



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA 95683
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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

JUNE 17, 2015

Open Session 5:00 p.m.
RMCS D Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Betty Ferraro	Vice President
Paul Gumbinger	Director
Michael Martel	Director
Mark Pecotich	Director

STAFF

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



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
JUNE 17, 2015**

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. ADOPT AGENDA (Motion)	5:05
3. SPECIAL ANNOUNCEMENTS AND ACTIVITIES <i>(5 min.)</i>	5:10
4. COMMENTS FROM THE PUBLIC	5:15
<i>Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.</i>	
<i>If you wish to address the Board at this time or at the time of an agendized item, as a courtesy, please state your name and address, and reserve your comments to no more than 3 minutes so that others may be allowed to speak.</i>	
5. CONSENT CALENDAR (Motion) (Roll Call Vote) <i>(5 min.)</i>	5:20
<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>	
a. Approval of Board Meeting Minutes	
1. May 20, 2015 Regular Board Meeting	
b. Committee Meeting Minutes (Receive and File)	
1. June 3, 2015 Communication & Technology Committee Meeting	
2. June 5, 2015 Improvements Committee Meeting	
3. June 8, 2015 Finance Committee Meeting	
4. June 8, 2015 Security Committee Meeting	
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
- a. Email from Janis Eckard, May 27, 2015
 - b. Email from Barbara Campbell, June 3, 2015
8. **DISCUSSION CONCERNING RANCHO MURIETA NORTH DEVELOPMENT PLANS AND LAND SETBACK AREAS AROUND CALERO, CHESBRO AND CLEMENTIA RESERVOIRS** (Discussion/Action) (15 min.) 5:35
9. **TIMED ITEM - PUBLIC HEARING – 5:30 P.M. CONSIDER ADOPTION OF RESOLUTION R2015- 08, FISCAL YEAR 2015-2016 BUDGET AND CAPITAL PROJECTS** (30 min.) (Time is approximate but will not be conducted before 5:30 p.m.) 5:50
- a. Presentation by Staff.
 - b. The Board President will open the public hearing for Public comment on the Resolution R2015-08, a Resolution approving the Budget for Fiscal Year 2015-2016, including Capital Projects..
 - c. The Board President will close the public hearing for public comment on Resolution R2015-08, a Resolution approving the Budget for Fiscal Year 2015-2016, including Capital Projects.
 - d. Board Discussion/Adoption of Resolution R2015-08, a Resolution approving the Budget for Fiscal Year 2015-2016, including Capital Projects. (Discussion/Action) (Motion) **(Roll Call Vote)**
10. **CONSIDER ADOPTION OF ORDINANCE O2015-01, AN ORDINANCE AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES** (Discussion/Action) (Motion) **(Roll Call Vote)** (5 min.) 6:20
11. **CONSIDER APPROVAL OF CALIFORNIA WASTE RECOVERY SYSTEMS 2013 CONTRACT TENTH AMENDMENT** (Discussion/Action) (Motion) **(Roll Call Vote)** (5 min.) 6:25
12. **CONSIDER APPROVAL OF RESOLUTION R2015-09, APPROVING INTERNAL BORROWING FOR THE NEW NORTH GATE PROJECT** (Discussion/Action) (Motion) **(Roll Call Vote)** (5 min.) 6:30

- 13. **REVIEW DISTRICT CODE CHAPTER 4, PURCHASING AND BIDDING UPDATE** 6:35
(Discussion/Action) (5 min.)
- 14. **CONSIDER APPROVAL OF NORTH GATE FACILITIES USE AGREEMENT WITH RANCHO MURIETA ASSOCIATION** 6:40
(Discussion/Action) (Motion) (5 min.)
- 15. **CONSIDER CHANGE TO DISTRICT REGULAR BOARD MEETING PROCESS AND SCHEDULE** 6:45
(Discussion/Action) (5 min.)
- 16. **ELECTION OF CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS, DIVISION 2, SEAT C** 6:50
(Discussion/Action) (Motion) (5 min.)
- 17. **RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE** 6:55
(Discussion/Action) (5 min.)
- 18. **RECEIVE WATER CONSERVATION UPDATE** 7:00
(Discussion/Action) (5 min.)
- 19. **CONSIDER AMENDING EARLIER ACTION TO APPROVE AUDIT SERVICES CONTRACT FOR AUDIT OF 2014-2015 FINANCIAL STATEMENTS** 7:05
(Discussion/Action) (Motion) (5 min.)
- 20. **REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES** 7:10
(Discussion/Action) (Motion) (5 min.)
- 21. **REVIEW MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 7:15

Next Regular Board Meeting: July 15, 2015

Committee Meeting Schedule:

-  Improvements July 1, 2015 @ 2:00 p.m.
-  Finance July 1, 2015 @ 2:30 p.m.
-  Security July 1, 2015 @ 3:00 p.m.
-  Communications July 1, 2015 @ 4:00 p.m.
-  Personnel July 1, 2015 @ 4:30 p.m.

- 22. **COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 7:20
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.
- 23. **ADJOURNMENT** (Motion) 7:25

"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."



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Regular Meeting

MINUTES

May 20, 2015

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 4:01 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Betty Ferraro, Paul Gumbinger, and Michael Martel. Also present were Darlene J. Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, General Counsel. Director Mark Pecotich was absent.

2. ADOPT AGENDA

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

3. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

None.

4. BOARD ADJOURNED TO CLOSED SESSION AT 4:02 P.M. TO DISCUSS THE FOLLOWING ITEMS:

Under Government Code 54957: Public Employee Performance Review: Title: General Manager.

5/6. BOARD RECONVENED TO OPEN SESSION AT 5:02 P.M. AND REPORTED THE FOLLOWING:

Under Government Code 54957: Public Employee Performance Review: Title: General Manager.

Nothing to report.

7. COMMENTS FROM THE PUBLIC

Richard Fox, Lot 1772, commented on the water conservation restrictions and asked the District to consider reducing the cost for the \$100 fee Rancho Murieta Association requires to submit approval for landscape changes. President Pasek directed Darlene Gillum to contact RMA regarding this matter. Director Ferraro suggested Mr. Fox go to the ARC monthly meeting to discuss the matter.

Gail Bullen introduced herself. Ms. Bullen is the new reporter for the River Valley Times.

8. CONSENT CALENDAR

Under Agenda Item 8b3, Director Ferraro asked about the Security Impact Fees that the District will be receiving once the Retreats development begins. Darlene Gillum stated that the money will go into a Security Impact Fee account. Staff is developing a policy on how those monies are spent.

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

9. STAFF REPORTS

Under Agenda Item 9a, Director Ferraro asked about the solar farm. Darlene Gillum stated that staff should be receiving a proposal in the next few weeks outlining the plan. At this time, it is estimated to use about three (3) acres.

