



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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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

July 16, 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
July 16, 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. June 18, 2014 Board Meeting	
b. Committee Meeting Minutes (Receive and File)	
1. June 24, 2014 Finance Committee	
2. July 2, 2014 Personnel Committee	
3. July 3, 2014 Improvements Committee	
4. July 11, 2014 Communication & Technology Committee	
5. July 11, 2014 Security 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 RESOLUTION 2014-14, ACCEPTING ASSIGNMENT OF EASEMENT RIGHTS** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.) 5:40
9. **CONSIDER APPROVAL OF NEW DIRECTOR OF FINANCE/ADMINISTRATION JOB DESCRIPTION** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.) 5:45
10. **CONSIDER ADOPTION OF THE 2014 NON-REPRESENTED EMPLOYEE SALARY RANGES AND CPI ADJUSTMENT** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.) 5:50
11. **CONSIDER APPROVAL OF WATER TREATMENT PLANT SPECIAL INSPECTION PROPOSAL** (Discussion/Action) (Motion) (5 min.) 5:55
12. **TIMED ITEM – PUBLIC HEARING – TO CONSIDER ADOPTION OF ORDINANCE 2014-02, AMENDING DISTRICT CODE, CHAPTER 8, THE COMMUNITY FACILITIES FEE CODE, SECTION 3.00** (Time is approximate but will not be conducted before 5:30 p.m.) 6:00
- a. Presentation by Staff.
 - b. The Board President will open a public hearing for public comment on the Amendment of Chapter 8 of the Community Facilities Fee Code.
 - c. The Board President will close the public hearing of Chapter 8 of the Community Facilities Fee Code.
 - d. Board Discussion/Introduction of Ordinance 2014-02, an Ordinance of the Rancho Murieta Community Services District Amending Chapter 8 of the Community Facilities Fee Code, Section 3.00.
(Discussion/Action) (Motion) (Roll Call Vote) (10 min.)
13. **RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE** (Discussion/Action) (5 min.) 6:10
14. **REVIEW/DISCUSS PROPOSED MELLO-ROOS CFD FINANCING FOR RANCHO NORTH/MURIETA GARDENS PROPERTIES** (Discussion) (10 min.) 6:15
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** (Discussion/Action) (Motion) (5 min.) 6:25

- 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** (Discussion/Action) (Motion) (5 min.) 6:30
- 17. **RECEIVE WATER CONSERVATION UPDATE** (Discussion/Action) (5 min.) 6:35
- 18. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (5 min.) 6:40
- 19. **REVIEW MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 6:45

Next Regular Board Meeting: August 20, 2014

Committee Meeting Schedule:

 Personnel	August 6, 2014 at 9:00 a.m.
 Improvements	August 7, 2014 at 8:30 a.m.
 Communications	August 8, 2014 at 9:00 a.m.
 Security	August 8, 2014 at 9:30 a.m.
 Finance	August 8, 2014 at 10:00 a.m.
 Joint Security	T.B.A.
 Parks -	T.B.A.
 Security Ad Hoc	T.B.A.

- 20. **COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 6:50
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.
- 21. **ADJOURNMENT (Motion)** 6:55

"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 July 11, 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

June 18, 2014

4:00 p.m. Closed Session - 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 9:00 a.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 Edward R. Crouse, General Manager; Joseph Blake, in-coming General Manager; Darlene Gillum, Assistant General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. BOARD ADJOURNED TO CLOSED SESSION AT 4:01 P.M. TO DISCUSS THE FOLLOWING ITEMS:

Under Government Code 54957: Public Employee Employment: Title: General Manager.

3/4. BOARD RECONVENED TO OPEN SESSION AT 5:03 P.M. AND REPORTED THE FOLLOWING:

Under Government Code 54957: Public Employee Employment: Title: General Manager. Nothing to report.

5. COMMENTS FROM THE PUBLIC

None.

6. ADOPT AGENDA

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

7. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

None.

8. CONSENT CALENDAR

Under Agenda Item 8b3, Director Belton asked about the grant for Rancho Murieta Country Club (RMCC). Ed Crouse stated that Regional Water Authority is looking to see if it is possible to get grant funding to help RMCC pay for their irrigation upgrades for the North Course. If it is, this item will come before the Board for approval to proceed with the grant application.

Director Ferraro asked about changing the watering days to odd/even. Director Gumbinger stated that the Improvements Committee agreed to leaving the schedule as is, but look to see if a change needs to be made in the future.

Director Ferraro asked about the new Utilities Supervisor. Paul Siebensohn stated that an offer has been made, he is just waiting to hear back. The goal is to have the new person start the week of July 13, 2014.

Director Ferraro asked about the 670 Financing and Services Agreement (FSA) signatures. Ed Crouse stated that all signatures have been received. Darlene Gillum stated that the District has received payment for attorney fees.

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

9. STAFF REPORTS

Under Agenda Item 9d, Director Ferraro commented on Rancho Murieta Association (RMA) having water trucks take water out of Laguna Joaquin to use to water common area.

Director Belton commented on the Primrose. Paul Siebensohn stated that the dry weather is causing the Primrose to grow at a rapid pace. Staff is working on removing vegetation when possible. President Pasek requested staff send a letter to RMA regarding Laguna Joaquin.

President Pasek requested staff send a letter to Rancho Murieta Association regarding Laguna Joaquin and a likely water shortage/drawdown and possible use limitations.

10. CORRESPONDENCE

Director Belton stated that she had replied to Mrs. Guzzetta and encouraged conservation. Director Gumbinger stated he had also replied back to Ms. Guzzetta that conservation is voluntary at this time. Joe Blake suggested the Board not respond back to correspondence individually but refer the matter to the General Manager to handle to cut down on mis-information being given out. Joe and Ed will respond to Mrs. Guzzetta.

John Merchant stated that even with all the outreach the District has done, residents have no clue as to what to do regarding water conservation.

Director Martel stated that RMA needs to take a look at cutting back on their outdoor irrigation, also.

11. ADOPT RESOLUTION 2014-11, IN HONOR OF EDWARD R. CROUSE

Motion/Belton to adopt Resolution 2014-11 in honor of Edward R. Crouse. **Second/Gumbinger. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

John Merchant thanked Ed for all his work over the years. Mr. Merchant commented on his feeling that Ed brought a lot to the table and the District has always been well run under his direction.

12. ADOPT RESOLUTION 2014-12, IN HONOR OF DARLENE GILLUM

Motion/Belton to adopt Resolution 2014-12 in honor of Darlene Gillum. **Second/Gumbinger. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

13. CONSIDER APPROVAL OF REVISED GENERAL MANAGER JOB DESCRIPTION

Director Belton suggested the summary of the job description include federal government.

Motion/Gumbinger to approve the revised General Manager job description with the inclusion of federal government under the job summary. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

14. CONSIDER APPROVAL OF GENERAL MANAGER EMPLOYMENT AGREEMENT

Motion/Gumbinger to approve the proposed General Manager Employment Agreement with Joseph Blake, effective June 16, 2014. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

15. CONSIDER APPROVAL OF DISTRICT APPOINTMENTS

Ed Crouse stated that Richard Shanahan, District General Counsel, informed him that the legal term is District Treasurer, not District Finance Officer.

Motion/Gumbinger to appoint Joseph Blake as District Treasurer; appoint Joseph Blake as Regional Water Authority Board member representative; and appoint Paul Siebensohn as Sacramento Central Groundwater Authority Board member representative. **Second/Pasek. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

16. CONSIDER APPROVAL OF CALIFORNIA WASTE RECOVERY SYSTEMS CONTRACT AMENDMENT

Darlene Gillum gave a brief summary of the recommendation to approve the contract amendment with California Waste Recovery Systems. The amendment is for a 1.3% increase for the 2014-15 fiscal year.

Motion/Ferraro to approve the first contract amendment between Rancho Murieta Community Services District and California Waste Recovery Systems for solid waste collection and disposal. **Second/Gumbinger. ROLL CALL VOTE: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Belton.**

17. CONSIDER ADOPTION OF RESOLUTION 2014-08, APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2014-2015, INCLUDING CAPITAL PROJECTS

Darlene Gillum gave a brief summary of the recommendation to adopt Resolution 2014-08, approving the proposed 2014-2015 fiscal year budget. The budget revisions recommended at the June 7, 2014 Budget Workshop has resulted in a rate increase of slightly over 1% on the average residential bill down from the 8.45% noted in the Prop. 218 notice.

Motion/Gumbinger to adopt Resolution 2014-08 a Resolution adopting the proposed budget for fiscal year 2014-2015, including Capital Projects. **Second/Ferraro. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

Director Martel thanked Darlene for all the work she has done regarding the budget and for the District over the last 6 years. Director Gumbinger agreed. Darlene thanked the Board and stated that in the future, the Budget Workshop should be done earlier in the process. By consensus, the Board agreed.

18. CONSIDER ADOPTION OF ORDINANCE 2014-01, THE PROPOSED SERVICE CHARGE INCREASE AND SPECIAL TAX ADJUSTMENTS

Darlene Gillum gave a brief summary of the recommendation to adopt Ordinance 2014-01, adopting the proposed service charge increases and Special Tax adjustments.

Motion/Gumbinger to acknowledge the second reading of Ordinance 2014-01 and adopt Ordinance 2014-01, an Ordinance adopting the proposed service charge increases and Special Tax adjustments. **Second/Belton. ROLL CALL VOTE: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None. Absent: None.**

19. PUBLIC HEARING-TO CONSIDER ADOPTION OF RESOLUTION 2014-13, A RESOLUTION ADOPTING A MITIGATED NEGATIVE DECLARATION FOR RECYCLED WATER SYSTEM EXPANSION PROJECT

a. Paul Siebensohn gave a brief summary of the recommendation to adopt Resolution 2014-13 adopting the Mitigated Negative Declaration for the Recycled Water System Expansion Project.

b. President Pasek opened the public hearing at 6:08 p.m. and asked for public comments.

c. John Sullivan stated that he will share any of the needed reports that he already has.

President Pasek closed the public hearing at 6:12 p.m.

Director Belton noted the amended memo that included the comment letter from the State of California Department of Transportation.

Motion/Gumbinger to adopt Resolution 2014-13, a Resolution adopting the Rancho Murieta Recycled Water System Expansion Project Initial Study/Mitigated Negative Declaration (IS/MND) and Mitigation Monitoring and Reporting Program (MMRP), approving the Rancho Murieta Recycled Water System Expansion Project, and authorizing the filing of a Notice of Determination under the California Environmental Quality Act (CEQA). **Second/Ferraro. Roll Call: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

20. CONSIDER ADOPTION OF RESOLUTION 2014-09, AMERICAN RIVER BASIN INTEGRATED REGIONAL WATER MANAGEMENT PLAN

Ed Crouse gave a brief summary of the recommendation to adopt Resolution 2014-09. The Prop 84 funding agreement requires the District to adopt the Integrated Regional Water Management Plan.

Director Martel commented on his concerns regarding the District not having control. Ed stated that this is just a plan, the Board does not have to accept but if the District does, we do not lose any control.

Motion/Belton to adopt Resolution 2014-09, adopting the American River Basin Integrated Water Management Plan. **Second/Gumbinger. Roll Call: Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

21. CONSIDER APPROVAL OF PAYMENT OF INVOICE FOR ADDITIONAL COSTS FOR WATER LINE VALVE PROJECT

Paul Siebensohn gave a brief summary of the recommendation to approve payment of the invoice. Since funding is to come from reserves, the Board must approve payment.

Motion/Gumbinger to approve payment of the invoice from Groeniger/Ferguson Water Works, Inc., for additional costs for the Water Line Valve Project, in an amount not to exceed 4149.04. Funding to come from Water Replacement Reserves. **Second/Martel. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

22. CONSIDER APPROVAL OF TITLE 22 ENGINEERING REPORT AND REPORT OF WASTE DISCHARGE PROJECT CONTRACT AMENDMENT NO. 2

Paul Siebensohn gave a brief summary of the recommendation to approve Amendment 2 to the Contract for the Title 22 Engineering Report and Report of Waste Discharge Project. This amendment is for future permit negotiations and outreach.

Motion/Gumbinger to approve the Title 22 Engineering Report and Report of Waste Discharge Project Contract Amendment No. 2, an increase in an amount not to exceed \$37,010 for future permit negotiations and public outreach. Funding to come from Sewer Replacement Reserves. **Second/Ferraro. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

23. CONSIDER APPROVAL OF RECYCLED WATER DISTRIBUTION SYSTEM MODEL DEVELOPMENT PROJECT PROPOSAL

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal for the Recycled Water Distribution System Model Development Project.

Motion/Gumbinger to approve the proposal from AECOM for Recycled Water Distribution System Model Development Project in an amount not to exceed \$51,280. Funding to come from Water Supply Augmentation Reserves. **Second/Ferraro.**

Ed Crouse stated that Legal Counsel has indicated that the contract needs to have both the General Manager and the Board President signatures.

Director Gumbinger amended his motion to include General Manager and Board President to sign contract. **Second/Ferraro. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

24. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE

Paul Siebensohn gave a brief update on the Water Treatment Plant Expansion Project. Staff will be meeting with Roebbelen and the individual contract to review their bids. Director Gumbinger asked if he could attend. Ed stated that no more than two (2) Directors can attend. The meeting is tentatively set for 10:00 a.m. on June 25, 2014.

25. RECEIVE WATER CONSERVATION UPDATE

Paul Siebensohn gave a brief update on the status the water conservation. The percentage of water conserved to date is 26.8%. Joe Blake stated that is well above the State mandated conservation level.

26. ELECTION OF CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS, DIVISION 2, SEAT C

Motion/Belton to vote for Frederick Gayle. **Second/Ferraro. Ayes: Pasek, Belton, Ferraro. Noes: None. Abstain: Gumbinger, Martel.**

27. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

No discussion.

28. REVIEW MEETING DATES/TIMES

No changes.

John Sullivan stated he would like to have the Rancho North Public Financing discussion added to the Finance Committee meeting agenda.

29. COMMENTS/SUGGESTIONS-BOARD MEMBERS AND STAFF

Chief Remson welcomed Joe Blake, stated that off duty Sacramento County Sheriff Department Deputies and private security officers will be working with District Security during the July 4, 2014 events.

Paul Siebensohn stated that a midge fly treatment is scheduled for next week, in time for the July 4, 2014 events.

Director Martel thanked Darlene Gillum for all her efforts over the years and wished her well in her new position. Director Martel stated that Ed Crouse has always been professional and wished him well in his retirement.

Director Martel commented on an email regarding an incident that occurred and Security Officers' response. Director Martel stated that the response Chief Remson gave and the actions of the Security Officers was absolutely correct and added that he feels they all did a great job. Director Martel also noted that there is a drone in the community.

Director Gumbinger wished Darlene the best and stated that he is sorry to see her go. Director Gumbinger stated he will miss Ed and appreciates all the work he has done over his 20 year career with the District. Director Gumbinger welcomed Joe Blake.

Director Gumbinger read a statement he sent to Ed Crouse regarding his appointment to the Sacramento County's Design Review Advisory Committee (DRAC):

Ed: So that you may enlighten my fellow board members. Because I am a member of Sacramento County's Design Review Advisory Committee (DRAC), I received a Request for Proposal (RFP) for the County's Design Review Administrator (DRA), as the current administrator is retiring August 1. I responded to the RFP, went through an oral interview, and was selected to be the new DRA starting July 1. I wanted to wait to inform our board until after my contact was officially approved by the County Board of Supervisors which is scheduled for tomorrow.

Because I am a board member of the RMCS D, Supv. MacGlashan raised the question of a potential conflict of interest when it came to reviewing projects within the CSD District, hence my call to Dick Shanahan. It was a brief call and he explained his thoughts to me, I did not request a written opinion. The County Counsel intends to add language in my contract which will preclude me from reviewing any projects within the jurisdiction of the District.

Finally as per Dick's email, the added language "should render the issue moot".

I would be happy to respond to any questions or concerns that any of my colleagues may have.

Direct Gumbinger stated that none of the County Board of Supervisors had anything to do with his appointment to this Committee.

President Pasek commended Darlene Gillum for all her work over the years. He stated that it has been a pleasure to work with Ed Crouse over the years.

Director Belton thanked Darlene Gillum and stated that she has been easy to work with. Director Belton commented on Ed keeping busy once he retires.

Director Belton asked Chief Remson how things have been since school got out for summer break. Chief Remson said things have been quiet.

Director Ferraro wished the best to both Darlene and Ed and stated that she has enjoyed working with them both.

Ed Crouse introduced Tracy Hays, the agency temp that is filing in until the new Director of Administration is hired. Tracy will also be attending Committee and Board meetings. Ed stated he and Darlene have been working with Joe to bring him up to speed on everything and stated that Joe is a quick learner. Joe Blake thanked Ed and Darlene for all the help.

Ed thanked the Board, John Sullivan and everyone. Ed especially thanked the staff as if it was not for them he would not have been so successful. Ed stated he will miss everyone. Ed stated his last day working is June 30, 2014 but will be using his accrued sick leave so his official retirement date is August 31, 2014.

30. ADJOURNMENT

Motion/Gumbinger to adjourn at 7:10 p.m. **Second/Ferrari. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: June 24 2014
To: Board of Directors
From: Finance Committee Staff
Subject: June 24, 2014 Finance Committee Meeting

1. CALL TO ORDER

Director Pasek called the meeting to order at 2:33 p.m. Present were Directors Pasek and Belton. Present from District staff were Edward Crouse, General Manager; Joe Blake, General Manager; Tracy Hays, Temporary Controller; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Also present was District General Counsel, Richard Shanahan and Tim Youmans, Tim Youmans Consulting, District Financial Advisor.

2. COMMENTS FROM THE PUBLIC

None.

3. RANCHO NORTH PUBLIC FINANCING

No discussion. John Sullivan, CRL/RMP and his financing team were not present.

4. UPDATES

670 Financing and Services Agreement

All signatures and notarizations for the Memorandum of Agreement (Memorandum) for the 670 Group and the Cosumnes River Land Group Financing and Services Agreements (FSA) have been received and the Memorandums have been recorded with the County Clerk Recorder. The release of the escrow funds for prior legal fees and the payment of the WTP1 deposit monies, except for the Retreats, (50% of \$750 per lot) have been received.

Water Treatment Plant Expansion Project Financing

All financing is in place for the Water Treatment Plant Expansion Project. As allowed by the CRL Financing and Services Agreement (FSA), the District will be working with CRL to create a public financing district over the CRL and Rancho Murieta Properties lands.

