, Joe Blake gave a brief summary of his observations and goals for the District. Joe stated that the District has a good staff but the District's assets are reaching the end of their useful life. The Water Treatment Plant Expansion Project is the first priority, followed by infrastructure backlog, improving security measures, financing and grants, developing a master water plan, and organizing the water rights.

Under Agenda Item 6c, Director Martel commented on the possibility of getting Homeland Security grant money for cameras and monitors for the new North Gate. Chief Remson stated that goal is to start construction on the new North Gate mid-September.

Under Agenda Item 6d, Director Ferraro commented on Rancho Murieta Association (RMA) having water trucks take water out of Laguna Joaquin to use to water common areas and Stonehouse Park. President Pasek requested staff send a letter to Rancho Murieta Association regarding Laguna Joaquin and a likely water shortage/draw down and possible use limitations.

7. CORRESPONDENCE

None.

8. CONSIDER ADOPTION OF RESOLUTION 2014-14, ACCEPTING ASSIGNMENT OF EASEMENT RIGHTS

Paul Siebensohn gave a brief summary of the recommendation to adopt the resolution accepting assignment of easement rights.

Motion/Gumbinger to adopt Resolution 2014-14 accepting assignment of easement rights. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

9. CONSIDER APPROVAL OF NEW DIRECTOR OF FINANCE/ADMINISTRATION JOB DESCRIPTION

Director Gumbinger gave a brief summary of the recommendation to adopt the new Director of Finance/Administration job description.

Motion/Gumbinger to adopt the new Director of Finance/Administration job description. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

10. CONSIDER ADOPTION OF THE 2014 NON-REPRESENTED EMPLOYEE SALARY RANGES AND CPI ADJUSTMENT

President Pasek stated he would like to see more private industries be included in future salary surveys.

Director Martel stated he wants to see the 360 Evaluations that were completed, with names included. Suzanne stated that when the survey was conducted, it was with the understanding that no names would be provided and that the Board would receive a summary of the results, not the actual survey results. The matter was referred to Richard Shanahan, District General Counsel, for review and comment.

President Pasek stated that this survey should be left alone and the next one can be with the understanding that the Board of Directors will see the actual surveys submitted.

11. CONSIDER APPROVAL OF WATER TREATMENT PLANT SPECIAL INSPECTION PROPOSAL

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal for the Water Treatment Plant Expansion Project special inspections.

Motion/Gumbinger to approve the proposal from Youngdahl Engineering for water treatment plant special inspection, in an amount not to exceed \$34,547.00. Funding to come from Water Replacement Reserves. **Second/Ferraro. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

12. INTRODUCE ORDINANCE 2014-02 AMENDING DISTRICT CODE CHAPTER 8, COMMUNITY FACILITIES FEES

President Pasek opened the public hearing at 6:21 p.m. and asked for public comments. John Sullivan asked that in the future, instead of putting no change to a fee, include the actual amount.

President Pasek closed the public hearing at 6:23 p.m.

Motion/Ferraro to introduce Ordinance 2014-02, an Ordinance amending District Code Chapter 8, the Community Facilities Fee Code, Section 3.00, to increase the Water Supply Augmentation and the Community Parks fees, waive the full reading of the Ordinance and continue to the August 20, 2014 Board meeting for adoption. **Second/Gumbinger. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

13. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE

Paul Siebensohn stated that staff has been working with Roebbelen on finalizing the schedule. The design engineer is working with SMUD.

14. REVIEW/DISCUSS PROPOSED MELLO-ROOS CFD FINANCING FOR RANCHO NORTH/MURIETA GARDENS PROPERTIES

Richard Shanahan, District General Counsel, gave a brief summary of the proposed Mello-Roos CFD financing for Rancho North/Murieta Gardens in lieu of the Letter of Credit. The next steps include: receive the Petition requesting the establishment of a CFD and provide a map of the proposed CFD for the resolution of intentions; preparation of the goals and policies, approval of the Rate and Method of Apportionment document; adopt three resolutions of intentions, and holding a public hearing.

Dan Massiello, Kosmont Companies, gave a brief summary of what a CFD is, how they are used, and how they work. The bonds will be sold privately, and the buyers have already been decided. The property owners will be voting on whether to allow for the CFD or not. Since it is undeveloped land, it will be the landowners/developers who will vote.

15. CONSIDER APPROVAL OF AGREEMENT WITH WILLDAN FINANCIAL SERVICES FOR SPECIAL TAX CONSULTANT SERVICES RELATING TO MELLO-ROOS CFD FORMATION FOR RANCHO NORTH/MURIETA GARDENS PROPERTIES

Danny Kay, Willdan Financial Services, is the person that will be representing the District in this process. All costs and fees will be paid by the landowners, not the District.

Motion/Ferraro to approve agreement with Willdan Financial Services for Special Tax Consultant Services relating to Mello-Roos CFD Formation for Rancho North/Murieta Gardens Properties, in an amount not to exceed \$21,500. Funding to come from the Rancho North/Murieta Gardens landowners under the terms of the Rancho North Properties and Murieta Gardens Financing and Services Agreement. **Second/Gumbinger. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

16. CONSIDER APPROVAL OF AGREEMENT WITH FULBRIGHT & JAWORSKI FOR BOND COUNSEL SERVICES RELATING TO MELLO-ROOS CFD FORMATION AND BOND ISSUANCE FOR RANCHO NORTH/MURIETA GARDENS PROPERTIES

Richard Shanahan gave a brief summary of the recommendation to approve the agreement with Fulbright & Jaworski.

Motion/Martel to approve the agreement with Fulbright & Jaworski for bond counsel services relating to Mello-Roos CFD formation and bond issuance for Rancho North/Murieta Gardens Properties. **Second/Ferraro. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

17. RECEIVE WATER CONSERVATION UPDATE

Paul Siebensohn gave a brief update on the water conservation and the new media release regarding the Governor issuing a state-wide mandate on water use/conservation. The details have not been released yet. Paul suggested the District go back to the Stage 2 water alert.

18. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

Director Ferraro suggested the Directors consider attending the CSDA annual conference.

19. REVIEW MEETING DATES/TIMES

No changes.

20. COMMENTS/SUGGESTIONS-BOARD MEMBERS AND STAFF

Chief Remson commented on the suspicious small grass fires that have been started by Rancho Murieta Country Club. Someone went into a garage and stole two (2) tires off a bike but left the bike.

President Pasek asked if staff had met with the contractors yet regarding the WTP Expansion Project. Joe stated they are working on finalizing the schedule.

Director Martel suggested staff look into using Folsom Prison inmates for the digitizing of the District maps. Director Martel commented on setting up a meeting with various website people to review their proposals. Suzanne stated that a meeting cannot be set until it is clear, what it is Director Martel is wanting staff to look into doing. Director Martel stated he would get with Suzanne to go over his ideas.

Suzanne stated that the Directors may have to re-do the 470 forms since there is some confusion at the Elections Office on what year the filing is suppose to be for.

21. ADJOURNMENT

Motion/Gumbinger to adjourn at 7:32 p.m. **Second/Ferrari. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

Respectfully submitted,
Suzanne Lindenfeld
District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

MINUTES

August 1, 2014

2:00 p.m. Open Session

1. CALL TO ORDER/ROLL CALL

President Gerald Pasek called the special meeting of the Board of Directors of Rancho Murieta Community Services District to order at 2:09 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Roberta Belton, Betty Ferraro, Paul Gumbinger, and Michael Martel. Also present were Joseph Blake, General Manager; and Suzanne Lindenfeld, District Secretary.

2. ADOPT AGENDA

Motion/Gumbinger to adopt the agenda. **Second/Ferraro. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

3. COMMENTS FROM THE PUBLIC

None.

4. CONSIDER ADOPTION OF RESOLUTION NO. 2014-15 ADOPTING DISTRICT GOALS AND POLICIES PURSUANT TO THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982

Joe Blake gave a summary of the recommendation to adopt Resolution 2014-15 adopting District goals and policies pursuant to the Community Facilities Act of 1982. The Community Facilities District (CFD) will only impact only new development/landowners. This will have no impact on the current residents. A question and answer period followed.

Danny W. Kim, C.P.A., of Fulbright & Jaworski, LLP, gave a brief summary of the District Goals and Polices. A question and answer period followed.

Tim Youmans, Youngdahl Associates, gave a brief summary of the appraisal process. The appraisal cannot include proposed projects that have not yet received any entitlements or approvals. A question and answer period followed.

Motion/Gumbinger to adopt Resolution 2014-15, resolution adopting goals and policies pursuant to the Mello-Roos Community Facilities Act of 1982. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

5. CONSIDER ADOPTION OF RESOLUTION 2014-16, STATING INTENTION TO ESTABLISH COMMUNITY FACILITIES DISTRICT NO. 2014-1 (Rancho North/Murieta Gardens) UNDER THE MELLO-ROOS COMMUNITY FACILITIES ACT

Joe Blake gave a brief summary of the recommendation to adopt Resolution 2014-16. Katrina Gonzales, District Legal Counsel, gave a brief summary of the last minute changes to the Rate and Method of Apportionment of Special Tax, including the updated Maximum Special Tax table.

Motion/Belton to adopt resolution 2014-16, stating intention to establish Community Facilities District No. 2014-1 (Rancho North/Murieta Gardens) Under the Mello-Roos Community Facilities Act as amended. **Second/Martel. ROLL CALL VOTE: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. ABSENT: Belton.**

6. CONSIDER ADOPTION OF RESOLUTION 2014-17, STATING INTENTION TO INCUR BONDED INDEBTEDNESS WITHIN THE PROPOSED COMMUNITY FACILITIES DISTRICT NO. 2014-1 (RANCHO NORTH/MURIETA GARDENS)

Joe Blake gave a brief summary of the recommendation to adopt Resolution 2014-17 stating the District's intention to incur bonded indebtedness within the proposed Community Facilities District No. 2014-1.

Danny Kim requested the public hearing date be changed to September 5, 2014 in order to facilitate issuance of the bonds by the October deadline. After a short discussion, the Board agreed, by consensus, to change the public hearing date to September 5, 2014 at 2:00 p.m.

Motion/Ferraro to adopt Resolution 2014-17, a resolution stating the intention to incur bonded indebtedness within the proposed Community Facilities District No. 2014-1 (Rancho North/Murieta Gardens) as amended. **Second/Martel. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

John Sullivan thanked the Board for changing the public hearing date.

Motion/Gumbinger to adopt Resolution 2014-16 with the public hearing date and election date changed to September 5, 2014 at 2:00 p.m. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

7. COMMENTS/SUGGESTIONS-BOARD MEMBERS AND STAFF

Director Gumbinger requested that Joe Blake, General Manger, provide the Board with weekly email updates.

Director Ferraro stated that Joe was well received at the Women's Club luncheon. Joe will be attending the August 6, 2014 Fishing Club meeting.

8. ADJOURNMENT

Motion/Belton to adjourn at 3:10 p.m. **Second/Ferraro. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: August 6, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: August 6, 2014 Committee Meeting Minutes

1. CALL TO ORDER

Director Pasek called the meeting to order at 9:30 a.m. Present were Directors Pasek and Gumbinger. Present from District staff were Joseph Blake, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. UPDATES

Augmentation Well

Paul Siebensohn stated that a Commercial Well Driller may become available in August so we may expedite the project. If no drillers are available, the project will be put out to bid again this fall.

Master Reclamation Permit

The pursuit of the Master Reclamation Permit is slightly ahead of schedule with review from the Regional Board and California Department of Public Health (CDPH). A minor request to update the water balances, is being completed. The Title 22 Engineering document had a minor revision to accommodate CDPH's request to ensure the potable water system would be protected with adequate backflow prevent and protection from surface water comingling of recycled water.

Water Treatment Plant Expansion Project

Although the final project schedule has not been received from Roebbelen's Construction Management team, the project has begun, the staging area has been set, graded, and Stormwater Pollution Prevention Plan (SWPPP) Best Management Practices (BMPs) are being installed around the site for the project; the grading for the chemical storage tanks has been completed, awaiting pouring of concrete; the asphalt for the raw water screening area has been ground out and is being prepared for pouring of the CLSM in the sink hole areas there adjacent to Clementia; the drying bed extension has also begun as well with staff working with the trade contractor to correct a specification oversight.

Joe Blake stated he is not happy with the project management oversight Roebbelen Construction is providing. After a discussion, the Committee recommended Joe send a letter to the company's president regarding the District's concerns.

Stage 2 Water Warning

Paul Siebensohn gave a brief summary of his recommendation to have the District go to a Stage 2 Water Warning due to the State-wide drought and the District shutting down Plant 1 due to the Water Treatment Plant Expansion Project. After a discussion, the Committee directed staff to not declare a Stage 2 but instead use the Water Treatment Plant Expansion Project as the reason for the community to conserve on water. The Committee also requested that the Board mandate a 2 day a week watering schedule at the August Board meeting. **This item will be on the August 20, 2014 Regular Board meeting agenda.**

4. REVIEW SANITARY SEWER MANAGEMENT PLAN UPDATE

Paul Siebensohn gave a brief summary of the recommendation to adopt the Sanitary Sewer Management Plan update. The District is required to update the Sanitary Sewer Management Plan (SSMP) every five (5) years. Once adopted, staff will re-certify the SSMP in the Online Sanitary Sewer Overflow (SSO) Database, and print, sign, and mail the appropriate form to the State Water Board. **This item will be on the August 20, 2014 Regular Board meeting agenda.**

The Committee directed staff to look into updating the sewer fee schedule.

5. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Paul Siebensohn stated that the Rancho Murieta Country Club water supply for irrigation is going well; water is being put into Laguna Joaquin; and a midge fly treatment was done last week.

President Pasek asked if a letter had been sent yet to Rancho Murieta Association (RMA) regarding use of water from Laguna Joaquin. Paul Siebensohn stated no but that Joe Blake had spoke with Greg Vorster, General Manager, RMA. Joe stated that the agreement made between RMA and the District was for RMA to pay \$189,000 which Joe stated Mr. Vorster is refusing to pay. Director Pasek requested communications be done in writing.

Joe Blake commented on the status of the new North Gate and their wanting to build it on top of a sewer main. To date, the estimated cost for the new gate is almost \$3 million.

President Pasek stated that to date, he has not heard any water taste or odor complaints.

Director Gumbinger asked about the deepening of the reservoirs. Paul Siebensohn stated that surveying is scheduled to be done on Calero Reservoir. Director Gumbinger suggested staff meet with Murieta Plaza owners to discuss water conservation. President Pasek suggested staff mention installing separate meters in each business.

6. ADJOURNMENT

The meeting was adjourned at 10:37 a.m.

MEMORANDUM

Date: August 8, 2014
To: Board of Directors
From: Security Committee Staff
Subject: August 8, 2014 Security Committee Meeting

1. CALL TO ORDER

Director Belton called the meeting to order at 9:30 a.m. Present were Directors Belton and Martel. Present from District staff were Joseph Blake, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

The 4th of July celebration went well from a Security standpoint. As usual, it was very busy at both gates and the Gate Officers did a good job processing visitors and dispatching the Patrol Officers to calls for service.

There were three (3) mountain lion sightings reported in July. All were in the Lake Clementia/Bass Lake area. Fish & Wildlife was notified of the reported sightings.

A Security Patrol Officer was released from probation. I am advertizing for a replacement.

Incidents of Note

Chief Remson gave a brief overview of the incidents of note for the month of July 2014.

John Sullivan commented on someone having cut the orange fencing around a cultural resources area and took some Indian artifacts and requested that Security beef-up their patrol around the area. Chief Remson agreed.

RMA Citations/Admonishments

Chief Remson reported on the following Rancho Murieta Association (RMA) rule violation citations for the month of July, which included 24 speeding, 18 driveway parking and 10 stop sign. RMA rule violation admonishments and/or complaints for the month of July included 33 Loose/off leash dogs, 27 open garage doors, and 20 barking dogs.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

At the July 7, 2014 meeting, there was discussion regarding guests fishing without residents present and the use of resident and guest boats without proper registration. There were appearances regarding chickens and parking. The next meeting is scheduled for August 4, 2014.

NEW NORTH GATE

Chief Remson gave a brief update on the New North Gate. A question and answer period followed.

SECURITY AD HOC COMMITTEE

Nothing to report.

GRANTS

Joe Blake reported that he is working on various grants, including: Department of Homeland Security (DHS) – \$5M District security to include badge access system; fencing, water treatment plant/waste water treatment plant gates, cameras.

4. DIRECTOR & STAFF COMMENTS

Director Martel commented on the Boys Ranch on Scott Road re-opening, his feeling that the County should augment the District's Security Funding and that Security Committee should be involved with the facility.

Paul Siebensohn reported that his staff applied for a State Homeland Security grant for cameras, which was not approved.

John Sullivan stated that the Boys Rancho should contribute to the upkeep of Scott Road.

5. ADJOURNMENT

The meeting adjourned at 10:08 a.m.

MEMORANDUM

Date: August 8, 2014
To: Board of Directors
From: Finance Committee Staff
Subject: August 8, 2014 Finance Committee Meeting

1. CALL TO ORDER

Director Belton called the meeting to order at 10:12 p.m. Present were Directors Pasek and Belton. Present from District staff were Joe Blake, General Manager; Tracy Hays; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. UPDATES

Water Treatment Plant Expansion Project Financing

Developers LOC will have to be drawn upon as September 15, 2014 date approaches. Water Treatment Plant (WTP) construction is underway and costs are being incurred.

Director Pasek requested that an expense summary spreadsheet be kept and given to the Board on a monthly basis.

Service to New Properties

Hutchison Ranch has requested District water service. A metered 1" connection can be provided from within our boundaries. Family is without water as wells have gone dry. Request Public Health and Safety waiver for this service.

Administration Fines in Water Code

Paul Siebensohn gave a brief summary of the penalties the District can impose that are outlined in District Code, Chapter 14, Section 13.03 and 13.04.

Grants

Joe Blake gave a brief summary of the grants that the District is applying for, which include: Department of Homeland Security (DHS) - \$5M District security to include badge access system; fencing, water treatment plant/waste water treatment plant gates, cameras. Department of Energy (DOE) – Solar Power installation for WWTP (Large Scale). Electric Vehicles, CNG/Hybrids for Security/Ops (agency funded/supplied). Environmental Protection Agency (EPA) - \$3M SCADA system + 1 Tech. Bureau of Reclamation (BOR): Indian Creek Dam, Storage/Hydro. Agency funded. Environmental Protection Agency/U.S. Department of Agriculture (USDA) – New wastewater treatment plant October filing (new fiscal Year)

2014 Performance to Budget

Director Pasek commented on the possibility the District may have a loss of revenue this year due to the drought and water conservation.

Airport Issues

Brad Beer gave a brief summary of the status of the airport project. The plans have been approved by the District and the Fire Department, a master meter will be installed and the sewer connection is being worked out.

4. RESOLUTION 2014-19, DELINQUENT CHARGES/TAXES

Tracy Hays gave a brief summary of the adoption of Resolution 2014-19. This is done annually. **This item will be added to the August 20, 2014 Board of Directors meeting agenda.**

5. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

A resident commented on the letter of credit converting to a CFD. Joe Blake stated that the letter of credit stays in place until the CFD bonds are sold and cash is given to the District to replace the letter of credit. The CFD has no effect on the current residents, only on the future buyers of the property.

6. ADJOURNMENT

The meeting was adjourned at 11:08 a.m.

DRAFT

MEMORANDUM

Date: August 13, 2014
To: Board of Directors
From: Tracey Hays, Interim Controller
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **July 2014**. 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:

Vendor	Project/Purpose	Amount	Funding
California Waste Recovery Systems	Solid Waste Contract	\$45,469.58	Operating Expense
Prodigy Electric	Install Valves, Pumps, Flow Meters/Repair	\$8,068.40	Operating Expense
SMUD	Monthly Electric Bills	\$33,763.41	Operating Expense
US Bank Corp	Monthly Gasoline Bills	\$5,774.27	Operating Expenses
AppleOne Employment Services	Admin Temp Services	\$10,366.01	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services	\$9,487.37	Operating Expense
Carrillo Enterprises	Water/Sewer Repairs	\$8,538.42	Operating Expense
NTU Technologies, Inc.	Chemicals	\$17,118.22	Operating Expense

Rancho Murieta Community Services District
Bills Paid Listing for July 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28327	7/3/2014	A Leap Ahead IT	\$3,585.07	Monthly IT Services
CM28328	7/3/2014	Action Cleaning Systems	\$52.08	Monthly Cleaning Service
CM28329	7/3/2014	American Express	\$335.87	Monthly Bill
CM28330	7/3/2014	American Family Life Assurance Co.	\$675.75	Payroll
CM28331	7/3/2014	Apple One Employment Services	\$1,100.02	Admin Temp Services
CM28332	7/3/2014	Aramark Uniform & Career Apparel, LLC	\$24.84	Uniform Service - Water
CM28333	7/3/2014	Aramark Uniform & Career Apparel, LLC	\$196.14	Uniform Service - Water
CM28334	7/3/2014	Arnolds For Awards	\$34.33	Name Plates - Blake/Perez
CM28335	7/3/2014	AT&T	\$51.67	Monthly Phone Bill
CM28336	7/3/2014	AT&T	\$1,069.45	Monthly Phone Bill
CM28337	7/3/2014	Atkins North America, Inc.	\$706.02	CEQA-Augmentation Well Pipe
CM28338	7/3/2014	Awards by Kay, Inc	\$24.60	Plaque - Crouse
CM28339	7/3/2014	Borges & Mahoney	\$548.56	Maintenance Supplies
CM28340	7/3/2014	California Environmental Protection Agency	\$15.00	Haz Waste Manifest Fees
CM28341	7/3/2014	California Public Employees' Retirement Sys	\$32,338.60	Payroll
CM28342	7/3/2014	California Waste Recovery Systems	\$45,469.58	Solid Waste Monthly Contract
CM28343	7/3/2014	Caltronics Business Systems	\$8.62	Copier Fees
CM28344	7/3/2014	CDW Government Inc.	\$1,293.57	Computer Equipment
CM28345	7/3/2014	Costco Wholesale Membership	\$495.00	Monthly Bill
CM28346	7/3/2014	County of Sacramento	\$54.00	Live Scan: Copeland/Remson
CM28347	7/3/2014	Coverdale Photography	\$207.92	Portrait Martel
CM28348	7/3/2014	Ernest Cowles	\$100.00	Hot Water Recirculating Pump Rebate
CM28349	7/3/2014	Glendon Craig	\$300.00	Toilet & Recirculating Pump Rebate
CM28350	7/3/2014	Daily Journal Corporation	\$1,101.30	Renewal/Public Notice
CM28351	7/3/2014	Sharon Donohue	\$200.00	Toilet Rebate
CM28352	7/3/2014	Employment Development Department	\$6,565.08	Payroll
CM28353	7/3/2014	Environmental Resource Associates	\$468.86	Environmental Testing Period
CM28354	7/3/2014	Express Office Products, Inc.	\$998.63	Office Supplies
CM28355	7/3/2014	Karen Flores	\$200.00	Toilet (2) Rebates
CM28356	7/3/2014	Folsom Lake Fleet Services	\$2,288.14	Service 809/814/202
CM28357	7/3/2014	Lyle Fowler	\$400.00	Toilet/Hot Water Rebate
CM28358	7/3/2014	Franchise Tax Board	\$75.00	Payroll
CM28359	7/3/2014	Gempler's, Inc.	\$1,207.28	Tools/Uniforms
CM28360	7/3/2014	Groeniger & Company	\$856.61	Maintenance Supplies
CM28361	7/3/2014	Guardian Life Insurance	\$4,799.06	Payroll
CM28362	7/3/2014	Hach Company	\$2,017.99	Maintenance Supplies
CM28363	7/3/2014	Howe It's Done	\$246.72	Board Meeting Dinner
CM28364	7/3/2014	Jim Hubbert	\$100.00	Toilet Rebate
CM28365	7/3/2014	Industrial Electrical Company	\$1,685.11	Toshiba Motor
CM28366	7/3/2014	Insperity Time and Attendance	\$297.44	Support Renewal

Rancho Murieta Community Services District
Bills Paid Listing for July 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28367	7/3/2014	Legal Shield	\$103.90	Payroll
CM28368	7/3/2014	Maddaus Water Management, Inc.	\$3,841.50	Drought Technical Assistance
CM28369	7/3/2014	McMaster-Carr Supply Co.	\$3,180.03	Cabinet
CM28370	7/3/2014	Israel Mendoza	\$200.00	Sprinkler & Recirculating Pump Rebates
CM28371	7/3/2014	William Murphy	\$100.00	Toilet Rebate
CM28372	7/3/2014	Nationwide Retirement Solution	\$1,745.23	Payroll
CM28373	7/3/2014	Operating Engineers Local Union No. 3	\$542.88	Payroll
CM28374	7/3/2014	P. E. R. S.	\$12,690.59	Payroll
CM28375	7/3/2014	PERS Long Term Care Program	\$106.24	Payroll
CM28376	7/3/2014	Prodigy Electric	\$8,068.40	Install Valves, Pumps, Flow Meter/Repairs
CM28377	7/3/2014	Robert Rahlf	\$100.00	Water Pressure Reducing Valve Rebate
CM28378	7/3/2014	Rancho Murieta Ace Hardware	\$954.40	Monthly Supplies
CM28379	7/3/2014	Rancho Murieta Assocation	\$3,600.00	HP Scan/Printer
CM28380	7/3/2014	Rancho Murieta Business Center	\$1,458.00	July Pipeline
CM28381	7/3/2014	Brenda Reese	\$200.00	Toilet (2) Rebates
CM28382	7/3/2014	Romo Landscaping	\$770.00	Landscaping
CM28383	7/3/2014	S. M. U. D.	\$33,763.41	Monthly Electricitiy
CM28384	7/3/2014	Safety Center, Inc.	\$1,095.00	Fork Lift Training
CM28385	7/3/2014	Stanley Schroeder	\$200.00	Toilet Rebate
CM28386	7/3/2014	Richard Shannon	\$100.00	Hot Water Pump Rebate
CM28387	7/3/2014	Sierra Chemical Co.	\$277.16	Chemicals
CM28388	7/3/2014	Robert Summersett	\$100.00	Toilet Rebate
CM28389	7/3/2014	T&T Valve and Instrument, Inc.	\$2,716.55	Valve Extension
CM28390	7/3/2014	TASC	\$111.15	Payroll
CM28391	7/3/2014	Tesco Controls, Inc.	\$2,295.00	Electronic Calibrations
CM28392	7/3/2014	U.S. Bank Corp. Payment System	\$5,774.27	Monthly Credit Card
CM28393	7/3/2014	U.S. HealthWorks Medical Group, PC	\$150.00	Pe-Pat (Blake)
CM28394	7/3/2014	USA Blue Book	\$1,237.51	Supplies
CM28395	7/3/2014	Vision Service Plan (CA)	\$482.36	Payroll
CM28396	7/3/2014	W.W. Grainger Inc.	\$1,394.10	Supplies
CM28397	7/3/2014	Watchdogs Surveillance	\$150.00	Service Set Up
CM28398	7/3/2014	Michael Weisser	\$79.66	Drip System
CM28399	7/3/2014	Wilbur-Ellis Company	\$1,107.54	Chemicals
CM28400	7/3/2014	Yoshito Yamada	\$75.00	Rotator Head Sprinkler Rebate
EFT	7/7/2014	EFTPS	\$22,994.94	Bi-Weekly Payroll Taxes
CM28401	7/9/2014	Capital One Commercial	\$1,685.70	Monthly Supplies
CM28402	7/9/2014	Koff & Associates, Inc.	\$1,798.00	Professional HR Assistance
CM28403	7/9/2014	Sprint	\$794.52	Monthly Phone Bill
CM28404	7/9/2014	TelePacific Communications	\$504.99	Monthly Phone Bill
CM28405	7/17/2014	A Leap Ahead IT	\$190.00	WWTP/Toughbook
CM28406	7/17/2014	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service

Rancho Murieta Community Services District
Bills Paid Listing for July 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28407	7/17/2014	American Family Life Assurance Co.	\$486.40	Payroll
CM28408	7/17/2014	Apple One Employment Services	\$10,366.01	Admin Temp Services
CM28409	7/17/2014	Aramark Uniform & Career Apparel, LLC	\$196.14	Uniform Service - Water
CM28410	7/17/2014	Bartkiewicz, Kronick & Shanahan	\$9,487.37	Legal Services
CM28411	7/17/2014	Better Presentation Systems, INC	\$2,998.37	Board Room Audio System
CM28412	7/17/2014	Borges & Mahoney	\$1,062.60	Maintenance Supplies
CM28413	7/17/2014	California Laboratory Services	\$4,018.98	Monthly Lab Tests
CM28414	7/17/2014	Caltronics Business Systems	\$1,462.23	Copier Lease
CM28415	7/17/2014	Carrillo Enterprises	\$8,538.42	Water/Sewer Repairs
CM28416	7/17/2014	Daily Journal Corporation	\$229.94	Public Notice
CM28417	7/17/2014	Employment Development Department	\$3,912.06	Payroll
CM28418	7/17/2014	Express Office Products, Inc.	\$217.73	Supplies
CM28419	7/17/2014	Folsom Lake Fleet Services	\$1,414.57	Service: 519/814
CM28420	7/17/2014	Ford Motor Credit Company LLC	\$234.78	Lease Payment
CM28421	7/17/2014	Franchise Tax Board	\$75.00	Payroll
CM28422	7/17/2014	Gallery & Barton	\$2,091.00	Legal Consulting
CM28423	7/17/2014	Golden State Flow Measurement	\$2,789.25	Meter/Gaskets
CM28424	7/17/2014	Groeniger & Company	\$335.81	Supplies
CM28425	7/17/2014	Howe It's Done	\$1,313.50	Crouse Open House
CM28426	7/17/2014	Legal Shield	\$91.95	Payroll
CM28427	7/17/2014	Nationwide Retirement Solution	\$476.00	Payroll
CM28428	7/17/2014	NTU Technologies, Inc.	\$17,118.22	Chemicals
CM28429	7/17/2014	Operating Engineers Local Union No. 3	\$542.88	Payroll
CM28430	7/17/2014	P. E. R. S.	\$11,768.14	Payroll
CM28431	7/17/2014	Plaza Foods Supermarket	\$17.24	Supplies
CM28432	7/17/2014	Public Agency Retirement Services	\$300.00	Payroll
CM28433	7/17/2014	Rancho Murieta Assocation	\$292.47	Landscaping/Cable/Internet
CM28434	7/17/2014	Regional Water Authority	\$4,515.00	Annual Dues
CM28435	7/17/2014	Sacramento Bee	\$368.16	Subscription Renewal
CM28436	7/17/2014	Sierra Chemical Co.	\$1,940.74	Chemicals
CM28437	7/17/2014	Sierra Office Supplies	\$100.44	Supplies
CM28438	7/17/2014	Signal Service, Inc.	\$427.64	Alarm System Service
CM28439	7/17/2014	State of California	\$32.00	Finger printing (Blake)
CM28440	7/17/2014	State of California	\$80.00	WTP Operator Grade Renewal
CM28441	7/17/2014	TASC	\$62.50	Payroll
CM28442	7/17/2014	TASC	\$81.15	Payroll
CM28443	7/17/2014	U.S. HealthWorks Medical Group, PC	\$253.00	Pre-employment
CM28444	7/17/2014	Univar USA Inc.	\$4,125.60	Chemicals
CM28445	7/17/2014	W.W. Grainger Inc.	\$224.42	Tools/Supplies
EFT	7/21/2014	EFTPS	\$9,540.40	Bi-Weekly Payroll Taxes

MEMORANDUM

Date: August 15, 2014
 To: Board of Directors
 From: Tracey Hays, Interim Controller
 Subject: Administration/Financial Reports

Enclosed is a combined financial summary report for **July 2014**. 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:

		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	12 month rolling % increase												
Residences	0.0	2,513											
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	Weighted average												
Cubic Feet	2.383	2383											
Gallons per day	594	594											
Planning Usage GPD	583												

Lock-Offs - For the month of July, there were 18 lock-offs.

Aging Report – Delinquent accounts total \$63,844 which is 11.4% of the total accounts receivable balance of \$560,148. Past due receivables, as a percent of total receivables, have increased approximately \$6,700 since June.

Summary of Reserve Accounts as of July 31, 2014 – The District’s reserve accounts have increased \$70,771, year to date, since July 1, 2014. The increase is due to the reserve amounts collected in the Water and Sewer base rates and interest earned. The District has expended \$13,022 of reserves since the beginning of the fiscal year, which started July 1, 2014. The total amount of reserves held by the District as of July 31, 2014 is \$8,749,857. Please see the Reserve Fund Balances table below for information by specific reserve account.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2014</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance July 31, 2014</i>
Water Capital Replacement (200-2505)	2,837,611	17,602	(145)	2,855,068
Sewer Capital Replacement (250-2505)	2,443,274	23,971	(12,877)	2,454,368
Drainage Capital Replacement (260-2505)	58,010	0	0	58,010
Security Capital Replacement (500-2505)	101,509	0	(0)	101,509
Admin Capital Replacement (xxx-2505-99)	38,382	0	0	38,382
Sewer Capital Improvement Connection (250-2500)	4,018	0	(0)	4,018
Capital Improvement (xxx-2510)	393,628	1,180	(0)	394,808
Water Supply Augmentation (200-2511)	2,256,479	4,114	(0)	2,260,593
Water Debt Service Reserves (200-2512)	289,414	15,254	(0)	304,668
Sewer Debt Service Reserves (250-2512)	267,471	8,649	(0)	276,120
Rate Stabilization (200/250/500-2515)	2,312	1	(0)	2,313
<i>Total Reserves</i>	<i>8,692,108</i>	<i>70,771</i>	<i>(13,022)</i>	<i>8,749,857</i>

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 June 30, 2014		
1-Month	3-Months	1-Year
1.08%	3.08%	14.13%

Financial Summary Report (year to date through July 31, 2014)

Revenues:

Water Charges, year-to-date, are **below** budget \$31,606 or 14.7%

Sewer Charges, year-to-date, are **below** budget \$15,703 or 14.4%

Drainage Charges, year-to-date, are **below** budget \$13 or (0.1%)

Security Charges, year-to-date, are **below** budget \$440 or 0.4%

Solid Waste Charges, year-to-date, are **above** budget \$18 or 0.0%

Total Revenues, which includes other income, property taxes and interest income year-to-date, are **below** budget \$49,843 or 9.2% (due to water conservation efforts). Year to date residential Water and Sewer usage is running under budget projections as is the year to date commercial Water and Sewer usage.

Expenses: Year-to-date total operating expenses are **above budget \$13,112 or (3.2) %**. Year-to-date operational reserve expenditures total **\$5,627**. 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, year-to-date, are **below budget \$11,252 or (7.3%), prior to reserve expenditures**. Wages for the month of July are under budget \$6,120 due to a portion of the actual expense is hours worked in June 2014 and therefore reflected in the previous year. Power is over budget \$9,209 due to running of the 500 hp pumps to divert the maximum amount of water from the river during periods of sufficient river flow and the first hit of the demand surcharge. Taste & Oder Chemicals are running below budget by \$12,719. Year-to-date \$2,610 of expenses have been incurred from reserves expenditures.

Sewer Expenses, year-to-date, are **above budget by \$15,268 or 27.5%, prior to reserve expenditures**. Wages are under budget \$6,328 due to a portion of the actual expense is hours worked in June 2014 and therefore reflected in the previous year. Power and chemicals are running over budget by a combined \$19,286. Year-to-date \$665 of expenses have been incurred from reserves expenditures.