Under Agenda Item 9d, President Pasek asked about the amount of water in storage. Paul Siebensohn stated that currently the District has a 2.6 year supply of water.

9. CORRESPONDENCE

None.

11. ADOPT RESOLUTION R2015-07, IN HONOR OF JAMES BIEG, PATROL SERGEANT, RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Motion/Gumbinger to adopt Resolution R2015-07, in honor of James Bieg, Patrol Sergeant, Rancho Murieta Community Services District. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

12. CONSIDER ADOPTION OF RESOLUTION R2015-06, DECLARING A STAGE TWO WATER SHORTAGE CONDITION AND ADOPTING WATER RESTRICTIONS

Darlene Gillum gave a brief recommendation to adopt Resolution R2015-06. In order to be in compliance with the State water conservation law and the District Water Shortage Contingency Plan, adoption of a resolution declaring a Stage 2 water shortage condition and adoption of water use restrictions is required.

Director Ferraro requested Darlene Gillum give an explanation as to why RMA is not required to abide by the water restrictions. Darlene stated that she had given RMA a four (4) week variance due to the new North Gate. President Pasek stated that the amount of grass and other plantings at the North Gate are required by the County of Sacramento.

Motion/Gumbinger to adopt Resolution 2015-06 declaring a stage two water shortage condition and adopting water restrictions. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

13. REVIEW THE PROPOSED 2015/2016 BUDGET AND CAPITAL PROJECTS

Darlene Gillum gave a brief update. There are no new Capital Improvements Projects for the 2015/2016 fiscal year. The reserve study findings will be incorporated into the 2016-2017 budget. The presentation of the 2015/2016 budget will be made at the June 17, 2015 Board meeting.

14. PUBLIC HEARING - CONSIDER APPROVAL OF THE PROPOSED SERVICE CHARGE INCREASES AND SPECIAL TAX ADJUSTMENTS

Darlene gave a brief presentation on the proposed service charge increases and special tax adjustments. The total increase is about 3.5% or \$5.83 a month, per residential connection.

President Pasek opened the hearing at 5:38 p.m.

There were no comments.

President Pasek closed the hearing at 5:39 p.m.

Darlene Gillum stated that five (5) letters of protest were received.

Motion/Gumbinger to Introduce Ordinance O2015-01, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 14 of the District Code relating to Water Service Charges; amending Chapter 15 of the District Code relating to Sewer Service Charges; amending Chapter 16 of the District Code relating to Drainage Service Charges; amending Chapter 16A of the District Code relating to Drainage Special Tax; amending Chapter 21 of the District Code relating to Security Special Tax; and amending Chapter 31 of the District Code relating to Solid Waste Collection and Disposal Service Charges, waive the full reading of the Ordinance and continue to the June 17, 2015 Board meeting for adoption. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

Director Martel commented on the need for the District to look at how to fund the budget in the future with the increase in development.

15. CONSIDER APPROVAL OF 2014-15 AUDIT PROPOSAL

Darlene Gillum gave a brief summary of the proposal for conducting the 2014-2015 audit. Director Ferraro asked about the requirement to change auditors every three (3) years. Darlene Gillum stated that starting 2015-2016, District's are required to change auditors, not necessarily the firm, every five (5) years.

Motion/Martel to approve the proposal from Larry Bain, CPA, An Accounting Corporation, for preparation of audit reports (for the District and for the Community Facilities District Number 2014-1) for the fiscal year 2014-15, in an amount not to exceed \$17,500. Funding to come from the 2015-16 General Administration Operating Budget in the amount of \$13,500 for the District and \$4,000 from the CFD No. 2014-1. The audit to be conducted by a different auditor in the firm. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

16. CONSIDER ADOPTION OF THE DISTRICT'S SECURITY SURVEILLANCE CAMERA IMPLEMENTATION, INTEGRATION AND EXPANSION PLAN

Chief Remson gave a brief summary of the Security Surveillance Camera Plan. Individual private entities will use their own camera vendor to assess their individual needs, including type of cameras, and to use a system that is compatible with the District's system. Any costs for acquiring, installing, operation and maintenance of surveillance cameras and related software and hardware would be the responsibility of each property owner or entity.

The District would have no responsibility or guarantee for 24 hour monitoring, recording of video, camera operation and maintenance, vandalism to equipment, or incidents that occur under a surveillance camera view.

Director Martel stated that he does not agree with priority listing in Attachment A. The Security Ad Hoc Committee discussed placement of 99 cameras.

Motion/Martel to adopt the District’s Surveillance Camera Implementation, Integration, and Expansion Plan, with the attached “Exhibit A” considered a draft. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

17. CONSIDER ADOPTION OF DISTRICT POLICY P2015-07, BODY WORN CAMERAS AND VIDEO SYSTEM

Chief Remson gave a brief summary of Policy P2015-07 regarding body worn cameras and video system. Each Patrol Officer will have his/her own District issued body camera.

Director Martel stated that Patrol Officers will be required to note on the Summary Log when the body camera was used as well as any time they un-holster their gun.

Richard Shanahan stated that all video recordings are required to be stored for one (1) year.

Director Martel commented on his feeling that Patrol Officers should not record anything relating to an HOA violation.

Motion/Gumbinger to adopt Policy P2015-07 Body Worn Cameras and Video System, with the change that Patrol Officers will not record anything relating to an HOA violation, unless the situation becomes adversarial. **Second/Martel. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

18. CONSIDER APPROVAL OF SAFETY CENTER FACILITIES USE AGREEMENT WITH SACRAMENTO COUNTY

Chief Remson gave a brief summary of the use agreement between the District and Sacramento County for the James Noller Safety Center.

Motion/Martel Approve the Safety Center Facilities Use Agreement with Sacramento County and authorize the General Manager to execute such agreement. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

19. CONSIDER APPROVAL OF NORTH GATE FACILITIES USE AGREEMENT WITH RANCHO MURIETA ASSOCIATION

Darlene Gillum stated that this item was not on the agenda for RMA’s Board meeting last night so staff is unaware if their Board has reviewed this item or not. Randy Jenco, RMA Director, stated that the Board did review this item in their executive session and approved a response.

Darlene Gillum stated that one of the RMA’s concerns was the District not paying rent for the building. Richard Shanahan, District General Counsel, stated that rent is not required since the District is providing a service to the community.

Darlene stated that they are still working on portioning out the electric bill.

Director Ferraro asked who the equipment belongs to if RMA takes over security services. Darlene stated that all that will be worked out at that time.

Paul Siebensohn suggested that RMA take ownership of the generator since the District has stricter guidelines to follow. This item will be included in the use agreement.

