

## MEMORANDUM

Date: April 17, 2019  
To: Board of Directors  
From: Tom Hennig, Director of Administration  
Subject: Administration / Finance / FY 2019-20 Budget Update

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### **BUDGET UPDATE**

Finance continues working with FY 2019-20 Budget as presented on April 4, 2019. Adjustments since that date include:

- Increase Water Treatment chemical budget by \$12,000 based on revised projections from Director of Field Operations
- Increased Water Source of Supply power budget by \$6,000 based on revised projections
- Increased Sewer Operational expenses by \$10,700 based on revised projections from the Director of Field Operations, for fuel, sludge removal and maintenance & repairs
- Decrease the GSRMA budget by \$18,000 based on a revised quote
- Decrease temp staffing by \$18,700 to balance budget

### **FINANCIAL CONSULTING UPDATE**

Administration entered into an agreement with The Pun Group to provide Financial Accounting Services on April 3, 2019. Below is an update and comments to the work completed to date. We anticipate the work will be completed by the end of April, with a final report to be presented to the Finance Committee during the May meeting. The Pun Group's work will be summarized at a regularly scheduled Board Meeting.

Completed milestones:

- Completed a year-to-date payroll audit.
- Completed a thorough review off all accounting, financial, and payroll procedures.
- Reviewed internal controls.
- Reviewed CFD-2014-1 bond documents, payments, disbursements
- Reviewed administrative cost allocation plans

Items currently underway:

- Reserve fund analysis and recommendations
- Review and validate the reversal and re-entry of allocated administrative costs
- Formalize procedural changes within the department for collection and transmission of all financial data that relates to the GL
- Complete development and approvals of reporting and tracking tools
- Train District staff on the utilization of the new reporting tools

- Make revisions as necessary
- Streamline the monthly postings and close-out process
- Evaluation of information required to develop recommended standard finance and accounting processes and a recommended transition plan to encompass new finance and accounting processes and position duties
- Recommend an improved best practice accounting process to include the monthly generation of reports out of the Great Plains tool
- Work with staff to complete the 2019-2020 budget report generated out of the Great Plains tool by May 1, 2019

## **CIP/CRP PROPOSAL**

Presenting draft plans for the FY 19-20 Capital Improvement and Capital Replacement Projects (CIP)

### **Proposed for Consideration**

Bobcat Compact Track Loader	\$65,000
Cantova Pump Station Repairs - Generator	\$35,000
WWRP Chlorine Gas to Bleach Conversion	\$266,140
Rio Oso Booster Pump Replacement	\$50,000
Replace Calero subdrain panels (3 total)	\$25,000
Replace Truck 217	\$25,000
Repower Sewer Jetter	\$25,000
Create Water Right to Capture Stormwater at WWRP	\$30,000
WTP #1 Effluent pump rehabilitations (3 total)	\$65,000
Distribution system dry-barrel fire hydrant replacements (10)	\$90,000
North Course - Hole 14 Culvert Replacement	\$32,000

### **Ongoing Projects**

WTP Culvert	\$159,880
Dam Inundation Study	\$60,000

### **Other Optional Projects**

MLN Generator	\$125,000
Granlees Forebay Repairs	\$130,000
Reservoir Monitoring - Water	\$65,000
Reservoir Monitoring - Sewer	\$65,000