Drainage Expenses, year-to-date, are **above budget by \$4,941 or 62.5%**. This variance to the budget is due mostly to increased labor hours as wages are \$8,629 above budget. Year-to-date \$2,352 of expenses have been incurred from reserves expenditures.

Security Expenses, year-to-date, are **below budget by \$1,589 or (2.9%)**. This increase is due mostly to slightly higher than expected wages.

Solid Waste Expenses, year-to-date, are **above budget by \$3,102 or 6.4%**. This increase in the expenses over budget are reflected in the timing of payments to Sacramento County admin fees for which two months expense were paid in July.

General Expenses, year-to-date, are **above budget by \$2,641 or 3.1%**. Currently the general expenses are consistent with the budget. Additional information system activity is providing increased expenses.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$71,903. Net income/(Loss) adjusted for estimated depreciation expense is not currently available until the 2014 yearend audit is complete.

The YTD expected net operating income before depreciation, per the 2014-2015 budget, is \$134,858. The actual net operating income does not reflect the end of year accruals necessary to capture all 2014/15 expenses. This information is preliminary but reflects a snapshot of the July activity.

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH JULY 2014

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	33.1%	\$1,963,040	39.1%	\$212,208	\$180,595	36.6%	(\$31,613)	(14.9%)
Sewer Charges	21.7%	1,286,784	19.7%	107,199	91,776	18.6%	(15,423)	(14.4%)
Drainage Charges	3.1%	183,456	2.8%	15,288	15,290	3.1%	2	0.0%
Security Charges	20.8%	1,231,021	18.9%	102,585	102,568	20.8%	(17)	0.0%
Solid Waste Charges	10.7%	631,830	9.7%	52,652	52,770	10.7%	118	0.2%
Other Income	1.9%	114,710	1.7%	9,408	8,186	1.7%	(1,222)	(13.0%)
Interest Earnings	0.0%	1,190	0.1%	276	18	0.0%	(258)	(93.5%)
Property Taxes	8.8%	519,960	8.0%	43,330	41,900	8.5%	(1,430)	(3.3%)
Total Revenues	100.0%	5,931,991	100.0%	542,946	493,103	100.0%	(49,843)	(9.2%)
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	13.8%	810,420	7.3%	29,700	23,373	5.5%	(6,327)	(21.3%)
Employer Costs	7.0%	412,790	6.3%	25,600	26,159	6.2%	559	2.2%
Power	6.9%	406,913	3.9%	15,947	32,783	7.8%	16,836	105.6%
Chemicals	4.1%	240,200	6.9%	28,150	31,975	7.6%	3,825	13.6%
Maint & Repair	5.9%	345,470	5.3%	21,750	14,669	3.5%	(7,081)	(32.6%)
Meters/Boxes	0.9%	54,000	1.2%	4,750	6,346	1.5%	1,596	33.6%
Lab Tests	1.3%	74,250	0.6%	2,500	4,019	1.0%	1,519	60.8%
Permits	1.1%	65,600	1.5%	6,200	8,930	2.1%	2,730	44.0%
Training/Safety	0.3%	19,752	0.8%	3,175	526	0.1%	(2,649)	(83.4%)
Equipment Rental	0.9%	50,500	1.9%	7,850	3,385	0.8%	(4,465)	(56.9%)
Other	8.1%	474,144	17.7%	72,402	74,817	17.8%	2,415	3.3%
Subtotal Water/Sewer/Drainage	50.2%	2,954,039	53.4%	218,024	226,982	53.9%	8,958	4.1%
Security								
Wages	10.8%	637,600	6.1%	24,700	20,807	4.9%	(3,893)	(15.8%)
Employer Costs	6.1%	357,500	5.7%	23,100	25,741	6.1%	2,641	11.4%
Off Duty Sheriff Patrol	0.1%	6,000	0.1%	500		0.0%	(500)	(100.0%)
Other	1.6%	93,483	1.7%	7,030	7,193	1.7%	163	2.3%
Subtotal Security	18.6%	1,094,583	13.6%	55,330	53,741	12.8%	(1,589)	(2.9%)
Solid Waste								
CWRS Contract	9.3%	549,840	11.2%	45,820	46,042	10.9%	222	0.5%
Sacramento County Admin Fee	0.6%	34,920	0.7%	2,910	5,790	1.4%	2,880	99.0%
HHW Event	0.2%	12,000	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.1%	596,760	11.9%	48,730	51,832	12.3%	3,102	6.4%
General / Admin								
Wages	9.4%	552,900	7.8%	31,900	11,440	2.7%	(20,460)	(64.1%)
Employer Costs	5.2%	305,000	5.7%	23,300	19,899	4.7%	(3,401)	(14.6%)
Insurance	1.3%	77,290	1.6%	6,440	6,827	1.6%	387	6.0%
Legal	0.5%	30,000	0.6%	2,500	8,799	2.1%	6,299	252.0%
Office Supplies	0.4%	22,800	0.5%	1,900	1,037	0.2%	(863)	(45.4%)
Director Meetings	0.3%	18,000	0.4%	1,500		0.0%	(1,500)	(100.0%)
Telephones	0.1%	4,800	0.1%	400	426	0.1%	26	6.5%
Information Systems	1.3%	79,400	1.1%	4,658	7,556	1.8%	2,898	62.2%
Community Communications	0.1%	5,900	0.1%	450	230	0.1%	(220)	(48.9%)
Postage	0.4%	22,202	0.5%	1,850	1,500	0.4%	(350)	(18.9%)
Janitorial/Landscape Maint	0.3%	17,820	0.4%	1,485	2,058	0.5%	573	38.6%
Other	1.8%	107,171	2.4%	9,621	28,873	6.9%	19,252	200.1%
Subtotal General / Admin	21.1%	1,243,283	21.1%	86,004	88,645	21.0%	2,641	3.1%
Total Operating Expenses	100.0%	5,888,665	100.0%	408,088	421,200	100.0%	13,112	3.2%
Operating Income (Loss)	100.0%	43,326	100.0%	134,858	71,903	100.0%	(62,955)	(46.7%)
Non-Operating Expenses								
Water Reserve Expenditure	0.0%		0.0%		2,610	46.4%	2,610	0.0%
Sewer Reserve Expenditure	0.0%		0.0%		665	11.8%	665	0.0%
Drainage Reserve Expenditure	0.0%		0.0%		2,352	41.8%	2,352	0.0%
Total Non-Operating Expenses	0.0%	0.0%	0.0%	0.0%	5,627	100.0%	5,627	0.0%
Net Income (Loss)	100.0%	43,326	100.0%	134,858	66,276	100.0%	(68,582)	(50.9%)

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH JULY 2014

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
WATER								
REVENUES								
Water Charges	98.5%	\$1,963,040	98.8%	\$212,208	\$180,595	98.6%	(\$31,613)	(14.9%)
Interest Earnings	0.0%	80	0.0%	20		0.0%	(20)	(100.0%)
Other Income	1.5%	29,460	1.1%	2,455	2,482	1.4%	27	1.1%
Total Water Revenues	100.0%	1,992,580	100.0%	214,683	183,077	100.0%	(31,606)	(14.7%)
EXPENSES (excluding depreciation)								
Wages	25.5%	437,630	10.4%	16,038	9,918	6.9%	(6,120)	(38.2%)
Employer Costs	13.0%	223,220	8.9%	13,824	13,301	9.3%	(523)	(3.8%)
Power	14.7%	252,702	7.4%	11,493	20,702	14.4%	9,209	80.1%
Chemicals	7.3%	124,500	7.1%	11,000	16,136	11.3%	5,136	46.7%
T&O - Chemicals/Treatment	3.0%	51,000	8.9%	13,700	981	0.7%	(12,719)	(92.8%)
Maint & Repair	9.4%	161,070	7.1%	11,000	3,252	2.3%	(7,748)	(70.4%)
Meters/Boxes	3.1%	54,000	3.1%	4,750	6,346	4.4%	1,596	33.6%
Lab Tests	2.1%	36,000	1.6%	2,500	408	0.3%	(2,092)	(83.7%)
Permits	1.9%	32,000	1.6%	2,500	3,715	2.6%	1,215	48.6%
Training/Safety	0.4%	7,500	0.5%	725	80	0.1%	(645)	(89.0%)
Equipment Rental	1.7%	30,000	3.2%	5,000	1,329	0.9%	(3,671)	(73.4%)
Other Direct Costs	17.9%	307,364	40.2%	62,145	67,255	46.9%	5,110	8.2%
Operational Expenses	100.0%	1,716,986	100.0%	154,675	143,423	100.0%	(11,252)	(7.3%)
Water Income (Loss)	16.1%	275,594	38.8%	60,008	39,654	27.6%	(20,354)	(33.9%)
38.9% Net Admin Alloc	16.0%	275,492	10.5%	16,169	18,011	12.6%	1,842	11.4%
Reserve Expenditures	0.0%		0.0%		2,610	1.8%	2,610	0.0%
Total Net Income (Loss)	0.0%	102	28.3%	43,839	19,033	13.3%	(24,806)	(56.6%)
SEWER								
REVENUES								
Sewer Charges	98.4%	1,286,784	98.4%	107,199	91,776	98.5%	(15,423)	(14.4%)
Interest Earnings	0.0%	140	0.0%	30		0.0%	(30)	(100.0%)
Other Income	1.5%	20,190	1.5%	1,682	1,432	1.5%	(250)	(14.9%)
Total Sewer Revenues	100.0%	1,307,114	100.0%	108,911	93,208	100.0%	(15,703)	(14.4%)
EXPENSES (excluding depreciation)								
Wages	28.8%	316,060	20.9%	11,583	5,255	7.4%	(6,328)	(54.6%)
Employer Costs	14.7%	160,720	18.0%	9,984	8,558	12.1%	(1,426)	(14.3%)
Power	12.9%	141,021	7.3%	4,066	11,745	16.6%	7,679	188.9%
Chemicals	6.4%	70,300	6.3%	3,500	15,107	21.4%	11,607	331.6%
Maint & Repair	15.7%	172,500	17.6%	9,750	11,417	16.1%	1,667	17.1%
Lab Tests	3.5%	38,250	0.0%		3,611	5.1%	3,611	0.0%
Permits	2.6%	28,600	6.7%	3,700	5,215	7.4%	1,515	40.9%
Training/Safety	1.1%	12,200	4.4%	2,450	446	0.6%	(2,004)	(81.8%)
Equipment Rental	1.5%	16,000	4.2%	2,350	2,056	2.9%	(294)	(12.5%)
Other Direct Costs	12.9%	141,040	14.5%	8,062	7,303	10.3%	(759)	(9.4%)
Operational Expenses	100.0%	1,096,691	100.0%	55,445	70,713	100.0%	15,268	27.5%
Sewer Income (Loss)	19.2%	210,423	96.4%	53,466	22,495	31.8%	(30,971)	(57.9%)
29.7% Net Admin Alloc	19.2%	210,336	22.3%	12,345	13,751	19.4%	1,406	11.4%
Reserve Expenditures	0.0%		0.0%		665	0.9%	665	0.0%
Total Net Income (Loss)	0.0%	87	74.2%	41,121	8,079	11.4%	(33,042)	(80.4%)
DRAINAGE								
REVENUES								
Drainage Charges	100.0%	183,456	99.9%	15,288	15,290	100.0%	2	0.0%
Interest Earnings	0.0%	50	0.1%	15		0.0%	(15)	(100.0%)
Total Drainage Revenues	100.0%	183,506	100.0%	15,303	15,290	100.0%	(13)	(0.1%)
EXPENSES (excluding depreciation)								
Wages	40.4%	56,730	26.3%	2,079	8,200	63.8%	6,121	294.4%
Employer Costs	20.6%	28,850	22.7%	1,792	4,300	33.5%	2,508	140.0%
Power	9.4%	13,190	4.9%	388	336	2.6%	(52)	(13.4%)
Chemicals	3.8%	5,400	5.7%	450		0.0%	(450)	(100.0%)
Maint & Repair	8.5%	11,900	12.7%	1,000		0.0%	(1,000)	(100.0%)
Permits	3.6%	5,000	0.0%			0.0%		0.0%
Equipment Rental	3.2%	4,500	6.3%	500		0.0%	(500)	(100.0%)
Other Direct Costs	10.5%	14,792	21.4%	1,695	9	0.1%	(1,686)	(99.5%)
Operational Expenses	100.0%	140,362	100.0%	7,904	12,845	100.0%	4,941	62.5%
Drainage Income (Loss)	30.7%	43,144	93.6%	7,399	2,445	19.0%	(4,954)	(67.0%)
6.1% Net Admin Alloc	30.8%	43,200	32.1%	2,535	2,824	22.0%	289	11.4%
Reserve Expenditures	0.0%		0.0%		2,352	18.3%	2,352	0.0%
Total Net Income (Loss)	0.0%	(56)	61.5%	4,864	(2,731)	-21.3%	(7,595)	(156.1%)
SECURITY								
REVENUES								
Security Charges	96.1%	1,231,021	96.0%	102,585	102,568	96.4%	(17)	0.0%
Interest Earnings	0.0%	400	0.1%	100		0.0%	(100)	(100.0%)

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH JULY 2014

	<u>% of</u>	<u>Annual</u>	<u>% of</u>	<u>YTD</u>	<u>YTD</u>	<u>% of</u>	<u>YTD VARIANCE</u>	
	<u>Total</u>	<u>Budget</u>	<u>Total</u>	<u>Budget</u>	<u>Actuals</u>	<u>Total</u>	<u>Amount</u>	<u>%</u>
Other Income	3.9%	\$50,060	3.9%	\$4,171	\$3,848	3.6%	(\$323)	(7.7%)
Total Security Revenues	100.0%	1,281,481	100.0%	106,856	106,416	100.0%	(440)	(0.4%)
EXPENSES (excluding depreciation)								
Wages	58.3%	637,600	44.6%	24,700	20,807	38.7%	(3,893)	(15.8%)
Employer Costs	32.7%	357,500	41.7%	23,100	25,741	47.9%	2,641	11.4%
Equipment Repairs	0.4%	4,400	0.7%	367		0.0%	(367)	(100.0%)
Vehicle Maintenance	0.6%	6,700	1.0%	550	867	1.6%	317	57.6%
Vehicle Fuel	1.9%	20,550	3.5%	1,955	2,657	4.9%	702	35.9%
Off Duty Sheriff Patrol	0.5%	6,000	0.9%	500		0.0%	(500)	(100.0%)
Other	5.6%	61,833	7.5%	4,158	3,669	6.8%	(489)	(11.8%)
Operational Expenses	100.0%	1,094,583	100.0%	55,330	53,741	100.0%	(1,589)	(2.9%)
Security Income (Loss)	17.1%	186,898	93.1%	51,526	52,675	98.0%	1,149	2.2%
20.3% Net Admin Alloc	13.1%	143,765	15.3%	8,438	9,399	17.5%	961	11.4%
Total Net Income (Loss)	3.9%	43,133	77.9%	43,088	43,276	80.5%	188	0.4%
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	631,830	99.8%	52,652	52,770	100.0%	118	0.2%
Interest Earnings	0.1%	400	0.2%	100		0.0%	(100)	(100.0%)
Total Solid Waste Revenues	100.0%	632,230	100.0%	52,752	52,770	100.0%	18	0.0%
EXPENSES (excluding depreciation)								
CWRS Contract	92.1%	549,840	94.0%	45,820	46,042	88.8%	222	0.5%
Sacramento County Admin Fee	5.9%	34,920	6.0%	2,910	5,790	11.2%	2,880	99.0%
HHW Event	2.0%	12,000	0.0%			0.0%		0.0%
Operational Expenses	100.0%	596,760	100.0%	48,730	51,832	100.0%	3,102	6.4%
Solid Waste Income (Loss)	5.9%	35,470	8.3%	4,022	938	1.8%	(3,084)	(76.7%)
5.0% Net Admin Alloc	5.9%	35,410	4.3%	2,078	2,315	4.5%	237	11.4%
Total Net Income (Loss)	0.0%	60	4.0%	1,944	(1,377)	-2.7%	(3,321)	(170.8%)
OVERALL NET INCOME(LOSS)	100.0%	43,326	100.0%	134,856	66,280	100.0%	(68,576)	(50.9%)

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF JULY 31, 2014

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
EL DORADO SAVINGS BANK		
SAVINGS	0.03%	\$ 541,560.36
CHECKING	0.02%	\$ 184,080.40
PAYROLL	0.02%	\$ 60,720.84
AMERICAN WEST BANK		
EFT	0.05%	\$ 9,397.10
LOCAL AGENCY INVESTMENT FUND (LAIF)		
UNRESTRICTED		\$ -
RESTRICTED RESERVES	0.23%	\$ 5,913,203.43
CALIFORNIA ASSET MGMT (CAMP)		
OPERATION ACCOUNT	0.06%	\$ 3,597,262.88
UNION BANK		
PARS GASB45 TRUST (balance as of 6/30/14)		\$ 712,798.39
TOTAL		\$ 11,019,023.40

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA		
CHECKING	N/A	\$ 26,566.50
CALIFORNIA ASSET MGMT (CAMP)		
SPECIAL TAX	0.05%	\$ 8,303.77
US BANK		
SPECIAL TAX REFUND	0.00%	\$ -
BOND RESERVE FUND/ SPECIAL TAX FUND	0.00%	\$ -
TOTAL		\$ 34,870.27
TOTAL ALL FUNDS		\$ 11,053,893.67

The investments comply with the CSD adopted investment policy.

PREPARED BY: Tracey Hays
Interim Controller

MEMORANDUM

Date: August 14, 2014
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of July 2014

OPERATIONS

The 4th of July celebration went well from a Security standpoint. As usual, it was very busy at both gates and the Gate Officers did a good job processing visitors and dispatching the Patrol Officers to calls for service.

There were three (3) mountain lion sightings reported in July. All were in the Lake Clementia/Bass Lake area. Fish & Wildlife was notified of the reported sightings.

A Security Patrol Officer was released from probation. I am advertizing for a replacement.

INCIDENTS OF NOTE

July 1, Tuesday, reported at 5:13 p.m. Labranza Street. Vandalism to four (4) flower pots and theft of one (1) flower pot from the front of the house.

July 1, Tuesday, reported at 7:45 p.m. Murieta South Parkway. Theft of three (3) flower pots from the front of the house.

July 2, Wednesday, reported at 12:22 p.m. Villas. Vandalism. A street light was damaged and bricks from a retaining wall were found behind the tires of a parked vehicle.

July 3, Thursday, reported at 6:30 p.m. Plaza Foods. A threatening phone call was made to an employee.

July 4, Friday, reported at 9:10 a.m. Murieta Parkway. A non-injury collision occurred between a golf cart and vehicle. Minor damage,

July 4, Friday, reported at 1:30 p.m. Guadalupe Drive. A passenger fell from a golf cart and was transported to the hospital. California Highway Patrol (CHP) responded. Accidental, no alcohol/drugs involved.

July 4, Friday, reported at 5:59 p.m. Villas. Public intoxication. No local friends/relatives would take responsibility of subject. SSD eventually transported subject to Elk Grove area and released him to his girlfriend.

July 4, Friday, reported at 9:00 p.m. Murieta Parkway. Sacramento Sheriff's Department (SSD) released a DUI driver to a responsible person.

July 4, Friday. Various complaints of illegal fireworks and loud parties.

July 6, Sunday, reported at 12:32 a.m. Pera Drive. Burglary. Resident was gone for five (5) days, son was watching the house. Upon return, resident found rear window dismantled allowing access into the house. Cash and change only were taken.

July 6, Sunday, reported at 4:22 p.m. Abierto Drive. Vandalism. A large flower pot was broken.

July 13, Sunday, reported at 1:25 p.m. Reynosa Drive. Theft. Two (2) bicycle tires were taken from a bicycle that was in the garage. The garage door was left partially open, allowing access.

July 15, Tuesday, reported at 7:46 p.m. Pera Drive. Theft. A wheelbarrow was taken from the front yard.

July 16, Wednesday, reported at 10:42 a.m. Country Club near maintenance yard. A small grass fire was extinguished by Sacramento Metro Fire Department (SMFD).

July 16, Wednesday, reported at 11:35 a.m. Cart path near the Yellow Bridge. Vandalism to newly installed post chains were torn down.

July 16, Wednesday, reported at 3:15 p.m. A report of possible elder financial abuse.

July 17, Thursday, reported at 6:32 p.m. Stonehouse Park. Vandalism to little league banners.

July 19, Saturday, reported at 2:00 p.m. Natchez Court. Threatening phone calls from unknown person.

July 22, Tuesday, reported at 6:12 p.m. Guadalupe Drive 3 Park. A small grass fire was reported. Residents and SMFD extinguished the fire. Possible arson.

July 23, Wednesday, reported at 6:15 a.m. Callaway Drive. Resident observed a subject trying to remove a window screen. The resident recognized subject as an 18 year old resident who is an acquaintance of his son. The victim was referred to SSD.

July 27, Sunday, reported at 11:55 p.m. De La Cruz. Report that two (2) male subjects attempted to break into a vehicle that was parked in the driveway. Subject fled down the street. The area was checked by the victim and Security Officers without success. No entry was made.

During the month of July, District Security Patrol Officers also responded to complaints of loud parties, disturbances and trespassing.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

The meeting was held on July 7, 2014 at the Rancho Murieta Association (RMA) office. There was discussion regarding guests fishing without residents present and the use of resident and guest boats without proper registration. There were appearances regarding chickens and parking. The next meeting is scheduled for August 4, 2014.

NEW NORTH GATE

The Committee continues to work on reducing the costs of the project. The next meeting is scheduled for next week. I have three (3) bids for the surveillance camera systems and one for the gate operators and barcode readers.

SECURITY AD HOC COMMITTEE

Nothing to report at this time.

GRANTS

Department of Homeland Security (DHS) – \$5M District security to include badge access system; fencing, water treatment plant/waste water treatment plant gates, cameras.

MEMORANDUM

Date: August 11, 2014
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

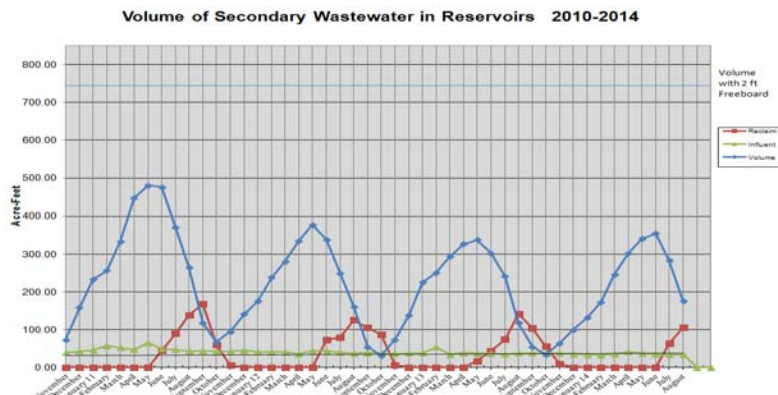
Current water production flow set points for Plant #1 are 1.0 million gallons per day (MGD) and Plant #2 at 1.5 MGD, operating an average of 20.6 hours per day for an average production flow of 2.14 MGD. Total potable water production for June 2014 was approximately 66,750,000 million gallons (MG) or 204.9 acre-feet (af). This is 15.3% below the last 5 year's average production and 17.3% vs July 2013's production. The average usage per customer connection was 823 gallons per day (gpd) during July vs. 776 gpd in June.

WATER SOURCE OF SUPPLY

On August 7, 2014, the combined raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,378.06 MG vs. last month at 1,495.55 MG (4,590 acre-feet). For Calero and Chesbro alone, the storage measured 1,087 MG (3,336 acre-feet). For reference, an average year's production has been 581 MG (1802 acre-feet). We received 0.02" of rain in July, not even enough for dust control, and evaporation was 8.37".

WASTEWATER TREATMENT, COLLECTION AND RECLAMATION

Influent wastewater flow averaged 0.36 million gallons a day, for a total of 11.3 MG, (34.7 AF). This equates to approximately 143 gpd per sewer connection, the same as it has been for May and June. This shows that indoor water use has remained steady (low) for the last three (3) months vs. a typically average of 186 gpd per connection. Secondary storage measured 84.5 MG (259.43 AF) on August 7, 2014. A total of 34.689 MG was delivered to the Rancho Murieta Country Club (RMCC) in July. The graph below shows where our secondary storage is comparable to previous years, approximately 57 AF higher this year than last.



Maintenance at the sewer plant this past month included: repair of the backpressure valve for the east DAF; telemetry repair of the communication between Pond 17 and the PLC at the equalization basin for control of the automated feed valve (MV-3) to Pond 16; weed control around the wastewater ponds and biosolids drying beds; and pulling aerators to de-rag debris caught in the impeller.

Staff is shutting off the Recycle Water Plant each day during SMUD's peak power demand as a way for the District to conserve power and money.

DRAINAGE / CIA DITCH

As needed for the Water Treatment Plant Expansion Project underground piping installations as well as to provide water to Laguna Joaquin, water was diverted from Clementia into the CIA ditch to Laguna Joaquin. A total of 28.1 acre-feet was supplied to Laguna Joaquin in July. Water flow in the Cosumnes River has been zero (0) since July 23.

Major projects included the replacement of the two (2) failed corrugated metal pipes across Hole #13 on the RMCC North course. There was excellent coordination and work with RMCC staff and District staff during this project.



Hole 13N culvert inlet before



Hole 13N culvert inlet after HDPE pipe installation

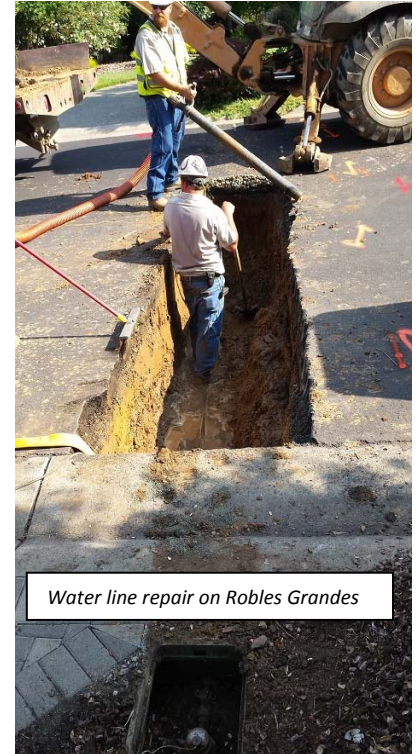
Staff has continued cutting vegetation in drainage ditches and stormwater detention basins as well as having cleaned the spillway below Laguna Joaquin. As stated previously, Laguna Joaquin was treated for midge flies, algae, and shoreline vegetation. Stormwater Committee members met to discuss the responsible use of pesticides in the community. All pesticides/herbicides are being applied by certified and trained individuals and Best Management Practices are being followed. It was discussed that more community outreach needs to occur to ensure responsible homeowner uses of pesticides and herbicides. Staff also continues to inspect construction sites to ensure that Best Management Practices (BMPs) for stormwater pollution control are being implemented.

UTILITY STAFF WORK

Utility staff replaced twenty (20) water meters and five (5) MXU radio transponders. They also repaired seven (7) service line water leaks and (42) Utility Star service orders.



Water service line repair on Golden Circle



OTHER PROJECTS

Murieta Gardens

Additional Stormwater Pollution Prevention Plan (SWPPP) items have been installed around the new hotel and extended stay construction site. We have been told that work may begin by September.

Augmentation Well

A commercial well driller may become available this August so we may expedite the project. If not, the project will be put out to bid again in the fall.

Master Reclamation Permit

The pursuit of the Master Reclamation Permit is slightly ahead of schedule with review from the Regional Board and California Department of Public Health (CDPH). We received a minor request was to update the water balances, which Aecom is currently doing. The Title 22 Engineering document had a minor revision to accommodate CDPH's request to ensure the potable water system would be protected with adequate backflow prevention and protection from surface water co-mingling with recycled water.

Water Treatment Plant Expansion Project

Construction Update

Although no project schedule has been received from Roebbelen's Construction Management team, the project has begun. The staging area has been set, graded, and Stormwater Pollution Prevention Plan (SWPPP) Best Management Practices (BMPs) are being installed around the site for the project; the grading for the chemical storage tanks has been completed, awaiting pouring of concrete; the asphalt for the raw water screening area has been ground out and is being prepared for pouring of the CLSM in the sink hole areas there adjacent to Clementia; the drying bed extension has also begun with staff working with the trade contractor to correct a specification oversight. The oversight was that the drawings showed only earthen sidewalls, which would not work without creating erosion in the drying bed. They should have shown an extension of the existing drying bed as currently built. A minor change order is being derived to cover the oversight.



Asphalt grinded off future site of Raw Water Screening System



Future site of chemical storage tank installations



Backwash solids drying bed extension work in background, existing drying bed in service in foreground.

MEMORANDUM

Date: August 7, 2014
To: Board of Directors
From: Finance Committee Staff
Subject: Consider Adoption of Ordinance 2014-02, Amending District Code Chapter 8, Community Facilities Fees

RECOMMENDED ACTION

Adopt Ordinance 2014-02, An Ordinance of the Rancho Murieta Community Services District Amending Chapter 8 of the District Code relating to Community Facilities Fees, to increase the Water Supply Augmentation Fee and the Community Park Fee.

BACKGROUND

On a yearly basis, the District reviews and adjusts, as necessary, the fees collected to meet the District's current and future service needs. As part of that review, the District is required by Government Code Section 66000 to prepare a report on the findings and supporting background information on the fee adjustments. The attached reports are for the Water Supply Augmentation Fee and the Community Park Fee. The Capital Improvement Fee remains unchanged at \$1,180.

The fee increase is summarized as follows:

<u>Fee</u>	<u>Index</u>	<u>% Increase</u>	<u>Current fee</u>	<u>Proposed fee</u>
Water Supply Augmentation	CPI	1.1	\$ 4,571.00	\$ 4,660.00
Community Park Fee	CPI		\$ 1,889.48	\$ 1,983.96

Increasing the fees requires a public hearing, which has been noticed for the July Board meeting.

The Finance Committee recommends adoption.

This is the second and final reading. No public comments or opposition have been received.

ORDINANCE 2014-02

AN ORDINANCE OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AMENDING DISTRICT CODE CHAPTER 8, SECTION 3.00 OF THE COMMUNITY FACILITIES FEE CODE

BE IT ORDAINED by the Board of Directors of the Rancho Murieta Community Services District, Rancho Murieta, Sacramento County, California, as follows:

SECTION ONE:

Chapter 8 of the District Community Facilities Fee Code, Section 3.00 Fees is amended, in part, as follows:

3.03

a) A Capital Improvement Fee: No Change

b) A Community Park Fee in the amount of One Thousand Nine Hundred Eighty-Three Dollars and Ninety-Six Cents (\$1,983.96) per single family or multi-family dwelling unit.

c) A Water Supply Augmentation Fee in the amount of Four Thousand Six Hundred Sixty Dollars (\$4,660.00) per EDU to be applied to: (Note: the remainder of the paragraph is unchanged and this fee is to be paid upon issuance by the District by a water/sewer permit).

SECTION TWO:

To the extent the terms and conditions of this Ordinance may be inconsistent or in conflict with the terms and provisions of any prior District ordinances, resolutions, rules or regulations the terms of this Ordinance shall prevail with respect to the terms and provisions thereof, and such inconsistent or conflicting terms and provisions of prior ordinances, resolutions, rules and regulations are hereby repealed.

SECTION THREE:

This Ordinance shall be in full force and effect thirty (30) days after adoption and shall be published within 10 days of adoption in a newspaper of general circulation published within the District.

SECTION FOUR:

The establishment, modification, structure, restructuring and approval of the fees, rates tolls or other charges as set forth herein are for the purposes of continuing to meet the District's cost for operation and maintenance, supplies and equipment, financial reserves, and capital replacement needs, and are necessary to maintain service within the District's existing service area.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting duly held on August 20, 2014, by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

[seal]

Gerald Pasek, Board President
Rancho Murieta Community Services District

ATTEST:

Suzanne Lindenfeld, District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000 COMPLIANCE REPORT
FOR
CAPITAL IMPROVEMENT FEE
July ~~2013~~2014

This report sets forth the findings and background information required by Government Code 66000 for updating of the Districts' Capital Improvement Fee. The current amount of this Fee is \$1,180 per equivalent dwelling unit of new development.

The District has independently adopted a Community Park Fee to fund the acquisition and/or construction of community park facilities and a Water Supply Augmentation Fee to fund the expansion of the District's water supply. The funds generated by this Capital Improvement Fee are not intended to be used for and shall not be used to fund water storage projects or park development.

I. PURPOSE OF FEE

The purpose of the Capital Improvement Fee (the "Fee") is to provide funds for the orderly and timely expansion of the District facilities to meet future demand and to maintain and/or improve the District's existing level of service.

II. USE OF FEE

Funds generated by the Fee will be used to acquire and/or construct various capital facilities, plant and equipment for the provision of water, wastewater, drainage, security and administrative services. A complete breakdown of the projected capital facilities and costs is shown in Exhibit "A".

The capital facilities shown in Exhibit "A" have been divided into two categories. Category I facilities include those capital facilities that are required to serve future users resulting from new development within the District. Category II facilities include those facilities that are required to serve both existing and future users within the District.

III. RELATIONSHIP BETWEEN USE OF FEE AND TYPE OF DEVELOPMENT

Virtually all development that occurs within the District requires the use of District facilities, plant and equipment for public services. This Fee is established to insure the adequacy and reliability of such facilities, plant and equipment as development of undeveloped land occurs.

IV. RELATIONSHIP BETWEEN DWELLING UNITS AND EQUIVALENT DWELLING UNITS

In order to compare residential, commercial, and industrial properties for purposes of establishing an equitable capital improvement fee structure, properties within the District have been assigned the following EDU ratios in accordance with the EDU ratio calculation shown in Exhibit "B":

A. RESIDENTIAL

<u>Type of Property</u>	<u>EDU Ratio</u>
1. Estate, Cottage, Circle (70' or 90'), or Halfplex Lot	1.0 EDU/lot
2. Townhouse, Murieta Village or The Villas Lot	0.5 EDU/lot

B. COMMERCIAL / INDUSTRIAL / MUNICIPAL

<u>Type of Property</u>	<u>EDU Ratio</u>
1. Business and Professional Offices	0.3 EDU/1,000 sq. ft.
2. Retail, Commercial, Clubhouse, Community Buildings, Restaurants, Bars, Cocktail Lounges, Schools & Training Facilities	0.6 EDU/1,000 sq. ft.

<u>Type of Property</u>	<u>EDU Ratio</u>
3. Light Industrial, Murieta Equestrian Center & Airport Buildings	0.2 EDU/1,000 sq. ft.
4. Motel/Hotel Facility Buildings	0.4 EDU/room
5. Irrigated Lands, or Other Miscellaneous Property Uses	1.6 EDU/acre

Non-residential properties having a private Fire Department connection ("FDC") shall pay, in addition to the fee amounts calculated pursuant to the above EDU ratios, an amount determined in accordance with the following EDU ratios:

4" Diameter FDC Connection	0.40 EDU/connection
6" Diameter FDC Connection	0.50 EDU/connection
8" Diameter FDC Connection	0.60 EDU/connection

These ratios reflect the relative demand placed upon the District for community facilities to be funded by this Fee as a function of land use.