20. REVIEW NEW GATE POLICY

Chief Remson stated that this is a first draft of a new gate policy for the District and RMA Boards and representatives of The Villas, Rancho Murieta Country Club, and the Retreats to review and comment.

Randy Jenco commented on the RMA Board's concern that this is a District policy, not an RMA policy, and that RMA will lose their power on deciding who gets in. Mr. Jenco requested that Board members, not staff, work with RMA Directors to develop the new policy.

Director Martel suggested two policies be developed, one for bar codes and one for gate access. Director Martel stated that each entity at the meeting had a different take on entering the gates and felt that RMA representatives did not relay to their Board all the information from the meeting.

President Pasek stated the purpose of the policy is to create one policy for all the various HOAs that will be entering the gates.

Mr. Jenco agreed that two (2) separate policies should be made as RMA wants to maintain control of who gets barcodes since it is RMA gates and streets.

President Pasek suggested an ad hoc committee to work on this with RMA and appointed Directors Gumbinger and Martel.

21. CONSIDER APPROVAL OF PROPOSAL FOR PURCHASE OF DUMP TRUCK

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal from Downtown Ford for the purchase of a new dump truck. The dump truck that is being recommended would serve as a dual purpose truck with sides that can fold down to load it and used as a flat bed. Obtaining a dump truck would allow staff to haul material as necessary for District work (e.g., spoils from and fill material for water leak repairs, sewer repairs, drainage maintenance and solids handling from water and wastewater facilities), as well as being able to tow heavy equipment.

Motion/Gumbinger to approve the proposal from Downtown Ford for the purchase of a new dump truck, in an amount not to exceed \$55,076.76. Funding to come 50% from Water Capital Improvement Reserves and 50% from Sewer Capital Improvement Reserves, CIP 12-01-2.
Second/Martel. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.

22. CONSIDER APPROVAL OF INSPECTION COSTS FOR THE WATER TREATMENT EXPANSION PROJECT

Paul Siebensohn gave a brief summary of the recommendation to approve the inspection costs for review of the components and construction of steel and concrete structures for compliance per the HDR design specifications. This additional inspection is required due to the structural steel having been fabricated out of state and the quantity of visits for epoxy and concrete sampling and testing exceeded the original estimate.

Director Gumbinger stated that staff should look into having the subcontractor reimburse the District for this expense since it was due to their faulty work that the additional services are needed.

Motion/Gumbinger to approve the proposal from Youngdahl Consulting Group, Inc., for inspection services relating to the Water Treatment Plant Expansion Project in an amount not to exceed \$10,964. Funding to come from Water Replacement Reserves. **Second/Martel. Roll Call Vote: Ayes: Pasek, Gumbinger, Martel. Noes: Ferraro. Absent: Pecotich.**

23. CONSIDER PRE-APPROVAL OF PURCHASE OF BACKHOE

Paul Siebensohn gave a brief summary of the recommendation to pre-approve the purchase of a used backhoe because purchasing used equipment is generally subject to the seller wanting to sell their equipment immediately for the best price they can receive. The seller is also interested in receiving immediate payment. Our required process of soliciting bids and taking approvals to the Board leaves us out of competition for purchasing used equipment. Often, by the time we can proceed with the purchase, the equipment is already sold.

Director Martel stated that he would like to know how much the backhoe is used each fiscal year.

Motion/Gumbinger to approve waiving the requirements of District Code, Chapter 4, Section 5.02 and pre-approve an amount not to exceed \$70,000, inclusive of taxes, for the purchase of a used backhoe. Funding to come 50% from Water Capital Replacement Reserves and 50% from Sewer Capital Replacement Reserves, CIP #14-01-1. **Second/Martel. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

24. RECEIVE 2015 BOARD GOALS UPDATE

Darlene Gillum gave a brief update on the 2015 Board goals for the first quarter.

25. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE AND DISCUSS CURRENT SCHEDULE

Paul Siebensohn gave a brief update on the Water Treatment Plant Expansion Project. Completed work includes: running power supply to the effluent pump station and setting of the effluent pumps and control valves; completed installation, compaction and backfill of the effluent discharge line and meter; process water and lab supply line installations; erection of the canopy structure I-beams; setting of the generator and completing electrical connections; and continued installation of membrane system piping.

Martin's Metals, the subcontractor for KG Walters that is erecting the canopy, needs approximately an additional ten (10) days to complete their work due to underestimating the time needed. There is also a potential timing issue between the commissioning activities of TESCO Controls and GE which may add a 1-2 week push on the schedule.

The GE Field Services Representatives are onsite with the temporary filtration system to begin the commissioning activities. We are in the process of updating the GE Operations and Maintenance manual to be site specific for our application for submittal to the Department of Drinking Water to finalize an approval letter for its operation.

26. RECEIVE WATER CONSERVATION UPDATE

Paul Siebensohn gave a brief update on water conservation in the community. The District received Notices to Curtail Diversions for nine (9) of our appropriative water rights and had to register compliance through the Department of Water Resources online system. We topped off our reservoirs one more time due to the recent rainfall and timing to comply with the Notices. The District is continuing to comply with the State's mandates for water conservation.

The Water Conservation schedule is still in effect and staff is continuing to monitor the community for compliance. Calendar year to date, 169 conservation tags have been issued.

27. DISCUSS WATER CONSERVATION PRESENTATION

Darlene gave a brief summary of the topics to be discussed at the four (4) community meetings the District is holding regarding water in the community.

President Pasek suggested including the number of fines that have been issued and information regarding the new North Gate landscape.

Darlene stated that Directors are welcome to attend but cannot participate as it is not a Board meeting.

28. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

Director Martel stated he is interested in attending the CSDA annual conference.

29. REVIEW MEETING DATES/TIMES

Director Martel stated that he is not available to attend meetings on June 3, 4, and 5, 2015. Security and Finance Committee meetings will be rescheduled.

30. COMMENTS/SUGGESTIONS

Chief Remson stated that the striping was completed today and signs have been put up. A request has been put in for off-duty Sacramento County Sheriff Deputies to work the July 4, 2015 festivities. To date, no one has been available.

Eric Thompson commented on his getting familiar with the District processes and programs.

Director Martel welcomed Gail Bullen of River Valley Times. He also commented on Relay for Life wanting to advertise in the District billings and wanting RMA to answer the questions from the District regarding the Parks, holding a Joint Security meeting, and holding a town hall meeting to discuss security.

Director Gumbinger welcomed Gail. Director Gumbinger also commented on the need to have signs painted on the streets at the new North Gate.

Director Ferraro commented on conversations she had had with staff and their frustration regarding the conservation regulations not being followed by residents.

President Pasek suggested an update on Guadalupe Reservoir be included in the community meetings.