Project Number	Project Description	Budget Amount	Funding Source	Status	Bid Date
<b>Water / Sewer Department</b>					
1	08-07-1 Bobcat Compact Track Loader	\$ 65,000	Replacement Reserves - Water & Sewer	Approved	
2	18-01-2 Cantova Pump Station Repairs - Generator	\$ 35,000	Replacement Reserves - Sewer	Approved	
3	18-07-2 WWRP Chlorine Gas to Bleach Conversion	\$ 266,140	Capital Improvement Reserves	Approved	
4	18-12-1 Rio Oso Booster Pump Replacement	\$ 50,000	Water Replacement Reserves	Approved	
5	20-01-1 Replace Calero subdrain panels (3 total)	\$ 25,000	Replacement Reserves - Water	Proposed	
6	20-02-1 Replace Truck 217	\$ 25,000	Replacement Reserves - Water	Proposed	
7	20-03-2 Repower Sewer Jetter	\$ 25,000	Replacement Reserves - Sewer	Proposed	
8	20-04-1/2 Create Water Right to Capture Stormwater at WWRP	\$ 30,000	Water Augmentation Reserves	Proposed	
9	20-05-1 WTP #1 Effluent pump rehabilitations (3 total)	\$ 65,000	Water Replacement Reserves	Proposed	
10	20-06-1 Distribution system dry-barrel fire hydrant replacements (10)	\$ 90,000	Replacement Reserves - Water	Proposed	
<b>Department Subtotal</b>		<b>\$ 676,140</b>			
<b>Drainage Department</b>					
11	20-07-2 North Course - Hole 14 Culvert Replacement	\$ 32,000	Drainage Replacement Reserves	Proposed	
<b>Department Subtotal</b>		<b>\$ 32,000</b>			
<b>Security Department</b>					
No CIP item for Security planned for FY 19-20		\$ -	Capital Improvement Reserves		
<b>Department Subtotal</b>		<b>\$ -</b>			
<b>Admin Department</b>					
No CIP item for Administration planned for FY 19-20		\$ -	Capital Improvement Reserves		
<b>Department Subtotal</b>		<b>\$ -</b>			
<b>2019-20 Grand Totals</b>		<b>\$ 708,140</b>			
<b>Ongoing Projects</b>					
18-06-1	WTP Culvert	\$ 159,880	Capital Improvement Reserves	Completion - Fall 2019	
17-03-1	Dam Inundation Study	\$ 60,000	Replacement Reserves - Water Board approved item - Domichelli and Associates	Completion - Fall 2019	
<b>Ongoing Projects Total</b>		<b>\$ 219,880</b>			
<b>Other Optional Projects</b>					
TBD	MLN Generator	\$ 125,000	Replacement Reserves - Sewer	On-hold	
TBD	Granlees Forebay Repairs	\$ 130,000	Replacement Reserves - Water	On-hold	
TBD	Reservoir Monitoring - Water	\$ 65,000	Capital Improvement Reserves	On-hold	
TBD	Reservoir Monitoring - Sewer	\$ 65,000	Capital Improvement Reserves	On-hold	
<b>Other Optional Projects Total</b>		<b>\$ 385,000</b>			

# CAPITAL EXPENDITURE REQUEST

Date: April 16, 2019

## PROJECT REQUEST SUMMARY

Department: Sewer

**PROJECT NAME:** Bobcat Loader Replacement

**PLANNING:** RMCSO

**PROJECT CATEGORY:** Sewer – Capital Replacement

DESIGN:

**PROJECT NUMBER:** 08-07-1

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: RMCSO staff

DESIGN:

CONSTRUCTION:

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: RMCSO staff

ENVIRONMENTAL: N/A

DESIGN:

CONSTRUCTION:

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2019	August 2019	1 months
ENVIRONMENTAL	N/A		
BID	August 2019	September 2019	1 month
COMPLETION	November 2019	December 2020	1 month

**PROJECT OBJECTIVES:** Replace District's failing 1993 Bobcat Loader with a new one.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District staff with the proper tool to load materials for service work throughout the District and for servicing the Wastewater plant drying beds sludge handling process.

**INTANGIBLE:** Having the proper tool available at the Wastewater plant materials storage bins would eliminate excessive time and wear and tear on the District's backhoe needing to drive to and from projects to load materials.

# CAPITAL EXPENDITURE REQUEST

Date: April 16, 2019

## PROJECT REQUEST SUMMARY

Department: Sewer

**PROJECT NAME:** Sewer - Bobcat Loader Replacement

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$65,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from a combination of Sewer Capital Replacement.



**CAPITAL EXPENDITURE REQUEST**

Date: April 16, 2019

**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Cantova Generator Replacement**PLANNING:** RMCSD / Coastland**PROJECT CATEGORY:** Sewer Replacement Reserves

DESIGN: N/A

**PROJECT NUMBER:** 18-01-2

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: N/A

CONSTRUCTION: N/A

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Determine appropriately sized generator to meet current and future demands, as well as Air Quality Management District standards.