The Rancho Murieta Planned Development Ordinance (PD Ordinance), approved Sacramento County, authorizes not more than 5,189 residential dwelling units (DU) and approximately 1,018 equivalent dwelling units (EDU) of associated municipal, commercial and industrial land uses within the existing boundaries of the District. Exhibit "C" includes a breakdown of the total and existing EDU's within the District.

V. DETERMINATION OF BENEFITED PROPERTIES

All undeveloped properties within the District will share the cost of providing Category I facilities based on the EDU ratios set forth above. All properties within the District, whether developed or undeveloped, will share the cost of providing Category II facilities based on the EDU ratios set forth above.

VI. DETERMINATION OF THE BUDGET

There are several types of capital facilities that will be required by the District in the future to maintain the existing level of service as build-out of the District occurs. These facilities can be generally grouped into the following types:

A. WATER / WASTEWATER FACILITIES

These facilities include electrical control replacements, sewer main cleaning equipment, air compressors, water meter retrofit, telemetry and central control facilities, material and equipment warehouses, drainage ditch maintenance equipment, bulk storage bunkers, utility and service vehicles, reservoir protection system, drainage and channel improvements, facility triangulation control system, hydro-electric generation facilities and appurtenances, reservoir road grading, air injection system, storm water monitoring and testing equipment, algae induction system, risk management protection system.

B. SECURITY FACILITIES

These facilities include a security center in the District administrative complex, security vehicles, north gate improvements, gate computer network, gate video operation link equipment identification system, radio equipment and appurtenances.

C. ADMINISTRATIVE & COMMUNITY FACILITIES

These facilities include a District administrative center, accounting computer and software, record storage/retrieval system, board meeting recording equipment and appurtenances.

Also included within the projects to be funded by the Fee are the necessary architectural and engineering studies and designs and administrative costs to implement these projects. A complete breakdown of the projected costs is shown in Exhibit "A".

VII. DETERMINATION OF THE FEE

This Fee is based on the projected cost of the capital facilities included in Exhibit "A". These capital facilities are anticipated to be required to assure that the District maintains its existing level of service at full build-out of the District.

The proposed Capital Improvement Fee is determined as shown below and in Exhibit "A". The amount of this Fee is \$1,180 per EDU.

CATEGORY I	
FACILITIES	
Total Budget	\$ 1,320,595
Total Benefited Properties	4,356 EDU
Category I Component of Fee	\$ 303/EDU

CATEGORY II
FACILITIES

Total Budget	\$ 5,207,510
Total Benefited Properties	5,899 EDU
Category II Component of Fee	\$ 883/EDU
Category I Component of Fee	\$ 303/EDU
Category II Component of Fee	<u>883/EDU</u>
Total Capital Improvement Fee	\$ 1,186/EDU

While the project budget yields an equivalent dwelling unit fee (\$1,186) which is greater than the current fee (\$1,180), there is no significant difference between the budget fee and the current fee. **Therefore, there is no justification at this time to increase the current fee.** A capital improvement fee of \$1,180 per dwelling unit, when applied to the remaining 4,156 dwelling units, will yield sufficient revenues (\$4,904,080) plus earned interest to cover such remaining costs.

VIII. ALLOCATION OF CAPITAL COSTS BETWEEN EXISTING AND NEW DEVELOPMENT

A. CATEGORY I IMPROVEMENTS

The facilities that make up Category I of Exhibit "A" are capital improvements that would not be required but for the additional service requirements imposed upon the District by new users. These improvements include both new facilities and facilities required to replace deteriorated portions of existing plant and equipment that have sat idle since their original construction, where such idle capacity was reserved to serve future users.

B. CATEGORY II IMPROVEMENTS

The facilities that make up Category II of Exhibit "A" are capital improvements that will serve both existing and future users.

C. EXISTING USER CONTRIBUTION

As of March 31, 1998, the District had 1,855 users that generate an equivalent demand for capital improvements of 1,752 EDU. These users have paid a total of \$1,518,187 in capital and community facilities fees.

As of that same date, the District had expended \$1,202,586 of these funds on various capital facilities. The fund had received interest earnings in the amount of \$247,201. The balance of the fund as of March 31, 1998 was \$562,802. Some \$342,619 of the \$1,180,405 spent from Capital Improvement Fees are not listed on Exhibit A of the Budget & Fee Schedule. These funds were spent before a Budget and Fee Schedule was adopted.

D. ALLOCATION OF CATEGORY II FACILITY COSTS BETWEEN EXISTING AND FUTURE USERS

The per user share of Category II costs allocated among both existing and future users on a pro-rata basis is \$883 per EDU:

Total Category II Costs \$5,207,510
Total EDUs at Build out 5,908

Cost Allocation per EDU = \$ 883

The existing users collective share of total Category II costs equals \$1,547,016:

Existing User Count = 1,752 EDU
(As of March 31, 1998)

x Cost Allocation per EDU \$ 883
Existing Users
Collective Share = \$1,547,016

IX. TOTAL EQUIVALENT DWELLING UNITS

The total number of equivalent dwelling units at ultimate buildout may be reduced due to development constraints or other unforeseen circumstances. In this event, the amount of dollars collected may be less than projected and not all projects will be able to be funded. Therefore, the District has prioritized the projects in the capital improvement program to insure the completion of projects in the order of importance to the community.

While the ultimate number of EDU's within the District cannot be calculated with absolute certainty at this time, it has been determined that the methodology utilized in the development of this Fee yields a reasonable estimate of the total number of EDUs that will be built within the District. Correspondingly, the amount of this Fee is deemed to be, within a reasonable margin of error, a reasonable estimate of the amount that this Fee would be if the ultimate number of EDUs within the District was known with certainty at this time.

X. COLLECTION OF FEE

This Fee will be collected at the time of issuance of the Water and Sewer Service Permit. This will be a one time per EDU Fee.

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000 COMPLIANCE REPORT
FOR
COMMUNITY PARK FEE**

July ~~2013~~2014

This report sets forth the findings and background information required by Government Code 66000 for the ~~2013–2014~~ update of the District's Community Park Fee. The amount of this Fee is ~~\$1,889.48~~\$1,983.96 per residential dwelling unit ("DU").

I. Purpose of Fee

The purpose of the Community Park Fee (the "Fee") is to fund the public component of a mixed public/private community parks program to serve the Rancho Murieta community. The public component of the mixed public/private community parks program is currently anticipated to consist of development of community park facilities on the District owned park site located on Stonehouse Road.

In September 2004, the CSD granted the Stonehouse Park site to RMA as part of a three property exchange between RMA, CSD and PTF.

The fee is not normally collected by the District. The Rancho Murieta Association (RMA) collects a like amount Community Park Fee on all new development in the residential portions of the community north of Highway 16. Should the RMA not be able to collect the Fee, the CSD will collect the Fee and transfer the Fee to RMA.

II. Use of Fee

The revenues generated by the Fee will be used to fund the public portion of the costs of building a community park on the District property located on Stonehouse Road in Rancho Murieta (the "Stonehouse Community Park"). The Stonehouse Community Park is currently anticipated to consist of ball fields, hard courts, a concession building, a pool and cabana, picnic areas, landscaping, and other miscellaneous park related improvements (the "Stonehouse Community Park Facilities"). A more complete listing of the Stonehouse Community Park Facilities is provided in the budget attached to this report as Exhibit "A" (the "Public Community Park Program Budget").

Over time, the Parks Committee has made scope and project improvement changes to the original park facilities contemplated by this fee. While the facilities may have changed, the overall budget is still appropriate and will continue as the basis for the fee.

III. Relationship Between the Type of Development on which the Fee Is Imposed, the Fee's Use and the Need for the Facilities Being Funded Thereby

Residential development creates need and demand for community park and recreation facilities. Such facilities play a critical role in promoting and protecting the health, safety and general welfare of the residents of Rancho Murieta.

The park and recreational facilities required to serve the residents of the District are to be addressed through a mixed public/private community parks program that will include not only the publicly funded facilities on the Stonehouse site, but also privately funded facilities to include two community centers as well as park improvements for the Clementia Valley and Clementia Lakeside park sites. Whereas the public funds generated by this Fee will be administered by the District on behalf of all residents of the District, the private funds will be administered by the Rancho Murieta Association ("RMA") on behalf of its present and future members.

IV. Relationship Between the Amount of the Fee and the Cost of Providing Facilities to Address the Needs Attributable to the Development on which the Fees Are Imposed

A. Determination of Properties to be Served

The Community Park Facilities will be provided for the use of all present and future residents of the District and all present and future residents will contribute to the provision thereof. Those facilities funded with revenues generated by this Fee, or any other public resources, will be operated and maintained by the District. The total number of private dwelling units to be served by the Community Park Facilities is 4,962.¹

The Stonehouse facilities, to date in 2005, have been constructed by the RMA through their community and neighborhood park fee program. Accordingly, the CSD has not collected any public fees or constructed facilities.

As of December 1990, of these 4,962 dwelling units, the lands then annexed to RMA north of the Cosumnes River included 1,534 dwelling units and/or vacant lots. RMA agreed to contribute \$1,500,000 towards the construction of private community park facilities within the District in behalf of these 1,534 DU and/or lots. This contribution represented a fair share allocation of the cost of the community's overall community park program for these 1,534 dwelling units and/or lots. Additionally, as explained below, of the 4,962 dwelling units, 78

¹The Sacramento County approved Rancho Murieta Planned Development Ordinance (PD Ordinance) authorizes not more than 5,189 residential dwelling units within the existing boundaries of the District. In calculating the number of units to be served by the Community Park Facilities, however, two types of existing residential developments have been excluded. The existing mobile home park (189 dwelling units) has its own self-contained recreational facility. Also excluded will be the Rancho Murieta Country Club Lodge with 38 dwelling units used to provide temporary lodging to guests of its members. It has been determined by the District that the mobile home park and the Lodge will place negligible recreational demand on a community park. The total remaining properties to be served by the Community Parks Program is as follows:

Rancho Murieta PD Ordinance	5,189 DU
1. Mobile Home Park	< 189 DU >
2. RMCC Lodge - Villas	< 38 DU >
Total Properties To Be Served	4,962 DU

dwelling units within Rancho Murieta South had previously met their community park obligation.

Accordingly, the remaining number of dwelling units subject to this fee is determined as follows:

Total Properties To Be Served:	4,962 DU
Less:	
(1) RMA Units/Lots	<1,534 DU>
(2) Rancho Murieta South Lots	<78 DU>
Properties Subject To Fee:	3,350 DU

B. Determination of the Community Parks Program Budget

The costs of building the Stonehouse Community Park Facilities are estimated to be \$4,082,000. A detailed breakdown of such costs is provided in the attached Exhibit A.

C. Relationship Between Public and Private Community Park Program and Funding Sources

The relationship between the public and private community parks and the source of funds to cover the costs of the Community Parks Program are explained as follows:

i. Community Park Program

In 1990 and 1991, RMA entered into a series of Park Development Agreements with the owners of all undeveloped land within the District that requires the owners of these lands to convey certain neighborhood and community park sites to RMA and to pay a per dwelling unit fee to RMA for the development of those park sites. In December 1990, under the theory that the District needed to create an enforcement mechanism to assure compliance of the parties to the Park Development Agreements, the District, also being a signatory to these agreements, adopted a Community Park Fee of a like amount to fund the development of a community park at the Stonehouse site.

The demand placed on the District for community park facilities will decrease over time pro-rata in direct relationship to the number of dwelling units that are annexed to RMA and pay RMA's community park development fee. As development of the community progresses, the District's contingent responsibility decreases pro-rata until all residential lands within the District are developed and annexed to RMA.

In the event that one or more of the parties to the private park program created by the agreements failed to meet their respective responsibilities, the District would collect fees from the then remaining

undeveloped dwellings units thereby funding the construction of community park facilities on the Stonehouse site. The public community park facilities constructed through this process would fill the resulting void in the private community park facilities created by the failure of the private park program.

The proposed public community park budget is designed to yield a per dwelling unit fee equivalent to the current community park fee per dwelling unit (the "Contract Fee") then due under RMA's Park Development Agreements. Originally set at \$1,095 per dwelling unit in February 1991, these agreements included a provision that the Contract Fee would be adjusted annually pro-rata to the change in the Engineering News Record (ENR) Construction Cost Index for the San Francisco Region. Through April 2012, this Contract Fee had been adjusted to \$1,889.48 per residential dwelling unit. From April 2012 to April 2013, the ENR Index has not increased, thus the current fee remains ~~\$1,889.48~~1,983.96.

Practically speaking, if, in the unlikely event that one or more of the parties default from their responsibilities under the agreements, the District would collect fees from the affected dwelling units, scale back the public community park budget accordingly and construct the needed community park facilities on the Stonehouse site. Over time, the District's "budget" for community park facilities will in effect dwindle in direct relationship to the ever declining number of yet to be developed residential dwelling units such that the resulting fee (reduced "budget" divided by the number of remaining undeveloped dwelling units) would continue to be equivalent to the amount of the per dwelling unit fee then due under the agreements.

ii. Private Funding Sources

1. RMA has agreed, on behalf of the owners of the 1,534 developed lots north of the Cosumnes River, that the Association, as of December 1990, would contribute One Million Five Hundred Thousand Dollars (\$1,500,000) towards the construction of private Community Park Facilities. (A complete listing of the properties covered by the RMA agreement is attached as Exhibit "B" to this Report.)
2. In addition, RMA has entered into a Park Development Agreement with the owners of 1142 of the 1220 undeveloped lots south of the Cosumnes River and a series of "sister" Park Development Agreements with the owners of all of the undeveloped residential land north of the Cosumnes River (estimated to be developed into 2,208 DU) pursuant to which the Landowners originally agreed to contribute \$1,095 per dwelling

unit to the RMA administered private Community Parks Program. (A complete listing of the properties subject to these Park Development Agreements is attached as Exhibit "C" to this Report.) The District has agreed to grant a credit to these Landowners in the amount of each lot's contribution to the RMA Administered Private Community Parks Program.

iii. Public Funding Sources

1. Approximately 78 of the 1220 lots south of the Cosumnes River had already met their community park funding obligations (and therefore are not subject to the Park Development Agreement) prior to execution of the Park Development Agreements in 1990 by paying the District's Community Facilities Fee then in effect of which slightly over forty percent (40%) has been allocated to park funding.

D. Determination of Fee

The Public Community Park Fee is intended to fund the costs of the public community park facilities at the Stonehouse site. The Stonehouse Community Park is expected to cost \$4,082,000. The previously mentioned 78 lots south of the Cosumnes River that is not subject to the Park Development Agreements had paid approximately \$63,960 towards the cost of the Stonehouse Community Park facilities as of October 1990. Since that time, these funds have accrued approximately \$35,129 in interest from the District's account in the State of California's Local Agency Investment Fund. In June 1998, the District released to RMA \$63,960 which represents the south's community parks contribution, less the District's costs for site grading at the Stonehouse site. The remaining costs of the Stonehouse Community Park facilities, in the amount of \$3,982,911 will be funded through the Fee. A community park fee of \$1,889,481,983.96 per dwelling unit, when applied to the 3350 dwelling units, will yield sufficient revenues (\$6,329,7586,646,266) to cover such remaining costs.

E. Summary of Funding for Public Community Park Program

1. Public Community Park Program Budget:
 - a. Stonehouse Community Park Facilities \$4,082,000
2. Funding Sources:
 - a. Public Sources of Funds Community Park Fee
 (3350 DU x 1,889,481,983.96) \$6,329,7586,646,266
 - b. Park Component of Community

Facilities Fee for 78 Rancho Murieta South units Not subject to Park Development Agreement (Including interest earnings)	<u>\$99,089</u>
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Total Public Funds Available for Public Community Parks Program	<u>\$6,428,8476,745,355</u>
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However, this total funding assumes a greater number of units than are currently anticipated. The estimate of the number of units as of 2004 that will have paid the fee is:

Unit 6	110
Rancho Murieta South (Units 1-9, Crest, Greens)	749
Lakeview	99
Riverview	150
Rancho Murieta North MBA	1,093
Old School Site	50
Apartment site	<u>200</u>
TOTAL	2,151

The summary of contributions to the parks fund is 2,151 lots at \$1,889.48, totaling \$4,064,271.

Of the 2,151 lots contributing to the parks program, as of 2012 the following lots remain undeveloped and subject to the fee:

<i>Lakeview</i>	<i>99</i>
<i>Riverview</i>	<i>150</i>
<i>Rancho North MBA</i>	<i>1,093</i>
<i>Old School Site</i>	<i>50</i>
<i>Apartment site</i>	<i>200</i>
<i>Unit 6</i>	<i><u>11</u></i>
<i>TOTAL</i>	<i>1,627</i>

The summary of contributions to the parks fund is 1603 lots at ~~\$1,889.48~~1,983.96, totaling ~~\$3,028,8363,180,288~~.

V. Determination of Credits

At any time prior to payment of the Fee, the owner of an undeveloped lot subject to the Fee may choose to participate in a Park Development Agreement with RMA. Such participants shall receive a credit towards the Fee for any amounts paid to RMA pursuant to such a Park Development Agreement, provided that RMA agrees to utilize the revenue thereby collected to construct improvements substantially similar in type and purpose to those enumerated in Exhibit A.

VI. Collection of Fee

This fee will be collected at the time of issuance of a water/sewer service permit. This will be a one-time per DU fee.

EXHIBIT B

PROPERTIES SUBJECT TO RMA AGREEMENT

Rancho Murieta Association's agreement to contribute One Million Five Hundred Thousand Dollars (\$1,500,000) towards construction of Community Park Facilities was made on behalf of the owners of the developed lots in the following existing subdivisions:

		Recording Information or APN
1.	Rancho Murieta Unit No. 1	95BM18
2.	Rancho Murieta Unit No. 1A	111BM23
3.	Rancho Murieta Unit No. 2	121BM8
4.	Rancho Murieta Unit No. 3	132BM14
5.	Rancho Murieta Unit No. 3A	163BM1
6.	Rancho Murieta Unit No. 3B	172BM17
7.	Rancho Murieta Unit No. 4	142BM9

EXHIBIT C

PROPERTIES SUBJECT TO THE PARK DEVELOPMENT AGREEMENT

The following properties are subject to the park Development Agreement:

	Recording Information or APN
1. Rancho Murieta South Unit No. 1A ²	202 BM 10
2. Rancho Murieta South Unit No. 1B ³	202 BM 11
3. Rancho Murieta South Unit No. 2A	207 BM 1
4. Rancho Murieta South Unit No. 2B	207 BM 2
5. Rancho Murieta South Unit No. 3	209 BM 4
6. Rancho Murieta South Unit No. 4	209 BM 5
7. Rancho Murieta South Unit No. 5	216 BM 11
8. Rancho Murieta South - "Phase II"	128-0080-089 & 128-0080-090
9. Rancho Murieta South - "The Crest" (Parcel 3)	123 PM 26
10. Rancho Murieta South - "The Greens" (Parcel 4)	123 PM 26
11. Rancho Murieta South - "Lakeview" (Parcel 5)	123 PM 26
12. Rancho Murieta South - "Riverview" (Parcel 6)	123 PM 26
13. Rancho Murieta North Hotel Site (Parcel A)	98 PM 23
14. Rancho Murieta North Unit No. 6	213 BM 6
15. The Villas Townhouse Site (Parcel 1)	92 PM 22
16. Rancho Murieta North Unit No. 5	073-0190-071 & 073-0190-047
17. Calero Residential (Parcel A)	801102 O.R. 842
18. Rancho Murieta North - School Site (Lot A)	95 BM 18
19. Rancho Murieta North Remainder (Parcel 7)	123 PM 26
20. Murieta "Ruins" Parcel (Parcel 12)	123 PM 26
21. Future Driving Range Site (Parcel 10)	123 PM 26

²Of the 57 recorded lots in Rancho Murieta South Unit No. 1A, only 12 lots are subject to the Park Development Agreement. The 12 lots that are subject to the Parks Development Agreement are Lots 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 49 & 50.

³Of the 40 lots contained in Rancho Murieta South Unit No. 1B only 7 lots are subject to the Park Development Agreement. The 7 lots that are subject to the Park Development Agreement are Lots 51, 53, 58, 75, 80, 81, & 82.

PARKS AGREEMENT FEE SCHEDULE

Per the Construction Cost Index in ENR Market Trends Report

		Community Park Fee	Neighborhood Park Fee	Cost Index
1991 (1991 - Feb '92)	North Developer	1,095.00	605.00	100.00%
	South Developer	1,095.00	Does not pay	
	RMA	485.00	Does not pay	
1992 Mar'92-Feb'93 +3.8%	North Developer	1,136.61	628.00	103.80%
	South Developer	1,136.61	Does not pay	
	RMA	503.43	Does not pay	
1993 Mar'93-Mar'94 +1.3%	North Developer	1,151.39	616.16	105.15%
	South Developer	1,151.39	Does not pay	
	RMA	509.97	Does not pay	
1994 Apr'94-May'95 +3.1%	North Developer	1,187.08	655.87	108.41%
	South Developer	1,187.08	Does not pay	
	RMA	525.78	Does not pay	
	SHF (after 9/94)	1,068.37	590.29	100.00%
1995 Jun'95-Feb'96 +0.3%	North Developer	1,190.64	657.85	108.74%
	South Developer	1,190.64	Does not pay	
	RMA	527.39	Does not pay	
	SHF - Unit 6	1,071.58	592.06	100.30%
1996 Mar'96-Feb'97 +0.6%	North Developer	1,197.82	661.81	109.39%
	South Developer	1,197.82	Does not pay	
	RMA	530.54	Does not pay	
	SHF - Unit 6	1,077.90	595.60	100.90%
1997 Mar'97-Feb '98 +0.1%	North Developer	1,199.05	662.49	109.50%
	South Developer	1,199.05	Does not pay	
	RMA	531.08	Does not pay	
	SHF - Unit 6	1,079.08	596.21	101.00%

PARKS AGREEMENT FEE SCHEDULE

Per the Construction Cost Index in ENR Market Trends Report

		Community Park Fee	Neighborhood Park Fee	Cost Index
1998 Mar'98-Feb'99 +1.4%	North Developer	1,215.83	671.76	111.03%
	South Developer	1,215.83	Does not pay	
	RMA	538.52	Does not pay	
	SHF - Unit 6	1,094.19	604.56	102.42%
1999 Mar'99-Feb'00 +1.5%	North Developer	1,234.07	681.84	112.70%
	South Developer	1,234.07	Does not pay	
	RMA	546.60	Does not pay	
	SHF - Unit 6	1,110.60	613.62	103.95%
2000 Feb'00-Jan'01 -0.1%	North Developer	1,232.84	681.16	112.59%
	South Developer	1,232.84	Does not pay	
	RMA	546.05	Does not pay	
	SHF - Unit 6	1,109.49	613.01	103.85%
2001 Feb'01-Dec'01 9.1%	North Developer	1,345.02	743.14	122.83%
	South Developer	1,345.02	Does not pay	
	RMA	595.74	Does not pay	
2002 Jan'02-Jan'03 3.1%	North Developer	1,386.72	766.18	126.64%
	South Developer	1,386.72	Does not pay	
	RMA	614.21	Does not pay	
2003 Feb'03-Mar'04 1.9%	North Developer	1,413.07	780.74	129.05%
	South Developer	1,413.07	780.74	
	RMA	625.88	Does not pay	
2004 Apr'04-Apr'05 4.0%	North Developer	1,469.59	811.96	134.21%
	South Developer	1,469.59	811.96	
	RMA	650.91	Does not pay	
2005 Apr'05-Apr'06 2.3%	North Developer	1,503.39	830.64	137.30%
	South Developer	1,503.39	830.64	
	RMA	665.88	Does not pay	
2006 Apr'06-Mar'07 2.3%	North Developer	1,537.97	849.74	140.45%
	South Developer	1,537.97	849.74	
	RMA	681.20	Does not pay	

PARKS AGREEMENT FEE SCHEDULE

Per the Construction Cost Index in ENR Market Trends Report

		Community Park Fee	Neighborhood Park Fee	Cost Index
2007 Apr'07-Apr'08 7.8%	North Developer	1,657.93	916.02	151.41%
	South Developer	1,657.93	916.02	
	RMA	734.33	Does not pay	
2008 Apr'08-Apr'09 0.6%	North Developer	1,667.88	921.52	152.32%
	South Developer	1,667.88	921.52	
	RMA	738.74	Does not pay	
2009 Apr'09-Apr'10 6.6%	North Developer	1,777.96	982.34	162.37%
	South Developer	1,777.96	982.34	
	RMA	787.50	Does not pay	
2010 Apr'10-Apr'11 -0.3	North Developer	1,772.62	979.39	161.88%
	South Developer	1,772.62	979.39	
	RMA	785.13	Does not pay	
2011 Apr'11-Apr'12 4.4	North Developer	1,850.62	1,022.49	169.01%
	South Developer	1,850.62	1,022.49	
	RMA	819.68	Does not pay	
2012 Apr'12-Apr'13 2.1	North Developer	1,889.48	1,043.96	172.56%
	South Developer	1,889.48	1,043.96	
	RMA	836.89	Does not pay	
2013 Apr'13-Present 0.0	North Developer	1,889.48	1,043.96	172.56%
	South Developer	1,889.48	1,043.96	
	RMA	836.89	Does not pay	
2014 Apr'14-Present 5.0	North Developer	1,983.96	1,096.16	181.18%
	South Developer	1,983.96	1,096.16	
	RMA	878.74	Does not pay	

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

GOVERNMENT CODE 66000 COMPLIANCE REPORT FOR WATER SUPPLY AUGMENTATION FEE

July 201~~3~~⁴

This report sets forth the findings and background information required by Government Code 66000 for the ~~2013-2014~~ update of the District's Water Supply Augmentation Fee. The amount of this Fee is ~~\$4,571.00~~\$4,660.00 per equivalent dwelling unit.

I. Purpose of Fee

The purpose of the Water Supply Augmentation Fee is to provide funds for the orderly and timely expansion of the District's water supply system to meet the future demands of the undeveloped lands within the District's existing boundaries.

II. Use of Fee

Funds generated by the Fee will be used to develop a Water Supply Augmentation Project, which is currently anticipated to consist of a system of water wells, construction of transmission facilities, construction of irrigation facilities and the performance of various studies and other miscellaneous management and administrative functions. A complete breakdown of the projected water supply augmentation facilities and costs are shown in Exhibit "A".

III. Relationship Between Need for Facilities, Use of Fee and Type of Development

Virtually all development that occurs within the District requires a potable water supply as required by the California Health and Safety Code, as well as by local agencies responsible for such services as fire protection. The current water supply facilities of the District are adequate to serve existing development, but additional water supply facilities are required to serve future development within the District. Specifically, this fee applies on an equitable basis only to those future developments that require water service, and the funds generated from this fee will be used to develop water supply facilities that will be capable of meeting the water supply needs of said future development. This Fee is established to insure the adequacy and reliability of the District's water supply as development of undeveloped lands occurs.

IV. Relationship Between Dwelling Units and Equivalent Dwelling Units

The Sacramento County approved Rancho Murieta Planned Development Ordinance (PD Ordinance) authorizes not more than 5,189 residential dwelling units (DU) and approximately 839 equivalent dwelling units (EDU) of associated municipal, commercial and industrial land uses within the existing boundaries of the District.

In order to compare residential, commercial, and industrial properties for purposes of establishing an equitable fee structure, water consumption has been evaluated on an EDU basis. Using a standard rate of 750 gallons per day (GPD) per EDU (750 GPD/EDU), the equivalent dwelling unit counts for all residential, municipal, commercial and industrial land uses can be computed. The basis for the EDU determination is the District's Water Supply Study prepared by Giberson & Associates titled "Rancho Murieta Water Supply: Planning for Future Droughts (February 1990)."

Exhibit "B" contains the calculations that convert the various residential, municipal, commercial and industrial land uses to a total EDU count. The total of the proposed and existing residential, municipal, commercial and industrial land uses planned within the boundaries of the District is 5,273 EDU. Existing development within the District as of the date of creation of this fee (December 1990) generated a water demand estimated at 1,364 EDU. The properties subject to this Fee will generate a water demand estimated at 3,909 EDU.

V. Determination of Benefited Properties

The District's Water Supply Study determined that the District's existing water supply system has the ability to provide adequate and reliable water service to approximately 3,206 EDU (estimated at 3,500 DU of various residential land uses and 451 EDU of municipal, commercial and industrial land uses). Since the District had an existing commitment to serve 1,364 EDU in December 1990, the District could then serve an additional 1,842 EDU before exceeding the existing capacity of the water supply system.

Under the terms of the District's 1986 Acquisition and Service Agreement (October 23, 1986), Rancho Murieta Properties, Inc. (RMPI), the then owner of nearly all of the undeveloped lands within the District, expressly acknowledged the potential need for additional capacity and agreed to pay for any needed additional water supply facilities. In 1990 and 1991, the 2nd Amendment to the Acquisition and Service Agreement was executed by all owners of remaining undeveloped land that was subject to the original Acquisition and Service Agreement. The 2nd Amendment established a contract fee to be paid by these landowners per EDU for water supply augmentation. Originally set at \$2,500/EDU, the 2nd Amendment included a provision that the contract fee would be adjusted annually pro-rata to the change in the U.S. Consumer Price Index (CPI). The CPI from April ~~2012-2013~~ to April 201~~4~~³ increased 1.95~~4~~¹%, thus the current fee is ~~\$4,660.00~~^{4,571.00} per EDU. The District recognizes that other future customers may benefit from the development of additional District water supplies to be funded by the lands subject to the Acquisition and Services Agreement (ASA).

Accordingly, the District proposes to require all future customers to pay for their pro-rata share of the cost to improve the District's water supply system and, through enactment of the Water Supply Augmentation Fee, to impose a uniform fee upon all new development. For the purposes of the determination of the Fee, all undeveloped properties within the District subject to the 2nd Amendment of the Acquisition and Service Agreement will share the cost of improving the District's water supply system on an equitable basis. The following properties will be subject to the Fee.

1. All undeveloped lands subject to the 2nd Amendment of the Acquisition and Service Agreement.
2. The following lands which are not subject to the Acquisition and Service Agreement:
 - a. Rancho Murieta Airport
 - b. Murieta Airport Business Park
 - c. Murieta Equine Complex
 - d. Miscellaneous Park Sites Not Subject To The ASA.

VI. Determination of the Budget

There are three major water facilities that are currently anticipated to be required to augment the District's water supply system:

1. An on-site well system to be located in the southwest corner of the District.
2. An off-site well system to be located in the vicinity of Sloughhouse - some five miles west of the District boundary.
3. A commercial area irrigation system to provide raw irrigation water to the landscaped portions of the commercial area. By eliminating these demands from the domestic system, additional domestic demands can be served in lieu of developing additional water supplies.

However, in the 1990's, options 1 & 2 proved unsuccessful. The District embarked in additional investigations of groundwater and surface water alternatives. The most likely project is groundwater source south of the Cosumnes River. The District is working with the Sacramento Central Groundwater Authority and the South County Groundwater Council to position the District to make use of 1500 AF of water from SMUD as part of the Water Forums agreement. The actual budget of the preferred alternative is still undetermined, although the current budget is still appropriate for the basis for the current fee.

In 2007 the District completed its first Integrated Water Management Plan. This IWMP evaluated the potential to utilize all of the District's water resources for the benefit of the District residents and businesses. In 2010 the District updated the 2007 IWMP. The 2010 IWMP included new analysis of the water supply based on 2020 Compliance, new critical hydrologic year supplies and the use of recycled water. The net result of the study shows a supply shortfall of 600 AF including a 300 AF prudent reserve.

Based on these results the District solicited and received a DWR grant for a joint Augmentation Supply and Recharge project. The new augmentation supply is a ground water well first evaluated in the 1990's, south of the airport. Given the new shortfall of 600 AF, it is believed this well will meet the supply shortfall.

The District adopted policies in July 2011 requiring all new development to use recycled water for landscape irrigation. This use of recycled water is a necessary component of the supply equation to reduce the shortfall to 600 AF.

Accordingly, the new well and recycled water facilities logically ~~will~~ may be funded in part by the augmentation reserves. However, at this time, the fee remains the same, until such time as the District embarks on a more detailed cost analysis of augmentation projects.

Also included within the projects to be funded by the Fee are the necessary studies and administrative costs to implement this program. A complete breakdown of the projected costs is shown in Exhibit "A".

VII. Determination of the Fee

This Fee is based on a Project composed of a combination of on-site and off-site well systems and a raw water irrigation system. These systems are anticipated to be required to assure that the District's water supply system is adequate and reliable at full build-out of the District.

Notwithstanding the annual CPI adjustment provision mentioned above, the 2nd Amendment to the Acquisition and Service Agreement also includes a provision that allows the contract amount to be adjusted to an amount necessary to augment the District's water supply system "which will provide an augmented water supply sufficient to serve" the anticipated future development. The project budget determined above was prepared to review the reliability of the CPI adjusted contract budget contained in the 2nd Amendment to the ASA and was based on current cost estimates of the water supply augmentation project contemplated in the 2nd Amendment to the ASA.

While the project budget determined above is slightly lower than the CPI adjusted contract budget contained in the 2nd Amendment to the ASA, within a reasonable margin of error, there is no significant difference between the contract budget and the project budget determined above. Accordingly, there is no justification at this time to adopt a fee amount that is in excess of the contract amount established by the CPI adjusted contract fee amount.

The proposed Water Supply Augmentation Fee is determined as follows:

o	Total Benefited Properties	3,909 EDU
o	Total Budget	\$11,714,000
o	Water Supply Augmentation Fee	\$ 4,5714,660 /EDU

The development community is reducing the density. As a result, the fee may increase following determination of a community buildout density scenario and attendant

augmentation supply project. Likewise, with reduced density, a lower shortfall may result, which may reduce the fee.

VIII. Revision of Costs, Refunds, Agreements

As stated above, certain property owners have previously entered into the 2nd Amendment to the ASA which independently imposed the proposed fee and provided for a refund mechanism in the event that the Water Supply Project is less costly than presently contemplated. Any of the land owners subject to this Fee may similarly enter into such an Amendment providing for a refund mechanism.

IX. Collection of Fee

This Fee will be collected at the time of issuance of the Water and Sewer Service Permit. This will be a one time per EDU Fee.

EXHIBIT A

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000
WATER SUPPLY AUGMENTATION
BUDGET & FEE DETERMINATION
2013

As of 1997, estimated cost of development of the proposed Water Supply Augmentation Project is:

1. Off-site Well System		
a. Wells	\$	1,530,000
b. Right of Way		850,000
c. Transmission Mains		5,000,000
d. Contingency (20%)		1,480,000
e. Engineering, Inspection, Supervision & Administration (25%)		1,845,000
	Subtotal:	<u>\$ 10,705,000</u>
2. Commercial irrigation		
a. Pipe	\$	222,000
b. Pump Station		163,000
c. Modifications		10,000
d. Contingency (20%)		82,000
e. Engineering, Inspection, Supervision & Administration (25%)		119,000
	Subtotal:	<u>\$ 596,000</u>
3. Miscellaneous Studies & Administration		
a. Engineering Feasibility Studies	\$	56,000
b. Ground Water Exploration		82,000
c. Ground Water Testing		127,000
d. Environmental Studies		20,000
e. Legal Fees		56,000
f. Staff Time		36,000
g. Miscellaneous		36,000
	Subtotal:	<u>\$ 413,000</u>
	TOTAL BUDGET	<u><u>\$ 11,714,000</u></u>

EXHIBIT A (cont)

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000
WATER SUPPLY AUGMENTATION
BUDGET & FEE DETERMINATION
2013

5. Fee Calculation
- | | | |
|---------------------|----|------------|
| a. Budget Total | \$ | 11,714,000 |
| b. Benefiting EDU's | | 3,909 |
| c. Fee/EDU | | 2,996 |
6. Comparison of Calculated Fee to CPI Adjustment of Contract Amount Per 2nd Amendment of Acquisition and Services Agreement (ASA)
- | | | |
|------------------------------------|----|------------------------|
| a. Original Contract Amount | \$ | 2,500/EDU
(1990) |
| b. Updated Contract Amount Per CPI | \$ | <u>4,5714,660</u> /EDU |
7. Fee Determination

The fee as calculated above from the 1997 Cost Estimate is lower than the CPI adjusted contract amount from the 2nd Amendment of the ASA (\$2,996 vs. \$4,5714,660).