5. ANNUAL FEE UPDATE

Director Pasek stated that on a yearly basis, the District reviews and adjusts, as necessary, the fees collected to meet the District's current and future service needs. A discussion followed. Director Pasek requested that the Parks Fee, Capital Improvement Fee, and the Water Augmentation Fee memorandums be brought current by next year's review. **This item will be added to the July 16, 2014 Board of Directors meeting agenda.**

6. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Richard Shanahan suggested Joe Blake send an email to John Sullivan regarding today's meeting and acknowledging that none of his representatives appeared.

7. ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

DRAFT

MEMORANDUM

Date: July 2, 2014
To: Board of Directors
From: Personnel Committee Staff
Subject: July 2, 2014 Personnel Committee Meeting

1. CALL TO ORDER

Director Ferraro called the meeting to order at 9:02 a.m. Present was Director Ferraro. Present from District staff was Joseph Blake, General Manager; Greg Remson, Security Chief, Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Director Gumbinger arrived at 9:08 a.m.

2. COMMENTS FROM THE PUBLIC

None.

3. REVIEW NON-REPRESENTED SALARY SURVEY

Joseph Blake gave a summary of the 2014 non-represented salary survey conducted by Koff and Associates. A question and answer period followed. Joe stated his goal is to be sure everyone is with their salary range. **This item will be on the July 16, 2014 Board of Director meeting agenda.**

Director Ferraro suggested that in the future, the non-represented employees' salary survey be adopted after union negotiations have been completed.

4. REVIEW DIRECTOR OF ADMINISTRATION JOB DESCRIPTION

Joseph Blake distributed a draft of his suggested update to the Director of Administration job description. The Committee will review and get their comments in to Suzanne by the end of Monday, July 7, 2014. Once approved by the Board, recruitment for the position will begin. **This item will be on the July 16, 2014 Board of Directors meeting agenda.**

Director Gumbinger suggested all job descriptions be reviewed on an annual basis. Director Ferraro agreed.

5. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Director Ferraro commented on the vacant positions. Joe stated that the new Accounting Assistant and the new Utilities Supervisor are going through the pre-employment process. The goal is to have them start by July 21, 2014.

Director Gumbinger commented on residents still having problems following the irrigation schedule and suggested that the Board be kept informed of what staff has done when handling complaints the Directors receive.

Chief Remson stated that he is fully staffed for the July 4, 2014 events.

6. ADJOURNMENT

The meeting was adjourned at 9:48 a.m.

DRAFT

MEMORANDUM

Date: July 3, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: July 3, 2014 Committee Meeting Minutes

1. CALL TO ORDER

Director Pasek called the meeting to order at 8:30 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 staff is considering resubmitting the project for bid to see if we can get an earlier response from contractors than previously anticipated.

Master Reclamation Permit

The CEQA documentation for the Report of Waste Discharge (ROWD) report for the future use of recycled water in the District has been filed. The Notice of Determination was stamped by the County on June 20, 2014.

We have scheduled a meeting with the Regional Board and California Department of Public Health (CDPH) to discuss the Report of Waste Discharge moving forward.

We will be meeting with the Rancho Murieta Country Club (RMCC) on July 8, 2014 to discuss the future use of recycled water here in the District. The discussion will entail the current and future infrastructure needs, roles and responsibilities, and expansion of use areas.

Water Treatment Plant Expansion Project

The District and Roebbelen have been working with the various trade contractors to process the project implementation documentation. We met with Roebbelen this week for contract signing, bonding and insurance, and proceeding into material submittals. The projected start date is September 15, 2014. Roebbelen will submit the he project schedule next week.

4. CONSERVATION UPDATE

Paul Siebensohn stated that staff is continuing to tag residents. Conservation outreach will be increased due to the Water Treatment Plant Project getting ready to start. Director Gumbinger

suggested Joe go to a Rancho Murieta Association (RMA) Board meeting and speak during the public comment section regarding water conservation.

5. RESOLUTION 2014-14, ACCEPTING ASSIGNMENT OF EASEMENT RIGHTS

Director Pasek gave a brief summary of the recommendation to approve the resolution. **This item will be on the July 16, 2014 Regular Board meeting agenda.**

6. WATER TREATMENT PLANT SPECIAL INSPECTION PROPOSAL - YOUNGDAHL ENGINEERING

Joe Blake gave a brief summary of the recommendation to approve the proposal from Youngdahl Engineering to conduct the special inspections required for the Water Treatment Plant Expansion Project. **This item will be on the July 16, 2014 Regular Board meeting agenda.**

7. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Chief Remson stated that everything has been set up for the July 4th festivities, including traffic control.

Paul Siebensohn stated staff is working on cleaning up Laguna Joaquin with RMA's help, aging infrastructure, leak detection, and looking into engineering services for the excavation of Calero Reservoir.

Director Gumbinger suggested the District set up a schedule to replace so much of the infrastructure/piping annually, starting with the oldest pipes.

Director Pasek asked about the status of any grants. Joe stated that he is currently working that will go to the next Finance Committee meeting for review.

8. ADJOURNMENT

The meeting was adjourned at 9:23 a.m.

MEMORANDUM

Date: July 11, 2014
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: July 11, 2014 Communication & Technology Committee Meeting

1. CALL TO ORDER

Director Ferraro called the meeting to order at 9:01 a.m. Present were Directors Ferraro and Martel. Present from District staff were Joseph Blake, General Manager; Greg Remson, Security Chief; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. PUBLIC OUTREACH

Irrigation Schedule Banners

Director Ferraro commented on the irrigation schedule banners that have been put up at both gates. Some residents that are not following the schedule have stated they do not pay any attention to the banners.

Introducing New General Manager

Director Ferraro is scheduling dates and times for Joe to meet with the various local groups.

Director Martel suggested the District have a booth at Summerfest. California Waste Recovery Systems is also invited.

Sewer System Advertisement

Director Ferraro commented on letting the community know when staff is working on a water issue by using cones or some other type of signage.

Article on Water Leak Procedure

Director Ferraro commented on staff submitting an article to the River Valley Times and RanchoMurieta.com regarding the procedure for reporting water issues and provide updates regarding what the District is working on.

4. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Director Martel asked Joe to get a legal opinion on why the Security Ad Hoc meetings need to be noticed and open to the public but the Presidents' meetings are not.

Director Martel commented on the complaint regarding an incident with a resident regarding their water being shut off. Joe stated that he spoke with staff and contacted the resident and resolved the issue.

Director Martel stated that some staff needs to work on their customer service skills. Joe stated that is the main focus for this year.

Director Martel commented on the need for a community website and master calendar instead of each entity having their own. People do not know to go to each website to get information. Staff will research what would be involved in having this.

5. ADJOURNMENT

The meeting was adjourned at 9:37 a.m.

DRAFT

MEMORANDUM

Date: July 11, 2014
To: Board of Directors
From: Security Committee Staff
Subject: July 11, 2014 Security Committee Meeting

1. CALL TO ORDER

Director Belton called the meeting to order at 9:41 a.m. Present were Directors Belton and Martel. Present from District staff were Joseph Blake, General Manager; Greg Remson, Security Chief; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

Sergeant Jim Bieg attended the June Fishing Club meeting. He gave an update on the Security Department and compliance efforts regarding fishing without a resident present and fishing without a license.

Gate Officer Jeremy Hawk has completed his Registered Nurse (RN) training and has passed the exam. Congratulations to Jeremy, who is now a Registered Nurse.

July 4th went smoothly. No incidents to report.

Incidents of Note

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

RMA Citations/Admonishments

Chief Remson reported on the following Rancho Murieta Association (RMA) rule violation citations for the month of June, which included 26 driveway parking and 10 overnight street parking. RMA rule violation admonishments and/or complaints for the month of June included 59 open garage doors, 34 loose/off leash dogs, and 23 barking dogs.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

At the June 2, 2014 meeting, there was one appearance regarding driveway parking and one letter regarding property maintenance. The next meeting is scheduled for July 7, 2014.

4. NEW NORTH GATE

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

5. SECURITY AD HOC COMMITTEE

Director Martel commented on his concerns with getting Homeland Security grants. Joe Blake stated that his goal is to have Homeland Security pay the costs for the District to comply with the Homeland Security requirements.

6. DIRECTOR & STAFF COMMENTS

Director Martel commented on his concern with proposed legislation to have the smaller water districts merge into the larger water districts.

7. ADJOURNMENT

The meeting adjourned at 10:12 a.m.

DRAFT

MEMORANDUM

Date: July 10, 2014
 To: Board of Directors
 From: Tracey Hays, Interim Controller
 Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **June 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	\$45,431.17	Operating Expense
Dunn Environmental	Production Well/Construction	\$46,961.40	Reserve Expenditures
NTU Technologies, Inc.	Chemicals	\$11,904.76	Operating Expense
Prodigy Electric.	Drying Bed Power Supply	\$6,591.29	Operating Expenses
SMUD	Monthly Electric Bill	\$30,865.76	Operating Expense
TNT Industrial Contractors, Inc.	MLN Wet Well Rehab	\$23,324.61	Reserve Expenditure
US Bank Corp	Monthly Gasoline Bills	\$5,243.99	Operating Expense
PARS Trust	Employer Contribution	\$153,000.00	Operating Expense
Atkins North America, Inc.	CEQA-Augmentation Well	\$10,553.83	Reserve Expenditures
Bartkiewicz, Kronick & Shanahan	Legal Services	\$13,399.46	Operating Expenses
Carillo Enterprises	Street Repairs	\$5,586.00	Operating Expenses
Groeniger & Company	Chesbro Drain Valve	\$7,778.76	Reserve Expenditure
JB Bostick Company	Street Repairs	\$6,575.00	Operating Expenses
Prodigy Electric	Allum Storage Tanks	\$5,700.00	Operating Expenses
LAIF	Transfer of Reserve Funds	\$567.50	Operating Expenses
	CRL Developer Advance	\$358,245.00	
	FSA 670 Deposit	\$108,187.50	

Rancho Murieta Community Services District
Bills Paid Listing for June 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28194	6/6/2014	A Leap Ahead IT	\$3,680.07	Monthly IT Support
CM28195	6/6/2014	American Express	\$1,390.29	Monthly Bill
CM28196	6/6/2014	American Family Life Assurance Co.	\$606.14	Payroll
CM28197	6/6/2014	Apple One Employment Services	\$2,113.86	Admin Temp Services
CM28198	6/6/2014	Applications By Design, Inc.	\$2,112.25	Security Data Backup
CM28199	6/6/2014	Aramark Uniform & Career Apparel, LLC	\$196.14	Uniform Service - Water
CM28200	6/6/2014	ASR - Sacramento Uniform	\$59.39	Uniform - Wicham
CM28201	6/6/2014	Borges & Mahoney	\$1,895.82	Maintenance Supplies
CM28202	6/6/2014	BurdgeCooper	\$3,913.92	Billing Statements
CM28203	6/6/2014	California Public Employees' Retirement Sys	\$32,401.80	Payroll
CM28204	6/6/2014	California Waste Recovery Systems	\$45,431.17	Solid Waste Monthly Contract
CM28205	6/6/2014	Caltronics Business Systems	\$403.92	Printer Cartridges
CM28206	6/6/2014	CDW Government Inc.	\$356.56	Wireless Card/Memory
CM28207	6/6/2014	Cell Energy Inc.	\$93.87	Group 24 Battery
CM28208	6/6/2014	Condor Earth Technologies	\$1,012.00	PSM/RMP Audit
CM28209	6/6/2014	Daily Journal Corporation	\$1,423.50	Public Hearing
CM28210	6/6/2014	Ditch Witch Equipment Company, Inc.	\$670.99	Maintenance Supplies
CM28211	6/6/2014	Dunn Environmental, Inc.	\$46,961.40	Production Well/Construction
CM28212	6/6/2014	Employment Development Department	\$2,655.28	Payroll
CM28213	6/6/2014	Express Office Products, Inc.	\$293.40	Office Supplies
CM28214	6/6/2014	Folsom Lake Fleet Services	\$56.43	Repair #519
CM28215	6/6/2014	Formozal, Victor	\$950.00	Hydrant Refund
CM28216	6/6/2014	Franchise Tax Board	\$80.76	Payroll
CM28217	6/6/2014	Golden State Fence Co., Inc.	\$500.00	Fence Repair - Insurance Claim
CM28218	6/6/2014	Golden State Flow Measurement	\$4,283.11	Meter Boxes
CM28219	6/6/2014	GSRMA	\$40,849.00	Worker's Comp/Liability
CM28220	6/6/2014	Groeniger & Company	\$492.48	Meter Bushings
CM28221	6/6/2014	Guardian Life Insurance	\$4,560.37	Payroll
CM28222	6/6/2014	Hach Company	\$4,018.27	Maintenance Supplies
CM28223	6/6/2014	Howe It's Done	\$292.98	Board Meeting Dinner
CM28224	6/6/2014	Infilco Degremont, Inc.	\$1,913.45	Scour Pump Kit
CM28225	6/6/2014	Legal Shield	\$103.90	Payroll
CM28226	6/6/2014	Manco	\$1,353.15	Universal Adder Kit
CM28227	6/6/2014	McMaster-Carr Supply Co.	\$1,433.26	Maintenance Supplies
CM28228	6/6/2014	Nationwide Retirement Solution	\$1,745.23	Payroll
CM28229	6/6/2014	NORMAC	\$1,331.15	Parts
CM28230	6/6/2014	NTU Technologies, Inc.	\$11,904.76	Chemicals
CM28231	6/6/2014	Operating Engineers Local Union No. 3	\$542.88	Payroll
CM28232	6/6/2014	P. E. R. S.	\$12,557.35	Payroll
CM28233	6/6/2014	Pac Machine Co., Inc.	\$2,904.73	Pond 5 Drain Valve Replacement

Rancho Murieta Community Services District
Bills Paid Listing for June 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28234	6/6/2014	PERS Long Term Care Program	\$53.12	Payroll
CM28235	6/6/2014	Pirtek Power Inn	\$624.75	Repairs/Parts
CM28236	6/6/2014	Pitney Bowes	\$189.09	Supplies
CM28237	6/6/2014	Plaza Foods Supermarket	\$4.31	Supplies
CM28238	6/6/2014	Prodigy Electric	\$6,591.29	Drying Bed Power Supply/Starter Install
CM28239	6/6/2014	R.S. Hughes Co., Inc.	\$129.57	Safety Jackets
CM28240	6/6/2014	Rancho Murieta Ace Hardware	\$898.64	Supplies
CM28241	6/6/2014	Romo Landscaping	\$385.00	Landscaping
CM28242	6/6/2014	S. M. U. D.	\$30,865.76	Monthly Power
CM28243	6/6/2014	Sacramento Area Section, CWEA	\$54.00	Training:Mario/Anthony
CM28244	6/6/2014	T&T Valve and Instrument, Inc.	\$1,111.97	Bray Valve
CM28245	6/6/2014	TASC	\$111.15	Payroll
CM28246	6/6/2014	TNT Industrial Contractors Inc.	\$23,324.61	MLN Wet Well Rehab
CM28247	6/6/2014	U.S. Bank Corp. Payment System	\$5,243.99	Monthly Gasoline Bill
CM28248	6/6/2014	United Rentals Northwest, Inc.	\$122.58	Plug Rental
CM28249	6/6/2014	USA Blue Book	\$3,801.71	Supplies
CM28250	6/6/2014	Vision Service Plan (CA)	\$482.36	Payroll
EFT	6/9/2014	EFTPS	\$9,891.81	Bi-Weekly Payroll Taxes
CM28251	6/13/2014	May Bakri	\$100.00	Water Pressure Reducing Valve
CM28252	6/13/2014	Sarah Davis	\$100.00	Hot Water Recirculating Pump
CM28253	6/13/2014	Thomas Fruit	\$100.00	Hot Water Recirculating Pump
CM28254	6/13/2014	Joe Garcia	\$200.00	Toilet Rebate - 2
CM28255	6/13/2014	Robert Keenan	\$100.00	Pressure Reducing Valve Rebate
CM28256	6/13/2014	David Kjome	\$100.00	Toilet Rebate
CM28257	6/13/2014	Ronald Klaus	\$50.00	Rotator Head Sprinkler
CM28258	6/13/2014	Koff & Associates, Inc.	\$1,404.00	Compensation Data
CM28259	6/13/2014	Alton Melcher	\$100.00	Hot Water Recirculating Pump
CM28260	6/13/2014	Frances Mendenhall	\$100.00	Toilet Rebate
CM28261	6/13/2014	Philip Niederberger	\$100.00	Hot Water Recirculating Pump
CM28262	6/13/2014	Gerald Pasek	\$100.00	Sprinkler Controller Rebate
CM28263	6/13/2014	James Patrick	\$100.00	Hot Water Recirculating Pump
CM28264	6/13/2014	Rowie Sizemore	\$100.00	Hot Water Recirculating Pump
CM28265	6/13/2014	Christina Smith	\$200.00	Toilet Rebate - 2
CM28266	6/13/2014	David Tirapelle	\$100.00	Water Pressure Reducing Valve
CM28267	6/13/2014	Douglas Waldie	\$100.00	Sprinkler Controller Rebate
EFT	6/19/2014	Pars Trust	\$153,000.00	PARS Employer Contribution
CM28268	6/20/2014	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Servicew
CM28269	6/20/2014	American Family Life Assurance Co.	\$606.14	Payroll
CM28270	6/20/2014	American Water Works Association	\$418.00	AWWA Memberships:Blake/Hermann
CM28271	6/20/2014	Apple One Employment Services	\$690.24	Admin Temp Services
CM28272	6/20/2014	Applications By Design, Inc.	\$125.00	Security Data Backup