ENVIRONMENTAL: N/A

DESIGN: Replacement of existing generator with new power generation system.

CONSTRUCTION: N/A

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	September 2019	March 2020	7 months
ENVIRONMENTAL	N/A		
BID	April 2020	May 2020	4 weeks
COMPLETION	July 2020	August 2020	6 weeks

**PROJECT OBJECTIVES:** Replace the existing 116 hp diesel fired generator with a liquid propane fired generator that complies with Air Quality Management District standards, providing emergency backup power for the Cantova sewer pumping station.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District with reliable and supportable equipment for long term use, especially in light of increasing sewer flows from the Murieta Gardens project. System would be automated vs existing one which requires manual startup and transfer of power.

**INTANGIBLE:**

**CAPITAL EXPENDITURE REQUEST**

**Date:** April 16, 2019

**PROJECT REQUEST SUMMARY**

**Department:** Sewer

**PROJECT NAME:** Cantova Generator Replacement

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$35,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capitol Replacement Reserves.

**CAPITAL EXPENDITURE REQUEST**

Date: April 16, 2019

**PROJECT REQUEST SUMMARY****Department: Sewer****PROJECT NAME:** Sewer – Chlorine gas to bleach conversion**PLANNING:** RMCSD / TESCO / Coastland**PROJECT CATEGORY:** Sewer – Capital Improvements**DESIGN:****PROJECT NUMBER:** 18-07-2**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: Paul Siebensohn / Coastland / TESCO  
 DESIGN: Paul Siebensohn / Coastland / TESCO  
 CONSTRUCTION: TESCO / Prodigy Electric / District staff

**WORK ORDERS:**

PLANNING:  
 DESIGN:  
 CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: System conversion has been outlined in Facility Capital Improvement Project No.17-2-04.

ENVIRONMENTAL: N/A

DESIGN: Paul has already outlined the places of anticipated storage and injection and procured budgetary quotes for recommended storage and chemical feed systems. Coastland or other engineer to provide details for design to develop a request for proposal and to update facility As-built plans. Prodigy Electric – electrical needs. TESCO or other vendor – to provide chemical feed system integration design for basic controls tied in to SCADA for flow paced feeds.

CONSTRUCTION: District staff to provide majority of trenching and construction with some items such as the concrete pad and setting of tanks to be contracted. Prodigy electric – electrical and control wiring and system mounting.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	August 2019	September 2019	1 months
ENVIRONMENTAL	N/A		
BID	September 2019	October 2019	1 month
COMPLETION	November 2019	March 2020	5 months

**PROJECT OBJECTIVES:** Eliminate the use of chlorine gas at the Wastewater Plant for recycled water disinfection and convert to using industrial strength sodium hypochlorite (bleach) for safety of staff and community.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Safer product for staff; Substantially less regulatory oversight and required staff training; Mitigates risk to community from transport, storage and use of chlorine gas.

**INTANGIBLE:** Provides a safer alternative for the neighboring community vs the potential of a catastrophic chlorine gas leak.



**CAPITAL EXPENDITURE REQUEST**

**Date:** April 16, 2019

**PROJECT REQUEST SUMMARY**

**Department:** Sewer

**PROJECT NAME:** Sewer – Chlorine gas to bleach conversion

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Schedule for project is targeted for when the Recycled Water facility would normally be offline.

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					\$266,140
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				\$266,140
DEVELOPER CONTRIBUTIONS					
OTHER					


**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capital Improvement.

**Excerpt from Coastland CIP/Fee Study Report:**

**Chlorine Gas to Bleach Conversion – Wastewater Treatment Plant (CIP 17-2-04)**

This project consists of modifications to the wastewater treatment plant disinfection processes. Due to the heightened security and safety concerns of storing and feeding chlorine gas, increased demand in use of chlorine gas due to the growth experienced by the District and anticipated increased flows to the wastewater treatment plant created at build-out of the service area, and the required transportation of this chemical through the community to the wastewater treatment plant, the District plans to convert the chlorine gas to bleach as the disinfection process. The use of chlorine gas as a disinfection method has declined in the municipal waste treatment industry due to risk. This process for treatment is more cost effective, and safer to deliver, store and feed than chlorine gas. The wastewater treatment plant process controls will be modified with new chemical feed pumps and installation of a new 5,000-gallon tank for liquid sodium hypochlorite (bleach). Improvements will be constructed outside, near the existing chlorine contact chamber. This conversion will allow the District to more safely and efficiently disinfect while accommodating additional wastewater treatment flows from a larger customer base. In addition, mitigation of risks associated with potential growth infringing around the wastewater treatment plant triggers the need for increased safety of the community.