Darlene Gillum stated the District has received a new book, "A Homeowner's Guide to a WaterSmart Landscape" that will be given out at the community meetings. Darlene will be on vacation July 3, 2015 through July 10, 2015.

31. ADJOURNMENT

Motion/Gumbinger to adjourn at 8:32 p.m. **Second/Ferraro. Ayes: Pasek, Ferraro, Gumbinger, Martel. Noes: None. Absent: Pecotich.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: June 3, 2015
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: June 3, 2015 Communication & Technology Committee Meeting

1. CALL TO ORDER

Director Ferraro called the meeting to order at 4:03 p.m. Present were Directors Ferraro and Pecotich. Present from District staff were Darlene Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Eric Thompson, Controller.

2. COMMENTS FROM THE PUBLIC

None.

3. PUBLIC OUTREACH

Social Media

Darlene Gillum gave a brief update. Suzanne is working on the District intranet and annual updates to the District website and will be attending some classes regarding social media and web design.

Conversation About Water

Darlene stated that two (2) meetings have been held so far with about 50 people each in attendance. The information is being received well by those in attendance. Two (2) more are scheduled, one on Saturday, June 6, 2015 at the District office and one on Saturday, June 13, 2015 at the Rancho Murieta Association building. Both will be at 10:00 a.m.

4. DIRECTOR & STAFF COMMENTS/SUGGESTIONS

Director Pecotich commented on how well the meetings are going and stated that asking about the postcard was a good idea. Hopefully, younger families will attend the Saturday meetings. As people left, comments were being made on how informative the meeting was.

Director Ferraro suggested putting together a mini-survey to be completed by the residents attending the Saturday sessions asking their opinion on which is the best way for the District to reach out to the community. After a discussion, the committee agreed.

Darlene stated that Debby is working on developing ebilling for the August bill statement. So statements are being redesigned so that they can mark on the back of it if they want to sign up for ebilling, if so, they need to supply their email address.

Director Ferraro stated that someone at the meeting was handing out cards regarding a conservation group. Director Pecotich stated that the group is interested in the discussion about the District acquiring property around the reservoirs and maintain it as open space instead of being developed. They are not anti-development, they want responsible development.

Director Ferraro commented on her conversation with Chief Remson regarding emergencies and the need to publicize how to respond to an emergency. The phone number given out by Rancho Murieta Country Club for emergencies does not work. Chief Remson stated that a call needs to be placed to dispatch who will answer every time and dispatch the correct people. Calling 911 on a cell phone routes the call to California Highway Patrol. Director Ferraro suggested the call be made to 911 first then to the gate for dispatch. Director Ferraro suggested an article be put in the Pipeline explaining the process.

Director Ferraro commented on people in golf carts have a tendency to get too close to the readers when entering the gates. Communication needs to get out notifying the public not to get so close to the reader when entering the gate.

Darlene Gillum stated next month, the Committee meeting should discuss how to notify the community of the completion and opening of the new water treatment plant.

5. ADJOURNMENT

The meeting was adjourned at 4:25 p.m.

DRAFT

MEMORANDUM

Date: June 5, 2015
To: Board of Directors
From: Improvements Committee Staff
Subject: June 5, 2015 Committee Meeting Minutes

1. CALL TO ORDER

Director Pasek called the meeting to order at 8:30 a.m. Present was Director Pasek. Present from District staff were Darlene Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Director Gumbinger arrived at 8:45 a.m.

2. PUBLIC COMMENT

None.

3. UPDATES

Augmentation Well

This project is on hold. Director Pasek stated that members of the community are beginning to challenge the need for the well. Paul Siebensohn stated that the well is not only for drought but also for other water emergencies that could occur.

Water Treatment Plant Expansion Project

The project is continuing. Completed work includes: final piping and electrical connections for effluent pump station discharge pumps; disinfection of temporary filtration trailer modules and discharge line, contact chamber and clearwell; GE setup and commissioning of temporary filtration trailer and staff training; completed installation of new chemical trenches and lids and pulled tubing through them; canopy metal stud framing and some fascia installations; began installation of handrails and deck plating and decking supports around membrane and backwash basins; layout of chemical storage totes and feed skids in Ancillary Room; staff training and operation of new generator; installation of fire water line up to back of water plant maintenance room; began removal and replacement of siding.

The updated schedule conveys that due to the continuing work on the canopy by Martin's Metals being far more extensive than they anticipated as well as delays on ordering and receiving required parts, the project has been pushed out 4 weeks until October 21, 2015.

Director Gumbinger commented on the roof of the canopy and his concern that is not laid correctly. Paul Siebensohn will check on this.

Temporary Filtration Update

GE Water & Power field services have been working to commission, fine tune set-points, and train District staff for the operation of system. Three (3) representatives from the Division of Drinking

Water (DDW) were onsite to review the temporary filtration trailer, its monitoring systems, and operation in order to give authorization for its use. They were pleased with the sample results taken and commented on how amazing it was to have such a system inside a trailer. The trailer is now in operation and will be throughout the summer to assist Plant #2 with meeting the community's water demands. Current temporary water filtration production flow is set at 0.72 MGD.

Conservation

No change from previous outlooks. Staff is continuing to monitor the community for compliance. Calendar year to date, one hundred and eighty-three conservation tags (183) have been issued and some fines levied.

Water treatment plant flow is currently at 1.5 million gallons per day running close to 24 hours per day to keep up with the community's water demand. Water Treatment Plant Production flow for this past May is approximately down 42.2% vs. May of 2013. Potable water consumption for residential use in May was 27,129,212 gallons, down approximately 48% from 2013. Excellent conservation and cooler than normal weather were attributable. An estimate of residential gallons per capita per day for May was 132 gallons.

Director Gumbinger suggested acknowledging residents who have converted their landscape to a drought resistant landscape. Ranchomurieta.com said they are more than happy to work with the District on this.

Director Pasek suggested more information be provided regarding citations and fines issued.

Development

The development projects for the Murieta Inn and Retreats West continue forward. District staff is providing oversight of installations as they occur for the Murieta Inn for compliance with the District's standards, as well as SWPPP compliance at each project site.

7. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

Director Pasek asked when the bollards will be installed at the new North Gate. Chief Remson stated that they have been ordered and should be in soon. Director Pasek also asked if there are new maps to give out at the North Gate. Chief Remson said yes.

Paul Siebensohn stated that some of the soil that was excavated from the Water Treatment Plant Expansion Project will be used to bury the Van Vleck pipeline.

Director Pasek asked about the new dump truck. Paul Siebensohn said it has been ordered. Delivery is estimated in three (3) months due to the customizing that needs to be done. Staff is looking into buying a used backhoe.

8. ADJOURNMENT

The meeting was adjourned at 9:20 a.m.