Rancho Murieta Community Services District
Bills Paid Listing for June 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28273	6/20/2014	Aramark Uniform & Career Apparel, LLC	\$367.63	Check Voided
CM28274	6/20/2014	Atkins North America, Inc.	\$10,553.83	CEQA-Augmentation Well Pipe
CM28275	6/20/2014	Bartkiewicz, Kronick & Shanahan	\$13,399.46	Legal Services
CM28276	6/20/2014	Borges & Mahoney	\$332.82	Maintenance Supplies
CM28277	6/20/2014	ARB/PERP	\$570.00	PERP Renewal
CM28278	6/20/2014	California Laboratory Services	\$4,071.90	Monthly Lab Tests
CM28279	6/20/2014	California Urban Water Conservation Council	\$45.00	Registration California Landscapes
CM28280	6/20/2014	Caltronics Business Systems	\$1,435.42	Copier Leases
CM28281	6/20/2014	Katie Cantrell	\$800.67	Car Wash Kit
CM28282	6/20/2014	Carrillo Enterprises	\$5,586.00	Repairs
CM28283	6/20/2014	CDW Government Inc.	\$1,056.22	Laptop - GM
CM28284	6/20/2014	Capital One Commercial	\$443.73	Monthly Supplies
CM28285	6/20/2014	County of Sacramento	\$1,375.00	Backhone Fee FY 2014/15
CM28286	6/20/2014	Employment Development Department	\$2,606.41	Payroll
CM28287	6/20/2014	Eurofins Eaton Analytical, Inc.	\$250.00	MIB & Geosmin Analysis
CM28288	6/20/2014	Express Office Products, Inc.	\$585.66	Office Supplies
CM28289	6/20/2014	Fastenal	\$392.84	Restock Hardware
CM28290	6/20/2014	FedEx Office and Print Services	\$926.60	Banners:Conservation Fair/Watering Schedule
CM28291	6/20/2014	Folsom Lake Fleet Services	\$1,788.55	Service #818,220,517
CM28292	6/20/2014	Ford Motor Credit Company LLC	\$234.78	Lease Payment
CM28293	6/20/2014	Franchise Tax Board	\$75.00	Payroll
CM28294	6/20/2014	Gempler's, Inc.	\$2,952.97	Maintenance Supplies
CM28295	6/20/2014	Groeniger & Company	\$7,778.76	Chesbro Drain Valve
CM28296	6/20/2014	HR Direct, Inc	\$156.36	Service Awards
CM28297	6/20/2014	J B Bostick Company	\$6,575.00	Repair 5 streets
CM28298	6/20/2014	Legal Shield	\$103.90	Payroll
CM28299	6/20/2014	Nationwide Retirement Solution	\$1,733.23	Payroll
CM28300	6/20/2014	OCT Water Quality Academy	\$80.00	Disinfection - Public Water Supply
CM28301	6/20/2014	Operating Engineers Local Union No. 3	\$542.88	Payroll
CM28302	6/20/2014	P. E. R. S.	\$12,262.98	Payroll
CM28303	6/20/2014	PERS Long Term Care Program	\$53.12	Payroll
CM28304	6/20/2014	Prodigy Electric	\$5,700.00	Allum Storage Tanks
CM28305	6/20/2014	Public Agency Retirement Services	\$300.00	Payroll
CM28306	6/20/2014	R.S. Hughes Co., Inc.	\$48.19	Bomer Jacket
CM28307	6/20/2014	Rancho Murieta Assocation	\$292.47	Landscaping /Cable Internet
CM28308	6/20/2014	Sacramento Bee	\$554.22	Acctg Asst Ad
CM28309	6/20/2014	Sierra Office Supplies	\$38.74	Business Cards: Blake
CM28310	6/20/2014	Sprint	\$669.74	Monthly Cell Phone Bill
CM28311	6/20/2014	State of California	\$111.00	Fingerprints:Copeland & Remson
CM28312	6/20/2014	State of California	\$4,912.45	Streambed Alternation Permit
CM28313	6/20/2014	TASC	\$62.50	Payroll

**Rancho Murieta Community Services District
Bills Paid Listing for June 2014**

Ck Number	Date	Vendor	Amount	Purpose
CM28314	6/20/2014	TASC	\$111.15	Payroll
CM28315	6/20/2014	Taylor & Francis Group, LLC	\$583.34	Books
CM28316	6/20/2014	TelePacific Communications	\$496.08	Monthly Phone Bill
CM28317	6/20/2014	U.S. HealthWorks Medical Group, PC	\$68.00	Fit-4-Duty: Murphy
CM28318	6/20/2014	Univar USA Inc.	\$3,876.25	Chemicals
CM28319	6/20/2014	UPS	\$32.93	Shipping
CM28320	6/20/2014	W.W. Grainger Inc.	\$3,841.19	Maintenance Supplies
CM28321	6/20/2014	Waterwise Consulting, INC	\$700.00	Waterwise House Calls
CM28322	6/20/2014	Western Exterminator Co.	\$432.50	Monthly Service & Rodent Control
CM28323	6/20/2014	Wilbur-Ellis Company	\$3,196.67	Chemicals
CM28324	6/20/2014	Aramark Uniform & Career Apparel, LLC	\$245.64	Uniform Service - Water
CM28325	6/20/2014	Aramark Uniform & Career Apparel, LLC	\$121.99	Shirts
EFT	6/23/2014	EFTPS	\$ 9,736.20	Bi-Weekly Payroll Taxes
EFT	6/27/2014	LAIF	\$ 467,000.00	Transfer Reserve Funds
		Total	\$1,064,864.09	
		CFD#1 Bank of America Checking		
CM2723	6/6/2014	Bank of America	\$18.70	CFD#1 Admin Fees
CM2724	6/19/2014	Corelogic Solutions, LLC	\$165.00	CFD#1 Admin Fees
CM2725	6/19/2014	Rancho Murieta CSD	\$236,228.53	Sacramento County Property Tax
		TOTAL	\$236,412.23	
		EL DORADO PAYROLL		
		Payroll (El Dorado)		
Checks: # CM11187 to CM11199 and Direct Deposits: DD07253 to DD07314			\$ 116,982.17	Payroll
EFT	6/30/2014	National Payment Corp	\$138.82	Payroll
		TOTAL	\$117,120.99	

MEMORANDUM

Date: July 9, 2014
To: Board of Directors
From: Joseph Blake, General Manager
Subject: General Manager's Report

After observing staff and projects for the last four (4) weeks, below is a list of plans I have for the 2014-2015 fiscal year:

1. Water Treatment Plant Expansion Project is first priority.
2. Infrastructure Backlog
 - a. water, sewer, storm drains
 - b. pump stations, lift stations, storage
3. Security
 - a. badges (access control)
 - b. HD video camera mesh network
 - c. fencing
 - d. video storage (NVR)
4. Finance
 - a. New integrated accounts payable software
 - b. on-line time cards (automatic accruals for vacation, sick leave, etc.)
5. Grant Activity
 - a. DHS - critical infrastructure
 - b. EPA - SCADA system
 - c. BOE - waste water treatment plant upgrade
 - d. DOE - electric vehicles (operations/security)
 - e. BOR/EPA- recycled water distribution system
 - f. DoD - asset transfer program (backhoe, bobcats, portable generators)
 - g. CDPH/SWRCB/DWR/EOS/BOR - storage tanks

MEMORANDUM

Date: July 10, 2014
 To: Board of Directors
 From: Tracey Hays, Interim Controller
 Subject: Administration/Financial Reports

Enclosed is a combined financial summary report for **June 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:

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Residences	0.0	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1670	3074	2996	2932	2114	1633	942	1011	706	627	948	1389	2,394
Gallons per day	416	766	747	731	527	407	235	252	176	156	236	346	597
Planning Usage GPD	583												

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

Aging Report – Delinquent accounts total \$57,108 which is 10.4% of the total accounts receivable balance of \$550,130. Past due receivables, as a percent of total receivables, have remained stable since April.

Summary of Reserve Accounts as of June 30, 2014 – The District’s reserve accounts have increased \$1,190,107, year to date, since July 1, 2013. The increase is due to the reserve amounts collected in the Water and Sewer base rates, approved fund balance transfers, Letter of Credit reimbursement and interest earned. The District has expended \$1,296,310 of reserves since the beginning of the fiscal year, which started July 1, 2013. The total amount of reserves held by the District as of June 30, 2014 is \$8,673,729. 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, 2013</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance May 31, 2014</i>
Water Capital Replacement (200-2505)	2,682,621	501,646	(347,183)	2,837,084
Sewer Capital Replacement (250-2505)	2,869,146	290,428	(732,368)	2,427,206
Drainage Capital Replacement (260-2505)	26,834	50,064	(18,922)	57,976
Security Capital Replacement (500-2505)	51,315	50,134	(0)	101,449
Admin Capital Replacement (xxx-2505-99)	0	38,382	0	38,382
Sewer Capital Improvement Connection (250-2500)	4,008	7	(0)	4,015
Capital Improvement (xxx-2510)	392,601	809	(0)	393,410
Water Supply Augmentation (200-2511)	2,448,725	4,414	(197,837)	2,255,302
Water Debt Service Reserves (200-2512)	139,260	150,004	(0)	289,264
Sewer Debt Service Reserves (250-2512)	163,116	104,214	(0)	267,330
Rate Stabilization (200/250/500-2515)	2,306	5	(0)	2,311
Total Reserves	8,779,932	1,190,107	(1,296,310)	8,673,729

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 May 31, 2014		
1-Month	3-Months	1-Year
1.51%	2.42%	11.35%

Financial Summary Report (year to date through June 30, 2014)

Revenues:

Water Charges, year-to-date, are **above** budget \$3,697 or .2%

Sewer Charges, year-to-date, are **above** budget \$17 or 0.0%

Drainage Charges, year-to-date, are **below** budget \$480 or (0.3%)

Security Charges, year-to-date, are **above** budget \$114 or 0.0%

Solid Waste Charges, year-to-date, are **above** budget \$445 or 0.1%

Total Revenues, which includes other income, property taxes and interest income year-to-date, are **above** budget **\$26,680 or 0.5%** (due to \$22,887 of late charges, project reimbursements, reconnect and transfer fees, and \$18,354 in Water Charges exceeding budget projections). Year to date residential Water usage has exceeded budget projections by .72% and year to date commercial Water usage has under-run budget projections by (4.6%). The month of June usage

was under budget projections for both residential and commercial users by (1.84%), which accounts for a \$3,403 reduction in Water Charges overrun for the year.

Expenses: Year-to-date total operating expenses are below budget \$273,474 or (4.9) %. Year-to-date operational reserve expenditures total \$37,548. 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 **above budget \$4,369 or .03%, prior to reserve expenditures**. Wages are over budget due to the combined effect of the open Utility Worker position, which is now filled, and the actual allocation variance between Water, Sewer and Drainage. Employer Costs are over budget due to the combination of the open Utility Worker position, Medical Opt Out contingency under-run and the variance between the actual allocation of labor charges between Water, Sewer and Drainage and the projected budget allocations. Power is over budget \$49,056 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. The demand surcharge will be about \$6,500 per month for twelve (12) months. Maintenance and Repair, Equipment Rental, Training/Safety, and Other Direct Costs (due primarily to Consulting costs) are also running over budget. Chemicals, Taste & Odor Chemicals, Water Meters, Lab Test, and Permits are the largest areas running below budget. Year-to-date \$18,626 of expenses have been incurred from reserves expenditures.

Sewer Expenses, year-to-date, are **below budget by \$182,070 or (17.1%), prior to reserve expenditures**. Wages are under budget due to the combined effect of the open Utility Worker position, which is now filled, and the actual allocation variance between Water, Sewer and Drainage. Employer Costs are under budget due to the combination of the open Utility Worker position, Medical Opt Out contingency under-run and the variance between the actual allocation of labor charges between Water, Sewer and Drainage and the projected budget allocations. Other areas running below budget are Power, Chemicals, Lab Tests, Equipment Rental and Other Direct Costs (which includes Hazardous Waste Removal, Vehicle Maintenance, Legal and Consulting). Areas running over budget are Permits and Training/Safety. Year-to-date \$0 of expenses have been incurred from reserves expenditures.

Drainage Expenses, year-to-date, are **below budget by \$37,389 or (26.4%)**. All areas are running below budget with Wages, Power, Equipment Rental and Other Direct Costs (which includes Consulting and Drainage Flood Work) being the largest areas of under-run. Year-to-date \$18,922 of expenses have been incurred from reserves expenditures.

Security Expenses, year-to-date, are **below budget by \$78,799 or (7.2%)**. Areas running over budget are Equipment Repairs and Vehicle Maintenance. Wages and Employer Costs are running under budget due to the open Patrol Officer position, which is now filled, and a Patrol Officer who was out on a Workers' Comp injury. Areas running below budget are Vehicle Fuel and Other (which include Telephones, Barcodes, and Vehicle Lease).

Solid Waste Expenses, year-to-date, are **below budget by \$10,000 or (1.7%)**. The under-run is related to the Household Hazardous Waste Event budget of 50% of the bi-annual collection event. The budget is planned to collect 50% of the cost of the event every year while the event is planned to be held bi-annually.

General Expenses, year-to-date, are **above budget by \$30,414 or 2.6%**. The largest areas running over budget are Insurance (due to the increase in our appraised property value), Legal Consulting, Office Supplies (related to the purchase of the new billing statement stock), IT Systems Maintenance, Community Communications (related to website updates/upgrades) and Other (which includes Director Expense Reimbursement, Temp Clerical, Copy Machine Maintenance, and Consulting (related to the 360 Degree Evaluation Survey and GM Recruitment)). Areas running below budget are Wages and Employer Costs (which are due to the vacant Accounting Assistant position) and Director Meetings.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$262,478. Net income/(Loss) adjusted for estimated depreciation expense of \$1,011,102 is (\$814,809).

The YTD expected net operating income before depreciation, per the 2013-2014 budget, is \$158,379 (which is related to a timing issue between receipt of income and planned expenditure; the year-end expected net operating income is (\$128)). The actual net operating income does not reflect the end of year accruals necessary to capture all 2013/14 expenses. This information is preliminary but reflects a snapshot of the June activity.

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

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	31.7%	\$1,775,230	31.7%	\$1,775,230	\$1,778,927	31.6%	\$3,697	0.2%
Sewer Charges	22.1%	1,237,740	22.1%	1,237,740	1,237,757	22.0%	17	0.0%
Drainage Charges	3.2%	180,430	3.2%	180,430	179,950	3.2%	(480)	(0.3%)
Security Charges	21.2%	1,185,510	21.2%	1,185,510	1,185,624	21.1%	114	0.0%
Solid Waste Charges	11.1%	621,072	11.1%	621,072	621,517	11.1%	445	0.1%
Other Income	1.7%	92,550	1.7%	92,550	115,013	2.0%	22,463	24.3%
Interest Earnings	0.0%	1,140	0.0%	1,140	1,564	0.0%	424	37.2%
Property Taxes	9.0%	502,800	9.0%	502,800	502,800	8.9%		0.0%
Total Revenues	100.0%	5,596,472	100.0%	5,596,472	5,623,152	100.0%	26,680	0.5%
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	14.5%	809,730	14.5%	809,730	749,759	14.1%	(59,971)	(7.4%)
Employer Costs	6.9%	385,450	6.9%	385,450	362,851	6.8%	(22,599)	(5.9%)
Power	5.8%	325,510	5.8%	325,510	353,495	6.6%	27,985	8.6%
Chemicals	4.3%	240,200	4.3%	240,200	137,994	2.6%	(102,206)	(42.6%)
Maint & Repair	6.2%	345,470	6.2%	345,470	361,056	6.8%	15,586	4.5%
Meters/Boxes	1.0%	54,000	1.0%	54,000	44,930	0.8%	(9,070)	(16.8%)
Lab Tests	1.3%	74,250	1.3%	74,250	55,786	1.0%	(18,464)	(24.9%)
Permits	1.1%	64,300	1.1%	64,300	52,994	1.0%	(11,306)	(17.6%)
Training/Safety	0.4%	21,700	0.4%	21,700	24,268	0.5%	2,568	11.8%
Equipment Rental	0.8%	43,500	0.8%	43,500	53,599	1.0%	10,099	23.2%
Other	7.0%	394,010	7.0%	394,010	346,299	6.5%	(47,711)	(12.1%)
Subtotal Water/Sewer/Drainage	49.3%	2,758,120	49.3%	2,758,120	2,543,031	47.8%	(215,089)	(7.8%)
Security								
Wages	11.2%	625,100	11.2%	625,100	591,890	11.1%	(33,210)	(5.3%)
Employer Costs	6.7%	374,700	6.7%	374,700	328,001	6.2%	(46,699)	(12.5%)
Off Duty Sheriff Patrol	0.1%	6,000	0.1%	6,000	3,762	0.1%	(2,238)	(37.3%)
Other	1.7%	94,700	1.7%	94,700	98,048	1.8%	3,348	3.5%
Subtotal Security	19.7%	1,100,500	19.7%	1,100,500	1,021,701	19.2%	(78,799)	(7.2%)
Solid Waste								
CWRS Contract	9.7%	543,000	9.7%	543,000	545,023	10.2%	2,023	0.4%
Sacramento County Admin Fee	0.6%	34,680	0.6%	34,680	34,657	0.7%	(23)	(0.1%)
HHW Event	0.2%	12,000	0.2%	12,000		0.0%	(12,000)	(100.0%)
Subtotal Solid Waste	10.5%	589,680	10.5%	589,680	579,680	10.9%	(10,000)	(1.7%)
General / Admin								
Wages	9.5%	534,200	9.5%	534,200	501,901	9.4%	(32,299)	(6.0%)
Employer Costs	5.2%	292,300	5.2%	292,300	256,563	4.8%	(35,737)	(12.2%)
Insurance	0.8%	45,000	0.8%	45,000	54,625	1.0%	9,625	21.4%
Legal	0.4%	25,000	0.4%	25,000	30,313	0.6%	5,313	21.3%
Office Supplies	0.3%	19,200	0.3%	19,200	28,598	0.5%	9,398	48.9%
Director Meetings	0.3%	18,000	0.3%	18,000	13,300	0.2%	(4,700)	(26.1%)
Telephones	0.1%	4,620	0.1%	4,620	4,755	0.1%	135	2.9%
Information Systems	1.4%	79,000	1.4%	79,000	81,348	1.5%	2,348	3.0%
Community Communications	0.1%	5,900	0.1%	5,900	10,113	0.2%	4,213	71.4%
Postage	0.4%	21,780	0.4%	21,780	20,139	0.4%	(1,641)	(7.5%)
Janitorial/Landscape Maint	0.3%	16,800	0.3%	16,800	16,797	0.3%	(3)	0.0%
Other	1.5%	86,500	1.5%	86,500	160,262	3.0%	73,762	85.3%
Subtotal General / Admin	20.5%	1,148,300	20.5%	1,148,300	1,178,714	22.1%	30,414	2.6%
Total Operating Expenses	100.0%	5,596,600	100.0%	5,596,600	5,323,126	100.0%	(273,474)	(4.9%)
Operating Income (Loss)	100.0%	(128)	100.0%	(128)	300,026	100.0%	300,154	(234,495.3%)
Non-Operating Expenses								
Water Reserve Expenditure	0.0%		0.0%		18,626	49.6%	18,626	0.0%
Drainage Reserve Expenditure	0.0%		0.0%		18,922	50.4%	18,922	0.0%
Total Non-Operating Expenses	0.0%		0.0%		37,548	100.0%	37,548	0.0%
Net Income (Loss)	100.0%	(128)	100.0%	(128)	262,478	100.0%	262,606	(205,160.9%)