While the project budget determined above is lower than the CPI adjusted contract budget contained in the 2nd Amendment to the ASA, the difference between the contract budget and the project budget determined above, taking into account the uncertain nature of actual construction costs or the final project elements and components, as well as reduced density is appropriate.

Therefore the fee is determined to be: \$4,5714,660/EDU

EXHIBIT B
RANCHO MURIETA COMMUNITY SERVICES DISTRICT
GOVERNMENT CODE 66000
CALCULATIONS FOR EQUIVALENT DWELLING UNITS
WATER SUPPLY AUGMENTATION FEE

TYPE OF USE	FACILITY COUNTS	EDU RATIO	TOTAL EDU	EXISTING EDU (4)
1. RESIDENTIAL				
Estate Lots - North (F)	2125 DU	1.00	2,125	0
Estate Lots - North (E)	494 DU	1.00	494	494
Estate Lots > 12,000 S.F. - South (F)	203 DU	1.00	203	0
Estate Lots < 12,000 S.F.- South (F)	1037 DU	0.90	933	0
Halfplex Lots - South (F)	60 DU	0.50	30	0
Cottage Lots (E)	197 DU	0.70	138	138
Circle Lots (E)	457 DU	0.70	320	320
Townhouse Lots (E)	389 DU	0.50	195	195
Mobile Home Lots (E)	189 DU	0.30	57	57
The Villas	38 DU	0.50	19	19
SUBTOTAL	5,189		4,513	1,223
2. COMMERCIAL/INDUSTRIAL				
Hotel	200 Rooms	0.5000	100	0
Airport	87,000 S.F.	0.0001	9	3
Fire Department	5,000 S.F.	0.0005	3	3
RMA Admin Building	7,000 S.F.	0.0001	1	1
Murieta Village (Clubhouse)	5,000 S.F.	0.0005	3	3
Murieta Village (Irrigation)	3 Acres	3.5000	11	11
Auxiliary Golf Course	1 Acre	3.5000	4	4
RMA Facilities	2,500 S.F.	0.0001	0	0
Plaza Irrigation (Est.)	2 Acres	3.5000	7	7
Murieta Equestrian Center	120,000 S.F.	0.0002	24	24
Country Store	4,000 S.F.	0.0002	1	1
R.M.T.C.	55,500 S.F.	0.0005	33	33
Lone Pine Ponds	1 Acre	3.5000	4	4
Light industry	550,000 S.F.	0.0001	55	13
Retail Shopping	495,000 S.F.	0.0002	99	14
Offices	440,000 S.F.	0.0001	44	0
Clubhouse Facilities (E)	40,000 S.F.	0.0005	20	20
SUBTOTAL			415	141
3. PARKS				
80 Acres (Est.)	80 Acres	3.5000	260	0
4. SCHOOLS				
Schools w/o Showers (Est.)	1,200 students	0.0200	24	0
Schools w/ Showers (Est.)	2,000 students	0.0200	40	0
TOTAL			5,273	1,364
Less Existing EDU			<u>(1,364)</u>	
TOTAL NEW EDU			3,909	

NOTES

1. Calculation for the Total EDU Counts is as follows: EDU = (Facility Count) x (EDU Ratio)
2. All building areas represent gross floor area
3. All acreage represents gross parcel areas
4. Existing EDUs are not subject to the fee

EXHIBIT B
RANCHO MURIETA COMMUNITY SERVICES DISTRICT
WATER SUPPLY AUGMENTATION FEE EDU RATIO CALCULATION
DECEMBER 12, 1990

NO	LAND USE TYPE	UNIT	WATER USE (GPD)	CONSUMPTION PER EDU	EDU RATIO (1)	ADOPTED EDU RATIO
A. <u>RESIDENTIAL LAND USES</u>						
1.	Estate Lot > 12,000 S.F.	Dwelling Unit	750	750	1.00	1.0
2.	Estate Lot < 12,000 S.F.	Dwelling Unit	650	750	0.87	0.9
3.	Cottage Lot	Dwelling Unit	500	750	0.67	0.7
4.	Circle Lot	Dwelling unit	550	750	0.73	0.7
5.	Halfplex Lot	Dwelling Unit	400	750	0.53	0.5
6.	Townhouse Lot	Dwelling Unit	350	750	0.47	0.5
7.	Murieta Village Lot	Dwelling Unit	200	750	0.37	0.3
8.	Country Club Lodge Lot	Dwelling Unit	400	750	0.53	0.5
B. <u>NON-RESIDENTIAL LAND USES</u>						
1.	Business & Professional Office Buildings	1,000 S.F.	80	750	0.11	0.1
2.	Retail & Commercial Buildings	1,000 S.F.	180	750	0.24	0.2
3.	Clubhouse Buildings	1,000 S.F.	400	750	0.53	0.5
4.	Community Buildings	1,000 S.F.	400	750	0.53	0.5
5.	Restaurants, Bars & Cocktail Lounges	1,000 S.F.	1,500	750	2.00	2.0
6.	School Buildings	100 students	1,500	750	2.00	2.0
7.	Training Facility Buildings	100 students	500	750	0.67	0.5
8.	Light Industrial Buildings	1,000 S.F.	40	750	0.05	0.1
9.	Murieta Equestrian Center Buildings	1,000 S.F.	175	750	0.23	0.2
10.	Airport Buildings	1,000 S.F.	30	750	0.04	0.1
11.	Motel/Hotel Facilities	Room	245	750	0.33	0.3
12.	Irrigated Lands & Miscellaneous Property Uses	Acres	2,600	750	3.47	3.5

FOOTNOTES:

1. EDU Ratio = Water Use in GPD per Unit / (750 GPD/EDU)
2. An EDU is defined as a single family home located on an estate lot greater than 12,000 S.F. with an average water consumption rate of 750 GPD.
3. All building areas represent gross floor area
4. All acreage represents gross parcel area

MEMORANDUM

Date: August 13, 2014
To: Board of Directors
From: Suzanne Lindendorf, District Secretary
Subject: Consider Adoption of Resolution 2014-18, Amending the District Conflict of Interest Code

RECOMMENDED ACTION

Adopt Resolution 2014-18, a resolution amending the District Conflict of Interest Code.

BACKGROUND

The Political Reform Act requires every local government agency to review its conflict of interest code every two (2) years. District's legal counsel reviewed the District's current Conflict of Interest Code and recommended the attached amendment.

Once adopted, the amendment will be submitted to the Sacramento County Board of Supervisors for approval.

RESOLUTION NO. 2014-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT CONFLICT OF INTEREST CODE

WHEREAS, Government Code section 87300 requires each local public agency to adopt and promulgate a conflict of interest code pursuant to the Political Reform Act for the purpose of ensuring that designated officials disclose economic interests that might be foreseeably affected by the making or participation in the making of agency decisions;

WHEREAS, Government Code section 87307 authorizes a local public agency to amend its conflict of interest code at any time that a change may be warranted; and

WHEREAS, the District's existing conflict of interest code, which was last amended by the Board in 2003 (see Resolution 2003-08), should be amended to reflect changes in designated positions and disclosure categories, and to make other minor changes and additions related to code implementation.

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

1. The Board adopts the amended conflict of interest code attached as Appendices A and B, which supersedes the conflict of interest code adopted by District Resolution 82-3, as amended by District Resolution 2003-08, and all other prior inconsistent actions or resolutions.
2. The provisions of Title 2, section 18730 of the California Code of Regulations ("Section 18730") as set forth on the attached Appendix A, and any amendments to Section 18730 duly adopted from time to time by the California Fair Political Practices Commission, are adopted and incorporated by reference as the main body of the District's conflict of interest code.
3. The list of designated District positions and applicable disclosure categories attached as Appendix B is adopted as the appendix of designated positions and disclosure categories to accompany Section 18730.
4. Designated employees and consultants shall file statements of economic interests (FPPC Form 700) with the District Secretary, who will make the statements available for public inspection and copying and, if required, file such statements with Sacramento County.

5. This conflict of interest code shall not take effect until the Sacramento County Board of Supervisors approves it in its capacity as code reviewing body under the Political Reform Act. The General Manager is hereby authorized and directed to submit a certified copy of this resolution with appendices to the Board of Supervisors and request approval of the amended District conflict of interest code.
6. After approval by the Sacramento County Board of Supervisors, the following documents shall constitute the Conflict of Interest Code of the Rancho Murieta Community Services District (being Chapter 3 of the District Code): (1) the terms of Section 18730, as set forth in Appendix A; and (2) the list of designated District positions and applicable disclosure categories, as set forth in Appendix B.

PASSED AND ADOPTED this 20th day of August, 2014 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Gerald Pasek, President of the Board
Rancho Murieta Community Services District

Attest:

Suzanne Lindenfeld
District Secretary

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
CONFLICT OF INTEREST CODE**

APPENDIX A

**Regulations of the Fair Political Practices Commission
Title 2, Division 6, California Code of Regulations**

§ 18730. Provisions of Conflict of Interest Codes

(a) Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict of interest code within the meaning of Section 87300 or the amendment of a conflict of interest code within the meaning of Section 87306 if the terms of this regulation are substituted for terms of a conflict of interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, Sections 81000, et seq. The requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Section 87100, and to other state or local laws pertaining to conflicts of interest.

(b) The terms of a conflict of interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) Section 1. Definitions.

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (Regulations 18110, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

(2) Section 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

(3) Section 3. Disclosure Categories.

This code does not establish any disclosure obligation for those designated employees who are also specified in Section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to article 2 of chapter 7 of the Political Reform Act, Sections 87200, et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Section 87200; and

(C) The filing officer is the same for both agencies.¹

(4) Section 4. Statements of Economic Interests: Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict of interest code.²

(5) Section 5. Statements of Economic Interests: Time of Filing.

(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

(C) Annual Statements. All designated employees shall file statements no later than April 1. If a person reports for military service as defined in the Servicemember's Civil Relief Act, the deadline for the annual statement of economic interests is 30 days following

¹ Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Section 81004.

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee shall disclose in his or her statement of economic interests those economic interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's disclosure categories are the kinds of economic interests which he or she foreseeably can affect materially through the conduct of his or her office.

² See Section 81010 and Regulation 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

his or her return to office, provided the person, or someone authorized to represent the person's interests, notifies the filing officer in writing prior to the applicable filing deadline that he or she is subject to that federal statute and is unable to meet the applicable deadline, and provides the filing officer verification of his or her military status.

(D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

(6) Section 6. Contents of and Period Covered by Statements of Economic Interests.

(A) Contents of Initial Statements.

Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

(B) Contents of Assuming Office Statements.

Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.

(C) Contents of Annual Statements. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Section

87302.6, the day after the closing date of the most recent statement filed by the member pursuant to Regulation 18754.

(D) Contents of Leaving Office Statements.

Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

(7) Section 7. Manner of Reporting.

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) Investment and Real Property Disclosure.

When an investment or an interest in real property³ is required to be reported,⁴ the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property equals or exceeds \$ 2,000, exceeds \$ 10,000, exceeds \$ 100,000, or exceeds \$ 1,000,000.

(B) Personal Income Disclosure. When personal income is required to be reported,⁵ the statement shall contain:

1. The name and address of each source of income aggregating \$ 500 or more in value, or \$ 50 or more in value if the income was a gift, and a general description of the business

³ For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

⁴ Investments and interests in real property which have a fair market value of less than \$ 2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

⁵ A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

activity, if any, of each source;

2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was \$ 1,000 or less, greater than \$ 1,000, greater than \$ 10,000, or greater than \$ 100,000;

3. A description of the consideration, if any, for which the income was received;

4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;

5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.

(C) Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported,⁶ the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;

2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than \$ 10,000.

(D) Business Position Disclosure. When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

(8) Section 8. Prohibition on Receipt of Honoraria.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

⁶ Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

Subdivisions (a), (b), and (c) of Section 89501 shall apply to the prohibitions in this section.

This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Section 89506.

(8.1) Section 8.1. Prohibition on Receipt of Gifts in Excess of \$ 440.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$ 440 in a calendar year from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (e), (f), and (g) of Section 89503 shall apply to the prohibitions in this section.

(8.2) Section 8.2. Loans to Public Officials.

(A) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

(B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(C) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over

which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.

2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans from a person which, in the aggregate, do not exceed five hundred dollars (\$ 500) at any given time.

4. Loans made, or offered in writing, before January 1, 1998.

(8.3) Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of \$ 500 or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.

2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 1998.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

(8.4) Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.

2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:

a. The date the loan was made.

b. The date the last payment of \$ 100 or more was made on the loan.

c. The date upon which the debtor has made payments on the loan aggregating to less than \$ 250 during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.

2. A loan that would otherwise not be a gift as defined in this title.

3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.

4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.

5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

(9) Section 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect

investment worth \$ 2,000 or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth \$ 2,000 or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating \$ 500 or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$ 440 or more provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

(9.3) Section 9.3. Legally Required Participation.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

(9.5) Section 9.5. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months prior to the time when the official action is to be taken:

(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value \$ 1,000 or more.

(10) Section 10. Disclosure of Disqualifying Interest.

When a designated employee determines that he or she should not make a governmental decision because he or she has a disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

(11) Section 11. Assistance of the Commission and Counsel.

Any designated employee who is unsure of his or her duties under this code may request

assistance from the Fair Political Practices Commission pursuant to Section 83114 and Regulations 18329 and 18329.5 or from the attorney for his or her agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

(12) Section 12. Violations.

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Sections 81000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Section 87100 or 87450 has occurred may be set aside as void pursuant to Section 91003.

DRAFT

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
CONFLICT OF INTEREST CODE**

APPENDIX B

DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES

Designated Positions.¹ The officers and employees listed below are designated as persons who are deemed to make, or participate in the making of, decisions that may have a material effect on a financial interest. Persons holding designated positions listed below will disclose interests and investments in accordance with the corresponding disclosure categories as defined below.

<u>Designated Position</u>	<u>Disclosure Categories</u>
District Engineer	1
District Legal Counsel	1
Consultants	1 ²

Disclosure Categories. The District’s disclosure categories are defined as follows:

Category 1- Full Disclosure: All persons in this disclosure category will disclose all interests in real property within two miles of the District’s boundaries, as well as investments, business positions and sources of income, including gifts, loans and travel payments, from all sources.

Category 2 – Disclosure of all Interests Except Interests in Real Property: All persons in this disclosure category will disclose all investments, business positions and sources of income, including gifts, loans and travel payments, from all sources.

Category 3 – Employees with Contracting Authority or Who Participate in Making Contracts: All investments, business positions and income, including gifts, loans and travel payments, in or from sources that provide goods, equipment or

¹ Officials who manage public investments are deemed to be “statutory filers” within the meaning of Government Code section 87200 and California Code of Regulations, title 2, section 18720 because they must file statements of economic interest (FPPC Form 700) pursuant to the state Political Reform Act instead of the District conflict of interest code. The District’s statutory filers are: Members of the Board of Directors, the District Manager, and the District Treasurer. As a result, such persons are not designated in this code and are listed here for information only.

² Unless the District Manager determines in writing that narrower disclosure is permitted in accordance with the standards provided on page 2 of this appendix under the heading “Consultants.”

services, including training or consulting services, of the type utilized by the District.

Consultants. "Consultant" means an individual who, pursuant to a contract with the District, either: (A) Makes a governmental decision whether to: (1) approve a rate, rule, or regulation; (2) adopt or enforce a law; (3) issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement; (4) authorize the District to enter into, modify, or renew a contract provided it is the type of contract that requires District approval; (5) grant District approval to a contract that requires District approval and to which the District is a party, or to the specifications for such a contract; (6) grant District approval to a plan, design, report, study, or similar item; or (7) adopt or grant District approval of policies, standards, or guidelines for the District, or for any subdivision thereof; or (B) serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in California Code of Regulations, title 2, section 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's conflict of interest code under Government Code section 87302. (California Code of Regulations, title 2, section 18701(a)(2).)³

"Consultants" are included in the list of designated positions and must disclose interests and investments in accordance with the broadest disclosure category in the District's conflict of interest code, subject to the following limitation: The District Manager may determine in writing that a particular consultant, although a "consultant" and "designated position," nevertheless is hired or retained to perform a range of duties that is limited in scope and therefore is not required to comply with any or some of the disclosure requirements described in this section. The District Manager's written determination will include a description of the consultant's duties, and, based on that description, a statement of the extent of disclosure requirements. The written determination is a public record and will be retained for public inspection in the same manner and location as the District's conflict of interest code as required by Government Code section 81008.

New Position Added Without Code Revision. If the District creates a new position that requires disclosure under this code without simultaneously amending the code, the employee appointed to fill such a position will file a Form 700 assuming office statement and thereafter file annual Form 700 disclosure of

³ A consultant serves in a staff capacity only if he or she has an on-going relationship with the District. A consultant who works on one project or a limited range of projects for the District is not deemed a consultant subject to the reporting requirements of this code unless the project or projects extend over a substantial period of time, generally more than one year. (See *Smith* Advice Letter, FPPC No. I-99-316; *Travis* Advice Letter, FPPC No. A-96-053; *Randolph* Advice Letter, FPPC No. A-95-045.)

economic interest statements each year using the broadest disclosure category until the District amends the code to designate the position and, if warranted, to authorize more narrow disclosure for the position.

DRAFT

MEMORANDUM

Date: August 14, 2014
To: Board of Directors
From: Finance Committee Staff
Subject: Consider Adopting Resolution 2014-19 Placing Delinquent Charges/Taxes on the Sacramento County Tax Rolls

RECOMMENDED ACTION

Adopt Resolution 2014-19 placing delinquent water, sewer, solid waste, security and/or drainage charges/taxes on the Sacramento County tax rolls to be purchased by Sacramento County under the Teeter Plan.

BACKGROUND

The Board adopts this Resolution annually placing any delinquent water, sewer, garbage, security and/or drainage charges/taxes on the Sacramento County (County) tax rolls. Sacramento County has the option to purchase these charges from the District under the Teeter Plan thereby shifting responsibility for collection to the County. In exchange, the County receives all penalties and interest incurred after the charges are billed to the property owner via the property tax bills.

Exhibit A was prepared on August 4, 2014 and published as required by regulations in the Daily Recorder. An updated Exhibit A will be provided at the August 20, 2014 Board meeting which will reflect the then most current delinquent accounts. The final Exhibit A will be filed with the County for collection through the Teeter Plan.

The Finance Committee recommends adoption.

RESOLUTION 2014-19

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

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

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

WHEREAS, the notices prescribed by law were duly published and mailed, and the Board of Directors held a Public Hearing on August 20, 2014 to consider all objections and protest, if any, to the reports on the delinquent charges prepared pursuant to law;

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

1. Adopts the written report of delinquent water, sewer, drainage and security rates, special taxes, charges and penalties attached hereto as Exhibit "A" and incorporated herein as of June 30, 2014, and determines that each amount described in said report for each parcel is proper and correct.
2. Request the Sacramento County Board of Supervisors to authorize the Auditor and Tax Collector to perform the functions provided by the Government Code and Rancho Murieta Community Services District Codes; Chapter 14, 15, 16, 21 and 31 respecting the placement of said delinquent charges on the tax roll and collecting said charges with the general taxes, for compensation at a cost not to exceed the amounts set by law.
3. The delinquent charges report, in the form submitted to this meeting and on file with the Board, is hereby approved and adopted. The General Manager of the District, or one or more of his/her designees, is hereby authorized to make changes to the Delinquent Charges Report before it is filed with the Sacramento County Auditor as provided in Section 4 hereof and to make changes in response to payments received from ratepayers.

4. A certified copy of this Resolution together with a list of all delinquent parcels subject to being placed on the tax rolls shall be delivered to the Sacramento County Auditor no later than August 22, 2014 as specified by written consent of the Sacramento County Auditor.

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

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at their regular meeting held on this 20th day of August 2014 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Gerald Pasek, President of the Board
Rancho Murieta Community Services District

[seal]

Attest:

Suzanne Lindenfeld, District Secretary
Rancho Murieta Community Services District

MEMORANDUM

Date: August 14, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: Consider Adoption of Sanitary Sewer Management Plant Update

RECOMMENDED ACTION

Adopt the Sanitary Sewer Management Plan Update.

BACKGROUND

The District is required to update the Sanitary Sewer Management Plant (SSMP) every five (5) years. If significant program changes occur, the SSMP must be adopted by the Enrollee's governing Board. As there is no defining point that determines what is significant or not, it is best the District Board adopt changes. Once adopted, staff will re-certify the SSMP in the Online Sanitary Sewer Overflow (SSO) Database, and print, sign, and mail the appropriate form to the State Water Board.

The Improvements Committee recommends adoption.



Sewer System Management Plan

**Rancho Murieta
Community Services District**

**California Integrated Water Quality
System Project (CIWQS)
Place ID: 647697**

DEVELOPED: SEPTEMBER 2009



FINAL DRAFT

HDR

2365 Iron Point Road, Suite 300
Folsom, CA 95630

Updated by Rancho Murieta Community Services District

Updated July 2014



Sewer System Management Plan

No.	Elements of SSMP	Description	Due Date	Status
	Application for Permit Coverage	Public agencies (Enrollees) that own or operate sanitary sewer systems within the State of California were required to apply for coverage under the general Waste Discharge Requirements (WDRs). A legally authorized representative must complete and submit an application package provided by the State Water Board.	November 2 nd , 2006	Complete
	Reporting Program Registration	Enrollees must obtain a CIWQS SSO Database account, with Username and Password, complete the "Collection System Questionnaire," and begin reporting of all sanitary sewer system overflows complying with Order No. WQ-2008-0002, Amended Monitoring and Reporting Requirements	November 2nd, 2007	Complete
	Development Plan and Schedule	Indicates the responsible District Staff and provides a schedule for meeting the deadlines of eleven elements of SSMP. Requires a public hearing and formal adoption by the Enrollee's governing board. After adoption, Enrollee's authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and sending the signed form to the State Water Board.	November 2nd, 2007	Complete
1.0	Goals	Identifies the District's goal for SSMP and summarizes District's action plan in meeting this goal.	November 2nd, 2007	Complete
2.0	Organization	Identifies responsible District staff within the CSD organization.	November 2nd, 2007	Complete
(a)	Identify the Enrollee's responsible principal executive officer, ranking elected official, or authorized representative (either by name or by position). This individual shall represent the Enrollee in all pertinent matters and shall sign and certify all applications, reports, and other information provided to the State Water Board, either in written or electronic format.		Complete	
(b)	Names and telephone numbers of management, administrative, and maintenance staff responsible for implementing specific measures of the SSMP. Identify lines of authority using and Organization Chart or similar document with a narrative explanation.			
(c)	Listing of the chain of communication for SSO reporting, from initial receipt of a complaint to electronic reporting in the CIWQS Online SSO Database to notification of appropriate health and regulatory agencies			
3.0	Legal Authority	Provides legal authority to District staff in managing, operating, and maintaining the sewer collection system.	November 2 nd , 2009	Complete
(a)	Prohibition of illicit discharges such as infiltration/inflow, chemical dumping, debris, etc. into the sanitary sewer system		SC #1.02, 3.07, 8.00	
(b)	Requirement that all sewers and connections be properly designed and constructed (such as in accordance with established design criteria, standard plans, and standard specifications).		SC # 4.00	



Sewer System Management Plan

No.	Elements of SSMP	Description	Due Date	Status
(c)		Requirement that the public agency be granted access to any lateral owned or maintained by the public agency for maintenance, inspection, or repairs, whether the lateral is located on private or public property.		SC # 3.05, 4.13
(d)		Limitations on the discharge of fats, oil, grease (FOG) or other debris that may cause blockages in the sanitary sewer system leading to SSOs.		SC # 8.03, 8.07
(e)		Ability to enforce any violation of the sewer ordinances.		SC # 10.00
4.0	Operation and Maintenance Program	Provide detail procedures and implementation plan in effectively operating and maintaining the sewer collection system	November 2nd, 2009	Complete
(a)		Maintain up-to-date sanitary sewer system map.		Complete
(b)		Describe routine O&M activities performed by public agency staff and by contractors. Include a system to prioritize cleaning frequency of known problem areas and a system to compare scheduled vs. actual cleaning activities.		Complete
(c)		Develop rehabilitation/replacement plan to identify and prioritize system deficiencies. Identify short-term and long-term actions required to correct each deficiency. Include appropriate condition assessment program with tasks such as regular manhole inspection and CCTV inspection to identify and rank system deficiencies. The R/R plan should focus on sewer reaches most at risk of collapse or blockage. Develop a CIP that includes projected costs and an implementation schedule. Evaluate available funding mechanisms to evaluate financial resources.		Complete
(d)		Describe available staff training resources and identify additional needs. Require proper training of contractors.		Complete
(e)		Develop equipment inventory and prepare list of critical replacement parts.		Complete
5.0	Design and Performance Provisions	Provides design and construction standards and specifications for the new and rehabilitation of the sewer collection system	May 2nd, 2010	Complete
(a)		Reference design and construction standards for new and/or rehabilitated sanitary sewers, pump stations, and appurtenances.		Complete
(b)		Develop procedures for inspecting and testing new and/or rehabilitated sanitary sewers, pump stations, and appurtenances.		Complete
6.0	Overflow Emergency Response Program	Provides a detail cleanup and notification procedures to take during an SSO event.	November 2nd, 2009	Complete
(a)		Notification procedures allowing primary responders and regulatory agencies to be alerted of SSOs in a timely manner.		Complete
(b)		Describe the Enrollee's overflow response program.		Complete
(c)		Procedures for notifying regulatory agencies and other potentially impacted agencies in the event of an SSO that could affect public health or reach the waters of the State. List specific names and phone numbers of individuals who will make the contacts and the agency individuals to be contacted. Include procedures for reporting the SSO through the CIQWS Online SSO Database, and identify the individual responsible for entering the data.		Complete
(d)		Training procedures for staff and contractor personnel regarding use of the Overflow Emergency Response Plan.		Complete

No.	Elements of SSMP	Description	Due Date	Status
(e)		Procedures to address emergency conditions as necessary to safely respond to and clean an overflow. Examples of emergency conditions include traffic control and crowd control.		Complete
(f)		Steps to contain overflows, prevent discharge to waters of the U.S., and mitigate potential environmental damage.		Complete
7.0	Fats, Oils and Grease Control Program	Provides a detail procedure to monitor, inspect and enforce the FOG ordinance on food generating facilities	November 2nd, 2009	Complete
(a)		Public education outreach program implementation plan and schedule.		Complete
(b)		List of acceptable FOG disposal facilities. Identify additional facilities needed if current facilities are inadequate.		Complete
(c)		Legal authority to prohibit discharge of FOG to the sanitary sewer system.		Complete
(d)		Installation requirements for grease removal device, design standards, maintenance requirements, BMP requirements, record keeping and reporting procedures.		Complete
(e)		Authority to inspect grease producing facilities and enforce FOG ordinance. Address adequacy of staff to inspect and enforce.		Complete
(f)		Identify sewer system reaches most susceptible to FOG-related blockages. Establish appropriate cleaning schedule for each susceptible reach.		Complete
(g)		Source control measures for each source (typically Food Handling Facilities) that could discharge FOG to the sanitary sewer reaches identified as susceptible to FOG-related blockages.		Complete
8.0	System Evaluation and Capacity Assurance Plan	Provides detail analysis and generates a CIP list for the sewer collection system during the dry and wet weather flow conditions. It provides various capacity enhancement measures establishing the short- and long-term CIP list, schedule and budgetary information.	May 2nd, 2010	Complete
(a)		Estimate peak flows of key sewer system components and identify reaches with insufficient hydraulic capacity.		Complete
(b)		Establish appropriate design criteria.		Complete
(c)		Develop short-term and long-term CIP to address identified hydraulic deficiencies. Prioritize correction of identified deficiencies, analyze alternatives for correcting, establish an implementation schedule, and verify that adequate funds are/will be available.		Complete
(d)		Develop schedule of completion dates for the CIP.		Complete
9.0	Monitoring, Measurements, and Program Modifications	Provides detail information on how the District tracks the performance of various SSMP programs. It outlines the performance indicators in monitoring these programs. It will provide various suggestions to further refine the SSMP programs.	May 2nd, 2010	Complete
(a)		Maintain relevant data used to establish and prioritize appropriate SSMP activities.		Complete
(b)		Monitor implementation of SSMP vs. schedule. Measure effectiveness of SSMP elements where quantifiable.		Complete



Sewer System Management Plan

No.	Elements of SSMP	Description	Due Date	Status
(c)	Assess preventative maintenance program.			Complete
(d)	Update SSMP program elements as necessary based on monitoring or performance evaluations.			Complete
(e)	Identify and illustrate SSO trends, including location, frequency, and volume.			Complete
10.0	Program Audits	Provides detail information and summarizes the findings from auditing the SSMP once every two years.	Jan 2 nd , 2010	Complete
11.0	Communication Program	Provides a detail communication program informing District customers and the public on the development, implementation and performance of the SSMP.	Sept, 2010	Complete
	Final SSMP and Implementation Program Certification	The Final SSMP and the Enrollee's implementation program for the SSMP must be adopted by the Enrollee's governing board at a public meeting following a public hearing. After adoption, Enrollee's authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and sending the signed form to the State Water Board.	May 2 nd , 2010	Complete
	5 yr.-Annual Update	The SSMP must be updated every five years. If significant program changes occur, the SSMP must be re-adopted by the Enrollee's governing board. Enrollee shall re-certify the SSMP in the Online SSO Database, and print, sign, and mail the appropriate form to the State Water Board.	Sept, 2015 and thereafter	



Contents

1.0 Executive Summary 1
 Purpose 1
 Background 1
 Sewer System Management Plan 2

2.0 Element 1 – SSMP Goals 3
 Purpose 3
 Goals 3

Element 2 – SSMP Organization 4
 Requirements 4
 Authorized Representative 4
 Position Descriptions 4

SECRETARY 6

SECURITY 6

CHIEF 6
 DIRECTOR OF FIELD 6

OPERATIONS 6

SERGEANT 6

GATE 6

PATROL 6

OFFICERS 6

Element 3 - Legal Authority 7
 Requirements 7
 Provisions 7

Element 4 – Operations and Maintenance 17
 Requirements 17
 Collection System Description 18
 Collection System Maps 19
 Preventative Operations and Maintenance 19
 Rehabilitation and Replacement Plan 19
 Staff Training 20
 Equipment 20

Element 5 - Design and Performance Provisions 25
 Requirements 25
 Design and Construction Standards 25
 Inspection and Testing 26

Element 6 – Overflow Emergency Response Plan 31
 Requirements 31
 Notification 31
 Reporting Requirements 31
 Sanitary Sewer Overflow Reporting 33



Monthly No-Spill Reporting Procedure 38

SSO Standard Operating Procedure 38

 Notification & Response 38

 Clean Up Procedure 38

Clean Up Response & Warning Sign Posting 39

 Dry Weather Conditions 39

 Wet Weather Conditions 39

Sewer Back-Up Into a Private Residence 39

 Operating Procedure (Response) 40

 Operating Procedure (Clean up) 40

Overflow Emergency Response Plan Training..... 40

Element 7 - Fats, Oils, and Grease (FOG) Control Program 47

 Requirements 47

 Public Outreach 48

 FOG Disposal 48

 Legal Authority 48

 Design & Construction Standards 48

 Inspection and Staffing 48

 Identification and Sewer Cleaning 49

 Source Control 49

Element 8 - System Evaluation and Capacity Assurance Plan..... 56

 Requirements 56

 Service Area 56

 WWRP Flows..... 56

 System Evaluation 57

 Historical Performance of the Collection System 59

Element 9 - Monitoring, Measurements, and Program Modifications 60

 Requirements 60

 Monitoring 60

 SSMP Modifications..... 61

Element 10 - Program Audits 65

 Requirements 65

 Audits 65

 SSMP Updates 65

Element 11 - Communication Program 76

 Requirements 76

 Communication During Development..... 76

 Communicating Sewer System Performance..... 76

Figures

Figure 2-1. Rancho Murieta CSD - Organization Chart 6

Figure 6-1. Emergency Response Chain of Command 33

Tables

Table 4-1. Rancho Murieta Regional Pump Stations..... 18

Table 6-1. SSO Reporting Parties 33

Table 8-1. Historical WWTP Flows 56

Table 9-1. SSMP Monitoring Parameters 60

1.0 Executive Summary

Sewer System Management Plan

The Rancho Murieta Community Services District (District) is required to comply with the State Water Resources Control Board (SWRCB), Order No. 2006-0003 DWQ and amendment Order No. WQ 2008-0002-EXEC, entitled “General Waste Discharge Requirements for Sanitary Sewer Systems” (WDR). This technical memorandum (TM) describes the goals of the Sanitary Sewer Management Plan (SSMP) in light of this regulation.

Purpose

The purpose of the statewide WDR is to:

1. Provide a consistent and unified statewide approach for the reporting and tracking of sanitary sewer overflows (SSOs);
2. Establish consistent and uniform requirements for SSMP development and implementation; and
3. Facilitate consistent enforcement of the WDR regulation and violations.

The District is required to properly fund, manage, operate and maintain all parts of the sewage collection system owned and/or operated by the District. District staff responsible for the operation and maintenance of the sewage collection system shall possess the appropriate level of knowledge, skills, and abilities, verifiable through participation in a validated program at all times.

Background

The District operates the Rancho Murieta Wastewater Reclamation Plant (WWRP) which provides wastewater treatment for the community of Rancho Murieta. Raw wastewater sources are residential homes and commercial facilities, such as stores and restaurants located within the community. There are no industrial dischargers to the WWRP.

The collection system consists of gravity sewer lines which flow to lift stations located throughout the community. Six of the lift stations are located on the north side of the Cosumnes River and five are located south of the river. Main Lift North, Mail Lift South, and 6-B sewer collections stations pump their waste directly to the WWRP through force mains. As of this update, the District currently serves a total of 2,545 residential units and 326 non-residential units encompassing an area of 3,500 acres.



The District retained HDR Engineering, Inc. (HDR) to prepare the original SSMP. ~~The WDR regulation for sanitary sewer systems can be viewed at:~~ The regulations can be found on the web here:
http://www.waterboards.ca.gov/water_issues/programs/sso/http://www.swrcb.ca.gov/resdec/wqorders/2006/wqo/wqo2006-0003.pdf

Sewer System Management Plan

A critical part of the WDR is to prepare a plan and schedule to properly manage, operate, and maintain all parts of the District's sanitary sewer system to reduce, prevent, and mitigate SSOs, as well as private lateral sewer discharges (PLSDs). The District is required to develop and implement the SSMP document and revise and update it every two years.