MEMORANDUM

Date: June 8, 2015
To: Board of Directors
From: Finance Committee Staff
Subject: June 8, 2015 Finance Committee Meeting

1. CALL TO ORDER

Director Pasek called the meeting to order at 9:00 a.m. Present were Directors Pasek and Martel. Present from District staff were Darlene Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. UPDATES

Water Treatment Plant Expansion Project Financing Update

Eric Thompson gave a brief summary of the Project Construction Summary sheet. Director Martel asked about the legal opinion on the District paying for the temporary water filtration system. Darlene Gillum stated that the contract states that the District will pay for temporary water filtration if needed.

Director Martel commented on his concern with vacant lots not paying the same amount into reserves as developed lots. Darlene Gillum stated that this discussion is not agenda related and should be discussed at a later time. The Committee agreed.

4. 2015-2016 BUDGET UPDATE

Darlene Gillum gave a brief update on the 2015-2016 budget. With the change in the solid waste increase from 3.0% as projected to actually only 1.2%, the rate increase for the District is changed from 3.6% to 3.45%. The only outstanding item is the property tax impact to the budget. There are no new CIP projects this fiscal year. **This item will be added to the June 17, 2015 Board of Directors meeting agenda.**

Director Martel commented on the Conversation About Water meetings having brought a lot of credibility to the District and his feeling that the District should look into funding available for the separating out of food in the solid waste collection.

5. RESOLUTION 2015-10 APPROVING INTERNAL BORROWING OF THE NORTH GATE PROJECT

Darlene Gillum gave a brief summary of the recommendation to adopt Resolution 2015-10 which formally documents the inter-fund transfer and loan to Security Capital Replacement Reserves for the District's portion of the cost of the new North Gate Project. **This item will be added to the June 17, 2015 Board of Directors meeting agenda.**

6. REVIEW DISTRICT CODE CHAPTER 4, PURCHASING AND BIDDING

Darlene Gillum gave a brief summary of the recommendation to adopt the District Code Chapter 4, Purchasing and Bidding. The proposed District Code, Chapter 4 will supersede the current Chapter 4 and also repeal District Policy 2009-03. The goal of this amendment to Chapter 4 is to streamline and simplify the District's existing procedures and make them consistent with the Public Contract Code provisions applicable to community services districts. **This item will be added to the June 17, 2015 Board of Directors meeting agenda.**

7. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Director Pasek asked about the decrease in revenue due to conservation. Eric Thompson stated that the revenue is down 23% from the projected budget, use is down 45.1% for the month of May. To date, residential use revenue is down \$139,000 for the 2014-2015 fiscal year.

Director Martel commented on his concern that District vehicles are being left running when no one is in the vehicle. Chief Remson will look into this matter.

8. ADJOURNMENT

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

DRAFT

MEMORANDUM

Date: June 8, 2015
To: Board of Directors
From: Security Committee Staff
Subject: June 8, 2015 Security Committee Meeting

1. CALL TO ORDER

Director Ferraro called the meeting to order at 10:00 a.m. Present were Directors Ferraro and Martel. Present from District staff were Darlene Gillum, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

The new North Gate is up and running. Guests and vendors are learning that a barcode is required to enter through the Lago Drive gate.

The first round of interviews for the vacant Gate Officer and Patrol Officer positions have been held. Applications continue to come in. A second round of interviews will begin soon.

Off-duty Sacramento County Sheriff's Deputies (SSD) and private security have been scheduled for July 4, 2015. Rancho Murietta Association (RMA) has guest passes available for resident's guests.

Director Martel suggested that part of the North Parkway be closed off during the parade to help with traffic congestion.

Incidents of Note

Chief Remson gave a brief overview of the incidents of note for May 2015.

Director Ferraro asked what residents should do if they see someone taking items from the items put out for donation. Chief Remson stated they should call it in to the gate. Director Ferraro also commented on letting the community know some residents are driving their golf carts too close to the barcode readers.

Director Martel asked if motorcycles are receiving barcodes. Chief Remson stated that yes, some have gotten them.

RMA Citations/Admonishments

Chief Remson reported that the Rancho Murieta Association (RMA) rule violation citations for the month of May 2015 included 10 stop sign. Rule violation admonishments and/or complaints for the month of May 2015 included 26 loose/off leash dogs, 21 open garage doors, 12 speeding and 11 barking dogs.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

The meeting was held on May 4, 2015. There were no hearings or scheduled agenda items. The next meeting is scheduled for June 1, 2015.

4. NEW GATE UPDATE

Use Agreement

Darlene Gillum stated that the District met with Rancho Murieta Association (RMA) regarding the new North Gate use agreement. The effective date will be August 1, 2015, which will allow both Boards to review and comment on the agreement. It will be a 10-year agreement with an automatic renewal, and a 60-day notice required to terminate. RMA is looking into take over ownership of the generator. The District will not be paying rent for the building. Director Martel asked if RMA is reserving funds for the gate. Darlene stated that she did not know.

Gate Policy

Chief Remson stated that the first draft was presented at the May 20, 2015 Board meeting. Randy Jenco, Rancho Murieta Association (RMA) Director, spoke at the meeting and requested that Board members from the District and RMA meet to work on the policy. Randy Jenco and Sam Somers from RMA and Paul Gumbinger and Mike Martel from the District comprise an Ad Hoc committee to meet to work on updating the policy. The first meeting of the Committee is scheduled for June 19, 2015.

5. DIRECTOR & STAFF COMMENTS

Chief Remson stated that there was a report of mountain lion cubs being sighted but no confirmation has been made.

Director Martel asked about the rumors of deer having been shot with a bow and arrow. Chief Remson stated that he has heard the rumor but Security has not been able to confirm.

Paul Siebensohn asked if landscaping will be put in at the spot currently being used for construction access for the North Gate. Chief Remson stated he does not know, that is an RMA decision.

Director Ferraro commented on her feeling that the comments being made regarding teenagers in the community being cited and fined is due to an irate parent and does not believe it is Security targeting teenagers.

6. ADJOURNMENT

The meeting adjourned at 10:30 a.m.