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

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
WATER								
REVENUES								
Water Charges	98.7%	\$1,775,230	98.7%	\$1,775,230	\$1,778,927	98.4%	\$3,697	0.2%
Interest Earnings	0.0%	80	0.0%	80	235	0.0%	155	193.8%
Other Income	1.3%	23,830	1.3%	23,830	28,835	1.6%	5,005	21.0%
Total Water Revenues	100.0%	1,799,140	100.0%	1,799,140	1,807,997	100.0%	8,857	0.5%
EXPENSES (excluding depreciation)								
Wages	28.2%	437,250	28.2%	437,250	451,256	29.0%	14,006	3.2%
Employer Costs	13.4%	208,130	13.4%	208,130	217,504	14.0%	9,374	4.5%
Power	10.7%	166,050	10.7%	166,050	215,106	13.8%	49,056	29.5%
Chemicals	8.0%	124,500	8.0%	124,500	87,368	5.6%	(37,132)	(29.8%)
T&O - Chemicals/Treatment	3.3%	51,000	3.3%	51,000	13,893	0.9%	(37,107)	(72.8%)
Maint & Repair	10.4%	161,070	10.4%	161,070	190,234	12.2%	29,164	18.1%
Meters/Boxes	3.5%	54,000	3.5%	54,000	44,930	2.9%	(9,070)	(16.8%)
Lab Tests	2.3%	36,000	2.3%	36,000	20,372	1.3%	(15,628)	(43.4%)
Permits	2.1%	32,000	2.1%	32,000	18,081	1.2%	(13,919)	(43.5%)
Training/Safety	0.5%	7,500	0.5%	7,500	11,097	0.7%	3,597	48.0%
Equipment Rental	1.5%	23,000	1.5%	23,000	38,589	2.5%	15,589	67.8%
Other Direct Costs	16.2%	251,070	16.2%	251,070	247,509	15.9%	(3,561)	(1.4%)
Operational Expenses	100.0%	1,551,570	100.0%	1,551,570	1,555,939	100.0%	4,369	0.3%
Water Income (Loss)	16.0%	247,570	16.0%	247,570	252,058	16.2%	4,488	1.8%
38.9% Net Admin Alloc	16.0%	247,570	16.0%	247,570	254,765	16.4%	7,195	2.9%
Reserve Expenditures	0.0%		0.0%		18,626	1.2%	18,626	0.0%
Total Net Income (Loss)	0.0%		0.0%		(21,333)	-1.4%	(21,333)	0.0%
SEWER								
REVENUES								
Sewer Charges	98.7%	1,237,740	98.7%	1,237,740	1,237,757	98.6%	17	0.0%
Interest Earnings	0.0%	140	0.0%	140	390	0.0%	250	178.6%
Other Income	1.3%	15,990	1.3%	15,990	17,624	1.4%	1,634	10.2%
Total Sewer Revenues	100.0%	1,253,870	100.0%	1,253,870	1,255,771	100.0%	1,901	0.2%
EXPENSES (excluding depreciation)								
Wages	29.7%	315,800	29.7%	315,800	252,252	28.6%	(63,548)	(20.1%)
Employer Costs	14.1%	150,330	14.1%	150,330	123,333	14.0%	(26,997)	(18.0%)
Power	13.5%	143,960	13.5%	143,960	128,849	14.6%	(15,111)	(10.5%)
Chemicals	6.6%	70,300	6.6%	70,300	45,811	5.2%	(24,489)	(34.8%)
Maint & Repair	16.2%	172,500	16.2%	172,500	165,126	18.7%	(7,374)	(4.3%)
Lab Tests	3.6%	38,250	3.6%	38,250	35,414	4.0%	(2,836)	(7.4%)
Permits	2.6%	27,300	2.6%	27,300	30,061	3.4%	2,761	10.1%
Training/Safety	1.3%	14,200	1.3%	14,200	13,171	1.5%	(1,029)	(7.2%)
Equipment Rental	1.5%	16,000	1.5%	16,000	13,599	1.5%	(2,401)	(15.0%)
Other Direct Costs	10.9%	116,240	10.9%	116,240	75,194	8.5%	(41,046)	(35.3%)
Operational Expenses	100.0%	1,064,880	100.0%	1,064,880	882,810	100.0%	(182,070)	(17.1%)
Sewer Income (Loss)	17.7%	188,990	17.7%	188,990	372,961	42.2%	183,971	97.3%
29.7% Net Admin Alloc	17.8%	189,020	17.8%	189,020	197,618	22.4%	8,598	4.5%
Total Net Income (Loss)	0.0%	(30)	0.0%	(30)	175,343	19.9%	175,373 (584,576.7%)	
DRAINAGE								
REVENUES								
Drainage Charges	100.0%	180,430	100.0%	180,430	179,950	100.0%	(480)	(0.3%)
Interest Earnings	0.0%	30	0.0%	30	61	0.0%	31	103.3%
Total Drainage Revenues	100.0%	180,460	100.0%	180,460	180,011	100.0%	(449)	(0.2%)
EXPENSES (excluding depreciation)								
Wages	40.0%	56,680	40.0%	56,680	46,251	44.4%	(10,429)	(18.4%)
Employer Costs	19.1%	26,990	19.1%	26,990	22,014	21.1%	(4,976)	(18.4%)
Power	10.9%	15,500	10.9%	15,500	9,540	9.1%	(5,960)	(38.5%)
Chemicals	3.8%	5,400	3.8%	5,400	2,599	2.5%	(2,801)	(51.9%)
Maint & Repair	8.4%	11,900	8.4%	11,900	5,696	5.5%	(6,204)	(52.1%)
Permits	3.5%	5,000	3.5%	5,000	4,852	4.7%	(148)	(3.0%)
Equipment Rental	3.2%	4,500	3.2%	4,500	1,411	1.4%	(3,089)	(68.6%)
Other Direct Costs	11.1%	15,700	11.1%	15,700	11,918	11.4%	(3,782)	(24.1%)
Operational Expenses	100.0%	141,670	100.0%	141,670	104,281	100.0%	(37,389)	(26.4%)
Drainage Income (Loss)	27.4%	38,790	27.4%	38,790	75,730	72.6%	36,940	95.2%
6.1% Net Admin Alloc	27.4%	38,820	27.4%	38,820	39,977	38.3%	1,157	3.0%
Reserve Expenditures	0.0%		0.0%		18,922	18.1%	18,922	0.0%
Total Net Income (Loss)	0.0%	(30)	0.0%	(30)	16,831	16.1%	16,861 (56,203.3%)	
SECURITY								
REVENUES								
Security Charges	96.4%	1,185,510	96.4%	1,185,510	1,185,624	95.9%	114	0.0%
Interest Earnings	0.0%	410	0.0%	410	419	0.0%	9	2.2%

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

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
Other Income	3.6%	\$43,730	3.6%	\$43,730	\$50,905	4.1%	\$7,175	16.4%
Total Security Revenues	100.0%	1,229,650	100.0%	1,229,650	1,236,948	100.0%	7,298	0.6%
EXPENSES (excluding depreciation)								
Wages	56.8%	625,100	56.8%	625,100	591,890	57.9%	(33,210)	(5.3%)
Employer Costs	34.0%	374,700	34.0%	374,700	328,001	32.1%	(46,699)	(12.5%)
Equipment Repairs	0.4%	4,400	0.4%	4,400	16,394	1.6%	11,994	272.6%
Vehicle Maintenance	0.6%	6,700	0.6%	6,700	10,303	1.0%	3,603	53.8%
Vehicle Fuel	1.9%	20,560	1.9%	20,560	20,423	2.0%	(137)	(0.7%)
Off Duty Sheriff Patrol	0.5%	6,000	0.5%	6,000	3,762	0.4%	(2,238)	(37.3%)
Other	5.7%	63,040	5.7%	63,040	50,928	5.0%	(12,112)	(19.2%)
Operational Expenses	100.0%	1,100,500	100.0%	1,100,500	1,021,701	100.0%	(78,799)	(7.2%)
Security Income (Loss)	11.7%	129,150	11.7%	129,150	215,247	21.1%	86,097	66.7%
20.3% Net Admin Alloc	11.7%	129,190	11.7%	129,190	132,985	13.0%	3,795	2.9%
Total Net Income (Loss)	0.0%	(40)	0.0%	(40)	82,262	8.1%	82,302	(205,755.0%)
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	621,072	99.9%	621,072	621,517	100.0%	445	0.1%
Interest Earnings	0.1%	400	0.1%	400	284	0.0%	(116)	(29.0%)
Total Solid Waste Revenues	100.0%	621,472	100.0%	621,472	621,801	100.0%	329	0.1%
EXPENSES (excluding depreciation)								
CWRS Contract	92.1%	543,000	92.1%	543,000	545,023	94.0%	2,023	0.4%
Sacramento County Admin Fee	5.9%	34,680	5.9%	34,680	34,657	6.0%	(23)	(0.1%)
HHW Event	2.0%	12,000	2.0%	12,000		0.0%	(12,000)	(100.0%)
Operational Expenses	100.0%	589,680	100.0%	589,680	579,680	100.0%	(10,000)	(1.7%)
Solid Waste Income (Loss)	5.4%	31,792	5.4%	31,792	42,121	7.3%	10,329	32.5%
5.0% Net Admin Alloc	5.4%	31,820	5.4%	31,820	32,746	5.6%	926	2.9%
Total Net Income (Loss)	0.0%	(28)	0.0%	(28)	9,375	1.6%	9,403	(33,582.1%)
OVERALL NET INCOME(LOSS)	100.0%	(128)	100.0%	(128)	262,478	100.0%	262,606	(205,160.9%)

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF JUNE 30, 2014

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
EL DORADO SAVINGS BANK		
SAVINGS	0.03%	\$ 578,747.38
CHECKING	0.02%	\$ 2,271.06
PAYROLL	0.02%	\$ 90,616.31
AMERICAN WEST BANK		
EFT	0.05%	\$ 11,664.01
LOCAL AGENCY INVESTMENT FUND (LAIF)		
UNRESTRICTED		\$ -
RESTRICTED RESERVES	0.23%	\$ 5,910,066.68
CALIFORNIA ASSET MGMT (CAMP)		
OPERATION ACCOUNT	0.06%	\$ 3,597,262.88
UNION BANK		
PARS GASB45 TRUST (balance as of 5/31/14)		\$ 553,492.06
TOTAL		\$ 10,744,120.38

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA		
CHECKING	N/A	\$ 26,420.20
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		\$ 34,723.97
TOTAL ALL FUNDS		\$ 10,778,844.35

The investments comply with the CSD adopted investment policy.

PREPARED BY: Tracey Hays
Interim Controller

MEMORANDUM

Date: July 11, 2014
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of June 2014

OPERATIONS

Sergeant Jim Bieg attended the June Fishing Club meeting. Sgt. Bieg gave an update on the Security Department and compliance efforts regarding fishing without a resident present and fishing without a license.

Gate Officer Jeremy Hawk has completed his Registered Nurse (RN) training and has passed the exam. Congratulations to Jeremy, who is now a Registered Nurse.

Scheduling for the July 4th festivities has been confirmed. Off-duty Sacramento Sheriff's deputies and private security will augment our staff. Hopefully it will not be too hot.

INCIDENTS OF NOTE

June 7, Saturday, reported at 7:21 a.m. Theft of delivered packages on Via De Robles.

June 9, Monday, reported at 9:10 a.m. Theft of a yard sculpture on Sonora Drive.

June 9, Monday, reported at 9:37 a.m. Spray painted vandalism to benches on the river trail downstream from Granlees Beach.

June 14, Saturday, reported at 5:30 a.m. Reporting person saw a male subject looking in windows in the area of Puerto Drive and Guadalupe Drive. The area checked clear.

June 23, Monday, reported at 11:09 p.m. Report that a roommate had taken a vehicle without permission and that the driver had been drinking. Driver was contacted at the Country Store. California Highway Patrol (CHP) was notified and responded. Driver was arrested for Driving Under the Influence (DUI) by CHP.

June 27, Friday, reported at 3:47 a.m. Attempted entry was made at a residence on Reynosa Drive and Cozumel Drive through back windows. No entry was made and one victim saw a white male ride away on a bicycle. Sacramento Sheriff's Department (SSD) responded to help check the area and took reports.

June 27, Friday, reported at 11:15 a.m. A rock was thrown through the front door glass at a house on Guadalupe Drive. The damage occurred the previous night.

June 29, Sunday, reported at 5:00 p.m. An unlocked vehicle was entered overnight and property was taken.

During the month of June, 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 June 2, 2014 at the Rancho Murieta Association (RMA) office. There was one appearance regarding driveway parking and one letter regarding property maintenance. The next meeting is scheduled for July 7, 2014.

MEMORANDUM

Date: July 9, 2014
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

The following are highlights 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 58,784,500 million gallons (MG) or 180.4 acre-feet (AF), up from last month's total of 47.58 million gallons (MG) or 146 AF. This is 11.8% below the last five (5) years' average production. Based off of production versus number of connections, the average usage per customer connection was 776 gallons per day (gpd) during June versus 587 gpd in May.

WATER SOURCE OF SUPPLY

No rain was received in June and evaporation was 9.12".

On July 9, 2014, the combined raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,495.55 MG (4,590 acre-feet). For Calero and Chesbro alone, the storage measured 1,177.22 MG (3,613 acre-feet). For reference, an average year's production has been 581 MG (1802 acre-feet).

With no water having been diverted into Laguna Joaquin, the level has begun to drop and the water quality is falling. To deal with the water quality, Laguna Joaquin has been treated for algae and midge flies as well as the aquatic primrose growing along the shoreline. Staff has also been out twice to remove the aquatic primrose. We intend to fill Laguna Joaquin later this month with water from our storage reservoirs.

WASTEWATER TREATMENT, COLLECTION AND RECLAMATION

Influent wastewater flow averaged 0.36 million gallons a day, for a total of 10.89 MG, (33.43 AF) for the month of June. Secondary storage measured 84.5 MG (259.43 AF) on July 2, 2014.

At the request of the Rancho Murieta Country Club (RMCC), we begin delivering recycled water on June 5, 2014. It was originally anticipated that we would begin deliveries on June 16, 2014 to allow RMCC to meet their average year's irrigation demand. Current requested recycled water deliveries are at 0.8 MGD. A total of 20.26 MG of recycled water was delivered in June.

Collection system maintenance included two (2) repairs of sewer lines around Lindero and Lago Drives.



Staff used the District's jetter to clean and pull several buckets of rocks and debris from the sewer line running from Rio Blanco Drive to 8 Park Guadalupe, as shown in photos below.



Maintenance at the sewer plant this past month included: weed control around the wastewater ponds and biosolids drying beds and pulling aerators to de-rag debris caught up in the impellers.

DRAINAGE / CIA DITCH

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 here in the community. All pesticides/herbicides are being applied by certified and trained individuals and best management practices are being followed. The Committee discussed the need for more outreach to ensure responsible use 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.



WATER METERING AND UTILITY STAFF WORK

Utility staff replaced 15 water meters and 1 MXU radio transponders in June. They also repaired nine (9) service line water leaks and forty-two (42) Utility Star service orders.

OTHER PROJECTS

Water Plant Phase 3

We met with Roebbelen to discuss project scheduling as contractors are looking to start the project. We conveyed that we cannot start the bulk of the project until our water system demands are safely below the maximum allowable production of plant #2, which is 2.0 mgd. If conservation stays the same or is increased, we may shut down Plant #1 on September 15, 2014 with other parts of the project beginning earlier. Possible early start project items include the sewer line extension from the Water Treatment Plant (WTP) to Clementia Circle, grading and sitework around the WTP, installation of bulk chemical tanks, and drying bed extension. A finalized project schedule has not been provided as of this report.

Murieta Gardens

Engineering plans for Phase 1 of the infrastructure and hotel have been submitted and reviewed by the District, and finalized to begin construction. No word of when construction will begin has been received.

Well Project

No action since last update.

Update of District Standard Construction Specifications

Plans are being reviewed for water, sewer, and drainage, with AECOM to update them for the District's new standards. We intend to mirror most of Sacramento County's standards, with minor modifications.

Master Reclamation permit (Recycled Water for Future Use)

The CEQA documentation has been completed and filed the Report of Waste Discharge (ROWD) report for the future use of recycled water in the District.

We met with representatives of the RMCC to discuss the future use of recycled water in the District, our pursuit of the Master Reclamation permit, and how that may benefit them with expanded use of recycled water, current and future responsibilities for recycled water delivery piping, and maximizing water rights here in the community.

MEMORANDUM

Date: July 7, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: Consider Adoption of Resolution 2014-14, Accepting Assignment of Easement Rights

RECOMMENDED ACTION

Adopt Resolution 2014-14, accepting assignment of easement rights.

BACKGROUND

Van Vleck Ranching and Resources Corporation, Inc., (Grantor) entered into a Grant and Agreement Regarding Irrigation Easement with Rancho Murieta 670, LLC (Assignor) on October 24, 2007. Since that recording, the members of the Assignor have changed and the current members desire to assign Rancho Murieta Community Services District its rights and obligations as the "Grantee" under the Easement Agreement. Attached is the Assignment of Easement Rights for your review. Legal Counsel has reviewed the easements.

The Improvements Committee recommends adoption.

RESOLUTION NO. 2014-14

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT
ACCEPTING ASSIGNMENT OF EASEMENT RIGHTS**

BE IT RESOLVED by the Board of Directors of the Rancho Murieta Community Services District that the Assignment of Easement Rights from Rancho Murieta 670, LLC, dated June 9, 2014, a copy of which is attached ("Assignment"), is hereby accepted by the Board of Directors on behalf of the District, that the Board of Directors does hereby authorize and consent to the recordation of the Assignment, and that the District Secretary is authorized and directed to record the Assignment with the Sacramento County Recorder's Office.

PASSED AND ADOPTED this 16th day of July, 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

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

(Space Above for Recorder's Use)

ASSIGNMENT OF EASEMENT RIGHTS

^{9th} THIS ASSIGNMENT OF EASEMENT RIGHTS ("**Assignment**") is made this day of June, 2014 (the "**Effective Date**") by Rancho Murieta 670, LLC, a California limited liability company ("**Assignor**") and Rancho Murieta Community Services District, a community services district organized under the laws of the State of California ("**Assignee**").

RECITALS

A. Van Vleck Ranching and Resources Corporation, Inc., a California corporation ("**Grantor**") entered into that certain Grant and Agreement Regarding Irrigation Easement with Assignor dated October 24, 2007 and recorded in the Official Records of Sacramento County, California on October 24, 2007 at Book 20071024, Page 0989 (the "**Easement Agreement**").