2.0 Element 1 - SSMP Goals

Sewer System Management Plan

The Rancho Murieta Community Services District (District) is required to comply with the State Water Resources Control Board (SWRCB), Order No. 2006-0003 DWQ, entitled "General Waste Discharge Requirements for Sanitary Sewer Systems" (WDR). This chapter describes the goals of the Sewer System Management Plan (SSMP) in light of this regulation.

Purpose

The purpose of the WDR is to:

- ◆ Provide a consistent and unified statewide approach for the reporting and tracking of Sanitary Sewer Overflows (SSOs).
- ◆ Establish consistent and uniform requirements for SSMP development and implementation.
- ◆ Facilitate consistent enforcement of the WDR regulation and violations.
- ◆ The District shall properly fund, manage, and operate and maintain all parts of the sewage collection system owned and/or operated by the District. Staff and/or contractors responsible for the operation and maintenance of the sewage collection system shall possess the appropriate level of knowledge, skills, and abilities, verifiable through participation in a validated program at all times.

Goals

The District's goals for the SSMP are:

- ◆ To properly manage, operate, and maintain all portions of the District's wastewater collection system;
- ◆ To provide adequate capacity to convey peak wastewater flows;
- ◆ To minimize the frequency of Sanitary Sewer Overflows (SSOs);
- ◆ To mitigate the impacts that are associated with any SSO that may occur; and
- ◆ To comply with all applicable regulatory requirements for SSO notification and reporting.

Element 2 - SSMP Organization

Sewer System Management Plan

Requirements

The SWRCB requires that each sewer agency designate an authorized representative to be responsible for the agency's Sewer System Management Plan (SSMP) related activities. It also requires having the names and telephone numbers for the management and administrative positions responsible for implementing specific measures of the SSMP. An organization chart, applicable to the SSMP, is also required.

Authorized Representative

Edward Crouse represents the District as its General Manager/Engineer. The District General Manager/Engineer oversees the Director of Field Operations who is authorized to submit SSO reports to the appropriate government agencies and is responsible for implementing and maintaining all elements of this SSMP.

During regular business hours, contact number is 916- 354-3700. After hours, contact Security Department Dispatch at 916-354-3473 or 916- 354-2273.

Position Descriptions

General Manager – Enforces policy, plans strategy; leads staff; allocates resources, delegates responsibilities; authorizes outside contracts to perform services; serves as a departmental public information officer.

~~Engineer — Prepares wastewater collection system planning documents; manages the Capital Improvement Program (CIP); documents new and rehabilitated assets; coordinates development and implementation of SSMP.~~

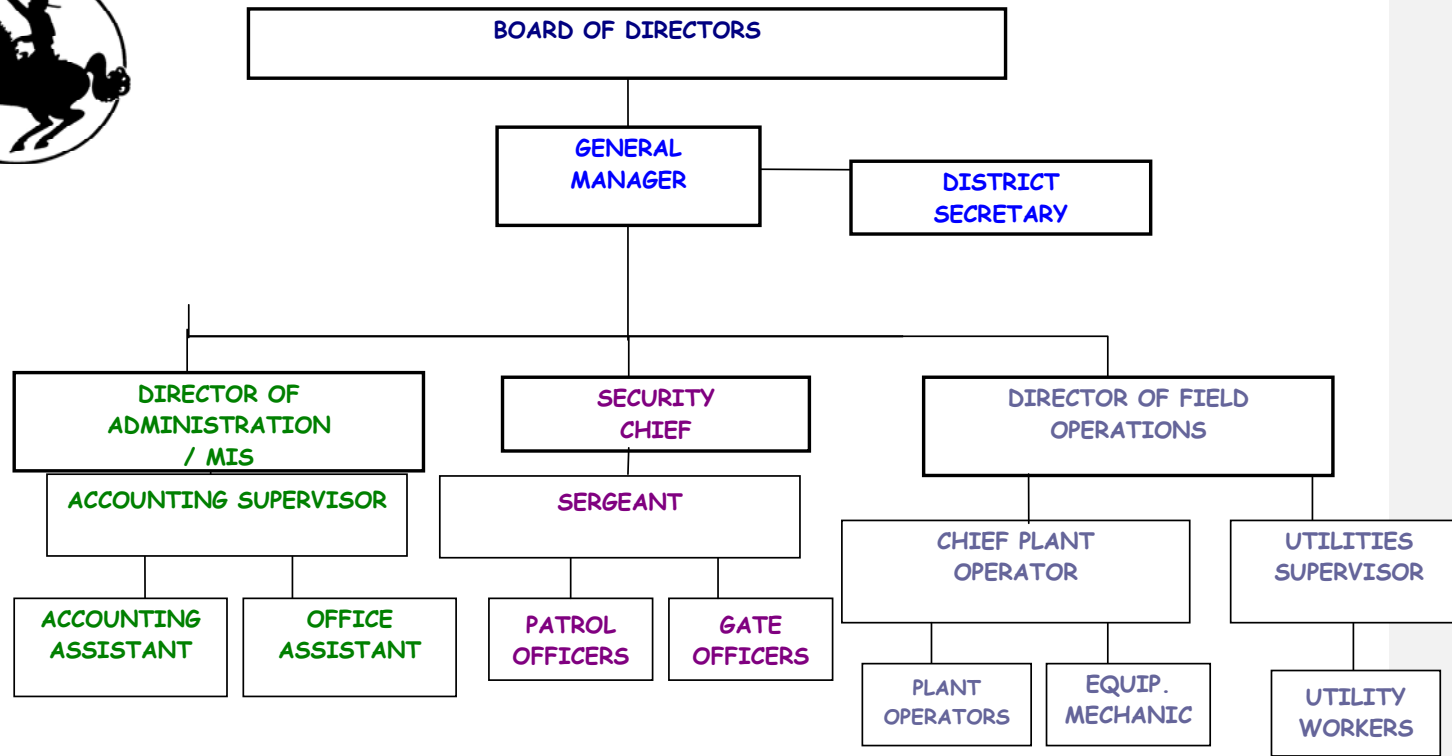
Director of Field Operations – Manages field operations and maintenance activities; updates and maintains the SSMP; provides relevant information to agency management; prepares and implements contingency plans; leads emergency response; investigates and reports SSOs to the General Manager and on CIWQs; trains field crews. Prepares wastewater collection system planning documents; manages the Capital Improvement Program (CIP); documents new and rehabilitated assets; coordinates development and implementation of SSMP. The District has designated the Director of Field Operations as the District's WDR authorized representative.

Utility Supervisor – Manages Utility Workers; oversees F.O.G program; manages collection system maintenance; leads emergency response; LRO for reporting SSOs on CIWQS.

Utility Workers – Staff that conduct preventive and corrective maintenance activities; mobilize and respond to notification of stoppages and SSOs.

Chief Plant Operator – Manages Plant Operators & Equipment Mechanic; coordinates maintenance activities related to sewer pumping stations and force mains; assists in emergency response; LRO for reporting SSOs on CIWQS.

Plant Operators – Staff that operates and maintains daily operations of collection system facilities as well as responds to emergency alarms and situations.



Regular Full-time Employees= 31

*Temporary Employees = 1

**Part-time Employees= 1

Total = 33

Figure 2-0-1. Rancho Murieta CSD - Organization Chart

Element 3 - Legal Authority

Sewer System Management Plan

Requirements

This element describes the legal authority of the District, through sewer use ordinances, to implement the provisions of the Sewer System Management Plan (SSMP) to:

- ◆ Prevent illicit discharges into the sanitary sewer system;
- ◆ Require proper design and construction of new and rehabilitated sewers and connections;
- ◆ Ensure access for maintenance, inspection, or repairs for all portions of lateral connections owned by the District;
- ◆ Limit the discharge of fats, oils, and grease (**F.O.G**) and other debris that may cause blockages in the sanitary sewer system; and
- ◆ Enforce any violation of the District's sewer ordinances.

Legal authority is one of the most important elements of an SSMP. Without adequate legal authority to own and operate a public sewer system, an agency will not be able to effectively manage the sewer collection system, insure adequate construction of new sewers, solve operation and maintenance problems, interact with the public, regulate the developers, and ultimately reduce SSOs. The District's sewer ordinance (Sewer Code) granting these powers were updated in June of 2008. Chapter 15 of the Sewer Code outlines how the District has the legal authority to own, operate, and maintain the WWRP and sanitary sewer system. The Sewer Code addresses illicit discharges, including fats, oils, and grease (FOG) and illegal connections to the sanitary sewer collection system. Violation of the Sewer Code is a punishable offense.

Provisions

The following sections of Chapter 15 of the Sewer Code specifically relate to the requirements of the SSMP:

Section 1.00 – General Provisions

1.02 Scope of Service. The provisions of this Chapter shall apply to sanitary sewer facilities and service in, upon or affecting the territory of the Rancho Murieta Community Services District, and the design, construction, alteration, use, and maintenance of public sanitary sewers, pumping equipment and facilities, treatment plants and facilities, connections and services and all system appurtenances; the disposal of sewage and drainage of buildings; the issuance of permits

and the collection of fees therefore; fees to pay for the costs of checking plans, inspecting construction, and making record plans of the facilities permitted hereunder; providing penalties for violation of any of the provisions hereof, and all other necessary or related matters.

Section 3.00 – General Policies

3.05 Access to and Inspection of the Collection System:

a. The District shall have access at all reasonable times to the collection system, whether located on or off the customer's premises, for the purpose of inspecting, installing, maintaining, operating, removing, or taking other necessary actions relating to the collection system.

b. No person shall be allowed to interfere or otherwise hinder the District's inspection, installation, maintenance, operation, removal, or other lawful or necessary District activity regarding the collection system.

c. No person shall place on any sewer easement any obstruction, such as wires, fences, trees, or buildings, which may impeded or other-wise interfere with the collection system owned by the District. Upon the District's written request, such obstruction shall be immediately removed by the violator at no cost to the District or at the Districts' option, shall be removed by the District at the violator's expense.

3.06 Unsafe Apparatus or Damaging Conditions: If an unsafe or hazardous condition is found to exist on the customer's premises, or if the customer's use of sewer service is found to be detrimental or damaging to the District or its customers, the District may discontinue sewer service without notice, provided that the District notify the customer immediately of the reasons for the discontinuance and the corrective action to be taken by the customer before service can be restored.

3.07 Fraudulent Use of Service: When the District has discovered that a customer has obtained sewer service by fraudulent means or has diverted the sewer service for unauthorized use; the service to that customer may be discontinued in the manner set forth in Section 10.00 herein. The District shall not be required to restore service until the customer has complied with all rules and requirements of the District and the District has been reimbursed for the full amount of the service rendered and the actual or estimated costs to the District incurred by reason of the fraudulent use.

Section 4.00 – District Construction Requirements

4.06 District Construction Standards: All work performed on installing any portion of the collection system and all acts, including design and construction, relating thereto shall comply with the District standard specifications. Copies of the standards are on file with the District office.

4.13 Inspection of Construction:

a. The General Manager, or their District designee, shall have the right to inspect all work on the collection system during and subsequent to its construction. When construction is completed; the work must be inspected and approved in writing by the Manger, or their designee, before the newly constructed facilities may be connected to the District's collection system. No construction shall be covered at any time unless it has been inspected and approved by the District. No facilities shall be connected to the District's lateral or main line unless the District has performed testes indicating the new construction is satisfactory and the facilities have been cleaned of all debris accumulated from construction operations.

b. The applicant shall give the District at least forty-eight (48) hours advance notice, Saturdays, Sundays and holidays excluded, of when it wishes the District to perform an inspection. If work is inspected and deemed inadequate, the District shall so notify the applicant in writing and identify the deficiencies in the project.

4.14 Final Approval of Construction: When the District determines that all work done under the permit and the main line extension agreement, if any, has been constructed according to and meets the requirements of all applicable provisions of this Code, the agreement, and any other District rules and regulations, and subsequent to the payment of all fees, the Manager, or their designee, shall authorize the issuance of a certificate of final inspection and completion.

Section 8.00 – Prohibited Use of Collection System

8.01 Drainage into Sanitary Sewers Prohibited: No leaders from roofs, surface drains for rain water or storm sewers shall be connected to any sanitary sewer. No surface, storm water, artesian well flows, cooling water or unpolluted industrial process waters shall be permitted to enter any sanitary sewer by any device or method whatsoever.

8.02 Wastes Prohibited in Public Sewer. No person shall discharge or cause to be discharged any of the following wastes to any part of the collection system.

a. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive solid, liquid or gas.

b. Any waste containing toxic or poisonous solids, liquids, or gases in sufficient quantity either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans, or create a public nuisance.

c. Any waste having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment or personnel of the District.

d. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the collection system, such as, but not limited to ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, disposable diapers, feathers, tar, plastics, wood, un-ground garbage, paper dishes, cups, containers, etc. either whole or ground by garbage grinders.

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

- a. Any liquid or vapor having a temperature higher than 150^o F.
- b. Any water or waste which may contain more than 100 milligrams per liter of fat, oil, or grease.
- c. Any garbage that has not been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in the collection system, with no particle greater than one-half inch in any dimension.
- d. Any waters or wastes having a pH higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structure, equipment and personnel of the District.
- e. Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials in the sewerage works.
- f. Any septic tank sludge, unapproved RV waste, or other digested sludge.
- g. Any wastes containing phenols or other taste or odor producing substances, in concentrations exceeding limits which may be established by the Board.
- h. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits set by the Board in compliance with State or Federal regulations.
- i. Materials which exert or cause:
 - 1. Unusual concentrations of inert suspended solid.
 - 2. Excessive discoloration.

3. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment plant.

4. Unusual volume of flow or slugs. As used herein, slug shall mean any discharge of water, sewage or waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes or more than five (5) times the average twenty-four (24) hours concentration or flow during normal operation.

j. Wastes containing substances which are not amenable to treatment by the sewage treatment process employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of the Regional Water Quality Control Board, Central Valley Region.

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

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

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

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

8.07 Interceptors Required.

- a. (1) Grease, oil and sand interceptors shall be required, installed and maintained at the customer's expense when in the opinion of the General Manager, or their designee, they are necessary for the proper handling of liquid wastes, grease, or any objectionable waste, sand and other harmful ingredients; except that such interceptors shall not be required for buildings used exclusively for residential purposes. All interceptors shall be of a type and capacity approved by the Manager, and shall be so located as to be readily and easily accessible for cleaning and inspection.

(2) Monthly Fees: For those existing food preparation and cooking facilities where the costs of installation of a grease interceptor would be prohibitive, a charge to cover the costs for the District to handle grease from these facilities [shall be assessed]. Fees will be charged with the regular billing cycle as follows:

Rancho Murieta Country Club	4.03
Rancho Murieta Lodge	0.86
Rancho Murieta Country Store	2.30
Rancho Murieta Plaza	2.59
Rancho Murieta Village Clubhouse	1.73
Rancho Murieta Training Center	3.16

b. (1) Notwithstanding Section 8.07(a), every restaurant, the Training Center, and every other District customer, excluding residential customers, whose premises are used for food preparation and cooking, shall have a sand, oil and grease interceptor installed in the manner and time specified herein.

(2) A District customer, who is required to have an installed sand, oil and grease interceptor pursuant to Section 8.07(b) and who obtains a sewer permit from the District on or after this Ordinance's effective date, shall have an installed and operational interceptor approved by the District prior to connecting with the District's water or sewer system.

(3) A District customer, who is required to have a sand, oil and grease interceptor pursuant to Section 8.07(b) and who had a sewer permit prior to this Ordinance's effective date, shall have an installed operational interceptor approved by the District within one hundred twenty (120) days of this Ordinance's effective date.

c. All sand, oil and grease interceptors shall be designed and constructed according to the following specifications:

(1) Interceptors shall conform to the requirements of the Uniform Plumbing Code and this Ordinance.

(2) Interceptors shall be designed and constructed in accordance with District's standards and shall be approved by the District Engineer prior to connection with the District's sewer system.

(3) Interceptors shall be designed in accordance with the following criteria:

A. Size: Interceptor detention time shall be the greater of (1) total number of fixture units x 7.5 gpm/fixture unit; or (2) dishwasher rated flow rate (gpm x 30 minutes). Interceptors shall be at least 4'0" high and have a minimum freeboard of 12-inches below the soffit of the roof. Interior dimensions of the first compartment of an interceptor shall be a minimum of 2'6" wide

and 4'0" long. Interior dimensions of the last compartment shall be 2'0" long by a minimum of 2'6" wide. Compartment walls shall be the same height as the design water surface of the interceptor.

B. Type: Exterior type interceptors shall be required. "Under-the-ink" models are not acceptable. All fixture drains, except floor drains from the kitchen area, shall be connected to the interceptor. All restrooms shall be plumbed separately and connected to the building sewer downstream of the interceptor.

C. Location: Interceptors shall be located outside of the structure and as close as possible to the source of sand, oil or grease. Interceptors shall be located to facilitate the ease of maintenance and inspection. Interceptors placed in areas subject to vehicular traffic shall be designed for H2O loadings. Interceptors shall be located near a hose bib. The final location shall be approved by the District prior to installation.

D. Construction: Interceptors shall be constructed with reinforced concrete and shall contain at least two compartments. Each compartment shall have a 24-inch diameter gasketed airtight standard manhole frame and cover. Each manhole shall have a pre-cast concentric cone and pre-cast 30-inch diameter extension rings. Interceptors shall have a minimum cover of 24-inches below finish Grade. Manholes shall be located directly above inlet piping and interior compartment walls. Scum boards shall extend from the top of compartment walls to the base of the manhole extension rings. All interceptor piping and fittings shall be of ductile iron material. Piping and fittings shall be the same diameter as the building sewer line (4-inch diameter minimum). A two-way cleanout shall be provided on the interceptor outlet pipe. The outlet shall be at least 4-inches below the inlet elevation.

E. The use of pre-approved precast interceptors or automatic mechanical grease removal systems may be allowed with the prior written approval of the District Engineer.

d. No interceptor shall be approved by the District unless its design either conforms to the specifications herein or is, prior to installation, approved in writing by the District Manager ~~or, or their designee~~ District Engineer.

e. Failure to install and adequately maintain a sand, oil and grease interceptor in the time and manner specified in this Section shall be grounds for termination of District water and/or sewer service according to applicable law.

f. All customers with installed interceptors shall provide the District with an annual report of monthly interceptor and cleaning activity.

g. The District has the right to periodically test and inspect any interceptor, as well as request service reports for interceptor cleaning.

h. All customers with installed interceptors shall add District-furnished-grease digesting bacteria to the interceptor as may be required by the District.

i. Any person who improperly disposes sand, oil, grease or other objectionable waste into the District sewer system shall be liable for the cost of any damage caused thereby to the District system, including the costs of cleaning out the deposited material.

8.08 Maintenance of Interceptors. Unless otherwise provided, all grease, oil and sand interceptors shall be maintained by the owner, at the owner's expense, in continuously efficient operation at all times.

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

8.10 Measurements and Tests. All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this Chapter shall be determined in accordance with the latest edition of "Standard Methods of the Examination of Water and Wastewater", and shall be determined at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the main line to the point at which the lateral is connected.

Section 10.00 Enforcement Disconnection and Restoration of Service

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

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

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

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

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

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

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

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

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

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

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

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

Element 4 - Operations and Maintenance

Sewer System Management Plan

Requirements

This Element of the SSMP discusses the District's documented performance measures and activities associated with the preventative maintenance performed on its sanitary sewer system. This Element of the SSMP fulfills the following requirements of both the Regional Water Quality Control Board and State Water Board:

- ◆ Each wastewater collection system agency shall maintain up-to-date maps of its wastewater collection system facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater pumping and piping facilities.
- ◆ Each wastewater collection system agency shall allocate adequate resources for the operation, maintenance, and repair of its collection system.
- ◆ Each wastewater collection system shall prioritize its preventative maintenance activities and establish a routine preventative operation and maintenance schedule. Describe routine preventative maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The preventative maintenance program should have a system to document scheduled and conducted activities, such as work orders.
- ◆ Each wastewater collection system agency shall identify and prioritize structural deficiencies and implement a program of prioritized short-term and long-term actions to address them. The program should include regular visual and TV inspections of manholes and sewer pipes, and system for ranking the conditions of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short-and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.
- ◆ Each wastewater collection system agency shall provide contingency equipment to handle emergencies and spare/replacement parts intended to minimize equipment/facility downtime.

- ◆ Each wastewater collection system agency shall provide training on a regular basis for its staff in collection system operation, maintenance, and monitoring.
- ◆ Implement an outreach program to educate commercial entities involved in sewer construction or maintenance about the proper practices for preventing blockages in private laterals. This requirement can be met by participating in a region-wide outreach program.

Collection System Description

The Rancho Murieta Community Services District is located along the eastern border of Sacramento County. The community encompasses 3,500 acres, of which approximately 2,000 acres are used for residential development. ~~The 2010 Census indicated the population of the community at 5,488. As of this update, estimates from the District's 2003 Infrastructure Master Plan (Master Plan) indicate that the community has over 2,000 households with a population of approximately 4,500 people. The number of sewer connections the District currently serves is 2,545.~~

The District's sewer system includes approximately 175,556 linear feet (22.26 miles) of gravity pipeline and 13,238 linear feet of sewer forcemain (2.5 miles), the majority of which have been constructed since the mid-1970s. The hilly terrain in Rancho Murieta requires that several pump stations be used to convey wastewater to the treatment plant. There are two categories of sewer pump stations: local and regional. Local pump stations are much smaller than regional pump stations. Local pump stations have a capacity of less than 50 gallons per minute (gpm) and are typically used to convey a small number of residents' wastewater over a ridge to a nearby gravity collection system. Regional pump stations have a minimum capacity of 100 gpm. Rancho Murieta has a new total of ~~thirteen~~ (14) lift stations. The location of the lift stations are shown in Exhibit 4-1. Five pump stations were proposed in the Master Plan, with characteristics outlined in Table 4-1.

Table 4-1B. Future Proposed Rancho Murieta Regional Pump Stations

Minimum Operating Capacity (gpm)	Location
84	The Estates at Lake Chesbro
363	River Canyon Estates
443	River Canyon Estates
647	Unit 6, Increase Existing Pump System
388	The Residence at Murieta Hills

Exhibit 4-1A Force Main Pump Station is a general map of the Rancho Murieta sewer service areas.

MLN	1010 X 2 (3 RD Pump future)
MLS	505 x 2
6b	115 gpm x 2

Collection System Maps

The District is divided into six (6) Units on the North and eleven (11) Units on the South, according to the various residential developments. Record drawings of each Unit are maintained in the District office. The record drawings show the details of the existing sewer system including gravity sewers, force mains, manholes, pump stations, and valves.

In addition to the Unit record drawings, the District maintains a set of plans with sketches of each manhole and sewer pipeline configuration around the manhole to help with routine maintenance and trouble shooting in the field.

Preventative Operations and Maintenance

Most cleaning and preventative maintenance measures are performed by District staff, with some of it contracted out. Approximately one quarter of the District’s collection system is cleaned annually. Known problematic areas (hot spots) are cleaned by District staff on an as-needed basis. The District uses a hydro jetting unit, capable of cleaning lines ~~from~~ approximately up to 8 to 24 inches, for scheduled cleanings. For lines greater than 8 inches the District contracts to have the lines cleaned. The District also has an inspection camera that is used to inspect the sewer system for damage, infiltration, roots, and cleanliness, which helps identify problematic areas that should be added to the routine cleaning schedule.

Pump stations are equipped with automated alarm systems which will notify the appropriate personnel when a problem occurs. Emergency generators are operated and inspected monthly. Pump station equipment is inspected on a daily basis.

Collection system maintenance and inspections logs are tracked by the Utilities-Field Operations staff members, and are kept at the District office. A sample inspection work-service order is included in Exhibit 4-2, to be changed to an electronic service order format in the future.

Rehabilitation and Replacement Plan

The 2003 Master Plan outlined several recommended improvements to the sewer system that would be needed to accommodate the remaining planned developments within the Rancho Murieta community. The recommended improvements included new gravity sewers, new force mains, 30 new manholes, and new pump stations as necessary to accommodate the future development.

Potential Capital improvements to the collection system are considered by the Board. If approved, repairs to the sewer system are completed and paid for by the District's General Sewer Reserve Fund.

Staff Training

All staff responsible for maintaining the wastewater system is required to be trained in the following areas:

- ◆ Confined space
- ◆ Fall protection
- ◆ Respiratory protection
- ◆ CCTV inspection
- ◆ Sewer line jetting

District staff responsible for the sewer system are committed to remaining current with efficient and safe practices of operating wastewater systems and undergo additional training opportunities as necessary.

Equipment

The following is a list of the equipment the District has available for maintaining the collection system:

- ◆ US Jetter trailer capable of cleaning lines or removing blockages
- ◆ Spill Response Kit:
 - 3" trash pump and discharge hose
 - Sand bags and sand
 - Utility trailer capable of hauling all items ~~s~~ in the spill response kit, including other utility equipment.
- ◆ Ditch Witch FX30 vacuum trailer with a 500 gallon tank and 50 gallons pressure washing tank.
- ◆ Portable generator
- ◆ Jackhammer
- ◆ Air compressor
- ◆ Locator
- ◆ Metal Detector
- ◆ Common pipes, fittings and repair bands



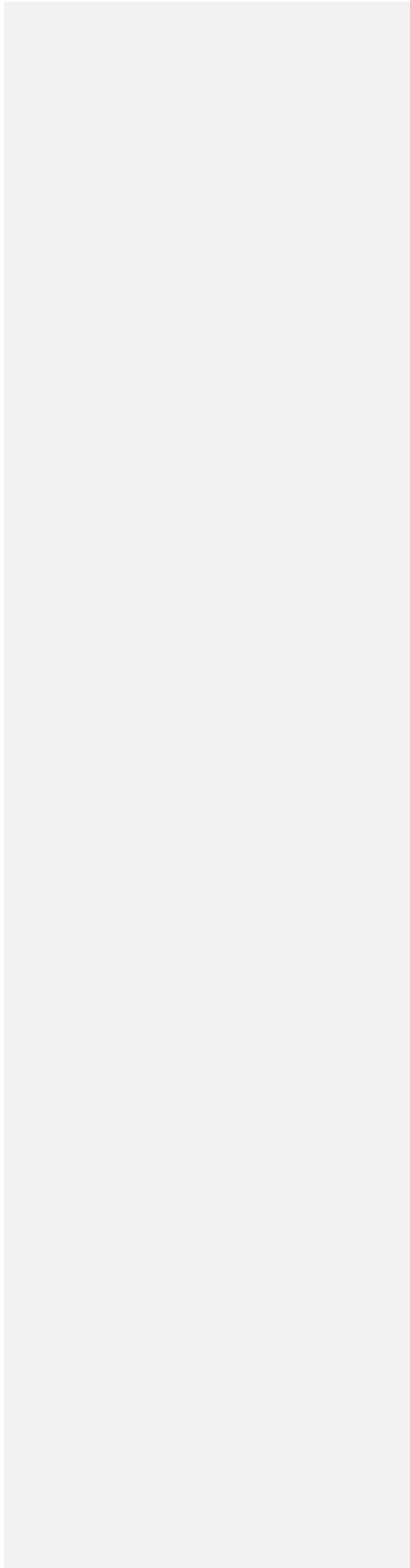
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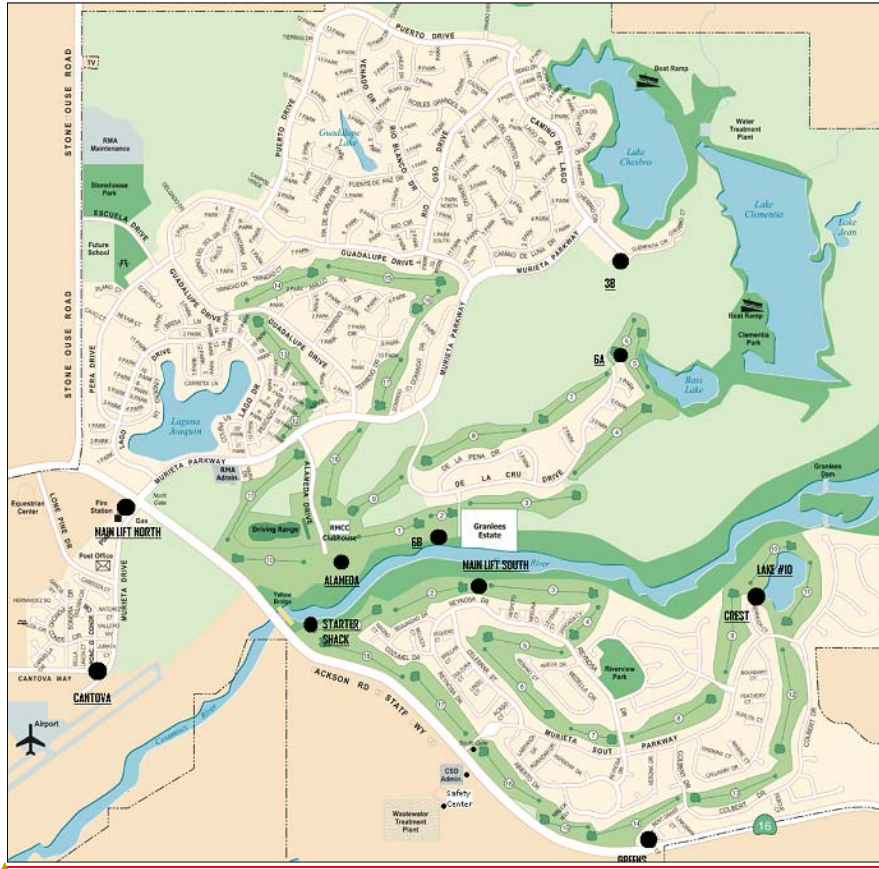
◆ Pump Station Maintenance

- Spare pumps
- Impellers
- Fuses
- Bearings
- Light bulbs

The District has the ability to rent a backhoe and maintains all necessary personal protective equipment. For excavations that require a backhoe, the District has a local contractor on call. The District also uses the services of an outside contractor for sewer blockage cleaning if necessary. Inventory is checked monthly and restocked when used or as needed.

EXHIBIT 4-1
Map of Sewer Service Areas





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EXHIBIT 4-2

Sample Inspection Work Order

Element 5 - Design and Performance Provisions

Sewer System Management Plan

Requirements

Proper design and installation of sewer system pipelines and appurtenances is one of the most important aspects in maintaining a functioning, problem-free sewer system. A properly designed and installed sewer system can minimize system deficiencies that could create or contribute to future overflows and reduce operation and maintenance requirements.

In accordance with WDR 2006-0003, each wastewater collection agency shall identify minimum design and construction standards and specifications for the installation of new sewers, pump stations, force mains, and other appurtenances, and for the rehabilitation and repair of existing sewer systems. In addition, procedures and standards for inspecting and testing the installation of new sewers, pump stations, and other appurtenances, shall be described in the SSMP.

The following sections describe the District's method of utilizing design and construction standards, along with a routine inspection and testing program, to ensure the quality of the sewer collection system is maintained.

Design and Construction Standards

The District has Standard Construction Specifications governing all construction work both under the direct and indirect inspection of the District and for construction of private improvements within the Districts rights of ways or easements. These standards, which were adopted in 1993, and currently going through an update, can be purchased through the District office.

Sections GS-1 through GS-11 of the Standard Specifications covers contractual issues, while material and construction specifications for the sewer system are provided in Sections SS-1 through SS-127. Sections SS-65 through SS-80 (pages 162 through 176 of the District Standard Construction Specifications) outlines the design and construction criteria that shall be used for sewer installations within the District service area.

Additional standards, not included in the District's Standard Construction Specifications, utilized by the District are the Sacramento County Design Specifications, which can be found on Sacramento County's sewer website (www.sacsewer.com). The District uses Sacramento

County Standards for the installation and rehabilitation of pump stations, and design criteria for gravity piping and forcemains.

A copy of the District's Standard Construction Specifications Table of Contents, Sewer Design Specifications, and pertinent standard drawings are provided in Exhibit 5-1, 5-2, and 5-3, respectively.

Inspection and Testing

Per the Sewer Code Section [8-073.05](#) and General Specifications section GS-5, the District maintains the right to have access to any part of the collection system within the District's service at any reasonable time for the purpose of inspecting or taking necessary action with regards to the collection system.

During construction, the General Manager preserves the right to inspect all work and materials used on the collection system during and subsequent to its construction. The District requires that all work be inspected, tested, and approved, in writing, by the General Manager before the newly constructed facilities may be connected to the District's collection system.