Rancho Murieta Community Services District Capital Improvement Program PROJECT DATA FORM				
Project Number:	17-2-04	Project Name:	Chlorine Gas to Bleach Conversion - Wastewater Treatment Plant	
Location:	Wastewater Treatment Plant	Project Type:	Sewer	
Description: Conversion of Treatment Systems from Chlorine Gas to Bleach			Sewer Treatment Plant	
Justification: Facility Improvement				
Notes: Increased Safety due to growth encroachment and Disinfection Process				
	Item	Previous Estimate/Charge	Cost Estimate	Total
PROJECT COST	Administration/Management		\$9,505	\$9,505
	Planning/Environmental		\$9,505	\$9,505
	Engineering		\$26,525	\$26,525
	Construction		\$190,100	\$190,100
	Construction Management/Inspection		\$26,525	\$26,525
	<b>Total</b>	<b>\$0</b>	<b>\$264,140</b>	<b>\$264,140</b>

**Rancho Murieta Community Services District**  
**Project Name: Chlorine Gas to Bleach Conversion - Wastewater Treatment Plant**  
**Job Number: 17-2-04**

**Engineer's Estimate of Probable Cost**

Item No.	Item Description	Estimated Quantity	Unit of Measure	Unit Cost	Item Total
1	Equipment * (Piping, Chemical Feed Pumps, Control Panel)	1	LS	\$52,000.00	\$52,000.00
2	Site/Facility Conversion	1	LS	\$35,000.00	\$35,000.00
3	Systems Conversion and Telemetry	1	LS	\$16,000.00	\$16,000.00
4	Field Startup	1	LS	\$10,000.00	\$10,000.00
5	Staff Training	1	LS	\$5,000.00	\$5,000.00
6	Enclosure & Screening	1	LS	\$18,000.00	\$18,000.00
7	Permit Modifications	1	LS	\$8,000.00	\$8,000.00
8	Mobilization (10%)	1	LS	\$14,400.00	\$14,400.00

Subtotal **\$158,400.00**

20% Contingency **\$31,680.00**

**Total Construction Cost \$190,080.00**

- \* Hopkins Technical Products Quote 2/6/17  
 5100 Gallon Tank  
 Chemical Feed Pumps



**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY****Department: Water****PROJECT NAME:** Water – Rio Oso booster pump replacement & Jockey pump **PLANNING:** RMCS D**PROJECT CATEGORY:** Water – Capital Replacement**DESIGN:****PROJECT NUMBER:** 20-04-1**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: RMCS D staff  
 DESIGN: RMCS D Staff  
 CONSTRUCTION: Pump supplier / District staff

**WORK ORDERS:**

PLANNING:  
 DESIGN: Power Services Inc.  
 CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: RMCS D staff

ENVIRONMENTAL: N/A

DESIGN: Existing pumps are obsolete and no "drop in" replacement is available. Pump & motor would be supplied to retrofit the system for a spare.

CONSTRUCTION: Prodigy / District staff– electrical and system mounting.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2019	August 2019	1 months
ENVIRONMENTAL	N/A		
BID	August 2019	September 2019	1 month
COMPLETION	November 2019	December 2020	1 month

**PROJECT OBJECTIVES:** Have a replacement available for existing booster pump system which is in continuous use. Install a smaller horse power pump vs continuous inefficient operation of 125 hp pump system.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District and its customers reliable water supply pressure and electrical cost savings in perpetuity of system operation. Estimate of operation of distribution system and jockey pump would lower annual operating costs at of \$3,400 /yr based on current power costs.