B. Since the recordation of the Easement Agreement, the members of Assignor have changed, and Assignor, by and through its current members, desires to assign to Assignee its rights and obligations as the "Grantee" under the Easement Agreement, and Assignee agreed to accept such rights and assume such obligations.

NOW, THEREFOR, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Assignor and Assignee hereby agree as follows.

AGREEMENT

1. Assignment of Rights and Obligations. As of the Effective Date, Assignor assigns, transfers and conveys to Assignee all of Assignor's rights and title to, and interest in, the Easement Agreement, and Assignor's obligations under the Easement Agreement to the extent arising from and after the Effective Date. As of the Effective Date, Assignee accepts the assignment of Assignor's rights and assumes Assignor's obligations under the Easement Agreement to the extent arising from and after the Effective Date.

AM 670 LLC

2. Cross-Indemnities. Assignor agrees to indemnify, defend, protect and hold harmless Assignee from and against any and all claims, losses, liabilities, damages, costs and expenses (including, without limitation, court costs and reasonable attorneys' fees) (collectively, "**Claims**") to the extent arising out of, or claimed to arise out of, the failure of Assignor to perform any of its obligations as "Grantee" under the Easement Agreement arising prior to the Effective Date. Assignee agrees to indemnify, defend, protect and hold harmless Assignor from and against any Claims to the extent arising out of, or claimed to arise out of, the failure of Assignee to perform the obligations of "Grantee" under the Easement Agreement arising from and after the Effective Date.

3. Notices. All notices or other communications required or permitted under this Assignment shall be in writing, and shall be personally delivered, sent by overnight mail (Federal Express or the like) or sent by registered or certified mail, postage prepaid, return receipt requested, delivered, or sent by telex, and shall be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice; (ii) if sent by overnight mail, the business day following its deposit in such overnight mail facility; or (iii) if mailed, on the third business day following the date of posting by the United States post office.

Assignor: Rancho Murieta 670, LLC
555 California St. #3450
San Francisco, CA 94109
Attention: James Galovan

Assignee: Rancho Murieta Community Services District
P.O. Box 1050
Rancho Murieta, CA 95683
Attention: General Manager

Any party shall have the right to change the place to which notice shall be sent or delivered or to specify additional addresses to which copies of notices may be sent, in either case by similar notice sent or delivered in like manner to the other party

4. No Amendment. This Assignment shall not be construed or considered an amendment of the Easement Agreement. If there are any conflicts between the terms and provisions of the Easement Agreement and this Assignment, the terms and provisions of the Easement Agreement shall control.

5. Governing Law. This Assignment shall be governed by and construed in accordance with the laws of the State of California.

6. Attorneys' Fees. In any action or proceeding between the parties hereto concerning or arising out of this Assignment, the prevailing party in such action shall be

entitled to have and to recover from the other party its reasonable attorneys' fees, expert witness fees, consultant fees and other reasonable expenses incurred in connection with such action or proceeding, in addition to its recoverable court costs, at trial and on any appeal.

7. Binding Effect. The provisions of this Assignment shall run with the real property subject to this Assignment and shall benefit and be binding upon the heirs, personal representatives, executors, administrators, successors, transferees and assigns of the parties hereto.

8. Further Assurances. Each party agrees to execute, acknowledge and deliver such further instruments and documents, and take any further action that may be reasonably necessary to effectuate the purposes and intent of this Agreement.

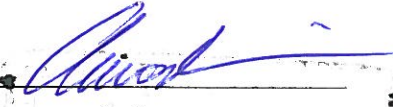
9. Counterparts. This Assignment may be signed in counterparts, each of which is an original, and all of which together are one instrument.

ASSIGNOR:

Rancho Murieta 670, LLC, a California limited liability company

By: **CSGF Rancho Murieta, LLC**, a California limited liability company, its Member-Manager

By: _____
Name: _____
Title: _____



Aaron A. Giovara
Vice President

By: **Murieta Retreats, LLC**, a California limited liability company, its Member-Manager

By: _____
Robert Cassano Robert Cassano[, as Trustee of The Robert J. Cassano and Sandra L. Cassano Revocable Living Trust], its Managing Member

IN WITNESS WHEREOF, the parties hereto have executed this Assignment as of the date first above written.

ASSIGNEE:

Rancho Murieta Community Services District, a community services district organized under the laws of the State of California

APPROVED BY THE BOARD OF DIRECTORS OF ASSIGNEE AT ITS MEETING ON THE ___ DAY OF _____, 2014

Approved as to form:

By: _____
District Counsel

CONSENT:

Van Vleck Ranching and Resources Corporation, Inc., a California corporation, the Grantor under the Easement Agreement, hereby consents to this Assignment.

Van Vleck Ranching and Resources Corporation, Inc., a California corporation

By: _____
Name: _____
Title: _____

MEMORANDUM

Date: July 8, 2014
To: Board of Directors
From: Personnel Committee Staff
Subject: Consider Adoption of New Director of Finance/Administration Job Description

RECOMMENDED ACTION

Adopt the new Director of Finance/Administration Job description.

BACKGROUND

With the Director of Administration position vacant, President Pasek asked that the job description be reviewed prior to hiring for the position. Attached is the draft of the suggested new Director of Finance/Administration job description along with the current Director of Administration job description the Board adopted in November 2013.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DIRECTOR OF FINANCE/ADMINISTRATION

DEPARTMENT: ADMINISTRATION

FLSA OVERTIME STATUS: EXEMPT

BARGAINING UNIT: N/A

APPROVED BY BOARD OF DIRECTORS –

SUMMARY: The Director of Finance/Administration supports the General Manager and will coordinate and direct all of the Rancho Murieta Community Services District's (District) finance, business planning, and financial analysis, including: reporting and compliance, financial management, operating and capital spending, analyzing capital investment decisions, reviewing divisional effectiveness, and performing ad-hoc analysis on major initiatives. The position will help with the creation of financial plans and policies for District. This position will act as primary financial contact within the organization.

SUPERVISION: Receives general supervision from the General Manager. Provides direct supervision over the Accounting Supervisor.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Key contact with General Manager to support reporting and business planning requirements and ensure strong financial performance;
- Lead financial analysis that may include identification and consideration of new District opportunities, operational benchmarking, cost saving/efficiency initiatives;
- Develop the annual budget and business plan;
- Perform daily, weekly, and monthly variance analysis as part of ongoing financial management of the business;
- Participate in the development of the District's annual and 5-year capital plans;
 - Contribute to the business's financial strategies and plans that align with Strategic Objectives and Financial Strategies;
 - Perform Return of Investment (ROI) analysis on District investments;
 - Assist in prioritizing maintenance capital requirements;
- Manage the development of a business forecasting culture which will enable the business to respond to changes and business trends;

- Coordinate and facilitate monthly closes of the accounting records between all of the District operations;
- Review the monthly financial statements for overall reasonableness and accuracy. Coordinate entire process to ensure all month-end deadlines and expectations are met;
- Participate in the review of all month-end reconciliations of all balance sheet accounts to ensure timely and accurate financial information;
- Manage the accurate and timely financial reporting to General Manager and the Board on a weekly, monthly, quarterly and annual basis as defined;
 - Verify and ensure accurate daily reporting of operations data and key performance indicators;
 - Prepare/review month-end journal entries and assist with the month-end close;
 - Prepare/review and assist with the balance sheet account reconciliations;
 - Prepare/review the operating financial statements for the District;
 - Prepare/review, approve and monitor monthly financial results including the profit and loss balance sheet, and cash flow;
 - Prepare/review, approve and monitor working capital reporting;
 - Prepare/review monthly budgets and working capital forecasts;
 - Assist with the year-end audit process;
 - Lead the ongoing development of new reports to track key performance measures to aid General Manager in proactively monitoring District performance;
- Ensure support and enforcement of policies, procedures, and internal accounting controls.

QUALIFICATION REQUIREMENTS: Possesses a strong ethical foundation with high integrity; self-motivated and results driven; assertive and decisive; ability to develop, mentor, and grow employees; ability to work with and relate to employees at all levels of the organization; dynamic, pro-active, resourceful and practical; work well as part of a larger team; strong organizational skills with a proven ability to handle multiple tasks in a time sensitive manner; effective written and verbal communication skills.

EDUCATION AND EXPERIENCE:

Education: BA/BS degree in accounting, finance, business administration, public administration or closely related field. Certified CA, CMA, CPA, CGA designation or MBA an advantage.

Experience: Five (5) to seven (7) years of increasingly responsible experience performing effective governmental administration including supervision, budget preparation, personnel management, public program analysis, analytical report preparation, and computer system (hardware, software, network and peripherals) application maintenance.

LICENSE AND/OR CERTIFICATES: Possession of the category of a current California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Continued maintenance of a valid driver's license, insurability, and compliance with established District vehicle operation standards are a condition of continuing employment.

PHYSICAL DEMANDS: Ability to operate a variety of automated office machines; reasonable typing and writing skills; exert light physical effort in sedentary to light work involving sitting most of the time, but may involve walking or moving from one area to another or standing for brief periods of time.

Ability to exert negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

The employee must occasionally lift and/or move up to 25 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually quiet.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DIRECTOR OF ADMINISTRATION

DEPARTMENT: ADMINISTRATION

FLSA OVERTIME STATUS: EXEMPT

BARGAINING UNIT: N/A

APPROVED BY BOARD OF DIRECTORS – 11-20-2013

SUMMARY: Responsible for the functions and staff of administrative services. Functions include purchasing, contract coordination, finance/accounting, direction and evaluation of administrative staff, personnel, risk management, computer systems management.

SUPERVISION: Receives general supervision from the General Manager. Provides direct supervision over the Controller, Accounting and HR Specialist, Accounting Assistant I/II and Office Assistant I/II.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Oversees and administers the business and front office operations of the District, providing assignment, direction and evaluation of Department staff members;
- coordinates projects, research and reports pertaining to District operations and administration; drafts, recommends and implements operational procedures related to District operations, systems, staff development, and administration;
- maintains records and coordinates the execution of all on-going or occasional contracts entered into by the District;
- prepares and administers the District budget; reviews and compiles all budgets, creating spreadsheets, reports and forms for approval of the Board of Directors; responsible for ongoing oversight of departmental budgets and District practices in adhering to those budgets;
- provides research, bidding, comparisons, and recommendations to General Manager and Board on fixed asset purchases; maintains District equipment and supply inventory;
- manages the District risk management program; coordinates District claims with insurance carrier, claims representative and legal counsel; assists in preparation and administration of District's injury and illness prevention program;

- oversees preparation and distribution of Personnel Employee Manuals; oversees staff training;
- manages and maintains all District computer equipment, software, and office automated equipment and software purchases; provides staff orientation, training or assistance with all equipment, computers and software;
- attends meetings of the District Board of Directors; prepares detailed staff reports and makes presentations to the Board;
- develops long range strategic and financial goals for the department;
- serves as District Finance Officer, subject to appointment by the Board of Directors.

QUALIFICATION REQUIREMENTS:

Knowledgeable in processing payroll, accounts payable, accounts receivable, enforcement of cash handling process and bank deposits. Procedures, policies, rules and practices affecting the development, maintenance and control of fiscal and personnel record keeping systems. Principles and practices of governmental accounting, auditing, and budgeting. Federal, state, and local laws, rules, regulations governing accountability of funds in public agencies. District policies, rules and regulations. Basic budget preparation procedures.

SUPERVISORY RESPONSIBILITIES:

Ability to assign, review, plan, coordinate and guide the work of other employees; recommend the transfer, promotion, salary increase, discipline or discharge of staff; evaluate the work of employees and prepare performance appraisals; promote staff development and motivation and to train staff; analyze problems that arise in the areas under supervision and recommend solutions; preparation procedures and processes for tracking and evaluating the budget through the year.

Ability to use independent judgment in fairly non-routine situations, such as but not limited to, calculating anticipated revenue and/or expenditures; ensuring adequate supervision of programs.

EDUCATION AND/OR EXPERIENCE:

Education: BA/BS degree in accounting, finance, business administration, public administration or closely related field.

Experience: Five (5) to seven (7) years of increasingly responsible experience performing effective governmental administration including supervision, budget preparation, personnel management, public program analysis, analytical report preparation, and computer system (hardware, software, network and peripherals) application maintenance.

LICENSE AND/OR CERTIFICATES:

Possession of the category of a current California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Continued maintenance of a valid driver's license, insurability, and compliance with established District vehicle operation standards are a condition of continuing employment.

PHYSICAL DEMANDS:

Ability to operate a variety of automated office machines; reasonable typing and writing skills; exert light physical effort in sedentary to light work involving sitting most of the time, but may involve walking or moving from one area to another or standing for brief periods of time.

Ability to exert negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

The employee must occasionally lift and/or move up to 25 pounds.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually quiet.

MEMORANDUM

Date: July 2, 2014
To: Board of Directors
From: Personnel Committee Staff
Subject: Consider Adoption of the 2014 Non-Rep Salary Ranges and CPI Adjustment

RECOMMENDED ACTION

Adopt the 2014 Non-represented Salary Ranges, which have been adjusted by the 2012 annual average change in the Bureau of Labor Statistics CPI of 2.0 effective July 1, 2013. The new non-represented salary ranges will be effective April 1, 2014 to align with the April annual review date approved in the Pay for Performance Manual update.

BACKGROUND

In March of 2014, Koff and Associates conducted a salary survey using the following comparator agencies: Amador Water Agency, Calaveras County Water District, City of Davis, City of Folsom, City of Galt, City of Modesto, City of Roseville, City of Woodland, City of Yuba City, Groveland Community Services District, Mammoth Community Water District, South Tahoe Public Utility District and Tuolumne Utilities District. For Security, the County of Sacramento, Elk Grove School District, Lake of the Pines Association, Lake Wildwood Association, Sacramento City Unified School District and Sacramento Municipal Utility District were used.

An adjustment to the salary range does not result in an automatic adjustment to any employee's rate of pay; unless the employee's current rate of pay falls below the minimum of their new salary range. The Pay for Performance manual allows for that employee's rate of pay to be increased to the minimum of the range if the employees is rated at least "meets standards" on their last performance evaluation. The proposed 2014 Non-represented Salary Ranges are attached.

Four (4) positions will be eligible for an increase to the minimum level of their adjusted salary range provided they were rated at least "meets standard" on their performance evaluation. These positions are Sergeant, Director of Field Operations, Director of Administration, and General Manager.

The Personnel Committee recommends adoption.

**Appendix III
Proposed Salary Schedule
Rancho Murieta Community Services District
May 2014**

District Position	Current Range #	2014 Proposed Range #	2014 Monthly Salary Range				
			Minimum	Control Point	Maximum		
		NR1	\$3,192	\$3,830	\$4,213		
		NR2	\$3,272	\$3,926	\$4,318		
		NR3	\$3,351	\$4,022	\$4,424		
		NR4	\$3,435	\$4,122	\$4,534		
		NR5	\$3,519	\$4,223	\$4,645		
		NR6	\$3,607	\$4,328	\$4,761		
		NR7	\$3,697	\$4,436	\$4,880		
		NR8	\$3,787	\$4,545	\$4,999		
		NR9	\$3,882	\$4,658	\$5,124		
		NR10	\$3,977	\$4,772	\$5,249		
		NR11	\$4,076	\$4,891	\$5,380		
		NR12	\$4,175	\$5,010	\$5,511		
		NR13	\$4,280	\$5,136	\$5,649		
		NR14	\$4,384	\$5,261	\$5,787		
District Secretary	NR17	NR15	\$4,494	\$5,392	\$5,932	**	\$ 5,489
Sergeant	NR12	NR16	\$4,603	\$5,524	\$6,076	###	\$ 4,472
		NR17	\$4,718	\$5,662	\$6,228		
		NR18	\$4,834	\$5,800	\$6,380		
		NR19	\$4,954	\$5,945	\$6,540		
		NR20	\$5,075	\$6,090	\$6,699		
		NR21	\$5,202	\$6,242	\$6,867		
Accounting Supervisor	NR22	NR22	\$5,329	\$6,395	\$7,034		\$ 6,510
Utility Supervisor	NR23	NR23	\$5,462	\$6,555	\$7,210		
		NR24	\$5,595	\$6,714	\$7,386		
		NR25	\$5,735	\$6,882	\$7,571		
		NR26	\$5,875	\$7,050	\$7,755		
Chief Plant Operator	NR27	NR27	\$6,022	\$7,226	\$7,949		\$ 7,222
		NR28	\$6,169	\$7,403	\$8,143		
Security Chief	NR31	NR29	\$6,323	\$7,588	\$8,347	**	\$ 6,998
		NR30	\$6,477	\$7,773	\$8,550		
		NR31	\$6,639	\$7,967	\$8,764		
		NR32	\$6,801	\$8,161	\$8,978		
		NR33	\$6,971	\$8,366	\$9,202		
		NR34	\$7,141	\$8,570	\$9,427		
		NR35	\$7,320	\$8,784	\$9,662		
		NR36	\$7,498	\$8,998	\$9,898		
		NR37	\$7,686	\$9,223	\$10,145		
		NR38	\$7,873	\$9,448	\$10,393		
		NR39	\$8,070	\$9,684	\$10,653		
Director of Field Operations	NR39	NR40	\$8,267	\$9,920	\$10,912	##	\$ 8,929
		NR41	\$8,474	\$10,168	\$11,185		
		NR42	\$8,680	\$10,416	\$11,458		
Director of Administration	NR41	NR43	\$8,897	\$10,677	\$11,744	##	
		NR44	\$9,114	\$10,937	\$12,031		
		NR45	\$9,342	\$11,211	\$12,332		
Assistant General Manager	NR47	NR46	\$9,576	\$11,491	\$12,640	**	\$ 10,417
		NR47	\$9,815	\$11,778	\$12,956		
		NR48	\$10,060	\$12,073	\$13,280		
		NR49	\$10,312	\$12,374	\$13,612		
		NR50	\$10,570	\$12,684	\$13,952		
		NR51	\$10,834	\$13,001	\$14,301		
		NR52	\$11,105	\$13,326	\$14,658		
		NR53	\$11,383	\$13,659	\$15,025		
General Manager	NR53	NR54	\$11,667	\$14,000	\$15,401	##	\$ 13,583
		NR55	\$11,959	\$14,351	\$15,786		
		NR56	\$12,258	\$14,709	\$16,180		
		NR57	\$12,564	\$15,077	\$16,585		
		NR58	\$12,878	\$15,454	\$16,999		

Appendix III
Proposed Salary Schedule
Rancho Murieta Community Services District
May 2014

District Position	Current Range #	2014 Proposed Range #	2014 Monthly Salary Range		
			Minimum	Control Point	Maximum
		NR59	\$13,200	\$15,840	\$17,424
		NR60	\$13,530	\$16,236	\$17,860
		NR61	\$13,868	\$16,642	\$18,306

**** These positions are proposed for a salary range below the range previously established by the first Koff Salary Survey Study completed in 2009. Employees currently in these positions will be y-rated until the salary range catches up to the employee's current salary.**

These positions are proposed for a salary range above the range previously established by the first Koff Salary Survey Study completed in 2009. Employees currently in these positions will receive an adjustment to their pay rate to bring their wages to the minimum of the new salary range if their current pay rate is below the new range minimum.