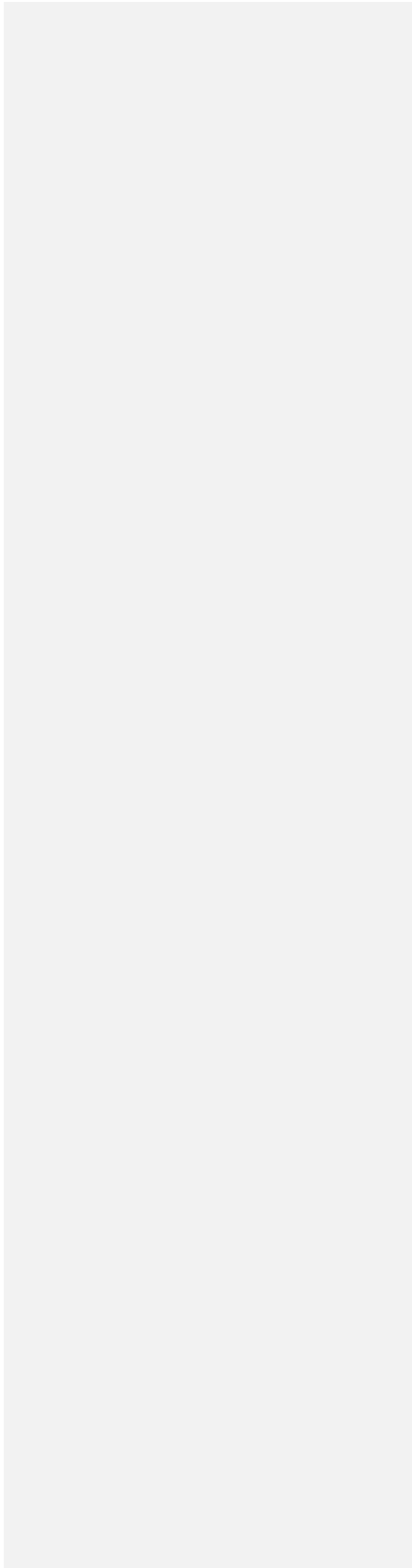
EXHIBIT 5-1
Standard Construction Specifications
Table of Contents



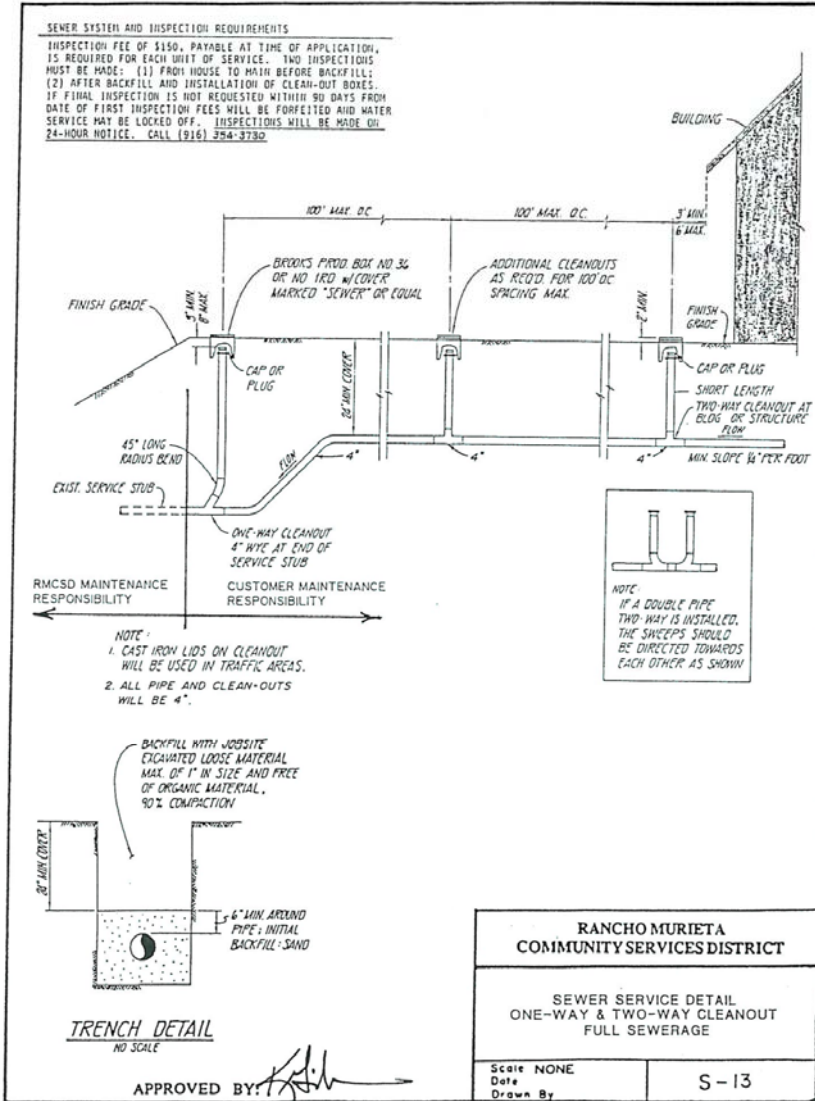
EXHIBIT 5-2
Standard Construction Specifications
Sewer Design Specifications



EXHIBIT 5-3
Standard Construction Specifications



Select Standard Drawings



Element 6 – Overflow Emergency Response Plan

Sewer System Management Plan

Requirements

This chapter describes the sanitary sewer Overflow Emergency Response Plan (OERP) for the District. The following overflow response plan includes:

- ◆ Procedures for reporting and notifying Sanitary Sewer Overflows (SSOs);
- ◆ Implementation plan to respond to SSOs;
- ◆ Steps to prevent overflows from reaching surface waters, and to minimize or correct any adverse impact from SSOs; and
- ◆ Training program to familiarize staff with OERP procedures

Notification

Reporting Requirements

The District is required to report all SSOs that result from a failure or flow condition in any portion of a sanitary sewer system under their ownership or management. For the purposes of reporting, SSOs fall into one of three categories: Category 1, Category 2, and Category 3. The definitions for each Category are listed in the table below.

CATEGORIES	DEFINITIONS [see Section A on page 5 of SSS WDRs for SSO definition]
CATEGORY 1	Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee’s sanitary sewer system failure or flow condition that: Reach surface water and/or reach a drainage channel tributary to a surface water; or Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).
CATEGORY 2	Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee’s sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
CATEGORY 3	All other discharges of untreated or partially treated wastewater resulting from an enrollee’s sanitary sewer system failure or flow condition.
PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)	Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee’s sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be <u>voluntarily</u> reported to the SSO Database.

All SSOs are reported on the State of California Waterboard’s Sanitary Sewer Overflow eReporting Program (<http://ciwqs.waterboards.ca.gov/>). The following ~~link provides is~~ the latest notification and reporting requirements based on the State Water Resources Control Board [\(SWRCB\): \[http://www.waterboards.ca.gov/water_issues/programs/sso/docs/discharger_workbook.pdf\]\(http://www.waterboards.ca.gov/water_issues/programs/sso/docs/discharger_workbook.pdf\)](http://www.waterboards.ca.gov/water_issues/programs/sso/docs/discharger_workbook.pdf)

~~Order No. WQ 2008-0002-EXEC, Adopted Amended Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. The District will follow the most current guideline provided by the SWRCB.~~ This report replaces the previous Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems Order No. 2006-0003-DWQ. The amended WDR requires the District to report any SSO to:

- (a) the State Office of Emergency Services [at \(800\) 852-7550](tel:8008527550); and

~~(b) the local health officer enter data into the California Integrated Water Quality System (CIWQS) Online SSO Database, certified by the District's Legally Responsible Official (LRO).~~

Sanitary Sewer Overflow Reporting

~~s) with jurisdiction over affected water bodies; and~~

~~The appropriate Regional Water Quality Control Board.~~

~~The SSO must be reported within two (2) hours of the District becoming aware of the SSO. In addition, the District must submit to the appropriate Regional Water Quality Control Board within twenty four (24) hours a certification that the State Office of Emergency Services and the local health officer(s) have been notified of the SSO.~~

~~The applicable agencies for this reporting requirement are listed in~~

Table 6

~~Table 6-1.~~

Table 6-1. SSO Reporting Parties

Party	Telephone Number
Sacramento County Health Officer	916-875-5000
Central Valley Regional Water Quality Board, Sacramento Office	916-464-3291
State Office of Emergency Services	800-852-7550

ELEMENT	REQUIREMENT	METHOD
NOTIFICATION (see section B)	Within 2 hours of becoming aware of any Category 1 SSO greater than or equal to 1,000 gallons notify the California Office of Emergency Services (Cal OES) and obtain a notification control number.	Call Cal OES at: (800) 852-7550
REPORTING (see section C)	<p>Category 1 SSO: Submit Draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date.</p> <p>Category 2 SSO: Submit Draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date.</p> <p>Category 3 SSO: Submit Certified report within 30 calendar days of the end of month in which SSO occurred.</p> <p>“No Spill” Monthly Certification: Certify that no SSOs occurred within 30 calendar days of the end of the month in which no SSOs occurred.</p> <p>Collection System Questionnaire: Update and Certify every 12 months.</p>	Enter data into the California Integrated Water Quality System (CIWQS) Online SSO Database (http://ciwqs.waterboards.ca.gov/), certified by enrollee’s Legally Responsible Official(s).

Table 2 – Notification, Reporting, Monitoring, and Record Keeping Requirements

~~Sanitary Sewer Overflow Reporting~~

~~SWRQCB SSO Categories~~

~~The State Water Resources Control Board (SWRQCB) defines SSOs based on the quantity of sewage spilled and/or the location that the spill occurred. The following are the defined SSO Categories:~~

- ~~1) Category 1—All discharges of sewage resulting from a failure in the District’s sanitary sewer system that:

 - ~~a. Equal or exceed 1,000 gallons; or~~
 - ~~b. Result in a discharge to a drainage channel and/or surface water; or~~~~

- ~~e. Discharge to a storm drain that was not fully captured and returned to the sanitary system.~~
- ~~2) Category 2 — All other discharges of sewage resulting from a failure in the District’s sanitary sewer system.~~
- ~~3) Private Lateral Sewage Discharges — Sewage discharges that are caused by blockages or other problems within a privately owned lateral, per a, b, and e above.~~

~~SWRQCB Reporting Timeframes~~

~~Per Order No. WQ 2008 0002 EXEC, the following reporting timeframes must be adhered to for each SSO Category:~~

~~Notification:~~

- ~~—Within two (2) hours after becoming aware of a spill, we must notify by telephone the Office of Emergency Services (OES), the Local Health Department, and our Regional Board Office in Sacramento. The OES will provide a control number for further reference of the subject spill. If the telephone report is made to the Regional Board after regular business hours, leave a message regarding the spill. OES will make any necessary after hours contact with Regional Water Board staff.~~

~~Certification:~~

- ~~—Within twenty four (24) hours after becoming aware of a spill, we must submit to the Regional Water Board a certification that the OES and the local health department have been notified of the spill. We must also be prepared to provide, at a minimum, the reporting details.~~

~~Reporting:~~

~~Within five (5) business days, we must submit a written report to the Regional Water Board office documenting the information below, at a minimum:~~

- ~~1) Category 1 — Initial reporting of Category 1 SSOs must be reported on the Online SSO System as soon as possible but no later than 3 business days after the Enrollee is made aware of the SSO. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation. SSOs that meet the criteria for Category 1 must be reported as soon as:

 - ~~a. The Enrollee has knowledge of the discharge,~~
 - ~~b. Reporting is possible, and~~
 - ~~c. Reporting can be provided without substantially impending cleanup or other emergency measures.~~~~
- ~~2) Category 2 — All SSOs that meet the criteria for Category 2 SSOs must be reported to the Online SSO Database within 30 days after the end of the calendar month in which~~

~~the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).~~

- ~~3) Private Lateral Sewage Discharges—All sewage discharges that meet the criteria for Private Lateral Sewage Discharges may be reported to the Online SSO Database based upon the Enrollee's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Enrollee must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Enrollee) should be identified, if known.~~
- ~~4) No Spill Reporting—If there are no SSOs during the month, the Enrollee will provide, within 30 days after the end of the calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month. This process is described in more detail in the Monthly No Spill Reporting Procedures section below.~~

Reporting Documentation

Formal documentation of the SSO event shall include, at a minimum:

- ◆ ~~Specific location of the spill (GPS coordinates)~~
- ~~OES Control Number~~
- ◆ ~~_____~~
- ◆ ~~Whether or not the spill entered a surface water~~
- ◆ ~~Estimated spill volume, in gallons~~
 - ~~Total volume~~
 - ~~Amount recovered~~
 - ~~Amount entering a surface water~~
- ~~Time and date the spill was discovered~~
- ◆ ~~Time and date the spill was discovered~~
- ◆ ~~SSO Source (manhole, cleanout, etc.)~~
- ◆ ~~SSO Cause (mainline blockage, roots, etc.)~~
- ◆ ~~Corrective action taken~~
- ◆ ~~Whether or not samples were taken~~
- ~~Which agencies were contacted~~

Reporting should also include:

- ~~Estimated spill start time and date~~
- ~~Time and date staff arrived~~
- ~~Estimated duration of the spill~~

- ~~—SSO Source (manhole, cleanout, etc.)~~
- ~~—SSO Cause (mainline blockage, roots, etc.)~~

~~The report must also include any additional details gathered and copies of reports submitted to other agencies. See Exhibit 6-1 for sample report form.~~

Spill Categories

- ~~—Category 1—Initial reporting of Category 1 SSOs must be reported on the Online SSO System as soon as possible but no later than 3 business days after the Enrollee is made aware of the SSO. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation. SSOs that meet the criteria for Category 1 must be reported as soon as:
 - ~~—The Enrollee has knowledge of the discharge;~~
 - ~~—Reporting is possible, and~~
 - ~~—Reporting can be provided without substantially impeding cleanup or other emergency measures.~~~~
- ~~—Category 2—All SSOs that meet the criteria for Category 2 SSOs must be reported to the Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).~~
- ~~—Private Lateral Sewage Discharges—All sewage discharges that meet the criteria for Private Lateral Sewage Discharges may be reported to the Online SSO Database based upon the Enrollee's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Enrollee must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Enrollee) should be identified, if known.~~
- ~~—No Spill Reporting—If there are no SSOs during the month, the Enrollee will provide, within 30 days after the end of the calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month. This process is described in more detail in the Monthly No Spill Reporting Procedures section below.~~

Monthly No-Spill Reporting Procedure

The State Department of Water Resources requires that monthly reports shall be filed online to document that no sewer overflow events occurred during that specific month. The website for filing the monthly no-spill report is: <https://ciwqs.waterboards.ca.gov/>. Specific instructions for logging into CIWQS and reporting an SSO are provided the Districts Wastewater Reclamation Plant Operations Manual.

The District submits no-spill reports online for every month they do not have an SSO event.

SSO Standard Operating Procedure

Notification & Response

Working Hours

During working hours, personnel are notified of an overflow by phone from the District's Security personnel, who are typically notified by the public, a resident, or by the pump station's alarm systems.

Upon arrival to the site, District personnel will investigate the situation to verify that it is a sewer overflow. During normal work hours, they will then notify the on-duty supervisor who will then have the closest person to the shop respond to the overflow site with the utility trailer and sewer spill equipment (Jetting Trailer or Ditch Witch Vacuum Trailer). The supervisor will also have other staff respond to the site of the overflow, as needed.

After Hours

If the SSO is detected after hours, the person responding to the call will notify the on-call Utility Worker to resolve the problem. If necessary, Roto Rooter may be called out to clear the blockage.

Figure 6-1 is the District's Emergency Response Chain of Command for SSOs.

Clean Up Procedure

Once the trailer has arrived on site, a 3-inch trash pump is initiated to pump sewage from the manhole up gradient of the blockage to the next manhole down gradient. Once pumping has been started, or if there are available responders to assist, a 2-inch trash pump is taken down stream, along with sand bags. Sand bags will be assembled in the drainage ditch or gutter, in a location safely away from where the ditch or gutter may discharge. The 2-inch pump will be used to remove all remaining sewage that may have spilled into the drainage ditch, gutter or collected behind the assembled sandbags. Once the majority of the spill has been removed with the 2-inch trash pump, flow from a nearby fire hydrant is used to flush the drainage ditch, while the 2-inch pump continues to withdraw the flow from the ditch. Flow from the hydrant is continued until there are no signs of the overflow detected in the flush water. The drainage ditch is inspected and any remaining debris is removed.

The Ditch Witch trailer vacuum may be used in conjunction with or in replacement of trash pumping depending on the volume of sewage spilt. The pressure washer system built into the Ditch Witch may also be used to clean a spill area. Any sewage captured by the Ditch Witch is then discharged into Pond 1 at the Wastewater Plant for treatment.

Clean Up Response & Warning Sign Posting

Dry Weather Conditions

- 1) Warning Signs: Signs warning the public of a sewage release are to be posted in the affected area. Signs shall include, at a minimum, the wording of "Raw Sewage". These signs can be obtained at the wastewater treatment plant. In the event that a sign needs to be posted immediately and one is not readily available, a sign can be hand written and posted until it can be replaced.
- 2) Warning Sign Removal: Warning signs shall remain posted until County Health or Regional Board staff authorizes their removal, or until receiving water sample results indicate background levels (levels as determined by upstream samples) have been attained.
- 3) Sewage Flow Containment: If possible, all sewage flows will be contained and diverted to the nearest sanitary sewer or removed by vactor truck.
- 4) Sewage Solids Cleanup: After the flows have been stopped and repairs made, rake the area to be inspected and/or vactored any remaining sewage solids.
- 5) Cleanup Flushing: The affected area shall be flushed with clean water. All flush water and any disinfectants shall be contained and subsequently pumped to the nearest sanitary sewer or removed by vactor truck. Disinfectants may be used so long as runoff does not occur that may cause toxicity to fish and wildlife.
- 6) Receiving Water Sampling: If the spill or overflow volume exceeds 10,000 gallons, sampling should be conducted both upstream and downstream of the point where sewage has entered the receiving water. Samples are to be analyzed for Fecal Coliform, Dissolved Oxygen and Ammonia Nitrogen.

Wet Weather Conditions

The response cleanup and warning sign posting procedures given above for Dry Weather Conditions should be followed, except that step 5 (Flushing) may be omitted if deemed impractical.

Sewer Back-Up Into a Private Residence

The District will take reasonable measures to ensure the habitability of a residence or business should there be a back-up of sanitary sewage into the building caused by a blockage of a

District-owned sanitary sewer main. The following is an overview of the procedures to be utilized by the District in the event of an overflow that occurs into a private residence:

Operating Procedure (Response)

Upon notification of a sanitary sewer main blockage with an accompanying back-up onto private property, the Director of Field Operations will immediately dispatch the on-call collection system utility worker to the event site, who will take appropriate measures to identify whether the cause of the blockage is within the district-owned sewer system or within the privately-owned building lateral. If the blockage is determined to be in the District's sewer main, then the District personnel will remove the blockage from the District's main.

Operating Procedure (Clean up)

If it is determined, upon assessment of the situation, that the SSO was caused by a blockage of the District's sewer main and not the private residence lateral, and the SSO presents a health or safety threat to the inhabitants of the residence, as determined by the Director of Field Operations, a contracted clean-up and restoration company will be called out to clean the area where the SSO occurred. The District will not be responsible for clean-up of an SSO that occurs due to the blockage of a private sewer lateral pipeline.

Overflow Emergency Response Plan Training

The District's collection system staff is trained in OERP by senior staff members as new employees are hired onto the crew. Staff must also keep current on emergency procedures such as confined space entry, flagging, traffic control, and first aid/CPR.

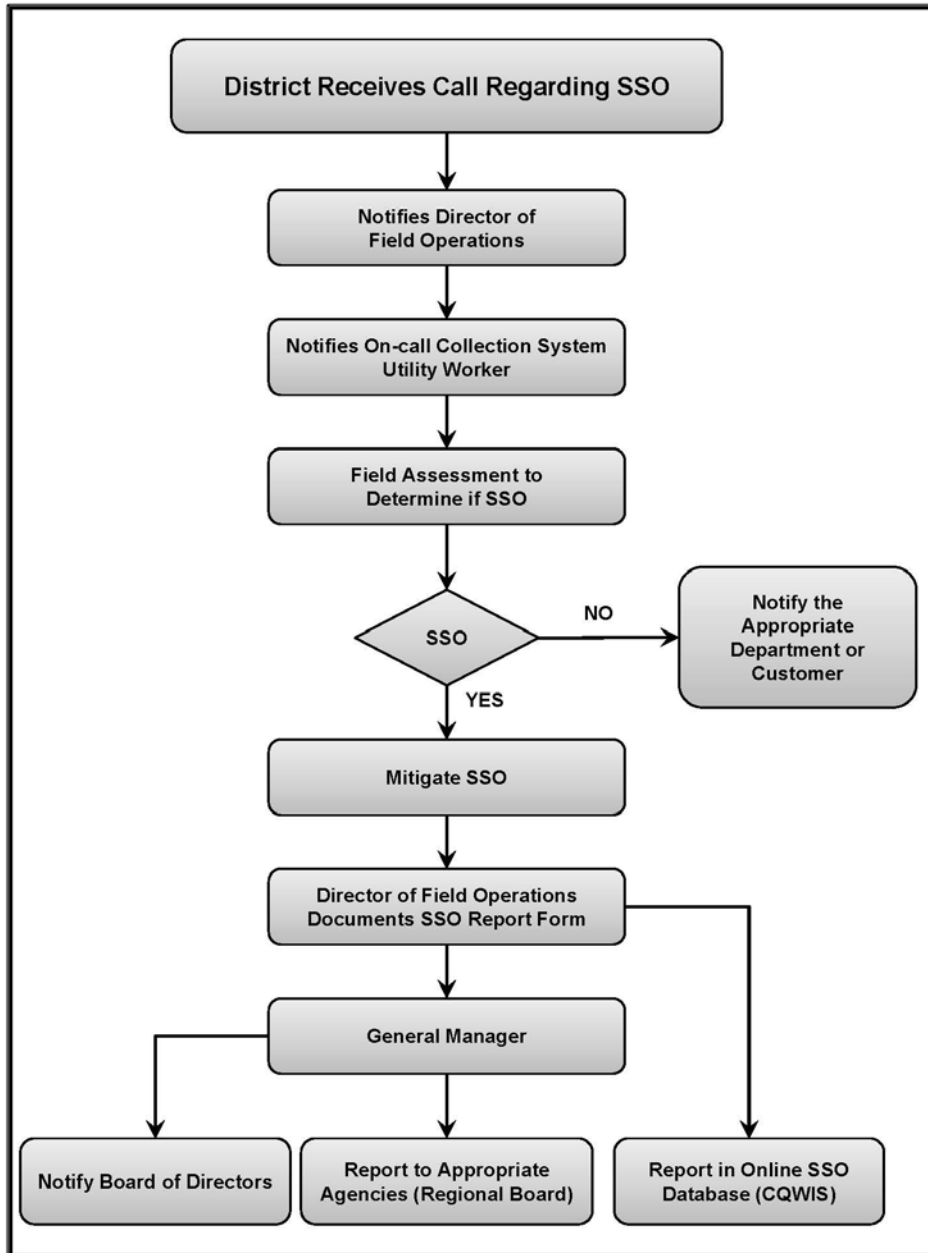


Figure 6-1. Emergency Response Chain of Command



EXHIBIT 6-1

Sample SSO Report Form

Sewage Spill Response Evaluation

(Page 1 of 3)

Rancho Murieta Community Services District

First knowledge of incident: (Date/Time) _____ / _____ / _____ Notes:

Staff arrival time: (Date/Time) _____ / _____

Estimated spill start: (Date/Time) _____ / _____

Incident Ended: (Date/Time) _____ / _____

Estimated Duration (Time) _____

Estimated volume of spill/bypass _____ gallons

Volume reaching surface waters _____ gallons

Volume recovered? _____ gallons

Volume soaked into ground? _____ gallons

Show rationale for volume.

If spill is ongoing, please notify Office of Emergency Services and Regional Water Quality Control Board on a daily basis until spill can be stopped. Leave message if no answer.

Must call within 2 hours of learning of spill if over 1,000 gallons!

1) Reported to: CA Office of Emergency Services (800) 852-7550 (Date/time) _____

Name of person _____ Control # _____

2) Reported to: California Regional Water Quality Control Board

Guy Childs (916) 464-4648 or Main number (916) 464-3291 (Date/time) _____

Name of person _____

Weather conditions: _____

Source of spill/bypass (check one): Sanitary Sewer Pump Station WWTP
 Private Lateral cleanout Other (explain) _____

Level of treatment (check one): None Primary Treatment

Secondary Treatment Tertiary Treatment Chlorination Only

Did spill/bypass reach surface waters? Yes No (If Yes, please list the following)

Name of surface water _____

(Page 2 of 3)

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9

Did spill/bypass result in a fish kill? ____ Yes ____ No

If yes, what is the estimated number of fish killed? _____

Samples taken? ____ Yes ____ No

If so, what were they analyzed for? _____

Sample results: _____

Health warnings posted? ____ Yes ____ No

Please provide the following information:

1. Location of spill/bypass: _____

2. Cause of spill/bypass: (*private lateral cleanout, manhole, both?*)

3. Did you have personnel available to perform initial assessment 24 hours/day (including weekends and holidays)?
Yes ____ No ____

4. How long did it take to make an initial assessment of the spill/overflow after first knowledge?
_____ Hours _____ Minutes

How long did it take to get a repair crew onsite?

_____ Hours _____ Minutes

Please explain the time taken to make initial assessment: _____

5. Action taken to contain spill, clean up waste, and/or remediation of the site: _____

6. Were the equipment and parts needed to make repairs readily available?

Yes _____ No _____ If no, please explain why: _____

7. If the spill/overflow occurred at a pump station, or was the result of a pump station failure, was the alarm system functional at the time of the spill? Yes _____ No _____ if the alarm system did not function, please explain why: _____

8. Repairs made are: Permanent _____ Temporary _____

Please describe what repairs were made. If the repairs are temporary, please indicate a date by which permanent repairs will be completed, and notify the Regional Office within 7 days of the permanent repair: _____

9. What actions have been made to prevent this discharge from occurring again in the future?

10. Comments: _____

Other notifications: _____

Person reporting spill/bypass: _____ Phone Number: _____

Signature _____ Date: _____



Element 6

[Spill response plan kept on file on District's network here:](#)

[T:\Treatment Public folder\Operations Manuals, Info. and SOPs\Collections System\Sanitary Sewer Overflow \(SSO\) response info\Sewer Spill Contingency Plan.doc](#)

Element 7 - Fats, Oils, and Grease (FOG) Control Program

Sewer System Management Plan

Requirements

Fats, oils, and grease (FOG) are discharged to sanitary sewer systems by residential users, food handling facilities, and other commercial and industrial establishments. Commonly, FOG can cause pipe blockages leading to sanitary sewer overflows (SSO). The State Water Resources Control Board (SWRCB) requires that each wastewater collection system agency evaluate its service area to determine whether a FOG control program is needed to reduce the risk of SSO. If it is determined that a FOG control program is required, it shall be developed as part of the SSMP and include the following:

- ◆ An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- ◆ A plan for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
- ◆ The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- ◆ Requirements to install grease removal devices (such as traps or interceptors) design standards for the grease removal devices, maintenance requirements, Best Management Practices (BMPs) requirements, record keeping and reporting requirements;
- ◆ Authority to inspect grease producing facilities, enforcement authorities, and whether the District has sufficient staff to inspect and enforce the FOG ordinance;
- ◆ An identification of sewer system sections subject to FOG blockages and establish a cleaning maintenance schedule for each section; and
- ◆ Development and implementation of source control measures, for all sources of FOG discharged to the sewer system, for each sewer system section identified as a problem.

The District has determined that a FOG control program would be beneficial and an inspection program has been implemented. This Element of the SSMP outlines the District's procedure

for minimizing and monitoring FOG in their collection system, fulfilling the requirements of both the SWRCB and the Regional Water Board.

Public Outreach

The District has developed a flyer discussing the detrimental affects FOG can have on a collection system. The flyer also outlines important facts with regards to FOG, and simple methods the public can employ to be responsible with household FOG. The flyer is included in Exhibit 7-1 and is available to all District users through the Rancho Murieta Community Services District website (www.ranchomurieta.com).

In addition, annual reminders are provided in the District's newsletter and may be included with monthly Board updates and with the billing statements.

FOG Disposal

The District requires that oil and grease interceptors and traps be maintained by the owner, and describes in the aforementioned flyer how to properly dispose of the waste product from household cooking oils and grease. The Sacramento Rendering Company (SRC) serves the Rancho Murieta Community. SRC provides containers for FOG storage and collects the containers when they are full. SRC is also capable of pumping grease interceptors of FOG, when necessary. SRC is located at 11350 Kiefer Blvd. (approximately 12 miles from Rancho Murieta). For further information contact Alan Groves at SRC: (916) 363-4821.

Vehicular oils may be collected from users and appropriately disposed of free of charge for District users by the District's solid waste collection and disposal service.

Legal Authority

Both the District and sewer system customers have the responsibility to minimize the amount of FOG that enters the sanitary and storm sewer systems from residential, commercial, and industrial sources. Section 8.07 of the District Code outlines the requirements for grease, oil and sand interceptors within the District's sewer system and is summarized in Element 3, Legal Authority.

Design & Construction Standards

Design and installation specifications and maintenance requirements of sand, oil and grease interceptors are outlined in Section 8.07 of the District Code, which is presented in Element 3.

Inspection and Staffing

The Districts upholds the right to periodically test and inspect any interceptor. It is required that all customers with installed interceptors conduct monthly maintenance and cleaning of interceptors and provide documentation of these activities on an annual basis. Should it be discovered that a customer is improperly disposing FOG, they shall be liable for the cost of any

damage caused to the District, per the District Code Sections 8 and 10, presented in Element 3. The District's FOG maintenance program inspection form is included in Exhibit 7-2.

Identification and Sewer Cleaning

Thus far, problem areas have not been identified within proximity of commercial food handling facilities, which would indicate FOG-related blockages. However, should a segment be identified as a problematic area due to FOG, it will be added to the District's routine cleaning schedule along with other problematic sections.

Source Control

In an effort to control the amount of deleterious wastes discharged into the sewer system, District customers who are required to have a sand, oil and grease interceptor must have it installed and approved by the District prior to connecting with the District's water or sewer system.

If, for some reason, FOG is discharged into the collection system, the District will likely require pretreatment to a predetermined condition prior to discharge, establish a limit of the quantity discharged, or institute payment to the District to account for the additional cost associated with handling and treating of the supplemental waste.

EXHIBIT 7-1

"No FOG" Public Outreach Flyer

<http://www.ranchohurietacsd.com/water/DowntheDrain.php>

NO FATS

COOKING GREASE

is one of the primary causes of residential pipeline and District sewer main clogs, which could result in sewer spills throughout the District's Wastewater Sewerage area. The spilled sewage has the potential to reach the Cosumnes River, causing unsafe conditions and temporary closures. All cooking oils disposed of improperly can cause problems in the sewer system. These include

- ➔ Frying oil
- ➔ Salad oil
- ➔ Meat drippings
- ➔ Bacon fat
- ➔ Greasy leftovers



NO OILS

IMPORTANT FACTS

- ❖ Cooking grease coats pipelines similar to the way that fatty foods clog human arteries. The grease clings to the inside of the pipelines, eventually causing complete blockage.
- ❖ Costly home plumbing bills are often the result of grease-clogged pipelines. Residential pipelines clog easily since they are only 2" to 4" in diameter.
- ❖ Many people are unaware that pouring hot water and detergent down the drain only breaks up grease temporarily. Grease should NEVER be poured down the drain. If small amounts of grease accidentally get into our drain, flush immediately with COLD water.
- ❖ Flushing grease down the toilet also causes sewer backups.



NO GREASE

By following a few simple steps, you can help prevent costly sewer problems in the future.

Step 1 All cooking oil should be poured into an old milk carton, frozen juice container or other non-recyclable package, and disposed of in the garbage.

Step 2 Dishes and pots that are coated with greasy leftovers should be wiped clean with a disposable towel prior to washing or placement in dishwashers.

Step 3 Instead of putting fat trimmings from meat in the garbage disposal, put them in a trashcan. Always put cooking grease containers and greasy towels in a plastic bag before disposing of them in your trash bag. NEVER dispose of cooking grease directly into your automated trash compactor.

Report Spills

If you see or smell something you think might be a sewer spill, report it immediately by calling 916-354-3700. Be prepared to describe the location and the nature of the problem.

Rancho Murietta Community Services District



EXHIBIT 7-2

FOG Program Maintenance Reporting Form

T:\Treatment Public folder\Operations Manuals, Info. and SOPs\Collections System\F.O.G Inspections

Inspection Checklist

<u>Number</u>	<u>Item Description</u>	<u>Field Data</u> <small>(where appropriate)</small>	<u>Compliance Status</u> ¹
<u>1.</u>	<u>The establishment has implemented a training program to ensure that the BMPs are followed.</u>	-	-
<u>2.</u>	<u>"No Grease" signs are posted in appropriate locations.</u>	-	-
<u>3.</u>	<u>The establishment recycles waste cooking oil and can provide records of this.</u>	-	-
<u>4.</u>	<u>Water temperatures at all sinks, especially the pre-rinse sink before the mechanical dishwasher or the sinks in the three-sink system are less than 140° F. Measure and record temperature.</u>	-	-
<u>5.</u>	<u>The establishment "dry wipes" pots, pans, and dishware prior to rinsing and washing.</u>	-	-
<u>6.</u>	<u>Food waste is disposed of by recycling or solid waste removal and is not discharged to the grease traps or interceptors.</u>	-	-
<u>7.</u>	<u>Grease trap(s) is cleaned regularly. Note and record the frequency of cleaning.</u>	-	-
<u>8.</u>	<u>Grease trap cleaning frequency is documented on a maintenance log (obtain a copy of the</u>	-	-

	<u>document).</u>			
<u>9.</u>	<u>Grease interceptor does not contain greater than 1/3 the depth in grease accumulation. Estimate and record amount of grease in interceptor.</u>	-	-	
<u>10.</u>	<u>Grease interceptor does not contain greater than 1/4 the depth in sediment accumulation. Estimate and record amount of sediment in interceptor if possible.</u>	-	-	
<u>11.</u>	<u>Grease interceptor is cleaned and maintained regularly. Note and record frequency of cleaning.</u>	-	-	
<u>12.</u>	<u>Grease interceptor cleaning and maintenance frequency is documented on a maintenance log (obtain a copy of the document).</u>	-	-	
<u>13.</u>	<u>Outdoor grease and oil storage containers are covered and do not show signs of overflowing.</u>	-	-	
<u>14.</u>	<u>Grease and oil storage containers are protected from discharge to storm drains.</u>	-	-	
<u>15.</u>	<u>Absorbent pads or other materials (not free flowing material such as cat litter) are used to clean up any spills or leakages that could reach the storm drain.</u>	-	-	
<u>16.</u>	<u>Storm drain catch basins show no signs of grease or oil.</u>	-	-	
<u>17.</u>	<u>The roof shows no signs of grease and oil from the exhaust system.</u>	-	-	
<u>18.</u>	<u>Exhaust system filters are cleaned regularly, which is documented by cleaning records. Note and record frequency of cleaning.</u>	-	-	
NOTES	-			
-	-			
-	-			

-	-
-	-
-	-

Inspector: _____ Establishment: _____
Signature: _____ Address: _____
Date: _____ Contact Name: _____
Time Inspection Started: _____ Phone: _____
Time Inspection Completed: _____

¹An entry should be made for each item using the following codes:

- "C" – Compliance with the item
- "V" – Violation of the item (provide explanation in the notes)
- "NA" – Not applicable (provide explanation in the notes)
- "NC" – Not checked (provide explanation in the notes)



Rancho Murieta CSD

FATS, OILS, AND GREASES (FOG) PROGRAM MAINTENANCE REPORTING FORM

Reporting Period: _____

Date	Maintenance Performed (Inspection or Cleaning)	Performed By: (Company or Employee)	Gallons Removed	Disposal Facility	Manager's Signature

Company Name: _____
Submitted By: _____
Site Address: _____
Receive BMP Information: _____ Signature Required _____
Notes & Comments: _____

Element 8 - System Evaluation and Capacity Assurance Plan

Sewer System Management Plan

Requirements

The requirements for the System Evaluation and Capacity Assurance Plan (SECAP) section of the SSMP are as follows:

- ◆ Each wastewater collection system agency shall establish a process to assess the current and future capacity requirements for the collection system facilities.
- ◆ Each wastewater collection system agency shall prepare and implement a capital improvement plan to provide hydraulic capacity of key sewer system elements under peak flow conditions.

Service Area

The service area of the District collection system is essentially the incorporated limits of the 3,500 acres or the Rancho Murieta community. In 2003, when the Master Plan was developed, the community serviced approximately 2,500 residential units and a population of over 4,500 persons.

WWRP Flows

A summary of historical total wastewater production at the WWRP is provided in Table 8-1, as depicted by the Rancho Murieta Integrated Water Master Plan, which was prepared for the District by HDR Engineering in 2006 and can be found on the District’s website (www.ranchemurieta.com).

Table 8-1. Historical WWRP Flows

Year	AAD Flow (MGD)
1997	0.34
1998	0.42
1999	0.40
2000	0.39
2001	0.43

Year	AAD Flow (MGD)
2002	0.42
2003	0.48
2004	0.47
2005	0.46
2006	0.51
<u>2007</u>	<u>0.51</u>
<u>2008</u>	<u>0.47</u>
<u>2009</u>	<u>0.48</u>
<u>2010</u>	<u>0.49</u>
<u>2011</u>	<u>0.50</u>
<u>2012</u>	<u>0.43</u>
<u>2013</u>	<u>0.40</u>

AAD = Annual Average Daily
 MGD = Million Gallons per Day

The Integrated Water Master Plan explains how wastewater contributions have decreased from approximately 0.3 acre-ft/year per connection (late 1980’s) to 0.22 acre-ft/year per connection (current). Therefore, the current annual wastewater contribution rate of 0.22 acre-ft/year per connection equates to an average annual wastewater contribution of approximately 195 gpd per equivalent dwelling unit (EDU). However, the District uses a unit wastewater average dry water production rate of 210 gpd per EDU to be conservative for planning purposes.