**INTANGIBLE:** Having the system retrofitted on our time vs during a potential failure would eliminate excessive potential downtime from research, procurement, and installation for an obsolete system, as well as to avoid the repercussions from the downtime.

# CAPITAL EXPENDITURE REQUEST

Date: April 26, 2018

## PROJECT REQUEST SUMMARY

Department: Water

**PROJECT NAME:** Water – Rio Oso booster pump replacement & Jockey pump

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Portions of the existing system would need to stay in operation during project as the system is in continuous operation.

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING			\$10,000	\$40,000	\$50,000
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$50,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from a combination of Water Capital Replacement and Improvement reserves.

**CAPITAL EXPENDITURE REQUEST**

Date: March 21, 2019

**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Calero Subdrain Panel replacements**PLANNING:** RMCS D**PROJECT CATEGORY:** Water Replacement Reserve funding**DESIGN:** Coastland**PROJECT NUMBER:** 20-01-1**CONSTRUCTION:** Contractor**PROJECT STAFFING:**

PLANNING: RMCS D Staff

DESIGN: Coastland

CONSTRUCTION: Contractor

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

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

**ENVIRONMENTAL:** N/A – existing right-of-way.

**DESIGN:** Determine what components are needed for potential future tie-in to District wide SCADA system, along with original panel design functionality.

**CONSTRUCTION:** n/a

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2019	August 2019	1 month
ENVIRONMENTAL	n/a	n/a	
BID	August 2019	October 2019	2 months
COMPLETION	June 2020	August 2020	2 months

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

**POTENTIAL BENEFITS:**

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

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



**CAPITAL EXPENDITURE REQUEST**

Date: March 20, 2019

**PROJECT REQUEST SUMMARY**

**Department: Water**

**PROJECT NAME: Calero Subdrain Panel replacements**

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING:

CAPACITY:

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
ORIGINAL BUDGET					
INITIAL PERIODS OF FUNDING					\$25,000
CURRENT PROJECT BUDGET					
ADJUSTED PROJECT BUDGET					
PROJECT FUNDING					
REPLACEMENT RESERVES					
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

# CAPITAL EXPENDITURE REQUEST

Date: March 20, 2019

## PROJECT REQUEST SUMMARY

Department: Water

**PROJECT NAME:** Truck purchase (replace 217)

**PLANNING:** Paul Siebensohn

**PROJECT CATEGORY:** Water Replacement Reserve funding

DESIGN:

**PROJECT NUMBER:** 20-02-1

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: RMCS D Staff

DESIGN:

CONSTRUCTION:

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Solicit bids from various area dealerships for a half ton or smaller truck for Field Operations staff.

ENVIRONMENTAL: n/a

DESIGN: n/a

CONSTRUCTION: n/a

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING			
ENVIRONMENTAL	n/a	n/a	
BID	August 2019	October 2019	2 months
COMPLETION			5 months

**PROJECT OBJECTIVES:** Obtain a replacement truck for one of the oldest and highest maintenance cost vehicle in Field Operations fleet, #217 F-150 purchased in 1997 with current mileage of 131,047.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides necessary equipment for staff to complete duties.

**INTANGIBLE:** Provides a safe and properly working vehicle for staff, as well as avoiding more time for maintenance and administration of repeated vehicle repairs.

# CAPITAL EXPENDITURE REQUEST

Date: March 20, 2019

## PROJECT REQUEST SUMMARY

Department: Water

**PROJECT NAME:** Truck purchase (replace 217)

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING:

CAPACITY:

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0				
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$30,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Vehicle being replaced was an asset purchased and depreciated for in the Districts Water fund. Total cost to include tool boxes, bedliner, and applicable taxes and licensing



**CAPITAL EXPENDITURE REQUEST**

Date: March 25, 2019

**PROJECT REQUEST SUMMARY**

Department: Sewer

**PROJECT NAME:** Re-power Sewer Jetter**PROJECT CATEGORY:** Sewer - Replacement Reserve funding**PROJECT NUMBER:** 20-03-2**PROJECT STAFFING:**

PLANNING: RMCSD Staff  
 DESIGN: Contractor  
 CONSTRUCTION: Contractor

**WORK ORDERS:**

PLANNING:  
 DESIGN:  
 CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Solicit bids to re-power the District's US Jetting sewer jetter with a motor that meets current and future Air Resources Control Board Standards and has enough power to run the equipment.