MEMORANDUM

Date: July 7, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: Consider Approval of Water Treatment Plant Special Inspection Proposal -
Youngdahl Engineering

RECOMMENDED ACTION

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.

BACKGROUND

The Water Treatment Plant Expansion Project includes construction of two (2) above ground storage tanks, structural upgrades to an existing plant building, piping system, concrete equipment pads, MEP improvements, and site improvements including underground utility installations and pavement construction.

The proposal's scope of services, for inspection of this project, includes field and laboratory testing of construction materials and special inspection of construction for compliance with approved project plans, specifications and California Building Code requirements. The proposal is attached for your review.

The Improvements Committee recommends approval.

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
SERVICES AGREEMENT**

THIS AGREEMENT is entered into this _____, 2014, by and between Rancho Murieta Community Services District, a local government agency (“District”), and Youngdahl Consulting Group, Inc. (“Consultant”), who agree as follows:

1. Scope of Work. Consultant shall perform the work and render the services described in the attached Exhibit A (the “Work”). Consultant shall provide all labor, services, equipment, tools, material and supplies required or necessary to properly, competently and completely perform the Work. Consultant shall determine the method, details and means of doing the Work.

2. Payment.

a. ***EITHER OPTION 1:*** In exchange for the Work, District shall pay to Consultant a fee based on Consultant’s actual time and expenses necessarily and actually expended on the Work in accordance with Consultant’s fee schedule, attached as Exhibit B. ***OR OPTION 2:*** In exchange for the Work, District shall pay to Consultant a fee based on the fee arrangement described on the attached Exhibit B.

b. The total fee for the Work shall not exceed \$34,547.00. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District. Consultant’s fee includes all of Consultant’s costs and expenses related to the Work.

c. At the end of each month, Consultant shall submit to District an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), payment due, and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, District shall pay the invoice within 30 days of its receipt.

3. Term.

a. This Agreement shall take effect on the above date and continue in effect until completion of the Work, unless sooner terminated as provided below. Time is of the essence in this Agreement. ***CONTINUE WITH EITHER OPTION 1:*** Consultant shall complete the Work no later than _____, 20___. This deadline may be extended by District for good cause shown by Consultant. ***OR OPTION 2:*** Consultant shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

b. This Agreement may be terminated at any time by District upon 10 days advance written notice to Consultant. In the event of such termination, Consultant shall be fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this subsection shall not include any termination-related expenses, cancellation or demobilization charges, or

lost profit associated with the expected completion of the Work or other such similar payments relating to Consultant's claimed benefit of the bargain.

4. Professional Ability of Consultant. Consultant represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon Consultant's training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work performed by Consultant shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Consultant's field.

5. Conflict of Interest. Consultant (including principals, associates and professional employees) represents and acknowledges that (a) it does not now have and shall not acquire any direct or indirect investment, interest in real property or source of income that would be affected in any manner or degree by the performance of Consultant's services under this agreement, and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Consultant is not a designated employee within the meaning of the Political Reform Act and District's conflict of interest code because Consultant will perform the Work independent of the control and direction of the District or of any District official, other than normal contract monitoring, and Consultant possesses no authority with respect to any District decision beyond the rendition of information, advice, recommendation or counsel.

6. Consultant Records.

a. Consultant shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and invoice preparation and support for a minimum period of three years (or for any longer period required by law) from the date of final payment to Consultant under this Agreement. District may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

b. In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the California State Auditor for three years following final payment under the Agreement.

7. Ownership of Documents. All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Consultant under this Agreement and provided to District ("Work Product") shall be the property of District, and District shall have the right to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Consultant or any other party. Consultant may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Consultant shall not provide any Work Product to any third party without District's prior written approval,

unless compelled to do so by legal process. If any Work Product is copyrightable, Consultant may copyright the same, except that, as to any Work Product that is copyrighted by Consultant, District reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then District shall hold Consultant harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to District in paper format, upon request by District at any time (including, but not limited to, expiration or termination of this Agreement), Consultant agrees to provide the Work Product to District in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet, AutoCAD file).

8. Compliance with Laws. Consultant shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Consultant shall possess, maintain and comply with all federal, state and local permits, licenses and certificates that may be required for it to perform the Work. Consultant shall comply with all federal, state and local air pollution control laws and regulations applicable to the Consultant and its Work (as required by California Code of Regulations title 13, section 2022.1).

9. Indemnification. Consultant shall, to the fullest extent permitted by law, indemnify, defend (with counsel approved by District), 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 Consultant's performance of the Work and caused by any negligent act or omission, willful misconduct or violation of law of or by Consultant or its employees, agents and subcontractors, except where caused by the sole negligence or willful misconduct of District or as otherwise provided or limited by law. Consultant's obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

10. Insurance.

a. Types & Limits. Consultant at its sole cost and expense shall procure and maintain for the duration of 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	

b. 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. Consultant'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 Consultant'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. Consultant agrees to waive subrogation that any insurer may acquire from Consultant by virtue of the payment of any loss relating to the Work. Consultant agrees to obtain any endorsement that may be necessary to implement this subrogation waiver.

c. **Proof of Insurance.** Upon request, Consultant shall 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.

11. 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, except those other documents (if any) that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.

12. Independent Contractor. Consultant's relationship to District is that of an independent contractor. All persons hired by Consultant and performing the Work shall be Consultant's employees or agents. Consultant and its officers, employees and agents are not District employees, and they are not entitled to District employment salary, wages or benefits. Consultant shall pay, and District shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Consultant's employees. Consultant shall, to the fullest extent permitted by law, indemnify District, and its officers, employees, volunteers and agents from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the federal Internal Revenue Service, California Franchise Tax Board, other federal or state agency, or court concerning Consultant's independent contractor status or employment-related liability.

13. Assignment. Consultant may not assign, delegate, transfer or subcontract any of its rights, duties, obligations or other interests in this Agreement without District's prior written consent. Any assignment, delegation, transfer or subcontract in violation of this provision is null and void.

14. No Waiver of Rights. Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Consultant shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

15. 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.

16. 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.

17. 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: Joseph Blake General Manager Rancho Murieta Community Services District P.O. Box 1050 15160 Jackson Road Rancho Murieta, CA 95683	Consultant: Bob McCormick Construction Inspection Manager Youngdahl Consulting Group, Inc. 1234 Glenhaven Court El Dorado Hills, CA 95650
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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

CONSULTANT

By: _____
General Manager

By: _____

_____ [name]

_____ [title]

MEMORANDUM

Date: July 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.

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) \$99,089

Total Public Funds Available for Public Community Parks Program	<u>\$6,428,8476,745,355</u>
--	-----------------------------

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~~43~~ increased 1.951%, 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: July 8, 2014
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Water Treatment Plant Expansion Project Update

RECOMMENDED ACTION

No action - receive update.

BACKGROUND

The District and Roebbelen have been working with the various trade contractors to process the project implementation documentation, including contract signing, bonding and insurance, and proceeding into material submittals. We met with Roebbelen last week to work out details for the project scheduling. We should be receiving the final schedule next week.

MEMORANDUM

Date: July 10, 2014
To: Board of Directors
From: Joseph Blake, General Manager
Subject: Review/Discuss Proposed Mello-Roos CFD Financing for Rancho North/Murieta Gardens Properties

RECOMMENDED ACTION

Receive the report and schedule a special meeting at a convenient time in late July to consider preliminary actions to implement the Rancho North/Murieta Gardens properties Mello-Roos Community Facilities District financing.

BACKGROUND

In order to facilitate the financing of the Owners' Financial Obligation as defined in the Rancho North Properties and Murieta Gardens Financing and Services Agreement, Rancho Murieta Properties in a letter dated July 1, 2014 requested the District to form a Community Facilities District (CFD), levy special taxes and issue bonds under the Mello-Roos Community Facilities District Act. In the agreement, the District agreed to expeditiously form and implement a municipal financing for the landowners' share of the water treatment plant improvement costs. The purpose of this agenda item is to introduce and brief the directors on the proposed financing and to request the Board to schedule a special meeting to further consider preliminary actions to implement the financing.

The Mello-Roos Act authorizes the District to form a CFD for public financing purposes. In a CFD involving raw land or fewer than 12 registered voters, the vote on whether or not to approve the special taxes is made by the landowners instead of the voters. For the proposed financing, the CFD would be formed on and taxes levied against the Rancho North/Murieta Gardens properties as described in the agreement. The financing would be paid from and secured by special taxes levied against the properties. The CFD bonds would not be a liability of the District general fund, water fund, ratepayers, or other property owners.

In forming the CFD, the District would be the local agency issuing and incurring the debt on behalf of the CFD and the District would incur the obligation to diligently enforce the bond covenants to protect interests of the bondholders. In the event the landowner(s) default, the District would be obligated to enforce collection, including land foreclosure proceedings.

The Rancho North/Murieta Gardens landowner group has assembled a proposed financing team consisting of the Kosmont Companies as landowner financial advisor, Willdan Financial Services as special tax consultant, and Fulbright & Jaworski as bond counsel. Additionally, Tim Yeomans Consulting would be utilized by the District as District financial consultant. Under the proposed

transaction, Willdan Financial Services and Fulbright & Jaworski would be retained directly by the District (these proposed agreements are the subject of later agenda items).

As next steps in the financing, the District should finish assembling the financing team, prepare and adopt local goals and policies concerning the use of the Mello-Roos Act, prepare the rate and method of apportionment of the special tax, and adopt resolutions of intention to commence the CFD formation process and schedule a public hearing. These items (except for the Willdan Financial Services and Fulbright & Jaworski agreements, which are on this agenda) are proposed to be considered at a special meeting later this month.

In structuring the transaction, the District should take steps to ensure that its ratepayers and other funds and revenues are not impacted by the financing for the landowner/developer group. In particular, the District should: (1) carefully select the appraiser and evaluate the appraisal to ensure that it is reasonable and does not overstate the value of the land; (2) ensure that the value of the land compared to the amount of the debt (the value-to-lien ratio) is appropriate and not too risky; and (3) in the bond document provisions regarding the use of bond and tax/assessment proceeds and revenues, ensure that sufficient funds and revenues will be available for administering and complying with the various bond covenants and, if necessary, pursuing delinquency collection and foreclosure.

Rancho Murieta Properties, LLC
14670 Cantova Way Suite 220
Rancho Murieta, CA 95683
(916) 262.7574

July 1, 2014

Joseph Blake
General Manager
Rancho Murieta Community Services District
15160 Jackson Road
P.O. Box 1050
Rancho Murieta, CA 95683

Re: Formation of Community Facilities District

Dear Mr. Blake:

In order to facilitate the financing of the Owners Financial Obligation as defined in and pursuant to that certain agreement entitled "Rancho North Properties and Murieta Gardens Financing Services Agreement" (the "FSA") entered into on May 27, 2014 by and among the Rancho Murieta Community Services District (the "CSD") and RMP as representative of the Owners, Rancho Murieta Properties, LLC ("RMP") would like to form a Community Facilities District ("CFD").

RMP has retained Kosmont Companies as its financial consultant ("Kosmont") to oversee and manage the CFD formation process on behalf of the Properties. Please be advised that Kosmont has informed us that certain transactional business may be executed by Kosmont Realty Corporation in circumstances where the undertaking requires a Registered Municipal Advisor as defined by the SEC.

By this letter, we hereby inform the CSD that Kosmont is authorized to act as our agent regarding the CFD formation process and also request that the CSD and its staff kindly afford Kosmont its full cooperation as if you were dealing directly with RMP on this matter. The day-to-day contact at Kosmont is as follows:

Kosmont Companies
Dan Massiello
Sr. Vice President
8658 S. Figueroa St, Ste. 3500
Los Angeles, CA 90017
858-220-3445 (cell)
dmassiello@kosmont.com

Furthermore, RMP would like the following professional firms to be engaged by the CSD in order to complete the CFD formation process:

**Community Facilities District Formation
and Special Tax Consultant**

Wildan Financial Services
Chris Fisher
Vice President
27368 Via Industrial, Suite 110
Temecula, CA 92590
(951) 587-3528
cfisher@willdan.com

Legal (Bond) Counsel

Norton Rose Fulbright
Fulbright and Jaworski LLP
Danny Kim, Esq.
Partner
555 South Flower Street, Forty-First Floor
Los Angeles, California 90071
(213) 892-9320
danny.kim@nortonrosefulbright.com

Enclosed are the proposal letters and experience of the above firms and individuals. We are prepared to fund additional Developer deposits based on the fee estimates, to be held by CSD as a deposit for the payment of fees as earned.

We anticipate ultimately including these fees in the CFD financing; therefore, the CSD may be asked to forward this deposit at the appropriate time to a bond trustee or other properly authorized fiduciary. Otherwise, the deposit is intended to be used to compensate the aforementioned firms upon the completion of their CFD formation work.

Please let us know if you need anything else from us in order to engage these firms. We intend to ask the CSD to adopt the Resolution of Intention for form a CFD at its July 16 meeting, so time is of the essence, as we are sure you can appreciate.

Please contact me or Mr. Massiello at Kosmont with any questions.

Regards,

John Sullivan
Manager
Rancho Murieta Properties, LLC

Tom deRegt
Manager
Rancho Murieta Properties, LLC

cc Dan Massiello
Chris Fisher
Danny Kim, Esq.
Tom de Regt
Larry Kosmont
Susan Perry, Esq.

Properties to be included in the District:

Murieta Industrial Park, LLC APN#073-0180-029-0000

Murieta Highlands, LLC APN#073-0800-007-0000
073-0800-008-0000
073-0800-009-0000

Murieta Lakeside Properties, LLC APN#073-0090-062-0000
073-0790-023-0000
073-0800-003-0000

Cosumnes River Land, LLC APN#073-0470-004-0000
073-0470-005-0000
073-0470-006-0000



June 23, 2014

John Sullivan
Manager
Rancho Murieta Properties, LLC
14670 Cantova Way, Ste. 220
PO Box 1280
Rancho Murieta, CA 95683

Re: Professionals to be engaged by Rancho Muriteta CSD

Dear John:

Per our recent conversation, this letter lists the professionals to be involved with the proposed Special Tax financing that would need to be engaged directly by the Rancho Murieta Community Services District.

Community Facilities District Formation and Special Tax Consultant:

Wildan Financial Services
27368 Via Industria, Suite 110
Temecula, CA 92590

Primary contact:
Chris Fisher
Vice President
(951) 587-3528
cfisher@willdan.com

Legal (Bond) Counsel:

Norton Rose Fulbright
Fulbright and Jaworski LLP
555 South Flower Street, Forty-First Floor
Los Angeles, California 90071

Primary Contact
Danny Kim, Esq.
Partner
(213) 892-9320
danny.kim@nortonrosefulbright.com

Attached are the proposal letters and experience of the above firms and individuals.



Please contact me with any questions.

Regards,

A handwritten signature in blue ink, appearing to read 'Daniel P. Massiello'.

Daniel P. Massiello

cc Chris Fisher
Danny Kim, Esq.
Tom de Regt
Larry Kosmont

MEMORANDUM

Date: July 10, 2014
To: Board of Directors
From: Joseph Blake, General Manager
Subject: 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

RECOMMENDED ACTION

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.

BACKGROUND

In order to facilitate the financing of the Owners' Financial Obligation as defined in the Rancho North Properties and Murieta Gardens Financing and Services Agreement, Rancho Murieta Properties would like to form a Community Facilities District (CFD), levy special taxes and issue bonds under the Mello-Roos Community Facilities District Act. As requested by the District, the Rancho North/Murieta Gardens landowner group has searched for financing and assembled a proposed financing team, including Willdan Financial Services as special tax consultant. The firm has submitted a proposal for this service. See the attached proposal and a related agreement for services. The scope of services includes review of the District's existing Goals and Policies specific to formation of CFDs and proceed with the necessary analysis and steps to establish the proposed CFD.

The special tax analysis will be presented to and discussed with District staff and feedback will be incorporated into the final document as required. Once the analysis is finalized, it will be used as the foundation for the development of the special tax methodology and ultimately the Rate and Method of apportionment of Special Tax (RMA).

Willdan would perform these services for a fixed fee of \$21,500. The Financing and Services Agreement requires the landowner group to pay these costs.

June 16, 2014

Gerald Pasek
President
Rancho Murieta CSD
15160 Jackson Road
PO Box 1050
Rancho Murieta, California 94561

c/o Dan Massiello, Senior Vice President
Kosmont Companies

Re: *Proposal to Form a Community Facilities District for the Rancho Murieta Community Services District*

Dear Dan:

Per our prior discussions, the following outlines Willdan Financial Services' (Willdan's) scope of services and fee to assist with the formation of a Community Facilities District for the Rancho Murieta Community Services District.

We look forward to this opportunity to serve the District and await your response. Please feel free to contact me directly at (951) 587-3528 or via email at cfisher@willdan.com if you have any questions regarding this submission.

Sincerely,
Willdan Financial Services



Chris Fisher
Vice President and Group Manager
Financial Consulting Group



Table of Contents

SCOPE OF SERVICES.....	1
CFD Formation.....	1
Client Responsibilities	3
PROJECT TEAM.....	4
FEE FOR SERVICES.....	7
Additional Services.....	7
PROJECT EXPERIENCE	8



Scope of Services

Based on our discussions, we understand that the Rancho Murieta Community Services District (“District”) wishes to form a Community Facilities District (“CFD”) to fund costs associated with the expansion of the water treatment plant to serve new development within the District. In the short term it is anticipated that the CFD will provide funding for the development’s share of the water system impact fees for the project, with other infrastructure costs considered for funding in the future. Since the District has formed a CFD in the past, the scope of services does not include the development of a CFD Goals and Policies document as required by the Mello-Roos Act.

Our approach to this CFD formation begins with a quick review of the District’s existing Goals and Policies specific to the formation of CFDs, and then proceeds immediately with the necessary analysis and steps to establish the proposed CFD. The formation will be driven by a special tax analysis that will take into account the types of property proposed for inclusion in the CFD and an analysis of the level of special tax burden they can bear. We will gather necessary data for this analysis directly from developers and property owners (as appropriate) as well as from the District, County and other sources (as necessary). By identifying the level to which properties can be fairly and equitably taxed, we can construct a special tax model that will accurately forecast the aggregate special tax revenue to be generated.