MEMORANDUM

Date: June 9, 2015
To: Board of Directors
From: Eric Thompson, Controller
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **May 2015**. 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 Monthly Contract	46,068.39	Operating Expense
J B Bostick Company	Various Asphalt patching	5,350.00	Operating Expense
State of California	15/16 Annual Dam Fee	34,924.00	Operating Expense
Youngdahl Consulting Group, Inc.	WTP#1 Expansion	7,568.38	Reserve Funding, Bonds, Letter of Credit
All Electric Motors, Inc.	Crest Lift & Cantova Pump	6,725.13	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services for April 2015	7,236.01	\$579.52 Reserve Funding, \$6,656.49 Operating Exp
County of Sacramento	Qtr Waste Disp: Jan-Apr 2015	8,747.69	Operating Expense
Roebbelen Construction Mgmt Services	WTP#1 Expansion	732,697.44	Reserve Funding, Bonds, Letter of Credit
S. M. U. D.	Monthly Bill	27,528.90	Operating Expense

Rancho Murieta Community Services District

Bills Paid Listing for May 2015

Ck Number	Date	Vendor	Amount	Purpose
CM29500	5/1/2015	California Public Employees' Retirement Sys	\$34,920.96	Monthly Medical
CM29501	5/1/2015	Guardian Life Insurance	\$5,326.64	Monthly Dental/Life
CM29502	5/1/2015	Vision Service Plan (CA)	\$497.92	Monthly Vision
CM29503	5/8/2015	A Leap Ahead IT	\$3,679.12	Monthly IT Service - May 2015
CM29504	5/8/2015	American Family Life Assurance Co.	\$987.08	Payroll
CM29505	5/8/2015	Apple One Employment Services	\$774.72	Temp
CM29506	5/8/2015	Aramark Uniform & Career Apparel, LLC	\$201.64	Uniform Service - Water
CM29507	5/8/2015	Baker Williams Engineering Group Inc	\$4,932.50	Surveying
CM29508	5/8/2015	BlueLine Rental, LLC	\$2,727.00	Backhoe rental 4/9 - 5/7/15
CM29509	5/8/2015	California Special Districts Association	\$225.00	Staying in Compliance-06/03/15
CM29510	5/8/2015	California Waste Recovery Systems	\$46,068.39	Solid Waste Monthly Contract
CM29511	5/8/2015	Tambi Carrington	\$1,334.12	Refund credit balance #9000591
CM29512	5/8/2015	Capital One Commercial	\$1,371.96	Monthly Supplies
CM29513	5/8/2015	Employment Development Department	\$3,054.64	Payroll
CM29514	5/8/2015	Express Office Products, Inc.	\$616.42	Office Supplies
CM29515	5/8/2015	Fastsigns #60601	\$653.71	New District .com stickers
CM29516	5/8/2015	Franchise Tax Board	\$75.00	Payroll
CM29517	5/8/2015	Fresh Training Concepts	\$2,450.00	Hazwoper training
CM29518	5/8/2015	Golden State Flow Measurement	\$4,726.08	Meters 1"(10), 7.5"(10), 9"(10)
CM29519	5/8/2015	Groeniger & Company	\$105.41	Maint & Rpr: Supplies
CM29520	5/8/2015	Hastie's Capitol Sand and Gravel Co.	\$740.89	Fill sand/AB (roadbase)
CM29521	5/8/2015	J B Bostick Company	\$5,350.00	Various Asphalt patching
CM29522	5/8/2015	Legal Shield	\$80.00	Payroll - Legal
CM29523	5/8/2015	McMaster-Carr Supply Co.	\$1,388.89	Maint & Rpr: Supplies
CM29524	5/8/2015	Nationwide Retirement Solution	\$861.00	Payroll
CM29525	5/8/2015	Network Environmental Systems, Inc	\$807.55	Asbestos Survey
CM29526	5/8/2015	Operating Engineers Local Union No. 3	\$600.00	Payroll
CM29527	5/8/2015	P. E. R. S.	\$12,446.94	Payroll
CM29528	5/8/2015	Rancho Murieta Ace Hardware	\$438.86	Monthly Supplies
CM29529	5/8/2015	Romo Landscaping	\$385.00	Landscaping Apr 2015
CM29530	5/8/2015	State of California	\$34,924.00	15/16 Annual Dam Fee (5)
CM29531	5/8/2015	State of California	\$172.50	Triploid Gross Carp Permit
CM29532	5/8/2015	Supply Network	\$296.80	Envelopes (3000)
CM29533	5/8/2015	TASC	\$122.69	Payroll
CM29534	5/8/2015	TelePacific Communications	\$530.24	Monthly Phone bill
CM29535	5/8/2015	U.S. Bank Corp. Payment System	\$4,696.96	Monthly Gasoline Bill
CM29536	5/8/2015	U.S. Jetting, LLC	\$73.87	Alternator belt
CM29537	5/8/2015	USA Blue Book	\$151.60	Maint & Rpr: Supplies
CM29538	5/8/2015	W.W. Grainger Inc.	\$1,846.15	Maint & Rpr: Supplies
CM29539	5/8/2015	Wilbur-Ellis Company	\$1,676.16	Chemicals - Seclear Algaecide

Rancho Murieta Community Services District

Bills Paid Listing for May 2015

Ck Number	Date	Vendor	Amount	Purpose
CM29540	5/8/2015	Youngdahl Consulting Group, Inc.	\$7,568.38	WTP#1 Expansion
EFT	5/8/2015	EFTPS	\$11,279.20	Payroll Taxes
CM29541	5/15/2015	Applications By Design, Inc.	\$2,135.00	Barcode decal 50% deposit
CM29542	5/22/2015	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
CM29543	5/22/2015	Aestiva Software, Inc.	\$92.50	Basic Support Services
CM29544	5/22/2015	All Electric Motors, Inc.	\$6,725.13	Rebuild pump/inearringsCantova
CM29545	5/22/2015	American Family Life Assurance Co.	\$502.75	Payroll
CM29546	5/22/2015	Apple One Employment Services	\$1,035.36	Temp
CM29547	5/22/2015	AT&T	\$50.00	Monthly Internet Bill - Admin
CM29548	5/22/2015	AT&T	\$90.36	Monthly Phone Bill - Cell
CM29549	5/22/2015	AT&T	\$881.61	Monthly Phone Bill
CM29550	5/22/2015	Bartkiewicz, Kronick & Shanahan	\$7,236.01	Legal Services for April 2015
CM29551	5/22/2015	Gerald Best	\$100.00	Toilet Rebate (1)
CM29552	5/22/2015	Borges & Mahoney	\$551.11	Rotameter (2)
CM29553	5/22/2015	Mary Brennan	\$100.00	Toilet Rebate
CM29554	5/22/2015	California Laboratory Services	\$1,931.58	Monthly Lab Tests
CM29555	5/22/2015	CWEA	\$156.00	CWEA Mem.Renewal-Greenfield
CM29556	5/22/2015	Caltronics Business Systems	\$1,519.19	Copier - Admin.
CM29557	5/22/2015	Costco Membership	\$495.00	Membership 2015
CM29558	5/22/2015	County of Sacramento	\$8,747.69	Qtr Waste Disp: Jan-Apr 2015
CM29559	5/22/2015	Daily Journal Corporation	\$1,332.00	Budget hearing notice published
CM29560	5/22/2015	Employment Development Department	\$2,424.87	Payroll
CM29561	5/22/2015	Express Office Products, Inc.	\$238.28	Office Supplies
CM29562	5/22/2015	Folsom Lake Fleet Services	\$1,501.52	Service /Smog: #809
CM29563	5/22/2015	Ford Motor Credit Company LLC	\$234.78	2012 Ford Escape Lease Pmt.
CM29564	5/22/2015	Franchise Tax Board	\$75.00	Payroll
CM29565	5/22/2015	Greenfield Communications	\$136.98	Internet/Cable
CM29566	5/22/2015	Home Depot Credit Services	\$111.21	Maint & Rpr: Supplies
CM29567	5/22/2015	HP Care Pack Sales	\$447.00	1 Yr. Support - Security svr
CM29568	5/22/2015	Calvin Johns	\$200.00	Toilet Rebate (2)
CM29569	5/22/2015	Thomas Leeper	\$200.00	Toilet Rebate (2)
CM29570	5/22/2015	Legal Shield	\$55.63	Payroll
CM29571	5/22/2015	McMaster-Carr Supply Co.	\$452.69	Maint & Rpr: Supplies
CM29572	5/22/2015	Nationwide Retirement Solution	\$861.00	Payroll
CM29573	5/22/2015	Operating Engineers Local Union No. 3	\$576.00	Payroll
CM29574	5/22/2015	P. E. R. S.	\$14,815.37	Payroll
CM29575	5/22/2015	Potable Divers Inc.,	\$2,000.00	Tank Inspections Res. #1
CM29576	5/22/2015	Public Agency Retirement Services	\$300.00	Trust Admin. Fees - MAR 2015
CM29577	5/22/2015	Rancho Murieta Association	\$150.00	Landscaping
CM29578	5/22/2015	Rancho Murieta Association	\$390.92	SMUD