ENVIRONMENTAL: N/A

DESIGN: n/a

CONSTRUCTION: Contractor

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	August 2019	October 2019	2 months
ENVIRONMENTAL	n/a	n/a	
BID			TBD
COMPLETION	November 2019	November 2019	2 weeks

**PROJECT OBJECTIVES:** Replace existing 50.9 HP Deutz diesel engine with one that meets California air standards and enough power to run the existing sewer jetter.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Allows District to run necessary equipment for staff to complete cleaning and emergency blockages in the sewer collection system.

**INTANGIBLE:** Prevents District from possible fines.

# CAPITAL EXPENDITURE REQUEST

Date: March 25, 2019

## PROJECT REQUEST SUMMARY

Department: Sewer

**PROJECT NAME:** Re-power Sewer Jetter

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: District would need to contract equipment to provide sewer jetting of collection system if it was needed while existing jetter was out being worked on.

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$25,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

**CAPITAL EXPENDITURE REQUEST**

Date: March 25, 2019

**PROJECT REQUEST SUMMARY****Department:** Water/Sewer**PROJECT NAME:** Water Right to Capture Stormwater at WWRP**PLANNING:** Paul Siebensohn**PROJECT CATEGORY:** Water Augmentation funds**DESIGN:** Paul Siebensohn**PROJECT NUMBER:** 20-04-1/2**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: Paul Siebensohn / Jessie Barton – Water rights attorney

DESIGN: Paul Siebensohn / Coastland

CONSTRUCTION: RMCS staff

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

**PLANNING:** Outline process and information needed for filing a Water Rights application. Develop a project for capture and recording of volumes of drainage waters that run by the wastewater reclamation reservoirs.

**ENVIRONMENTAL:** Exempt – Existing right of way.

**DESIGN:** Drainage modification, headwall, railings, stoplogs, pumping system, metering system.

**CONSTRUCTION:** District staff would complete procurement of materials and equipment, and complete needed installations.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING			
ENVIRONMENTAL	n/a	n/a	
BID	July 2019	November 2020	10 months
COMPLETION			

**PROJECT OBJECTIVES:** Obtain a water right to collect to storage up to 200 acre-feet per year of rainfall. This would allow the District greater flexibility of potable water offset by having more water available through its recycled water system.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Would provide another source of water to supplement use through the recycled water system, offsetting potable water use.

**INTANGIBLE:** Provides a security of water capture to storage in times where water may not always be readily available.



**CAPITAL EXPENDITURE REQUEST**

Date: March 25, 2019

PROJECT REQUEST SUMMARY

Department: Water/Sewer

PROJECT NAME: Water Right to Capture Stormwater at WWRP

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: Department of Water Resources

WATER RIGHTS: N/A

OPERATING:

CAPACITY: Care would need to be taken with managing Wastewater Storage Reservoir levels. If/when reservoir levels are increased there would less of a concern of capturing this water due to greater flexibility in storage.

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
ORIGINAL BUDGET					
INITIAL PERIODS OF FUNDING	15,000		5,000	10,000	\$30,000
CURRENT PROJECT BUDGET					
ADJUSTED PROJECT BUDGET					
PROJECT FUNDING					
REPLACEMENT RESERVES					
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Water Augmentation funding does not have this item listed as a project, however this project meets the specific intent of the Fund's purpose which is to augment the District's water supply capabilities.

**CAPITAL EXPENDITURE REQUEST**

Date: March 25, 2019

**PROJECT REQUEST SUMMARY****Department: Water****PROJECT NAME:** Plant 1 – Three effluent pump rehabilitations**PLANNING:** RMCS D**PROJECT CATEGORY:** Water – Capital replacement**DESIGN:** RMCS D**PROJECT NUMBER:** 20-05-1**CONSTRUCTION:** Contractor**PROJECT STAFFING:**

PLANNING: RMCS D / Coastland

DESIGN: RMCS D

CONSTRUCTION: Contractor

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: District staff / Coastland; put bid packet out to rehabilitate pumps to original specifications.