System Evaluation

In August of 2003, an Infrastructure Master Plan (Master Plan) was prepared by MacKay and Soms Infrastructure Group. This Master Plan provided an evaluation of the District’s existing water, sewer, and drainage systems in order to determine the required improvements needed for development of the remaining undeveloped parcels within Rancho Murieta.

According to the Master Plan, the collection system piping is sized to accommodate the peak wet weather flow (PWWF) at 70% full. The system is designed to meet a minimum velocity of two feet per second during peak dry weather flow (PDWF) and a maximum velocity of ten feet per second at PWWF. These criteria were used to identify potential improvements. The master plan estimates the capital cost of the improvements to be \$4.1 million (2003 \$) for new pipelines, pumping stations, and system upgrades.

Additionally, a Wastewater Facilities Expansion and Financing Plan was developed for the District by HydroScience Engineers in 2006 which identified wastewater treatment and disposal facilities required to account for future growth in the District.

An overview of the future capital improvement projects (CIP) for various areas to serve new development is presented below.

New Development Required System Improvements Murieta Hills

- ◆ Increase pipes along the west side of Laguna Joaquin and within Lago Drive from 8 inches to 10 and 12 inches to accommodate additional flows from Murieta Hills development.
- ◆ Utilize abandoned 12 inch forcemain along Stonehouse Drive by installing a 6 inch forcemain carrier pipe within the existing 12 inch pipe casing to accommodate additional flows from Murieta Hills development. Utilizing this improvement recommendation would necessitate constructing a pump station near Escuela Drive.

Commercial Site

- ◆ Construct pump station at development of commercial site, to discharge wastewater to existing pump station located near the firehouse.

Estates at Lake Calero

- ◆ Route wastewater flows from the estates at Lake Calero through Murieta Hills. This alternative would require an assessment of the pump station, gravity piping, and forcemains in Murieta Hills to ensure adequate capacity.

River Canyons

- ◆ Two pump stations (#3 and #4) are required to convey wastewater to existing pump station #5, from where it is pumped to the sewage treatment plant. These two pump stations would also accommodate wastewater flows from Clementia, Chesbro, and the Highlands.

The Highlands

- ◆ Wastewater will flow through piping, located between Bass Lake and Lake Clementia, towards pump station #3. A local pump station may be required to service low areas next to Lake Clementia.

Clementia

- ◆ Wastewater will flow from the Estates at Lake Clementia toward pump station #3. A local pump station may be required to service low areas next to Lake Clementia.

Chesbro

- ◆ Wastewater from the Estates at Lake Chesbro will flow towards pump station #2, from which flows will be directed towards the collection system in the Highlands.

Future WWRP Improvements to Address New Development Disinfection Facilities

- ◆ The current layout in the chlorine contact basin provides adequate contact time, per Title 22 requirements, for only 2.3 mgd. Capacity must be increased to build out conditions of 3 mgd by replacing the chlorine contact basin or implement the use of an ultraviolet (UV) disinfection system. The Wastewater Facilities Expansion Plan estimated the capital costs to be \$2.7 million and \$2.2 million (2006 \$) for chlorine and UV system disinfection alternatives, respectively.

Storage Capacity

- ◆ ~~The District currently has 728 ac-ft of storage capacity, of which 600 is allocated for current 100 yr-return needs.~~ Approximately ~~360-240~~ ac-ft of additional seasonal storage capacity is required at build-out for the District service area. ~~Approximately 200 ac-ft of storage can be provided on-site; therefore 160 ac-ft of storage must be developed off-site.~~ A preliminary cost estimate for additional storage capacity is \$15.3 million and \$14.6 million for a covered and uncovered storage reservoir, respectively.

Disposal Capacity

- ◆ Anticipated additional wastewater produced by new growth at build out requires that discharge capacity be increased ~~by to 868-965~~ ac-ft. Alternatives for this increase with their associated preliminary cost estimates (in 2006 \$) are as follows: spray irrigation on nearby grazing land (\$17.4 million), title 22 landscape irrigation (\$19.4 million), ~~seasonal discharge to the Consumnes River—which would require an NPDES permit (up to \$2.5 million),~~ and connection to the Sacramento Regional Sanitary District (\$28.6 million).

Historical Performance of the Collection System

~~No Occasional~~ sanitary sewer overflows have occurred in the District due to root intrusions and debris from 2007 to present. There are currently no known specific reaches of hydraulic restriction in the District’s collection system. Some areas do have limited hydraulic gradients, which have caused issues when excessive debris areis present. These areas have been added to the “hot spots” list for maintenance. The table below shows the number of SSOs per year.

Indicator	2008	2009	2010	2011	2012	2013
Number of SSOs (total)	0	1	2	1	6	0

7

Element 9 - Monitoring, Measurements, and Program Modifications

Sewer System Management Plan

Requirements

In accordance with SWRCB requirements, each wastewater collection system agency shall monitor the effectiveness of the SSMP and update and modify SSMP elements to keep them current, accurate, and available for audit, as appropriate. The following describes the District’s procedure for monitoring the effectiveness of the SSMP and the procedures used to minimize Sanitary Sewer Overflows.

Monitoring

In order to monitor the effectiveness of the SSMP, the District has selected a procedure whereby specific parameters are documented and compared on an annual basis. These parameters will provide quantitative, focused results that indicate the overall success of the SSMP, or conversely, the underlying problems that may then be further investigated. Table 9-1 lists each SSMP element, the overall purpose of the SSMP element, and the specific parameters that the District plans to track that will help in evaluating the effectiveness of the SSMP. The District will track each of these parameters, the results of which will be included in the Key Performance Indicator (KPI) Checklist, shown in Exhibit 9-1.

Table 9-1. SSMP Monitoring Parameters

SSMP Element	Summary of Element Purpose	KPI
1.0 Goals	Establish priorities of the District and provide focus for District Staff	<ul style="list-style-type: none"> As part of Element 10 – Program Audits, reconsider Goals and evaluate potential changes
2.0 Organization	Document organization of District staff and chain of communication for SSO response	<ul style="list-style-type: none"> As part of Element 10 – Program Audits, update Organization Chart as staff changes or reorganizations occur
3.0 Legal Authority	Ensure the District has sufficient legal authority to properly maintain the system	<ul style="list-style-type: none"> None needed

4.0 Operations and Maintenance Plan	Minimize blockages and SSOs by properly maintaining the system and keeping the system in good condition	<ul style="list-style-type: none"> Total number and volume of SSOs Number of repeat SSOs (same location as any previous SSO, regardless of year of occurrence) Total number of mainline blockages Causes of blockages and time since last cleaning Number of pump station failures Causes of failures Number of pipe failures Causes of failures Length of pipe CCTV'd 3-yr backlog for rehabilitation and repair projects
5.0 Design & Construction Standards	Ensure new facilities are properly designed and constructed	<ul style="list-style-type: none"> None needed
6.0 Overflow Emergency Response	Provide timely and effective response to SSO emergencies and comply with regulatory reporting requirements	<ul style="list-style-type: none"> Average and maximum response time Percent of total overflow volume contained or returned to sewer
7.0 Fats, Oil, and Grease Control	Minimize blockages and overflows due to FOG	<ul style="list-style-type: none"> Number of blockages due to FOG Number of overflows due to FOG (linked to SSO Identification Number) Number of FOG producing facilities inspected Percent of FOG producing facilities found to be in compliance
8.0 Capacity Management	Minimize SSOs due to insufficient capacity by evaluating the system capacity and implementing necessary projects	<ul style="list-style-type: none"> Number of SSOs due to capacity limitations or wet weather (linked to SSO Identification Number) Date of completion of most recent capacity evaluation 3-year backlog for capacity improvement projects
9.0 Monitoring, Measurement, and Program Modifications	Evaluate effectiveness of SSMP, keep SSMP up-to-date, and identify necessary changes	<ul style="list-style-type: none"> As part of Element 10 – Program Audits, evaluate tracking of KPI and effectiveness in determining effectiveness of SSMP
10.0 Program Audits	Formally identify SSMP effectiveness, limitations, and necessary changes on an annual basis	<ul style="list-style-type: none"> Date of completion of last annual audit
11.0 Communication Plan	Communicate with the public and satellite agencies	<ul style="list-style-type: none"> Number of contacts initiated by the public Percentage of positive comments

The District will use the KPI listed in the above Table 9-1 to assist in completion of the annual SSMP program audit described in Element 10. The District will also continue to track additional information, such as customer complaints and length of pipe cleaned, to assist in evaluation of the SSMP effectiveness.

SSMP Modifications

The SSMP will be updated periodically to maintain current information. The District will review the success and/or necessary improvements of the SSMP as part of the annual SSMP program audit. The District will update critical information, such as contact numbers and the

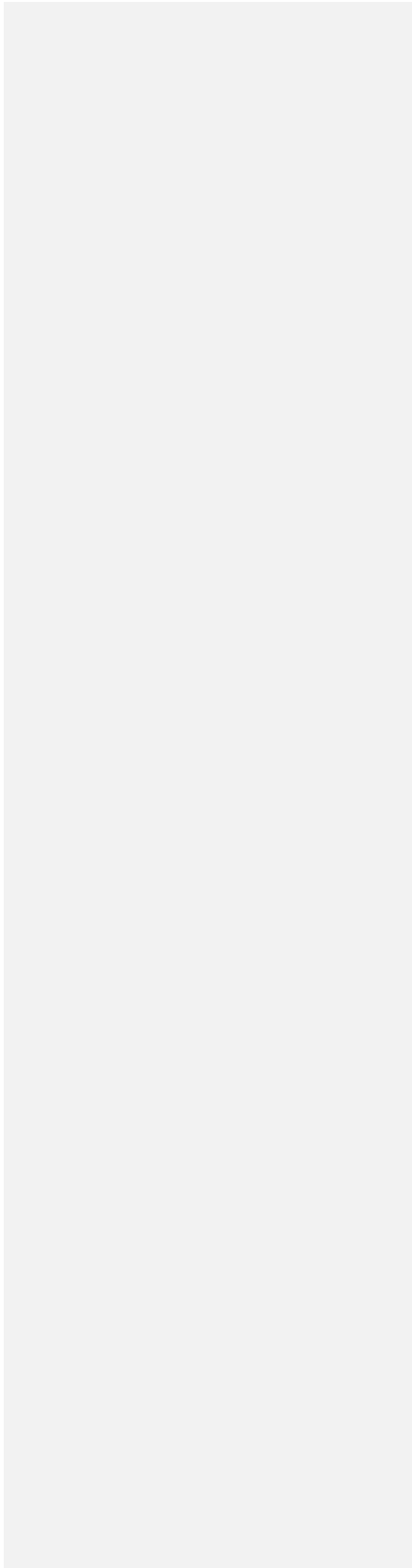


Element 9

SSO response chain of communication, as needed. A comprehensive SSMP update will occur every 5 years, as required by the SWRCB.



EXHIBIT 9-1
Key Performance Indicator (KPI) Checklist



SSMP Key Performance Indicators

	2010	2011	2012	2013
Total number and volume of SSO's	<u>2</u>	<u>1</u>	<u>6</u>	<u>0</u>
Number of repeat SSO's (same location as any previous SSO, regardless of year of occurrence)	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>
Total number of mainline blockages	<u>2</u>	<u>1</u>	<u>2</u>	<u>0</u>
Number of pump station failures	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
Cause of pump station failure	<u>0</u>	<u>0</u>	<u>0</u>	<u>Diapers</u>
Number of pipe failures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Cause of pipe failures	<u>Metal wire, roots</u>	<u>debris</u>	<u>Roots, debris, belly in pipe</u>	<u>0</u>
Length of pipe CCTV'd		<u>2,600</u>	<u>2,495</u>	<u>3,598</u>
<u>Length of Sewer Lines Cleaned</u>	<u>53,999</u>	<u>61,613</u>	<u>53,644</u>	<u>10,055</u>
Percentage of total overflow volume contained or returned to sewer				<u>NA</u>
Number of blockages due to FOG	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Number of overflows due to FOG	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Number of FOG producing facilities inspected	<u>8</u>	<u>8</u>	<u>9</u>	<u>9</u>
Percent of FOG producing facilities found to be in compliance	<u>87.5%</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>
Number of SSOs due to capacity limitations or wet weather	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Date of completion of most recent capacity evaluation	<u>2003</u>	<u>2003</u>	<u>2003</u>	<u>2003</u>

Element 10 - Program Audits

Sewer System Management Plan

Requirements

State Water Resources Control Board (SWRCB) requirements state that each wastewater collection system agency shall conduct an audit of their SSMP at least every two years. The periodic audits shall be at a level of detail commensurate with the size of the Enrollee and the number of SSOs experienced, and shall identify any deficiencies in the current SSMP and describe the steps required to correct those deficiencies (if applicable). The program audit shall cover the period from the previous program audit to the current date. The Enrollee shall prepare a written report to be kept on file. The report must be made available to employees of the Regional Water Quality Control Board in the event of an investigation.

Audits

The District's Director of Field Operations will lead the audit of the District's SSMP on an annual basis. Calendar year 2010 will be the first year audited.

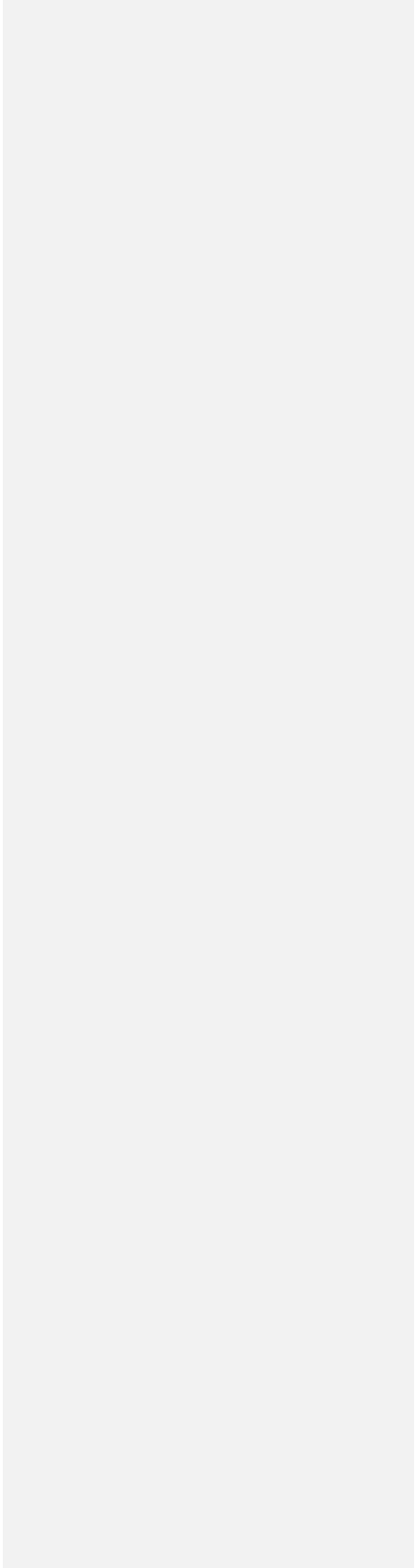
Each of the major sections of the SSMP will be addressed during the audit. An audit checklist, provided as Exhibit 10-1, shows the categories to be evaluated. Where results of the evaluation indicate deficiencies, corrective measures will be developed. The results of the audit will be included in an Annual Audit Report. A hardcopy of the Annual Audit Report will be printed and filed at the District office and kept on the District network under ..\Sanitary Sewer Management Plan.

SSMP Updates

The District will determine the need to update its SSMP based on the results of the program audit and the performance of its wastewater collection system. The overall measurement of program effectiveness will be a reduction in the frequency and volume of SSOs since the previous audit period. Corrective measures will be developed for all Program deficiencies identified, and the corrective actions, including a schedule for implementation of changes, will be documented in the Annual Audit Report. The full SSMP will be updated every five (5) years, at a minimum, in accordance with the requirements of WDR 2006-0003.



EXHIBIT 10-1
Audit Checklist



Sewer System Management Plan Annual Audit Checklist
 (Adapted from format developed by Bay Area Clean Water Agencies)

Name of agency	Rancho Murieta Community Services District
Date of audit	
Name of auditor	
System Overview	
LF of gravity sewer mains	
LF of force mains	
Total LF of all sewer lines	
Number of pump stations	
Population served	
Current average monthly single family residential sewer rate	

1. GOALS

- Are the goals stated in the SSMP still appropriate and accurate? **YES / NO**
- If you answered NO to question 1, describe content and schedule for updates, or provide additional comments for a YES response.

2. ORGANIZATION

- Reference Material
- Organization Chart
 - Phone list

- Is the SSMP up-to-date with agency organization and staffing contact information? **YES / NO**
- If you answered NO to question 3, describe content and schedule for updates, or provide additional comments for a YES response.

3. LEGAL AUTHORITY

Reference Material

- Municipal Code
- Enforcement actions

- | | | |
|----|---|-----------------|
| 5. | Does the SSMP contain up-to-date information about the District’s legal authority? | YES / NO |
| 6. | Does the District have sufficient legal authority to control sewer use and maintenance? | YES / NO |
| 7. | If you answered NO to questions 5 or 6, describe content and schedule for necessary changes, or provide additional comments for a YES response. | |

4. OPERATIONS AND MAINTENANCE

A. COLLECTION SYSTEM MAPS

Reference Material

- Collection system map

- | | | |
|-----|--|-----------------|
| 8. | Does the SSMP contain up-to-date information about the District’s maps? | YES / NO |
| 9. | Are the District’s collection system maps complete, up-to-date, and sufficiently detailed? | YES / NO |
| 10. | If you answered NO to questions 8 or 9, describe content and schedule for necessary changes, or provide additional comments for a YES response | |

B. RESOURCES AND BUDGET

Reference Material

- Current Capital Improvement Plan (CIP)
- Current operating budget

- | | | |
|-----|--|-----------------|
| 11. | Does the SSMP contain up-to-date information about the District’s resources and budget? | YES / NO |
| 12. | Are the District’s resources and budget sufficient to support effective sewer system management? | YES / NO |
| 13. | Do the District’s planning efforts support long-term goals? | YES / NO |

- 14. If you answered NO to questions 11, 12, and/or 13, describe content and schedule for necessary changes, or provide additional comments for a YES response.

C. PRIORITIZED PREVENTATIVE MAINTENANCE

Reference Material

- Cleaning schedules
- List or map of potential problem area
- Work orders
- Incident reports
- Customer feedback

Table 1. Annual Preventative Maintenance Activities

Maintenance Activities	Linear Feet/Year			
	2010	2011	2012	2013
CCTV				
Rodding				
Flushing				
Dye - Smoke testing				

- 15. Does the SSMP contain up-to-date information about the District’s preventative maintenance activities? **YES / NO**
- 16. If you answered NO to question 15, describe content and schedule for necessary improvements to preventative maintenance activities. **YES / NO**

D. SCHEDULED INSPECTIONS AND CONDITION ASSESSMENT

Reference Material

- Inspection reports
- Infiltration and Inflow (I/I) monitoring studies and reports
- Pipe and manhole condition data

- 17. Does the SSMP contain up-to-date information about the District’s inspection and condition assessment? **YES / NO**
- 18. Are the District’s scheduled inspections and condition assessment system effective in locating, identifying, and addressing deficiencies? **YES / NO**

- 19. If you answered NO to questions 17 and/or 18, describe content and schedule for necessary changes, or provide additional comments for a YES response.

E. CONTINGENCY EQUIPMENT AND REPLACEMENT INVENTORIES

Reference Material

- Funds spent on equipment and materials
- Equipment and parts inventory

- 20. Does the SSMP contain up-to-date information about equipment and replacement inventories? **YES / NO**
- 21. Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conduct regular maintenance? **YES / NO**
- 22. If you answered NO to questions 20 and/or 21, describe content and schedule for necessary arrangements, or provide additional comments for YES response.

F. TRAINING

Reference Material

- Employee training records

- 23. Does the SSMP contain up-to-date information about the District's training expectations and programs? **YES / NO**
- 24. Do supervisors believe that their staff is sufficiently trained? **YES / NO**
- 25. Are staff satisfied with the training opportunities and support offered to them? **YES / NO**
- 26. If you answered NO to questions 23, 24, and/or 25, describe content and schedule for necessary improvements, or provide additional comments for YES response.

G. OUTREACH TO BUILDING CONTRACTORS

Reference Material

- Fliers/mailings
- Mailing lists

27. Does the SSMP contain up-to-date information about the District’s outreach to plumbers and building contractors? **YES / NO**
28. Has the District conducted or participated in any outreach activities to plumbers and building contractors? **YES / NO**
29. If you answered NO to questions 27 and/or 28, describe content and schedule for future activities, or provide additional comments for YES response.

Table 2. Number of Permits issues to plumbers or contractors

Year	No. Permits*
2010	
2011	
2012	
2013	
2014	

*Specifically permits that could impact District facilities.

5. DESIGN AND CONSTRUCTION STANDARDS

Reference Material

- Design and construction standards
- Ordinances

30. Does the SSMP contain up-to-date information about the District’s design and construction standards? **YES / NO**
31. Are design and construction standards, as well as standards for inspection and testing of new and rehabilitated facilities sufficiently comprehensive and up-to-date? **YES / NO**
32. If you answered NO to questions 30 and/or 31, describe content and schedule for necessary revisions, or provide additional comments.

6. OVERFLOW EMERGENCY RESPONSE PLAN

Reference Material

- Data submitted to CIWQS
- Service call data

Table 3. Annual SSO Statistics

Indicator	2010	2011	2012	2013	2014
Number of SSOs (total)					
Wet season SSOs					
Dry season SSOs					
Number of SSOs by volume (gallons)					
<10					
10 – 99					
100 – 999					
1000 – 9999					
>10,000					
Total SSO Volume					
Volume reaching waters of the State					
Volume not contained but not reaching waters of the State					
Volume recovered					
Net volume (total minus recovered)					
Number of SSOs per 100 mile of sewer per year					
Volume of SSOs per 100 mile of sewer per year					
Total Volume conveyed to the plant (million gal)					
Total volume SSO / Total volume conveyed (gal)					
Number of SSOs (by Cause)					
Blockages:					
Roots					
Grease					
Debris					
Debris from Laterals					
Animal Carcass					
Construction Debris					
Multiple causes					
Infrastructure failure					
Inflow & Infiltration					
Electrical Power Failure					
Flow Capacity Deficiency					
Natural Disaster					

Indicator	2010	2011	2012	2013	2014
Bypass					
Cause Unknown					
Average Emergency Response Times, minutes					
Business Hours					
Notification to arrival on site					
Notification to complete clearance					
Non-business hours					
Notification to complete clearance					
Number of locations with multiple SSOs					

- 33. Does the SSMP contain an up-to-date version of the District’s Overflow Emergency Response Plan? **YES / NO**
- 34. Considering the information in Table 3, is the Overflow Emergency Response Plan effective in handling SSOs? **YES / NO**
- 35. If you answered No to questions 33 and/or 34, describe content and schedule for necessary revisions and implementation, or provide additional comments for YES response.

7. FATS, OILS, AND GREASE (FOG) CONTROL PLAN

Reference Material

- List or map of FOG sources in service area
- List or map of potential problem areas
- Cleaning schedules
- Restaurant inspection reports or summaries
- Data submitted to CIWQS
- Service call data

Table 4. FOG Control Statistics

	2010	2011	2012	2013	2014
Number of SSOs caused by FOG					
Number of FOG inspections completed					

- 36. Does the SSMP contain up-to-date information about the District’s FOG program? **YES / NO**
- 37. Considering the information in Table 4, is the FOG program effective in documenting and controlling FOG sources? **YES / NO**

38. If you answered NO to questions 36 and/or 37, describe content and schedule for necessary changes, or provide additional comments for YES response.

8. CAPACITY MANAGEMENT

Reference Material

- Capacity assessment reports
- CIP
- SSO data

Table 5. SSOs Caused by Hydraulic Limitations

	2010	2011	2012	2013	2014
Number of SSOs caused by capacity limitations					

39. Does the SSMP contain up-to-date information about the District’s capacity assessment? **YES / NO**

40. Has the District completed a capacity assessment and identified and addressed any hydraulic deficiencies in the system? **YES / NO**

41. If you answered NO to questions 39 and/or 40, describe content and schedule for necessary activities, or provide additional comments for YES response.

9. MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

42. Does the SSMP contain up-to-date information about the District’s data collection and organization? **YES / NO**

43. Is the District’s data collection and organization sufficient to evaluate the effectiveness of the SSMP? **YES / NO**

44. If you answered NO to questions 42 and 43, describe content and schedule for necessary improvements, or provide additional comments for a YES response.



10. SSMP AUDITS

45. Will this Audit be completed annually and filed with the SSMP report? **YES / NO**

11. COMMUNICATION PROGRAM

Reference Material

- Mailings and mailing lists
- Website
- Other communication records such as newspaper ads, site postings, or other outreach
- Customer feedback

46. Does the SSMP contain up-to-date information about the District’s public outreach activities? **YES / NO**

47. Does the SSMP contain up-to-date information about the District’s communications with satellite and tributary agencies? **YES / NO**

48. Has the District effectively communicated with the public and other agencies about the SSMP, and addressed feedback? **YES / NO**

49. If you answered NO to questions 46, 47, or 48, describe content and schedule for necessary improvements, or provide additional comments for YES response.

Element 11 - Communication Program

Sewer System Management Plan

Requirements

The State Water Resources Control Board requires that the District communicate, on a regular basis, with the public on the development, implementation, and performance of the SSMP. The communication system shall provide the public the opportunity to provide input to the District as the program is developed and implemented.

This section of the SSMP outlines the process involved in communicating with interested members of the public regarding development, implementation, and performance of this plan.

Communication During Development

During the development of the SSMP, the District will develop a webpage dedicated to inform the public about the District's SSMP process. The website will provide useful information on the District's SSMP such as upcoming dates for completion of the SSMP document as well as information regarding where the public may comment and inquire about the SSMP process.

Communicating Sewer System Performance

As the SSMP document is completed, the SSMP website will provide a link to the finished document for the public to download, access, and review. Results from the District's periodic SSMP audits will also be posted on the website, as they become available.

The District is required to report SSOs to the California Integrated Water Quality System (CIWQS). The electronic SSO data, as well as information regarding regulatory actions, is available to everyone at: <https://ciwqs.waterboards.ca.gov>.

The District will report the performance of its sanitary sewer system to the Board of Directors annually at a regular scheduled meeting, and the performance information will be included in the minutes of that public meeting.

In addition to the website and the annual update, the District may consider utilizing several different strategies to determine the best avenue for public outreach and education for their customers. The District may develop advertising material such as posters, flyers and/or brochures that will be used to communicate the proper use and maintenance of residential and commercial sewer lines.

MEMORANDUM

Date: August 14, 2014
To: Board of Directors
From: Joseph Blake, General Manager
Subject: Consider Approval of Proposal for Appraisal Services Relating to Mello-Roos
CFD 2014-1 Formation for Rancho North/Murieta Gardens Properties

RECOMMENDED ACTION

Approve proposal from Seevers Jordan Ziegenmeyer, Real Estate Appraisal & Consultation, for appraisal services in an amount not to exceed \$20,000. Funding to come from the Rancho North/Murieta Gardens landowners under the terms of the Rancho North Properties and Murieta Gardens Financing and Services Agreement.

BACKGROUND

At the August 1, 2014 Special Board meeting, the District's Board of Directors adopted Resolution 2014-15, Adopting the Goals and Policies pursuant to the Mello-Roos Community Facilities Act of 1982; adopted Resolution 2014-16, stating the intent to establish a Community Facilities District; and 2014-17, stating the intent to incur bonded indebtedness within the proposed Community Facilities District No. 2014-1. The next step in the process is to get an appraisal of the property.

The purpose of each appraisal assignment is to value the taxable land within the boundaries of Rancho Murieta Community Services District Community Facilities District 2014-1. The proposal is attached for your review.



Seevers
Jordan
Ziegenmeyer

Real Estate Appraisal & Consultation

July 23, 2014

Mr. Dan Massiello, Sr. Vice President | Public Finance
Kosmont Companies
865 S. Figueroa Street, Suite 3500
Los Angeles, California 90017

RE: Proposal for Appraisal Services

Dear Mr. Massiello:

Please consider this document my formal proposal for appraisal services relating to the Rancho Murieta Community Services District Community Facilities District No. 2014-1 (Water Treatment Plant).

If you have any questions after reviewing the enclosed material, please call me at (916) 435-3883 or via email at esegal@seevers.com.

Thank you for considering Seevers • Jordan • Ziegenmeyer for your real estate appraisal needs.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric A. Segal'.

Eric A. Segal, Partner
State Certification No. AG026558
Expiration Date: February 18, 2015

SCOPE OF WORK

The appraisal assignment will be conducted in accordance with appraisal standards and guidelines found in the 2014/2015 edition of the Uniform Standards of Professional Appraisal Practice (USPAP); the Appraisal Institute Code of Professional Ethics and Standards of Professional Appraisal Practice; and the California Debt and Investment Advisory Commission (CDIAC) Appraisal Standards for Land Secured Financings. An Appraisal Report will be prepared in accordance with the reporting requirements set forth under Standards Rule 2-2(a) of the 2014/2015 edition of USPAP.

The purpose of each appraisal assignment is to value the taxable land within the boundaries of the Rancho Murieta Community Services District Community Facilities District No. 2014-1 (Water Treatment Plant).

As with most appraisal assignments, the valuation process starts with a description of the region, with particular attention given to the underlying economic factors impacting the supply and demand for the appraised property. This analysis leads to a discussion of the local neighborhood and its advantages and disadvantages relative to competitive areas. Next, the various parcels comprising the subject property (Community Facilities District No. 2014-1) are described in detail with a focus on their competitive strengths and weaknesses. A critical step in the analytical process is the determination of highest and best use. In this portion of the report, legal factors, the physical characteristics, economic feasibility and the maximum productivity of the various land uses comprising the appraised properties are all considered in arriving at a conclusion of highest and best use. This conclusion forms the basis for the selection of comparable sales and application of the approaches to value in the remainder of the report. The purpose of the appraisal is to estimate the market value of each property, by ownership, comprising the taxable land within the District. The Scope of Work under which the appraisal would be performed is offered below. The first six items pertain to the Scope of Work used in all appraisal assignments and property types.

1. A physical inspection and inventory of the taxable, undeveloped parcels within each District to be appraised. The comparable data will involve properties throughout the market area and/or similar surrounding areas;
2. Verification of public information relating to the subject properties' assessments, zoning and utilities;
3. Telephone and personal interviews with persons considered knowledgeable regarding the subject properties and similar properties. Interviews and surveys will be conducted with the Rancho Murieta Community Services District. Additional inquiries will be made with local real estate professionals relative to market conditions and trends;
4. An estimate of probable exposure time for the subject properties based on sales and listings of similar properties, interviews with local real estate professionals and the results of national surveys;

5. An analysis of local area land use trends, as well as proposed and/or present construction activity. A considerable portion of this item will be completed in conjunction with Item 3;
6. A determination of the highest and best use of the properties as vacant, according to the four tests of legal permissibility, physical possibility, financial feasibility and maximum productivity;
7. An estimate of market value, by ownership, of the properties within the boundaries of Rancho Murieta Community Services District Community Facilities District No. 2014-1 (Water Treatment Plant).
8. Distribute a draft appraisal for review and comment to the Finance Team. When authorized, assemble and distribute the final appraisal to the Rancho Murieta Community Services District as prescribed.

COST OF SERVICES

Based on the scope of work outlined on the previous page, a fee of **\$20,000** is proposed. We can complete this assignment within the timeframe established by the Finance Team (approximately four weeks). Should you require services beyond the scope outlined previously, the following hourly fee schedule, plus any inordinate expenses, will apply to the various individuals that may be involved in the assignments.

- Partner \$300 / hour
- Senior Appraiser \$225 / hour
- Appraiser \$175 / hour
- Research Analyst \$125 / hour
- Administrative Support \$50 / hour

REPRESENTATIVE ASSIGNMENTS – LAND SECURED FINANCINGS

Below, we have tabulated a sampling of the CFD and AD projects for which we have served as the real estate appraiser(s) over the recent past.