The special tax analysis will be presented to and discussed with District staff, and feedback will be incorporated into the final document as required. Once the analysis is finalized, we will use this as the foundation for the development of the special tax methodology and ultimately the Rate and Method of Apportionment of Special Tax (RMA).

CFD Formation

Project Kick-off Meeting

Following receipt of the District’s authorization to proceed, we will discuss the process with District staff and identify additional documents or information that may be needed. At the District’s discretion, this discussion may include the developer/landowner and/or their representatives. As needed throughout the project, we will coordinate with District staff and directly with developers, their consultants, and other outside agencies involved in the project to gather required information for the proceedings.

Goals and Policies

Based on the results of the kick-off meeting, Willdan will review the existing CFD Goals and Policies to ensure that this formation is in compliance with those adopted policies, for instance: any specific guidelines related to the cumulative effective tax rates for properties within the district, value-to-lien requirements, and other aspects of the CFD formation process.

Background Research

Willdan will work with the developer(s) and District staff to identify and develop a full listing of improvements, facilities, and related services to be funded by the CFD, and a narrative description denoted in the Community Facilities District Public Report will be prepared. As necessary, improvement areas with different methodologies may be established to accommodate disparate development timelines and/or to address differences in the benefit one area receives over another.

Willdan will research property ownership and development plans. In addition, prior to beginning formation proceedings, Willdan will contact the County Registrar’s Office to confirm that the number of registered voters within proposed district boundaries is less than twelve (12), which will allow for a landowner election.



Preliminary Tax Spread Analysis and Development of Tax Methodology

A preliminary pro forma of the CFD's revenues and estimated expenses (based upon preliminary estimates, as available) will be presented for evaluation and discussion. We will construct a special tax analysis that will be designed to identify the special tax revenue that can be generated from the various land use types proposed for the CFD. To the extent possible, given the very short timeframe for this formation, we will utilize assessed value, pricing and/or market data to determine estimated tax burdens, with and without the CFD in place. The analysis will be based on available product mix data, market research, tax bills, title reports, and discussions with property owners, developers, and the District. Once we complete the special tax revenue projection, we will use this to create the special tax methodology to be included in the RMA. The proposed maximum special taxes will be designed to generate sufficient revenue to meet CFD objectives and tax properties consistent with established development requirements and policies.

Based on gathered information, Willdan will begin to prepare a preliminary special tax evaluation to accompany the pro forma. This study may include an overlapping tax analysis and maximum special tax coverage computations. If required, the analysis will incorporate multiple improvement areas. As necessary, we will prepare calculations from our database, including:

- Special tax runs identifying maximum expected special tax coverage and comparing special tax revenues to projected operations and maintenance costs for improvements. If appropriate, this will include scenarios for both level and escalating special taxes.
- Effective tax rate schedules denoting the projected total property tax burden including the new special tax.

If requested, Willdan will prepare multiple spreads that are based upon different improvement and service assumptions. Willdan will also develop special tax categories for different property types within the CFD if desired.

The special tax structure will be based on the boundaries of the CFD, improvements or other costs to be funded, proposed development, and effective tax rate limitations. The objective will be to determine an equitable spread of the overall burden, taking into account the nature of the improvements and the areas to be served.

Rate and Method of Apportionment of Special Tax (RMA)

An *RMA of Special Tax* for the *Resolution of Intention* will be prepared and, if necessary, will include improvement areas and/or tax zones. The RMA will clearly describe the special tax methodology developed in the preceding step, the associated definitions, the priority and method of taxation, the rates for each property type, and all other information required by the Mello-Roos Community Facilities Act of 1982.

Community Facilities District Report

Willdan will prepare a preliminary CFD Report that includes a description of the public improvements to be funded, cost estimates, incidental expenses, the RMA, boundary map, and other information. If requested, Willdan will present the CFD Report to the District Board and field questions received at the Public Hearing. The CFD Report will include the following components:

- A description of the proposed public facilities to be funded;
- Cost estimates; and
- A projection and explanation of the annual special tax rates by special tax classification for each year.



Document Review and Preparation

Willdan will prepare drafts of the required resolutions, petitions, *Consent and Waiver* documents, and notices/ballots for the District's review and comment. As we do not practice law, we ask that your attorney or other designated counsel review the documents. We will however assist your attorney in identifying pertinent legal issues and modifications necessary before the documents are implemented. If the District is unable to garner 100 percent consent from the affected property owners to waive the election period and a regular special tax election is required, the District attorney will be responsible for preparing and coordinating the required impartial analysis and ballot arguments.

After successful formation of the CFD, Willdan will then coordinate the recordation of the *Notice of Special Tax Lien*.

Meeting Attendance

Willdan will attend up to two in-person meetings, including the two Board meetings where action is required, one of which includes the Public Hearing.

Client Responsibilities

The District will be responsible for providing the following items:

- Copies of the District's Goals and Policies for CFDs;
- Documents related to the formation and/or issuance of bonds for any other CFDs that overlap the property
- Proposed project development information, including (as applicable):
 - Detailed development plans;
 - Data on proposed product mix (e.g., residential types, commercial types [retail, office, etc]);
 - Estimated construction and absorption schedules; and
 - Maps and/or diagrams of the proposed project area.
- Pertinent budget information, including estimated/projected construction costs, and District overhead and/or administration;
- Samples of sufficiently detailed resolutions (in an electronic format) to establish the required format for preparation by Willdan;
- Publication of District meetings/Public Hearings notices in the local newspaper;
- Developer/owner contact information for noticing and balloting purposes;
- Review of draft reports and resolutions prior to the preparation of final documents (this review is typically performed by District staff but may also include a review by the District's legal counsel); and
- Opinions (as requested) from the District attorney's office.

The District further acknowledges that Willdan shall rely upon the accuracy and validity of the information provided by the District, developer, and County Assessor and agrees that Willdan shall not be liable for any inaccuracies contained therein.



Project Team

Our management and supervision philosophy is simple: staff every position with experienced personnel to deliver a superior product and deliver effective results on time and on budget. With that philosophy in mind, we have selected the following individuals for the District's engagement. We are confident that our team possesses a depth of experience that will successfully fulfill your need for a thorough treatment of a diverse and complex set of issues.

Mr. **Chris Fisher** will serve as the District's **project manager** and is responsible for organizing and directing consultant tasks, providing quality control for work products and ensuring that the deliverables are completed on time and within budget. Mr. Fisher will be the District's primary contact and will be present at key meetings.

Mr. Fisher will be assisted as needed by Mr. **Mike Medve** who will serve as **technical advisor**. He will work closely with Mr. Fisher to assist in the establishment of the proposed CFD.



Chris Fisher Project Manager

Education

*Bachelor of
Science in Finance,
San Francisco State
University*

Areas of Expertise

*Multi-disciplinary Team
Management*

*Special District
Formations*

Cost of Service Studies

Proposition 218

Utility Rate Studies

Client Presentations

Affiliations

*California Society of
Municipal Finance
Officers*

*Municipal Management
Association of
Northern California*

*California Municipal
Treasurers Association*

14 Years Experience

With more than 14 years of experience at Willdan, Mr. Fisher has managed an array of financial consulting projects for public agencies in California, Arizona, and Florida, coordinating the activities of resources within Willdan, as well as those from other firms working jointly on projects. He is one of the firm's leading experts for special district financing related to public infrastructure, maintenance, and services including public safety.

Project Experience

City of Moreno Valley, CA – CFD No. 7, Storm Drain and Street Improvements: As project manager, Mr. Fisher oversaw the formation of a CFD to finance the construction of storm drain and street infrastructure improvements for an industrial/warehouse project in the City. In this role, Mr. Fisher developed the overall project approach to achieve the City's objectives, coordinated Willdan staff activities, and was accountable for quality control and delivery of draft and final work products. He also coordinated with developers and their consultants in gathering data and documentation necessary to complete the analysis and prepared formation documents and reports.

City of Banning, CA – Fiscal Analysis and CFD Formation Services: As technical advisor, Mr. Fisher oversaw the preparation of a comprehensive fiscal impact analysis and facilities funding plan in association with the Butterfield Specific Plan Area within the City. The Specific Plan area covers 1,543 acres and is proposed to include more than 5,000 homes of varying densities, 36 acres of commercial development, over 400 acres of open space, schools and a utility substation. His duties also included providing technical and policy guidance as well as quality review.

City of San Jose, CA – Convention Center Facilities District No. 2008-1: Mr. Fisher served as principal-in-charge for the formation of a unique CFD that was established under the City of San Jose's charter and designated as a Convention Center Facilities District (CCFD). The CCFD was formed to fund an expansion and rehabilitation of the City's Convention Center and levied a special tax on hotel properties within the City's boundaries. The total authorized bonded indebtedness for the CCFD was \$750 million.

County of San Diego, CA – Special Tax Consulting: Mr. Fisher is currently serving as the County's Special Tax Consultant for CFDs formed within unincorporated areas. To meet the demands of continued growth within the County, he is currently involved with the initial steps of forming two separate CFDs that will fund services and improvements ranging from flood control maintenance and fire protection services to necessary capital improvements.

City of Dana Point, CA – CFD No. 2006-1, Headlands: In the role of principal-in-charge, Mr. Fisher assisted the City of Dana Point with the formation of CFD No. 2006-1 (Headlands) to finance the construction of approximately \$31 million in capital improvements, including street, sewer, storm drain, and park improvements. Also included was a maintenance tax providing approximately \$230,000 for the annual upkeep of storm drain and park facilities. The project consisted of 118 custom lots and approximately 2.5 acres of commercial and hotel properties.



Michael Medve

Technical Advisor

Education

*Bachelor of Science
Information and
Computer Science,
Management and
Mathematics Minors,
Cum Laude
University of
California Irvine*

Areas of Expertise

Public Finance

Public Facility Financing

*Special District Formation
and Administration*

Proposition 218

New Markets Tax Credits

Grant Writing

9 Years Experience

Mr. Michael Medve has recently joined the Willdan Team in the role of project manager. He brings nine years of experience to the Financial Consulting Services group with expertise in public finance, including special district formation and administration, fiscal impact analysis, public facilities financing plans, integrated financing districts, Proposition 218, tax credit financing, state and federal grant and loan programs, sales tax revenue bonds, and infrastructure financing districts. He has developed financial pro formas and cash flow analyses for numerous types of public and private project financing programs.

Prior to joining Willdan, Mr. Medve was a consultant in the field of public finance for Parsons Brinckerhoff and David Taussig & Associates. Over the years, he has been a financing team member for over \$130 million in limited obligation bonds and over \$30 million in grant funds. He has served as the lead consultant for over two dozen clients, both public and private, throughout the country.

Project Experience

County of San Diego – Special Tax Consulting: Mr. Medve is currently assisting the County with their special tax consulting projects, specifically CFDs formed within unincorporated areas. To meet the demands of continued growth within the County, he is currently involved with the initial steps of forming three separate CFDs that will fund services and improvements ranging from flood control maintenance and fire protection services to necessary capital improvements. He is also helping to replace an existing Permanent Road Division special assessment with a special tax to fund street rehabilitation and maintenance.

Valley Metro (Phoenix Metropolitan Area): Provided assessment consulting services to the public transit authority for the Phoenix metropolitan area exploring the possibility of using assessment districts to supplement transit construction, operations and maintenance funding (in transit funding, this is often called a "value capture" strategy). This involved developing a financing plan that prioritized the various transit projects to find the ones that would benefit the most from a value capture strategy.

City of Irvine – Great Park Financing Plan: Mr. Medve assisted the City's Orange County Great Park (OCGP) subsidiary with the formation of a CFD and Redevelopment Area for the Great Park project. After the abolishment of redevelopment, he assisted OCGP with approving land use modifications and CFD change proceedings to assure adequate funding.

High Speed Rail Business Plan 2012, California High Speed Rail Authority – Statewide, CA: Mr. Medve performed research and compiled data comparing the economic conditions of station areas for the proposed California High Speed Rail project and the Northeast Corridor High Speed Rail project. Services provided included planning, oversight of the environmental review/preliminary engineering (30% design), construction management, testing and commissioning for the line and every other phase up to revenue service for the 800-mile HSR system connecting San Francisco and Sacramento in Northern California with Los Angeles/Anaheim and San Diego in the south.

Newark Regional Transportation Center, DE – TIGER Grant Application: Mr. Medve prepared a Benefit-Cost Analysis to demonstrate employment accessibility and reduced vehicle miles traveled that would result from expanding the Newark station to eliminate conflicts with freight trains and allow passenger trains to make more stops during peak travel hours. This analysis was used in a TIGER III application to the US Department of Transportation and was successful in securing a \$10 million grant to fund the project.



Fee for Services

As described in the Scope of Services section, Willdan will provide CFD formation services for the **fixed fee of \$21,500**.

Please Note:

- The fees denoted above will not be contingent upon the outcome of the formation/modification process.
- Additional meetings or tasks outside our proposed scope of work will require an additional fee.
- For the purpose of our proposal, telephone conference calls are not considered “meetings” and are not limited by our scope of services.
- The District will be invoiced on a **monthly** percentage-completion basis.

Additional Services

Additional services may be authorized by the District and will be billed at our then-current hourly overhead consulting rates. Our current hourly rates are:

Position	Hourly Rate
Group Manager	\$ 210
Principal Consultant	200
Senior Project Manager	165
Project Manager	145
Senior Project Analyst	130
Senior Analyst	120
Analyst	100
Analyst Assistant	75
Property Owner Services Representative	55
Support Staff	50



Project Experience

Willdan has consistently been at the forefront of innovative special district formation and administration approaches within the State of California. We pioneered many practices that are now considered industry standards by our competitors. In utilizing our amassed broad range of experience in supervising the formation of special districts over the years, our proposed methods and approaches provide insight into the practical requirements of special tax implementation efforts, relevant legislation and case law.

For more than 100 municipalities, Willdan has successfully participated in the role of both special tax consultant and assessment engineer. These projects involved district formations, consolidations, annexations, workouts, refundings, parity bond issues and other special projects.

To further exemplify our expertise, project descriptions that are similar in nature to the District's project, along with client contact information, are provided below. We are proud of our reputation for customer service and a commitment to excellence, and we encourage you to contact our past clients.

County of San Diego – Community Facilities District Formation

Willdan is in the process of forming and/or modifying several special districts for unincorporated communities located within San Diego County. Among these are a public safety services and infrastructure CFD for the Harmony Grove residential project, a park services CFD for the Sweetwater Village residential project, a Permanent Road Division to fund the maintenance of local access roads, and a fire services CFD for unincorporated areas near Borrego Springs. This engagement began with Willdan working with the County to develop Goals and Policies for CFD formation some years ago. To successfully implement each of these districts, Willdan has been working closely with County staff to develop a sound funding strategy, performed an analysis to identify the proportionate share of public improvements and services that can be equitably and reasonably allocated to the subject properties, and coordinate the formation process. It is expected that the formation of these special districts will be complete by 2015.

Contact Information: Michele Stress, Department of Public Works Unit Manager
Tel. #: (858) 694-2691

City of Murrieta – Community Facilities District Formation

Willdan recently completed the formation of CFD No. 2010-01 to fund public infrastructure improvements for commercial developments located in the southwest area of the City, at Madison Avenue and Monroe Avenue, for the City of Murrieta. Willdan also completed the formation of CFD 2006-3 (Magnolia). This district was established to finance infrastructure improvements including water and sewer system improvements, street, storm drains, and parks in newly-developing areas of the City. Willdan has also formed all of the Landscape and Lighting Districts in the City over the past eight years and currently provides ongoing administration services to the City's Community Facilities Districts, Assessment Districts and Landscaping and Lighting Districts.

Contact Information: Jim Holston, Assistant City Manager/Community Services Director
Tel. #: (951) 461-6101



City of Moreno Valley – Needs Assessment of the Moreno Valley Community Services District

The Moreno Valley Community Services District was formed in 1984 in order to continue the provision of services that were previously provided by the County of Riverside through County Service Areas. Over the past 27 years, additional zones were added to the CSD to provide funding for parks and community services, street lighting, landscape maintenance, and median landscape maintenance. The CSD was experiencing revenue shortfalls in most if not all of the zones that required either General Fund support or a reduction in services.

During the first half of 2012, Willdan assisted the City by performing an initial macro review and evaluation of the CSD and related charges. Upon conclusion of the project, a comprehensive document was provided to the City outlining the findings of the analysis by zone and providing recommendations for their consideration and implementation.

Client Contact: Marshall Eyerman, Special Districts Program Manager
Tel #: (951) 413-3482

City of Fairfield – CFD and LMD Formations and Annexations

Since 2004, Willdan has assisted the City of Fairfield with numerous formations and annexations of Community Facilities Districts and Landscape Maintenance Districts. In addition to the required assessment engineering and Proposition 218 balloting and tabulation services, some of these projects included extensive public outreach efforts such as community meetings, property owner workshops and City Council study sessions.

Client Contact: Tom Martian, Landscape Maintenance Manager
Tel #: (707) 428-7478

City of Perris – Community Facilities District Administration and Annexation, Continuing Disclosure, and Arbitrage Rebate Services

Willdan performs the annual administration of the City of Perris' special districts, which comprise a total of 15,500 parcels located within 30 Community Facilities Districts. The work involved in this project includes database maintenance, researching parcel changes, preparing and submitting the annual levy of special taxes, analysis of district funds, and arbitrage rebate and continuing disclosure report preparation and dissemination.

Willdan has worked with the City of Perris for over a decade and possesses an intimate knowledge of the inner workings of each of their CFDs. Due to extraordinary financial hardships faced by cities in Riverside County, it was necessary to modify many of the CFD documents to take into account the decline in property valuations and the increase in delinquency, foreclosure, and bankruptcy rates. We drew upon our depth of understanding as to how each CFD was established rather than applying a single global methodology thus avoiding potential pitfalls. Willdan continues to meet regularly with City staff and other City consultants to review CFD approaches and methodologies and to ensure current best practices and industry accepted approaches are being employed.

Client Contact: Ron Carr, Assistant City Manager
Tel #: (951) 943-6100

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
SERVICES AGREEMENT**

THIS AGREEMENT is entered into this July ____, 2014, by and between Rancho Murieta Community Services District, a local government agency (“District”), and Willdan Financial Services, a California corporation (“Consultant”), who agree as follows:

1. Scope of Work. Consultant shall perform the work and render the services described in the attached letter/proposal dated June 16, 2014 (the “Work”). Consultant shall provide all labor, services, equipment, tools, material and supplies required or necessary to properly, competently and completely perform the Work. Consultant shall determine the method, details and means of doing the Work.