Rancho Murieta Community Services District Bills Paid Listing for May 2015

Ck Number	Date	Vendor	Amount	Purpose
CM29579	5/22/2015	Roebbelen Construction Management Services	\$732,697.44	WTP#1 Expansion
CM29580	5/22/2015	S. M. U. D.	\$27,528.90	Monthly Bill
CM29581	5/22/2015	Sacramento Bee	\$302.56	Public Notice - Dump Truck
CM29582	5/22/2015	Sholl Construction Company, Ince	\$4,575.97	Seal leaking membrane basins
CM29583	5/22/2015	Sierra Chemical Co.	\$693.63	Ton container chlorine
CM29584	5/22/2015	Sierra Office Supplies	\$137.16	Overtime Form (1,000)
CM29585	5/22/2015	Christina Smith	\$100.00	Toilet Rebate (1)
CM29586	5/22/2015	Sprint	\$1,225.93	Monthly Cell Phone Bill
CM29587	5/22/2015	Ronald Squires	\$100.00	Toilet Rebate (1)
CM29588	5/22/2015	Sutter EAP Resources	\$432.00	Personnel
CM29589	5/22/2015	TASC	\$63.25	FlexSystem Plan Admin. Fee/May
CM29590	5/22/2015	TASC	\$122.69	Payroll
CM29591	5/22/2015	Raymond Tisdale	\$100.00	Toilet Rebate (1)
CM29592	5/22/2015	U.S. HealthWorks Medical Group, PC	\$74.00	Fit 4 Duty
CM29593	5/22/2015	USA Blue Book	\$3,366.39	Maint & Rpr: Supplies
CM29594	5/22/2015	Western Exterminator Co.	\$527.00	Mthly Srv & Rodent Cont (QTR)
CM29595	5/22/2015	Wilbur-Ellis Company	\$874.30	Maint: Supplies
CM29596	5/21/2015	U.S. Postmaster	\$473.54	Postage water community mts
EFT	5/22/2015	Pitney Bowes	\$1,500.00	Postage Refill
EFT	5/22/2015	EFTPS	\$9,767.40	Payroll Taxes
EFT	5/26/2015	EFTPS	\$64.39	Payroll Taxes
		TOTAL	\$1,045,917.08	
		CFD#1 Bank of America Checking		
		No Transactions this Period		
		TOTAL	\$0.00	
		CFD 2014-1 Bank of America Checking		
CM2004	5/22/2015	Corelogic Solutions, LLC	\$165.00	CFD 2014-1 Admin Cost
		TOTAL	\$165.00	

**Rancho Murieta Community Services District
Bills Paid Listing for May 2015**

Ck Number	Date	Vendor	Amount	Purpose
		<u>EL DORADO PAYROLL</u>		
Checks: # CM11310 to CM11317 and Direct Deposits: DD08028 to DD08090			\$ 120,485.26	Payroll
EFT	5/31/2015	National Payment Corp	\$197.09	Payroll
		TOTAL	\$120,682.35	

MEMORANDUM

Date: June 12, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Subject: General Manager's Report

Following are highlights since our last Board Meeting:

Legal

On Thursday, June 11, 2015, we received a Complaint For Damages relating to a claim for damages filed by a resident that was denied by the District on May 29, 2014. The complaint has been forwarded to both Dick Shanahan, District General Counsel, and to attorney Bob Hunt, who represents the District in this matter through Golden State Risk Management Authority. I will keep the Board apprised of activity in relation to the complaint.

Community Relations and Communication

Saturday, June 13, 2015 is the final Conversation about Water meeting. To date, the information has been well received by those attending.

Finance/IT

To date, we have received five (5) letters of protest against the proposed rate increase.

Security

Chief Remson is continuing the applicant search for the open Gate Officer and Patrol Officer positions.

The intermittent barcode read error problem has been resolved.

Greg and I met with Greg Vorster and Danise Hetland on the North Gate Use Agreement. The second draft of the agreement is on this month's agenda for review and consideration by the Board. The RMA Board of Directors will also review this draft at their June meeting. We expect to have a final agreement in place and effective on August 1, 2015.

The first meeting of the Security Gate Policy Ad-hoc committee is scheduled for June 19, 2015.

Water

I spoke with Peter Brundage, Sacramento LAFCO Executive Officer, regarding the approval request for the Out of Service Area Emergency Public Health Water Service Connection for the ranch at 15020 Jackson Road, which is adjacent to the District's service area. Peter apologized for not getting back to me sooner as the request was approved in April. He also mentioned that in his supporting staff report submitted with the approval request that he made the statement that the District would not do any future out of service area connections without first obtaining LAFCO approval. He will be sending me confirmation of the approval.

The temporary filtration is online and producing potable water. It is set at .72 mgd. Paul has been in touch with the Division of Drinking Water regarding their authorization to utilize the temporary filtration system. He has been assured that written authorization is on its way but they have given the verbal okay.