ENVIRONMENTAL: N/A

DESIGN:

CONSTRUCTION: Work to be completed by awarded contractor

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	October 2019	November 2019	1 months
ENVIRONMENTAL	N/A		
BID	November 2019	January 2020	1 month
COMPLETION	March 2020	May 2020	3 months

**PROJECT OBJECTIVES:** Restore rusting pump columns, impellers, bolts, etc..to original operating condition to extend life of pumps prior to needing replacement.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides continued viability of District pumping infrastructure at Plant 1 on District's scheduled time.

**INTANGIBLE:** Avoidance of possible emergency downtime of pumps in a period in which they would be needed.

# CAPITAL EXPENDITURE REQUEST

Date: March 25, 2019

## PROJECT REQUEST SUMMARY

Department: Water

**PROJECT NAME:** Plant 1 – Three effluent pump rehabilitations

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Staff would adjust treatment operations to accommodate pumps being out for maintenance.

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					\$65,000
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$65,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Water Replacement Reserves.



**CAPITAL EXPENDITURE REQUEST**

Date: March 20, 2019

**PROJECT REQUEST SUMMARY****Department: Water****PROJECT NAME:** Dry barrel Fire Hydrant Replacements**PROJECT CATEGORY:** Water Replacement Reserve funding**PROJECT NUMBER:** 20-06-1**PROJECT STAFFING:**

PLANNING: RMCS D

DESIGN: RMCS D

CONSTRUCTION: RMCS D

**SCOPE/DESCRIPTION:**

PLANNING: Procure materials, coordinate with landowners for access, schedule work.

ENVIRONMENTAL: Exempt – Existing Right-of-ways

DESIGN: Replace per District Standard

CONSTRUCTION: District staff

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING			
ENVIRONMENTAL	n/a	n/a	
BID	August 2019	October 2019	2 months
COMPLETION			1 week each

**PROJECT OBJECTIVES:** Replace failing wet barrel fire hydrants that are at the end of their useful life with fire hydrants that meet District and AWWA design standards for potable water systems.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Allows District to conduct this needed replacement work on its own scheduled time vs unanticipated failures.

**INTANGIBLE:** Provides reliable water supply system for fire suppression.

**CAPITAL EXPENDITURE REQUEST**

Date: March 20, 2019

**PROJECT REQUEST SUMMARY**

**Department: Water**

**PROJECT NAME: Dry barrel Fire Hydrant Replacements**

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: Existing

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$90,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

**CAPITAL EXPENDITURE REQUEST**

Date: March 25, 2019

**PROJECT REQUEST SUMMARY**

Department: Water

**PROJECT NAME:** Hole 14 Culvert Replacement**PROJECT CATEGORY:** Water Replacement Reserve funding**PROJECT NUMBER:** 20-07-2**PROJECT STAFFING:**

PLANNING: RMCS D Staff

DESIGN: RMCS D

CONSTRUCTION: TBD

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Find and procure replacement piping with the same capacity as existing pipe.

ENVIRONMENTAL: Exempt – Existing Right of Way

DESIGN: n/a

CONSTRUCTION: Either District staff or contractor.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	February 2020	April 2020	2 months
ENVIRONMENTAL	n/a	n/a	
BID			TBD
COMPLETION	August 2020	September 2020	2 weeks

**PROJECT OBJECTIVES:** Replace failing corrugated metal drainage culvert pipe running under Hole 14 North with high density polyethylene pipe during a time when drainage flows are low.

**POTENTIAL BENEFITS:****TANGIBLE:****INTANGIBLE:**



# CAPITAL EXPENDITURE REQUEST

Date: March 25, 2019

## PROJECT REQUEST SUMMARY

Department: Drainage

**PROJECT NAME:** Hole 14 Culvert Replacement

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: No impact to District. Coordination with Rancho Murieta Country Club needs to occur to minimize impacts to them.

CAPACITY: Replace with in-kind capacity. No need to replace with a larger capacity culvert as it is a fill/spill culvert across the golf course.

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING					
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$32,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**