2. Payment.

a. In exchange for the Work, District shall pay to Consultant a fee based on the fee arrangement described on the attached letter/proposal dated June 16, 2014. The total fee for the Work shall not exceed \$21,500. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District. Consultant’s fee includes all of Consultant’s costs and expenses related to the Work.

b. At the end of each month, Consultant shall submit to District an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), payment due, and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, District shall pay the invoice within 30 days of its receipt.

3. Term.

a. This Agreement shall take effect on the above date and continue in effect until completion of the Work, unless sooner terminated as provided below. Time is of the essence in this Agreement. Consultant shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

b. This Agreement may be terminated at any time by District upon 10 days advance written notice to Consultant. In the event of such termination, Consultant shall be fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this subsection shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Consultant’s claimed benefit of the bargain.

4. Professional Ability of Consultant. Consultant represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon Consultant’s training, experience, skill, ability, knowledge and certification as a material

inducement to enter into this Agreement. All Work performed by Consultant shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Consultant's field.

5. Conflict of Interest. Consultant (including principals, associates and professional employees) represents and acknowledges that (a) it does not now have and shall not acquire any direct or indirect investment, interest in real property or source of income that would be affected in any manner or degree by the performance of Consultant's services under this agreement, and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Consultant is not a designated employee within the meaning of the Political Reform Act and District's conflict of interest code because Consultant will perform the Work independent of the control and direction of the District or of any District official, other than normal contract monitoring, and Consultant possesses no authority with respect to any District decision beyond the rendition of information, advice, recommendation or counsel.

6. Consultant Records.

a. Consultant shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and invoice preparation and support for a minimum period of three years (or for any longer period required by law) from the date of final payment to Consultant under this Agreement. District may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

b. In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the California State Auditor for three years following final payment under the Agreement.

7. Ownership of Documents. All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Consultant under this Agreement and provided to District ("Work Product") shall be the property of District, and District shall have the right to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Consultant or any other party. Consultant may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Consultant shall not provide any Work Product to any third party without District's prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, Consultant may copyright the same, except that, as to any Work Product that is copyrighted by Consultant, District reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then District shall hold Consultant harmless

against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to District in paper format, upon request by District at any time (including, but not limited to, expiration or termination of this Agreement), Consultant agrees to provide the Work Product to District in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet, AutoCAD file).

8. Compliance with Laws. Consultant shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Consultant shall possess, maintain and comply with all federal, state and local permits, licenses and certificates that may be required for it to perform the Work. Consultant shall comply with all federal, state and local air pollution control laws and regulations applicable to the Consultant and its Work (as required by California Code of Regulations title 13, section 2022.1).

9. Indemnification. Consultant shall, to the fullest extent permitted by law, indemnify, defend (with counsel approved by District), 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 Consultant’s performance of the Work and caused by any negligent act or omission, willful misconduct or violation of law of or by Consultant or its employees, agents and subcontractors, except where caused by the sole negligence or willful misconduct of District or as otherwise provided or limited by law. Consultant’s obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

10. Insurance.

a. Types & Limits. Consultant at its sole cost and expense shall procure and maintain for the duration of 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	

b. 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. Consultant’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 Consultant'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. Consultant agrees to waive subrogation that any insurer may acquire from Consultant by virtue of the payment of any loss relating to the Work. Consultant agrees to obtain any endorsement that may be necessary to implement this subrogation waiver.

c. Proof of Insurance. Upon request, Consultant shall 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.

11. 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, except those other documents (if any) that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.

12. Independent Contractor. Consultant's relationship to District is that of an independent contractor. All persons hired by Consultant and performing the Work shall be Consultant's employees or agents. Consultant and its officers, employees and agents are not District employees, and they are not entitled to District employment salary, wages or benefits. Consultant shall pay, and District shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Consultant's employees. Consultant shall, to the fullest extent permitted by law, indemnify District, and its officers, employees, volunteers and agents from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the federal Internal Revenue Service, California Franchise Tax Board, other federal or state agency, or court concerning Consultant's independent contractor status or employment-related liability.

13. Assignment. Consultant may not assign, delegate, transfer or subcontract any of its rights, duties, obligations or other interests in this Agreement without District's prior written consent. Any assignment, delegation, transfer or subcontract in violation of this provision is null and void.

14. No Waiver of Rights. Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Consultant shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

15. 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.

16. 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.

17. 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	Consultant: Chris Fisher Willdan Financial Services 27368 Via Industria, Ste. 110 Temecula, CA 92590
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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

CONSULTANT

By: _____
General Manager

By: _____

_____ *[name]*
_____ *[title]*

MEMORANDUM

Date: July 10, 2014
To: Board of Directors
From: Joseph Blake, General Manager
Subject: 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

RECOMMENDED ACTION

Approve Agreement with Fulbright & Jaworski for bond counsel services relating to Mello-Roos CFD formation and bond issuance for Rancho North/Murieta Gardens Properties, in an amount not to exceed \$100,000. 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

In order to facilitate the financing of the Owners' Financial Obligation as defined in the Rancho North Properties and Murieta Gardens Financing and Services Agreement, Rancho Murieta Properties would like to form a Community Facilities District (CFD), levy special taxes and issue bonds under the Mello-Roos Community Facilities District Act. As requested by the District, the Rancho North/Murieta Gardens landowner group has searched for financing and assembled a proposed financing team, including Fulbright & Jaworski LLP as bond counsel. The law firm has submitted a proposal/agreement to serve as Bond Counsel to the District in connection with the formation of a CFD and the issuance of bonds for the Rancho North/Murieta Gardens properties. See the attached.

As Bond Counsel, they will prepare the necessary resolutions and ordinance to form the CFD, assist in conducting the special election and filing of the notice of special tax lien. They will also assist the District in developing the structure of the financing and provide customer Bond Counsel services necessary to enable the District to authorize, issue, sell and deliver the bonds under existing laws.

Their Bond Counsel fees will be deferred until the issuance of the Bonds. If the Bonds are not sold and delivered by October 31, 2014, the District shall be liable for any legal services provided or costs incurred by the Firm not to exceed \$75,000 payable solely from a deposit made by the Rancho North/Murieta Gardens landowners with the District. The agreement requires the District to obtain a deposit from the landowner group in the amount of \$75,000 to cover such costs. The Financing and Services Agreement requires the landowner group to pay these costs.

The logo for Norton Rose Fulbright, featuring a stylized upward-pointing triangle above the firm's name.

Fulbright & Jaworski LLP
555 South Flower Street
Forty-First Floor
Los Angeles, California 90071
United States

Direct line +1 213 892 9320
danny.kim@nortonrosefulbright.com

Tel +1 213 892 9200
Fax +1 213 892 9494

June 17, 2014

Edward R. Crouse
General Manager
15160 Jackson Road
Rancho Murieta, CA 95683

Dear Mr. Crouse:

We are pleased to provide a proposal to serve as Bond Counsel to the Rancho Murieta Community Services District (the "District") in connection with the formation of a community facilities district (the "CFD") and the issuance of bonds (the "Bonds") for a development of Rancho Murieta Properties, LLC (the "Developer").

Fulbright & Jaworski LLP (the "Firm" or "Fulbright"), which is one of the largest law firms in the United States, has consistently been among the leading law firms in the United States in terms of number of public finance transactions for which it has acted as bond counsel. In 2013, Thomson Financial ranked Fulbright *third* nationally among all bond counsel firms in the nation. Our Firm recently received the first-ever Client Choice Award as the top firm in the United States for client service. The award is based on a survey of more than 1,000 corporate counsel nationwide. It is awarded by the International Law Office, an official media partner of the International Bar Association and the Association of Corporate Counsel. We are proud of this recognition of our Firm's commitment to client service.

As Bond Counsel, we will prepare the necessary resolutions and ordinance to form the CFD, assist in conducting the special election and filing of the notice of special tax lien. Also, we will assist the District in developing the structure of the financing and provide customary Bond Counsel services necessary to enable the District to authorize, issue, sell and deliver the Bonds under existing laws, as more fully set forth below.

To the extent necessary, we will undertake statutory, decisional and constitutional law research inquiries as to the validity and legal authority of the method of financing. We will prepare, where necessary, the various resolutions, ordinances, trust indentures, notices inviting bids and security agreements required for each transaction. Where necessary, the Firm will prepare or review agreements for any credit support facility, escrow deposit, trustee, paying agent or registrar, and we would discuss and comment upon such agreements with District

Mr. Crouse
June 17, 2014
Page 2

officers and advisors in connection therewith. The Firm will also be available to discuss and comment upon any aspect of the transaction related to its role as Bond Counsel, including any issues concerning the rating agencies or any other participant to the transaction. We will prepare or review all documents of the District necessary for the closing and delivery of the Bonds to the purchasers. The Firm will also prepare or review the various closing certificates and opinions required of trustees, accountants, consulting engineers, and other interested parties. Subject to completion of all legal proceedings and issuance of the bonds to our satisfaction, Fulbright will issue its approving legal opinion with respect to the authorization, sale and delivery of the Bonds and, if applicable, the exclusion of the interest on the Bonds from gross income for Federal and State income tax purposes. We will issue appropriate supplemental opinions and certificates as may be necessary or appropriate.

Our fees for services relating to the formation of the CFD will be \$40,000.

Our fees for services relating to the issuance of the Bonds will be \$60,000. This assumes a private placement of the Bonds with a qualified institutional buyers without the need for an offering document.

Our Bond Counsel fees will be deferred until the issuance of the Bonds. If the Bonds are not sold and delivered by October 31, 2014, the District shall be liable for any legal services provided or costs incurred by the Firm not to exceed \$75,000 payable solely from a deposit made by the Developer with the District. The District shall require the Developer to make a deposit in the amount of \$75,000 to cover such costs.

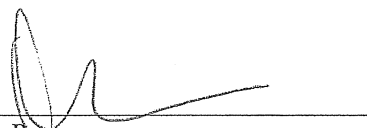
You are advised that the Firm maintains Professional Errors and Omissions insurance coverage applicable to the services which we would be rendering.

Mr. Crouse
June 17, 2014
Page 3

If this arrangement is satisfactory to you, please return to us a copy of this letter executed by an authorized officer of the District.

Respectfully submitted,

Fulbright & Jaworski LLP

By: 
Danny Kim, Partner

Terms of Disclosure Counsel Employment
Approved This ____ Day
of _____, 2014

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Name: _____

Title: _____

Danny Kim

Partner, Los Angeles
Fulbright & Jaworski
+1 213 892 9320
danny.kim@nortonrosefulbright.com



Danny Kim is a partner in the Los Angeles office. Danny joined in 1997 and focuses his practice primarily on public finance. He believes his past experience as a certified public accountant greatly affects the way he represents clients. Previously, he worked as a staff attorney for the Securities and Exchange Commission in New York.

Mr. Kim has served as bond counsel, disclosure counsel and underwriter's counsel on transactions involving enterprise revenue bonds, mello-roos and assessment district bonds, lease revenue bonds and certificates of participation, and tax allocation bonds. Danny also has significant experience in financing of prisons managed by private operators.

Areas of Concentration

- Public finance
- Municipal Bankruptcy

Professional Activities

- National Association of Bond Lawyers
- California Society of Municipal Finance Officers
- State Bar of California

Publications

- Co-author, "California Assembly Bill 1484 Alters Dissolution of Redevelopment Agencies; Imposes Requirements on Cities/Counties," *Fulbright Briefing*, July 10, 2012

Speeches

- "Municipal Debt: Methods for Restructuring," Lorman Education Services Live Webinar, March 11, 2014
- "Debt Capacity and Affordability," California Debt and Investment Advisory Commission Municipal Debt Essentials, Oakland, California, October 23, 2013
- "Opportunities for PPPs in California's Water Infrastructure," International Project Finance Association (IPFA) Americas Presentation, Los Angeles, California, May 3, 2012
- "The Current Pulse of the Municipal Bond Market in California," California Water Infrastructure Delivery and Funding Workshop, Stantec, Riverside, California, June 9, 2010

- "Financing Redevelopment: How Do You Pay For a Redevelopment Project?," Introduction to Redevelopment, California Redevelopment Association, Stockton, California, April 7, 2010
- "Role of Financing Participants," CRA Redevelopment Institute - 2009, California Redevelopment Association, Garden Grove, California, May 7, 2009

Educational Background

1996 - J.D., with distinction, McGeorge School of Law

1990 - B.A., Economics, University of California, Berkeley

While attending law school, Danny was a member of the Traynor Honor Society.

He is a certified public accountant (inactive) and was admitted to practice law in California in 1996.

Interests

Danny enjoys spending time with his family, golfing and playing the piano.

Languages

- Korean - Proficient

MEMORANDUM

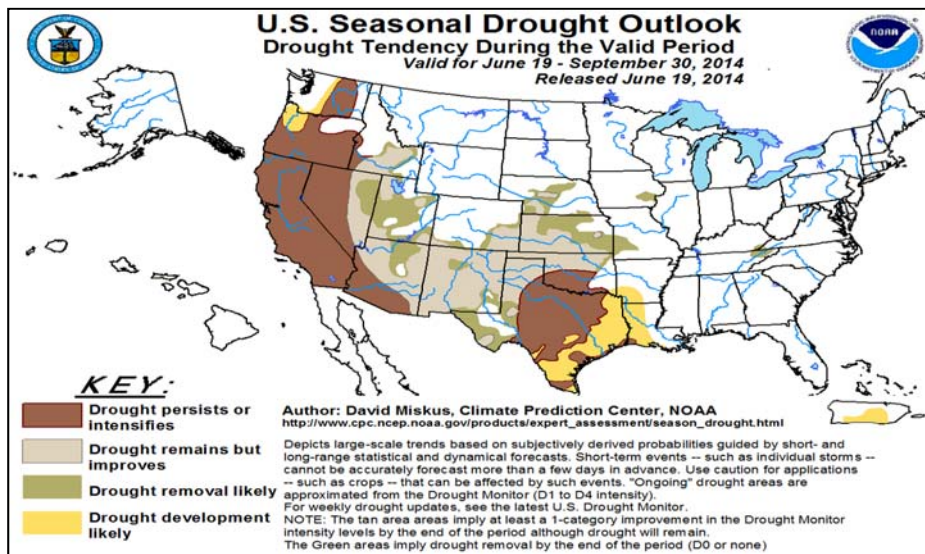
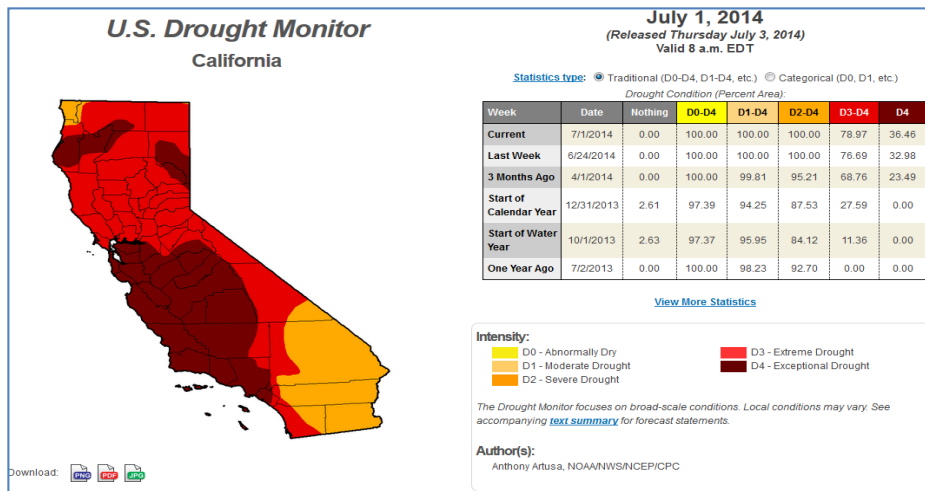
Date: July 8, 2014
 To: Board of Directors
 From: Paul Siebensohn, Director of Field Operations
 Subject: Receive Water Conservation Update

RECOMMENDED ACTION

No action - receive update.

BACKGROUND

The updated Drought Monitor for California continues to show we are in an extreme or possibly exceptional drought.



The District continues 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 5 year average, production in May was down 8.8 %, showing that we are meeting the 10% goal. Of all of the Regional Water Authority members in the Sacramento and surrounding areas, we have the lowest conservation request. Most members are requesting a 20% or higher cutback in water usage. Even with these cutbacks in place, landscape should not suffer long term effects as noted in the article from the Sacramento Bee (below).

“It’s California’s front yard. We’re trying to set an example in our front yard of what (residents) can do in their front yards.”

– BRIAN FERGUSON, deputy director for public affairs at the state Department of General Services, referring to the Capitol’s brown lawns

NO NEED TO LET YOUR GRASS DIE



An established lawn requires surprisingly little water to survive drought, studies show

By HUDSON SANGREE
hsangree@sacbee.com

Jerry let his lawn turn brown, but that doesn’t mean everyone has to.

Around the state Capitol, expanses of grass are dead or dormant. The administration of Gov. Jerry Brown let the lawns die to make a point to residents during a historic drought, said Brian Ferguson, deputy director for public affairs at the state Department of General Services, which maintains the Capitol grounds.

Among the desiccated areas is a large square of dried grass and dirt at the Capitol’s signature west entrance.

“It’s California’s front yard,” Ferguson said. “We’re trying to set an example in our front yard of what (residents) can do in their front yards.”

Some in the Sacramento area have followed suit by letting their lawns die. On South Land Park Drive, Michael Geminder’s lawn turned brown over the course of several months after he turned off his sprinklers. Recently, he had the grass cut out altogether. Geminder and his girlfriend also have started putting buckets in the shower to capture water for plants.

“There’s only so much water, and us-

LAWNS | Page A10



Brian Snow drinks from a fountain surrounded by brown grass outside the Capitol on Thursday. Despite the governor letting the Capitol lawn, at left, die to set an example for water conservation, experts say residents can keep their lawns alive with very little watering.

Paul Kitagaki Jr.
pkitagaki@sacbee.com

Full article available on the web here: <http://www.sacbee.com/2014/07/07/6534427/some-sacramentans-let-their-lawns.html>.

Rebates Available (while funding lasts; information and rebate applications available on District website)

- High efficiency Toilets \$100
- High efficiency Clothes Washer \$125
- Drip system installation \$50
- Rotator head sprinkler rebate \$50

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 |

CONFERENCE/EDUCATION SCHEDULE

Date: July 8, 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)

Dam Safety	September 21 - 25, 2014	San Diego
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