Appraiser(s)	Project Name	Type of Project	Issuing Agency
Eric A. Segal	Redevelopment Agency of the City and County of San Francisco Community Facilities District No. 7 (Hunters Point)	Phase I of the Hunters Point Shipyard redevelopment area, which comprises approximately 75.32 gross acres of land, which includes 23.72± developable acres proposed for the construction of 1,142 residential units in a variety of attached single-family, townhouse and stacked residential units.	Successor Agency to the City and County of San Francisco Redevelopment Agency
Kevin K. Ziegenmeyer Eric A. Segal	City of San Mateo CFD No. 2008-1 (Bay Meadows)	Development of 52± developable acres proposed for the development of 724,225 square feet of office space, approximately 85,374 square feet of retail space and 1,121 residential housing units, with 832 residential housing units being developed on the residential land component and the balance (289 units) to be developed as part of the mixed-use component.	City of San Mateo
Kevin K. Ziegenmeyer Eric A. Segal	City of Redwood City CFD No. 2010-1 (One Marina)	Development of 16.62± acres proposed for the construction of 231 townhome and flat-style residential units within 24 detached buildings.	City of Redwood City
P. Richard Seevers, MAI Eric A. Segal	Reclamation District No. 17 – Mossdale Tract (portion) County of San Joaquin, California	The appraised properties represented a portion of Reclamation District No. 17 identified as vacant residential, vacant commercial and vacant industrial land, and excluded those properties within the boundaries of the District zoned as agricultural and public use, and those properties with an assessed improvement value on the most recent property tax roll. Reclamation District No. 17 (Mossdale Tract) is located in San Joaquin County and contains approximately 16,107 acres of land comprising 13,335 assessor's parcels. This report was prepared for Reclamation District No. 17.	Reclamation District No. 17

Appraiser(s)	Project Name	Type of Project	Issuing Agency
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Nelson Wong	City of Roseville The Fountains CFD No. 1 (Series 2008)	Approximately 29.55 acres of land located south of Roseville Parkway and west of Galleria Boulevard, Roseville, California. The Fountains is proposed for a lifestyle shopping center with over 330,000 square feet of retail, office and restaurant space.	City of Roseville
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Eric A. Segal	City of Rio Vista Community Facilities District No. 2006-1	The subject property comprised portions of two non-contiguous developments identified as Trilogy at Rio Vista and Gibbs Ranch. The Trilogy at Rio Vista project included Phases 6, 7 and 9 through 13, which total 1,170 single-family residential lots. The Gibbs Ranch portion included 193 lots, which comprise a portion of Phase 2 of the Gibbs Ranch development, and 32.2 net acres of industrial/employment land.	City of Rio Vista
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Nelson Wong	City of Stockton Arch Road East CFD No. 99-02 (Series 2007)	Nine industrial parcels ranging from 4.5 to 143.8 acres in land area and totaling 473± acres.	City of Stockton
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Eric A. Segal	City of Elk Grove Poppy Ridge Community Facilities District, Series 2006 (Portion)	The appraised properties consisted of all the real property within the City of Elk Grove Poppy Ridge Community Facilities District with no assessed value for structural improvements (2005/2006 tax roll), no building permits pulled or building permits pulled, but no utility bill. The total number of appraised properties included 2,152 single-family residential lots and homes.	City of Elk Grove
P. Richard Seevers, MAI Eric A. Segal	City of Hercules AD No. 2005-1, Hercules, Contra Costa County, CA	Valuation of 51.7 acres characterized by three distinct components: a detached, single-family residential component incorporating 335 partially improved single-family residential lots covering approximately 32.56 acres, a commercial component encompassing 17.27 acres of land, and a proposed mixed-use affordable housing component with ground floor retail encompassing 1.87 acres of land	City of Hercules

Appraiser(s)	Project Name	Type of Project	Issuing Agency
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Nelson Wong	Assessment District No. 2004-1, Brentwood, Contra Costa County, CA	Valuation of an AD characterized by two distinct categories: a detached, single-family residential category incorporating 1,131 proposed single-family residential lots on approximately 309.70 acres and a townhouse residential category encompassing 120 townhouse lots on 10.93 acres of land area. Combined, the two categories yield a total district land area of 320.63 acres held under seven separate ownerships	City of Brentwood
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Eric A. Segal	El Dorado Hills CFD No. 1992-1 (portion), El Dorado County, CA	Valuation of a sizeable portion of the existing Serrano master planned community, including 1,597 single-family residential lots, 382 custom single-family residential lots, 33.05 acres of commercial land and 344 existing single-family residences.	County of El Dorado
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Nelson Wong	Fiddymont Ranch CFD No. 1, Roseville, CA	A master planned community encompassing 999 acres consisting of 3,165 single-family residential lots and 1,005 multifamily units, 30.1 acres of commercial land and 9.1 acres designated for business professional development	City of Roseville
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Nelson Wong	Westpark CFD No. 1, Roseville, CA	A master planned community encompassing 931.9 acres consisting of 3,523 single-family residential lots and 697 multifamily units, 18.4 acres of commercial land, 10.5 acres designated for business professional development and 108.5 acres of industrial land	City of Roseville
P. Richard Seevers, MAI Kevin K. Ziegenmeyer	Sunridge-Anatolia CFD No. 2003-1, Rancho Cordova, CA	2,795 single-family residential lots, 12.01 acres of multifamily land, five commercial sites and three medium-density residential sites	City of Rancho Cordova
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Eric A. Segal	Bickford Ranch CFD No. 2003-1, Placer County, CA	A proposed master planned community to include 847.2 acres of land designated for 1,783 residential lots and a 9.7-acre commercial component	County of Placer
P. Richard Seevers, MAI Kevin K. Ziegenmeyer Eric A. Segal	Plumas Lake CFD No. 2002-1, Yuba County, CA	3,285 single-family residential lots, including 485 completed single-family residences	Olivehurst Public Utility District

MEMORANDUM

Date: August 13, 2014
To: Board of Directors
From: Joe Blake, General Manager
Paul Siebensohn, Director of Field Operations
Subject: Consider Approval of out of District Domestic Water Supply Connection to Hutchison Ranch

RECOMMENDED ACTION

Find and determine that water service to the Don and Kristin Hutchison Ranch at 15020 Jackson Road will not adversely affect the in-District water service and that there is a surplus supply of water to meet the Hutchison demand, and approve an Extraterritorial Water Service Agreement with the Hutchisons to allow for the connection of a one inch (1") potable water supply line from a District water main for the domestic use on the property

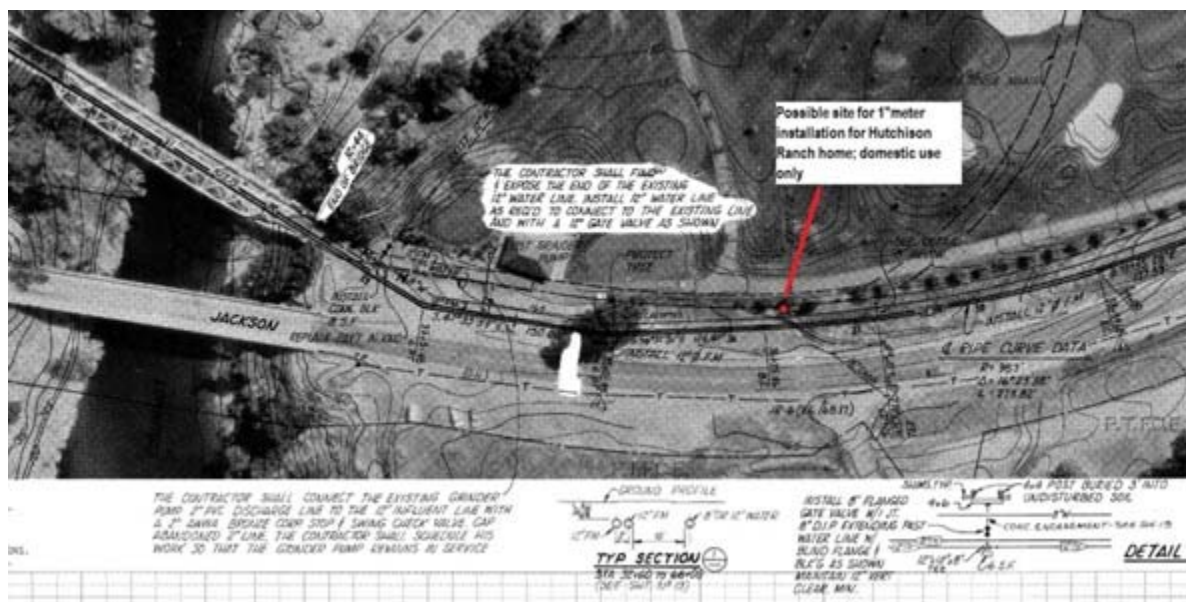
BACKGROUND

The District was approached by Don Hutchison for a potable water supply connection to his family's home as their water supply ran dry. His family, wife and two children receive their water supply from a shallow collector well under the river. In anticipation of the river running dry, he has been working unsuccessfully to obtain a grant to drill a new well since February of this year. Now as they are completely without water, they have been trucking in water and bringing in bottled water for their needs.

As they are out of the District's service boundary, for clarification on this matter we sought the advice of our District's water rights attorney and the District's general counsel for what is needed to proceed. We also contacted the Department of Water Resources and State Water Resources Control Board representatives. They all agreed that this is a dire need to provide the water service for health and safety reasons. Based on the service map provided from the Department of Water Resources, they noted we may serve them water. The extraterritorial service arrangement has been approved by the State Water Resources Control Board. The Agreement also is subject to approval by the Sacramento Local Agency Formation Commission, which has been requested.

District Code chapter 14, section 8.01(a) provides that "The District may provide or allow water service to persons outside its boundaries when the Board finds that such service shall not adversely affect the water service within the District and that a surplus supply of water and water facility capacity exists." Staff has evaluated the scope of the Hutchison request and demand and has determined that the new service will not adversely affect the in-District water service and that there is a surplus supply of water to meet the Hutchison demand.

This service is for domestic use only, rated at one equivalent dwelling unit (EDU) per District standards. To provide this service, a one-inch (1") connection can be made to the District's water main directly north of the property, per District standards. The Hutchisons are required to pay all District fees and arrange and fund all work associated with making this connection. It will be their responsibility to obtain the necessary right-of-way access (including encroachment permits) for their side of the water service supply line as the District's responsibility ends after the point of the meter. Should it be discovered that this service is utilized for anything other than approved domestic use, is experiencing water waste per District Water Code or District's current stage of Water Shortage Contingency Plan, fails to maintain and test backflow, violates any District Code or policy, or fails to pay applicable charges, services may be terminated.



RANCHO MURIETA COMMUNITY SERVICES DISTRICT EXTRATERRITORIAL WATER SERVICE AGREEMENT

THIS AGREEMENT is made this August __, 2014, by and between Rancho Murieta Community Services District, a local government agency (“District”), and Donald and Kristin Hutchison, individuals and husband and wife (“Owners”), who agree as follows:

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

1.1. Owners own a single-family house and ranch located at 15020 Jackson Road, Rancho Murieta, California (the “Property”). The Property is located outside the District limits and the District water rights place of use and it does not currently receive District water service.

1.2. Owners are experiencing a serious water shortage and they desire and have requested that the District provide water service to the Property. District agrees to provide the requested service on and subject to certain conditions. The purpose of this Agreement is to set forth the terms and conditions applicable to (a) the extension of water facilities to serve the Property, and (b) District water service to the Property.

1.3. District Code chapter 14, section 8.01(a) authorizes the District to provide water service to persons outside its boundaries when the Board finds that such service shall not adversely affect the water service within the District and that a surplus supply of water and water facility capacity exists. In approving this Agreement, the Board has determined that the new service will not adversely affect in-District water service and that there is a surplus supply of water to meet the Owners’ demand.

1.4. The State Water Resources Control Board has approved a temporary urgency change petition to authorize the delivery of District water to the Property.

1.5. Owners will continue to be responsible to provide sewer service to the Property. District will have no obligation under this Agreement to provide sewer service.

2. Condition Precedent. This Agreement will not take effect until after it has been approved by the Sacramento Local Agency Formation Commission pursuant to Government Code section 56133.

CONSTRUCTION-RELATED PROVISIONS

3. General. District’s obligation to provide water service to the Property will be subject to Owners’ prior construction of improvements to connect to the District water system to serve the Property, at Owners’ sole cost and expense. Owners may install a single one-inch connection to the District’s water main and meter at a location north of the Property as generally shown on the attached Exhibit A. The supply of water under this Agreement shall not create a vested right to continue to receive water service from the District or for any credit or refund for improvements made to receive such water service. (See District Code chapter 14, section 8.01(f).)

4. Plans and Specifications. Owners shall retain an engineer to prepare plans and specifications for the construction and installation of the on-site improvements and off-site improvements necessary to provide water service to the Property, and shall submit them to District for approval. The plans shall comply with the District Code and standard public works specifications. When approved by the District, the improvements as described on the approved plans shall be referred to as the “Work.” Any modification of the District-approved plans shall require the prior written approval of District.

5. Payment for District Services. Owners shall reimburse District for District’s actual costs for engineering and administrative services in connection with District’s plan review, inspection of construction, testing of improvements, and other costs incurred by District in the performance of its duties under this Agreement and otherwise in connection with extending and providing water service to the Property. Such costs must be paid prior to District’s final acceptance of the Work.

6. Construction of Work.

6.1. Owners, at their sole cost and expense, shall retain a contractor to furnish, construct and install the Work. The contractor retained to construct the Work must be licensed pursuant to the California Business and Professions Code to do the Work. The construction shall be in accordance with the provisions of this Agreement; the approved plans and specifications; District Code, policies, standards and specifications; other applicable federal, state and local statutes, regulations, ordinances, codes and other requirements; and standard construction practices.

6.2. Prior to commencing construction of any portion of the Work, Owners or their contractor shall submit to District a written list of materials, in a form acceptable to District, showing the particular manufacturer and specifications of all materials proposed to be installed by Owners. The list of materials or supplies shall be subject to District approval. Only materials approved in advance by District shall be installed on the Work.

7. Insurance. Owners or their contractor at their sole cost and expense shall procure and maintain for the duration of construction under this Agreement the following types and limits of insurance:

<i>Type</i>	<i>Limits</i>	<i>Scope</i>
Commercial general liability	\$1,000,000 per occurrence & \$2,000,000 aggregate	at least as broad as ISO CG 0001
Automobile liability	\$1,000,000 per accident	at least as broad as ISO CA 0001, code 1 (any auto)
Workers’ compensation	statutory limits	
Employers’ liability	\$1,000,000 per accident	

7.1. Other Requirements. The general and automobile liability policy(ies) shall be endorsed to name District, its officers, employees, volunteers and agents as additional insureds regarding liability arising out of the Work. Owners’s coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except

with respect to the limits of the insurer's liability. District's insurance or self-insurance, if any, shall be excess and shall not contribute with Owners's insurance. Each insurance policy shall be endorsed to state that coverage shall not be canceled, except after 30 days (10 days for non-payment of premium) prior written notice to District. Insurance is to be placed with admitted insurers with a current A.M. Best's rating of A-VII or better unless otherwise acceptable to District. Workers' compensation insurance issued by the State Compensation Insurance Fund is acceptable.

7.2. Proof of Insurance. Prior to commencing the construction work, Owners or their contractor must provide to District the following proof of insurance: (a) certificate(s) of insurance evidencing this insurance; and (b) endorsement(s) on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s), and certifying the additional insured coverage.

8. Notice of Commencement of Construction. Owners shall give District at least 48 hours advance notice of the commencement of construction and installation of the Work. Any construction performed without notice to and inspection by District shall be subject to rejection.

9. Inspections. District, may, at its option, inspect and test all or part of the construction or material being used in construction of the Work and shall be given all possible assistance in performing all inspection and testing. The inspection and testing of the Work shall not relieve Owners of its obligation to construct the Work in accordance with the approved plans, specifications and drawings. If all or any portion of the Work, or any materials or supplies used in connection with the Work, are found to be defective, substandard or nonconforming, then Owners at its sole cost and expense shall replace, repair or otherwise remedy the Work to the satisfaction of District, notwithstanding that the Work and materials may have been previously overlooked or inspected by District. The Owners shall pay the costs of inspection and testing by District and District's engineer.

10. Final Inspection. Upon completion of construction of the Work, Owners shall notify District and request a final inspection of the Work. The Work shall be tested to meet District requirements, as established by District. No Work or portion of it shall be accepted without meeting District inspection and testing requirements. The Owners shall pay the costs of inspections and tests by District and District's engineer. In addition, Owners shall be responsible for all costs incurred in the testing of the Work as needed or required by other government agencies having jurisdiction.

11. Permits, Licenses and Easements. Owners or their contractor, at their sole cost and expense, shall obtain (a) all necessary local, county, state and federal permits, licenses, approvals, and entitlements, including but not limited to County of Sacramento and California Department of Transportation encroachment permits, and shall conform to the requirements of all permits, licenses, approvals, and entitlements, and (b) all permanent and temporary construction easements and rights-of-way as necessary and appropriate for the Work and for ingress and egress to and from the facilities for the purpose of construction, installation, operation, maintenance, repair, removal, replacement and improvement of the facilities. Owners shall give all notices and comply with all federal,

state, local and District laws, statutes, regulations, codes, ordinances, resolutions, rules, regulations and policies that apply to the construction of the Work.

12. Conditions Precedent to Notice of Acceptance. District shall not provide a written notice of acceptance of the Work until the following have occurred:

12.1. The Work is completed, and finally inspected and approved by District;

12.2. All costs, charges and fees required by this Agreement or District Code, ordinances, resolutions, rules, regulations and policies to be paid or reimbursed to District by Owners have been so paid in full; and

12.3. Any deeds, easements, bills of sale, other conveyance documents, permits, licenses, and other approvals to be obtained and delivered to District pursuant to this Agreement have been so obtained and delivered to, and accepted by, District.

Upon District's determination that these conditions have been met, it shall give written notice of acceptance of the Work to Owners.

13. Ownership and Maintenance of Facilities. After final inspection and acceptance by District of the Work, the District will provide water service to the Property. The Work, though, shall remain the property of the Owners. Following District acceptance of the Work, Owners shall be responsible for the operation, maintenance, repair and replacement of the meter and private water line from the Property to the point of connection with the District water main. District assumes no water service obligation to the Property until such time as it gives notice of acceptance of the Work.

POST-CONSTRUCTION SERVICE RELATED PROVISIONS

14. District Water Service. Commencing upon District's acceptance of the Work and subject to payment of the connection charges and deposit (see below), District shall provide water service to the Property on and subject to the terms and conditions of this Agreement. District's obligation shall be limited to providing a domestic water supply to serve one single-family residence on the Property. Owners must not expand the scope of the use of District water on the Property without District's prior written consent.

15. General Regulations. District water service to the Property shall be provided pursuant to, and Owners shall comply with provisions of the District Code, other District ordinances, resolutions, policies, rates and charges, and federal and state law applicable to users of the District water system.

16. Rates and Charges. Owners shall pay to the District the following rates and charges:

16.1. Connection Charges and Deposit. Prior to connection to the District water system, Owners shall (a) pay to District the applicable District water connection charges (but not including the Capital Improvement Connection Fee), and (b) deposit an amount equal to three months of the expected District charges for water service as determined by the General Manager.

16.2. Monthly Charges. District shall bill Owners for, and Owners shall be liable for payment of, water service charges under this Agreement in the same manner as other District water service customers in accordance with applicable provisions of the District Code, and other District ordinances, resolutions, policies, rates and charges; provided, however, that rates and charges charged to the Owners will be calculated at 150% of the applicable rate and charges for in-District customers.

GENERAL PROVISIONS

17. Indemnity. Owners shall, to the fullest extent permitted by law, indemnify, defend, protect, and hold harmless District, and its officers, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) of every nature arising out of Owners' design and construction of the Work and caused by any negligent act or omission, willful misconduct or violation of law of or by Owners or their contractors, employee or agents, except where caused by the sole negligence or willful misconduct of District or as otherwise provided or limited by law. Owners' obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

18. Termination.

18.1. Termination Before Acceptance of Work.

18.1.1 By District. If construction of the Work has not been completed and accepted by District within six months from the date of this Agreement, then District may terminate this Agreement at any time thereafter by giving written notice to Owners, unless the District in writing extends the time. If the Agreement is terminated, District shall have no further obligation under this Agreement and no obligation to provide water service to the Property.

18.1.2 By Owners. Owners may terminate this Agreement at any time prior to commencement of construction of any portion of the Work by giving written notice to District. Thereafter, Owners may terminate this Agreement only with the written consent of District, which consent may be given subject to reasonable conditions to protect the public health, safety or welfare. If the Agreement is terminated, District shall have no further obligation under this Agreement and no obligation to provide water service to the Property.

18.2. Termination After Acceptance of Work. After District accepts the Work, District water service under this Agreement may be terminated by District for the following causes: (a) use of water on the Property is no longer authorized by the State Water Resources Control Board; (b) Owners fail to pay applicable rates and charges; (c) Owners otherwise violate the terms of this Agreement; (d) District determines that because of increased usage or other causes service outside the District becomes adverse to the District's interest or the interests of in-District customers; or (e) District determines that surplus water or pipeline capacity is no longer available for service to the Property. In such an event, District may

discontinue and disconnect service to the Property and terminate this Agreement by giving 120 days prior written notice to Owners informing them that the service is to be terminated. (See District Code chapter 14, section 8.01(b).) This Agreement also may be terminated by the mutual consent of the parties expressed in writing. Upon termination of this Agreement, the District will refund any unexpended portion of the deposit paid by Owners.

19. Waiver. The waiver at any time by any party of its rights with respect to a default or other matter arising in connection with this Agreement shall not be deemed a waiver with respect to any subsequent default or matter.

20. Entire Agreement; Amendment. The parties intend this writing to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the Work. This Agreement supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the Work and water service to the Property, except those other documents that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.

21. Severability. If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

22. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where District's office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

23. Notice. Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail addressed as follows:

District: General Manager Rancho Murieta Community Services District P.O. Box 1050 15160 Jackson Road Rancho Murieta, CA 95683	Owners: Donald and Kristin Hutchison 15020 Jackson Road Rancho Murieta, CA 95683
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Any party may change its address by notifying the other party of the change in the manner provided above.

RANCHO MURIETA COMMUNITY
SERVICES DISTRICT

OWNERS

By: _____
Joseph Blake
General Manager

Donald Hutchison

Kristin Hutchison

DRAFT

Paul Siebensohn

To: Don Hutchison
Subject: RE: Potable water connection

-----Original Message-----

From: Don Hutchison [<mailto:hutchisonranch@att.net>]
Sent: Friday, July 25, 2014 2:27 PM
To: Paul Siebensohn
Subject: Potable water connection

Dear Rancho Murieta Community Services District,

My name is Don Hutchison, my family and I reside at 15020 Jackson Rd. Due to the extreme drought conditions the ground water table in our domestic well has dried up. I am writing you (Rancho Murieta Community Services District) to formally request a potable water connection from your system.

Please let me know if there is anything I can do.

Thanks,
Don Hutchison
(209)712-0973

July 28, 2014

Don Hutchison
15020 Jackson Rd.
Rancho Murieta, Ca 95683

Subject: Request for potable water service

Dear Mr. Hutchison,

As to your request for a domestic potable water connection to your home, the District will provisionally approve this request, pending District Board approval. This service may be for domestic use only, rated at one equivalent dwelling unit (EDU) per District standards. To provide this service a one (1") connection can be made to the District's eight (8") inch water main directly north of your property, per District standards. You are to pay required District fees and fund all work associated with making this connection, including but not limited to; stainless steel or brass tapping saddle for 8" class 150 AC pipe, copper pipe size polyethylene tubing, 1" copper meter setter with locking angle meter stop, 1" Sensus Iperl meter and meter MXU, meter box, etc. per District Standard drawings W-1, W-1A, W-7B, as well as installation and maintenance of backflow protection past the point of the meter installation per standard drawing W-11. Standard drawings attached for reference.

Installation/Connection fees are not to exceed \$6,500.00:

Please feel free to call me at the District office or contact me by e-mail, jblake@rmcsd.com with any questions you may have.

Sincerely,



Joe Blake
General Manager

MEMORANDUM

Date: August 14, 2014
To: Improvements Committee
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Water Treatment Plant Expansion Project Update

WATER TREATMENT PLANT EXPANSION PROJECT UPDATE

The project site work began on July 31, 2014. The staging area has been set, graded, and Stormwater Pollution Prevention Plan (SWPPP) Best Management Practices (BMPs) have been installed around the project site; the grading for the chemical storage tanks has been completed, awaiting pouring of concrete; the asphalt for the raw water screening area has been ground out and CLSM poured in the sink hole areas there adjacent to Clementia; the drying bed extension has also begun as well with staff working with the trade contractor to correct a specification oversight. The oversight was that the drawings showed only earthen sidewalls, which would not work without creating erosion, in the drying bed. They should have shown an extension of the existing drying bed as currently built. A minor change order is being derived to cover the oversight. Today we received a three (3) week look ahead schedule.

Per the high speed internet connection needed for GE, as well as for future camera and communications needs, we asked HDR to layout a sketch for two (2") inch conduit and pull boxes to be run along the sewer line extension. This has been forwarded to the offsite sewer line extension contractor, JD Pasquetti, via Roebbelen, for an estimate of a change order cost. To confirm adequate needs for possible future tie in to the fiber optic network, I met with Mike Powers of Greenfield who is laying out the fiber optic network system in the community. He said fiber optic connection should provide us instantaneous viewing and control of our future SCADA system (water plant control system) as well as continuous monitoring available through whatever camera system we upgrade to at the Water Plant. Future use of a fiber optic system to be negotiated.

The shutdown of Water Treatment Plant #1 is scheduled for September 15, 2014, removing 1.5 million gallons per day of treatment capacity from our system. Staff will be on high alert to make sure that the community is conserving water from now until the project is completed next year. District staff will be dewatering and cleaning out the sludge from the sedimentation basins, and dewatering the filters, chlorine contact chamber, and discharge wet well to be able to turn the plant over to KG Walters on September 22, 2014.

Weekly meetings with Roebbelen commenced with future meetings to be held on Tuesdays onsite at their construction trailer. It was noted that over sixty submittals are currently being processed from the trade contractors through Roebbelen and HDR, with long lead items being expedited through the submittal review process. A long view schedule should be available next week.

MEMORANDUM

Date: August 15, 2014
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Consider Water Treatment Plant Expansion Alternate #1

RECOMMENDED ACTION

Approve Alternative #1 as bid in Water Treatment Plant Expansion Project.

Background

This project has been a CIP project since 2008, put on hold pending the Water Treatment Plant Expansion Project. It was set aside as an alternate cost as it is for replacement of existing District facilities, to be funded solely by the District. It is needed as the siding was improperly installed from the beginning without proper flashing to channel away rainwater as well as siding touching the ground to allow water to wick up into it. This has left a majority of the siding with dry rot so that in some areas you can poke a pencil straight into the siding. Over the years, some areas have been repaired as it has peeled away from the walls. The areas to be replaced are outlined in Water Treatment Plant Expansion drawing C112, attached.



MEMORANDUM

Date: August 15, 2014
To: Board of Directors
From: Joseph Blake, General Manager
Paul Siebensohn, Director of Field Operations
Subject: Receive Water Conservation Update

UPDATE

On July 29, 2014 the State Water Resources Control Board adopted their draft regulations for water conservation, which can be found on their website: http://www.swrcb.ca.gov/waterrights/water_issues/programs/drought/emergency_regulations_waterconservation.shtml. A copy of the Fact Sheet on Approved Regulations is attached at the end of this memo for reference.

As a result, the District is Adopting Stage 2 of the District's Water Shortage Contingency Plan to comply with the State Water Board's regulation, minus instituting tiered pricing pending customer compliance. This will also be necessary for the Water Treatment Plant Expansion Project, as overall system demand will need to be comfortably below 2 million gallons per day once Plant #1 is taken offline on September 15, 2014. Any water conserved now will also aid the District's water supply moving in to next year. If little or no rain comes, we will know we did what we could to conserve our existing supply. If the rains do come, we will not have to divert as much water as normal and will save on our pumping costs.

Currently, the District is requiring the least conservation requirement of any of the 20 Sacramento Regional Water Authority Members. Of all of the Regional Water Authority members here in the Sacramento and surrounding areas, we had the lowest conservation request under Stage 1 with a requested cutback of up to 10%. Most members are requesting a 20% or higher cutback in water usage. Even with only irrigating two (2) days per week, landscape should not suffer long term affects as noted in the article from the Sacramento Bee: <http://www.sacbee.com/2014/07/07/6534427/some-sacramentans-let-their-lawns.html>.

The water usage in July shows that the District has conserved 17.1% vs. the five (5) years average use, and 19.1 vs. the July 2013 use.

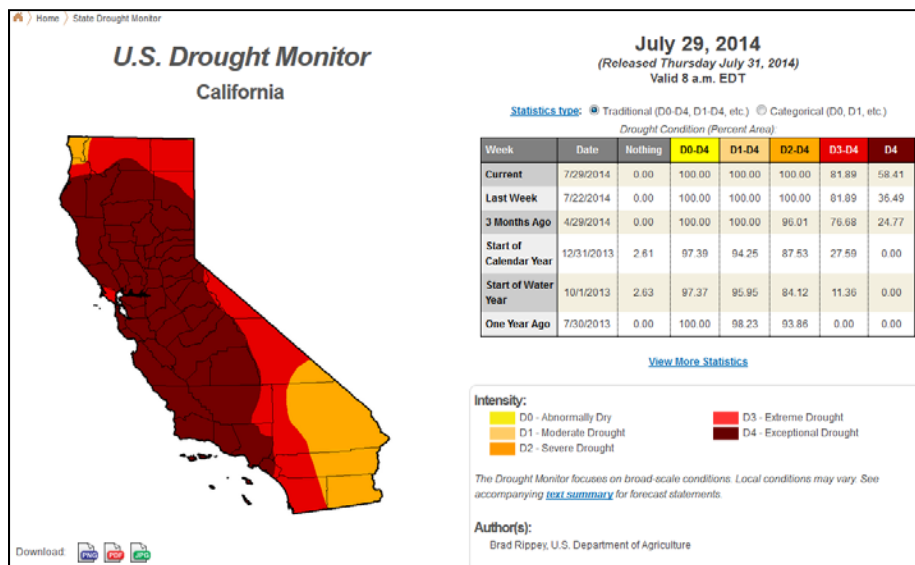
Below shows what actions are necessary in Stage 2.

Stage Two - Water Warning

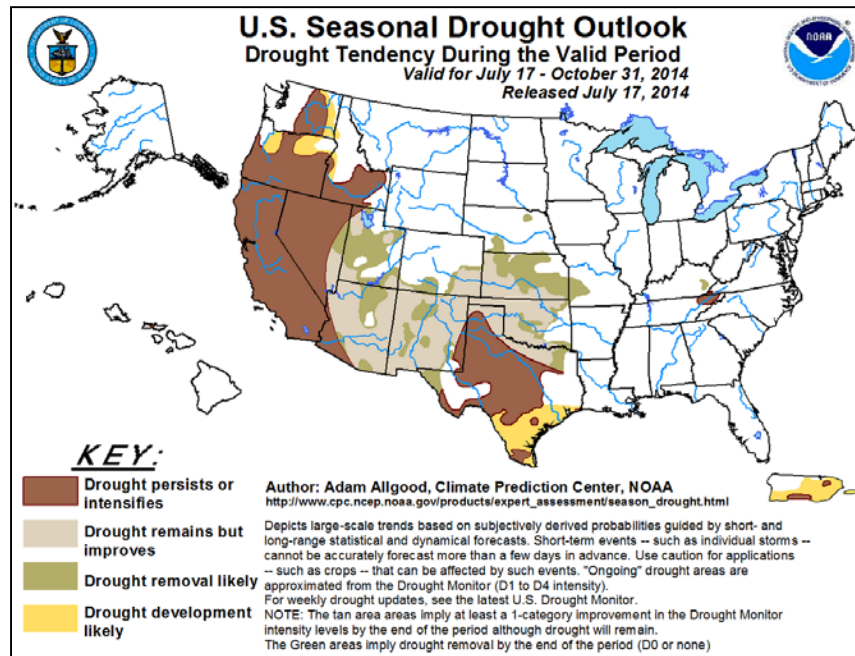
Goal is 25% Reduction per Average Household or Business

1. All Stage "Normal" and Stage 1 actions remain in force; unless revised herein.
2. Landscape irrigation shall be limited to a maximum of **two (2) days per week** when necessary and no watering schedule (e.g., additional minutes) increases are permissible on designated watering days. Two (2) days per week water is sufficient for landscapes in the Rancho Murieta Community. Customers are to use cycle and soak watering with up to three short watering cycles. Watering shall be based on the following schedule.
 - a. Customers in Watering Group A may irrigate only on **Tuesdays and Saturdays**.
 - b. Customers in Watering Group B may irrigate only on **Wednesdays and Sundays**.
 - c. Watering times will be between the hours of 8:00 p.m. to 8:00 a.m. only.
3. Restaurants shall serve water only upon specific request.
4. Residents are strongly encouraged to reduce indoor water use by limiting showers, clothes washing and dish washing.
5. Tiered rate pricing will be instituted at this stage to promote more equitable and efficient water use and in an effort to meet demand cutback goals. A drought surcharge may also be included as needed to maintain revenue stability and/or assist with achieving demand reduction goals as needed based on approved District policies and District Code – Chapter 14 – Water Code.

The US Drought Monitor shows that the drought has actually worsened and a majority of California, including us, is in an Exceptional Drought.



The outlook is even worse now as we were hoping that the National Oceanic & Atmospheric Association (NOAA) outlook would go from drought persisting or intensifying to drought improving by October 31, but it is still as drought persisting or intensifying.



FORECAST

Earlier this week, the Australian Bureau of Meteorology announced Pacific Ocean temperatures have eased and an El Niño event, originally forecast for later this year, could be pushed back to the spring – if it comes at all. A recent report on the staggering cost of California’s drought warned that even if El Niño did arrive, it would likely fail to bring enough moisture to quench the drought. "While the chance of an El Niño in 2014 has clearly eased, warmer-than-average waters persist in parts of the tropical Pacific, and the slight majority of climate models suggest El Niño remains likely for spring," the Australian Bureau of Meteorology said in an emailed statement [in this Reuters article](#). American federal forecasters are slated to release their updated El Niño forecast on Monday.

BACKGROUND

The Governor Declared Statewide Drought January 17, 2014 and requested all water users cutback 20%. The District’s Board declared a Stage 2 – Water Warning at its January 15, 2014 Board meeting, which officially went into effect February 1, 2014, requesting a targeted 20% reduction in water use. As the rains came and District was able to fill its reservoirs, on April 16, 2014 the District Board decided to go from a Stage 2 to a Stage 1 drought declaration. This allowed the community to irrigate three (3) days a week vs. only two (2) days a week. On April 25, 2014 California Governor Jerry Brown issued an executive order to reaffirm the state’s need to continue to conserve water. It provided that “all California residents should refrain from wasting water” and it then listed some things to avoid and limit, as well as for Homeowner’s Associations not to punish those complying with water conservation. Similarly, other provisions in section 3 of the order use

“should.” As applied to the District, the order is a recommendation and not an affirmative mandate.

The District continued to be in a Stage 1 – Water Alert of the Water Shortage Contingency Plan with a targeted objective of 5 – 10% cutbacks in water demand. Based off the five year average of water production from the water treatment plant, production in May was down 8.8 percent showing that we were meeting this goal. It was also a benefit to the District to demonstrate to the Water Board that conservation is in place, should we seek grant funding or there be future issues for the District requiring an approval from the Water Board. Staff has been tagging water wasters that are not complying with Stage 1 and the District’s Water Code section 11.01 Wasteful Use of Water.

The District received a letter on May 27, 2014 for mandatory compliance to stop all appropriative water diversions, requiring a statement of compliance via an online report within seven (7) days of receipt of the letter. I complied by filling the compliance report for all of the water rights the District administers. This was also discussed with the local water users. This will affect appropriative water right for Laguna Joaquin as no water for irrigation purposes may be diverted into it from this point forward. As a portion of the water that Laguna Joaquin is from residential runoff, that water may be used for irrigation purposes around it.

I met with the riparian water users in our area to discuss shared water use from the river. They coordinated a use schedule amongst themselves and used water appropriately from the River until it completely dried up around July 23, 2014.

EDUCATION AND OUTREACH

The District will post the Stage 2 banners to note which days are their allowable watering days. We have and will continue to distribute watering schedules to residents and associations in the community with the allowable watering days, (see attached).

We continue to have rebates and handouts:

Rebates Available (while funding lasts; info. & rebate applications available on District website)

- High efficiency Toilets	\$100
- High efficiency Clothes Washer	\$125
- Weather Based Sprinkler Controller	\$100

Free Conservation Handouts (while supplies last)

-Shower timer	to limit water use
-Irrigation Drip measuring tool	to properly adjust drip flows
-Rain Gauge	to measure water applied to lawn
-Sprinkler adjusting screwdrivers	to properly adjust spray or flow of sprinklers
-Water saving shower heads	saves water by restricting flow
-Toilet leak detection dye tablets	tests toilet flapper if leaking
-Moisture Meters	to determine if soil really needs irrigation or not
-Kneeling pads	to work on your irrigation

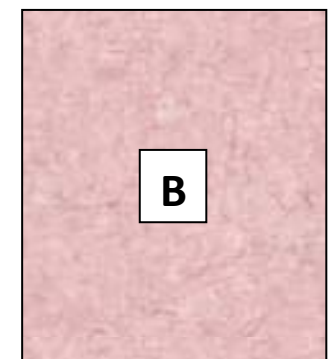
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
B		A		B		A
- 8am		8pm-8am		8pm-8am		- 8am
8pm-				8pm-		8pm-

Two Day a Week Irrigation Allowance

Group A: **North**  Tue.& Sat. 8pm-8am

Group B: **Village, South, Commercial**

Wed.&Sun. 8pm-8am



CONFERENCE/EDUCATION SCHEDULE

Date: August 11, 2014
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Review Upcoming Conference/Education Opportunities

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

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

The upcoming conferences/educational opportunities include the following:

CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA)

Annual Conference and Exhibitor Showcase	September 29 - October 2, 2014	Palm Springs
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GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

No Information Currently Available on Upcoming Conferences.

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

Fall Conference and Exhibition	December 2 - 5, 2014	San Diego
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AMERICAN WATER WORKS ASSOCIATION (AWWA)

Annual Fall Conference	October 20-23, 2014	Reno, NV
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