At the June Improvements Committee meeting, Director Gumbinger asked about what appeared to be a flaw in the metal roofing design at the Water Treatment Plant (if the roofing shown in the pictures presented at the committee meeting was the final roof, the drainage ruts appeared to run vertically with the basins below when they should be horizontal). Paul Siebensohn spoke with Roebbelen and confirmed that the roofing in the picture is just a sub-layer and that an additional roofing layer is still to be installed.

Wastewater

Ranch Murieta Country Club (RMCC) has asked Paul to provide reclaimed water as their river pumps cannot keep up with their irrigation needs now that the weather has turned warmer. Staff is in the process of starting up the Wastewater Reclamation Plant.

Drainage

The summer temporary employee continues to work on weed eating in the drainage ditches. There is approximately 35 miles of drainage ditch that the District maintains.

Solid Waste

We received the final 2015 – 2016 Rate Application from California Waste Recovery Services, which reflects an annual increase of 1.3% in collection rates. We also received notification from Sacramento County on the rate change, a slight decrease of 0.63% or \$.01, for the Kiefer Landfill surcharge.

Engineering

Submittals keep coming in for our review. Today we received plans for the Retreats North and East. We will be developing a scope of services for general engineering services in the near future. Once we select a general engineering services consultant, they will be able to take over much of this review work.

Paul is developing a draft scope of services for the Well Project for an analysis on the impact to the distribution system of pushing the well water into the system and up to the storage tank(s) at the required pressure level.

Solar Power

The follow up meeting with Michael Carpol and Steve Culbertson from Solar City is tentatively scheduled for one day the week of June 15, 2015 (specific date not yet set). Michael will provide preliminary information regarding the possibility of installing solar for the Wastewater Treatment Plant and the Water Plant. The initial projection (based solely on similar type projects and not on District specifics) indicates an annual savings of approximately \$25,000 for the Wastewater Treatment Plant. Upon visual inspection of the electrical panel at the Wastewater Treatment Plant, Michael discovered that the main panel might require an upgrade that can cost tens of thousands of dollars. This may mean that the project will not pencil out for either party. I expect to

have Michael present his findings to the Improvements Committee in July and to the Board of Directors at the July meeting.

MEMORANDUM

Date: June 10, 2015
 To: Board of Directors
 From: Eric Thompson, Controller
 Subject: Administration / Financial Reports

Enclosed is a combined financial summary report for **May 2015**. 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	0.2%	2513	2514	2514	2515	2516	2516	2515	2516	2517	2516	2517	
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1348	2383	2403	2037	1573	1215	656	678	756	873	1155	1095	
Gallons per day	336	594	599	508	392	303	163	169	189	218	288	273	
Planning Usage GPD	583												

Lock-Offs - For the month of May, there were 19 lock-offs.

Aging Report – Delinquent accounts total \$49,640 which is 9.92% of the total accounts receivable balance of \$500,562. Past due receivables have decreased approximately 2.4% or \$11,983 since April.

Summary of Reserve Accounts as of May 31, 2015 – The District’s reserve accounts have decreased \$3,767,397 year to date, since July 1, 2014. The decrease is primarily due to the reserve expenditures related to the Water Treatment Plant Expansion Project and the New North Gate Project. The District will be submitting an additional letter of credit draw request to CFD#1 in June for \$1,046,301 for their portion of Water Treatment Plant Expansion Project expenses. The total amount of reserves held by the District as of May 31, 2015 is \$4,909,948. Security Reserves were negative as of the end of the month, pending approval by the Board of the internal borrowing for the New North Gate Project that is included in this month’s Board packet. Water Treatment Plant Expansion Project internal borrowing repayment totals to date are \$70,164 for Sewer

Replacement Reserves and \$23,388 for Water Augmentation Reserves. Please see the Reserve Fund Balances table below for information by specific reserve account.

Reserve Fund Balances (beginning balances adjusted for WTP1 Construction Fund)

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2014</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance Apr 30, 2015</i>
Water Capital Replacement (200-2505)	754,022	194,672	(295,380)	653,315
Sewer Capital Replacement (250-2505)	1,210,881	273,141	(42,295)	1,441,727
Drainage Capital Replacement (260-2505)	58,010	110	(2,348)	55,772
Security Capital Replacement (500-2505)	101,509	44,071	(239,097)	(93,517)
Admin Capital Replacement (xxx-2505-99)	38,381	0	(1)	38,380
Sewer Capital Improvement Connection (250-2500)	4,018	9	(2)	4,025
Capital Improvement (xxx-2510)	393,624	6,466	(0)	400,090
Water Supply Augmentation (200-2511)	1,756,479	49,780	(45,394)	1,760,864
WTP Construction Fund Reserve (200-2513)	4,358,245	6,117,084	(9,828,217)	647,112
Rate Stabilization (200/250/500-2515)	2,176	5	(1)	2,180
Total Reserves	8,677,345	6,685,338	(10,452,735)	4,909,948

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance July 1, 2014</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance Apr 30, 2015</i>
Sewer Loan to WTP Construction Fund	1,500,000	3,590	(70,164)	1,429,836
WSA Loan to WTP Construction Fund	500,000	1,197	(23,388)	476,612
Total Inter-fund Borrowing	2,000,000	4,787	(93,552)	1,906,448

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 March 31, 2015		
1-Month	3-Months	1-Year
-0.36%	2.08%	6.54%

Financial Summary Report (year-to-date through May 31, 2015)

Revenues:

Water Charges, year-to-date, are **below** budget \$156,605 or (8.9%)

Sewer Charges, year-to-date, are **below** budget \$113 or 0.0%

Drainage Charges, year-to-date, are **above** budget \$7 or 0.0%

Security Charges, year-to-date, are **above** budget \$556 or 0.1%

Solid Waste Charges, year-to-date, are **above** budget \$1,640 or 0.3%

Total Revenues, which includes other income, property taxes, and interest income year-to-date, are **below** budget **\$163,270 or (3.0%)** (Water Conservation Efforts - YTD residential water usage is down 18.9% compared to budgeted usage).

Expenses: **Year-to-date total operating expenses are below budget \$358,495 or (7.0) %.** **Year-to-date operational reserve expenditures total \$20,249.** Operational reserve expenditures cover projects funded from reserves which are also recorded as operational expenses through the income statement as required by Generally Accepted Accounting Principles (GAAP).

Water Expenses, year-to-date, are **below** budget **\$161,812 or (10.8%), prior to reserve expenditures.** Most of the operating expense accounts are currently under budget with the largest variances occurring in chemicals, purchased power (SMUD), meters, lab tests, and maintenance and repair. Wages and employer costs were both over budget, but were offset by labor that was directly related to the Water Treatment Plant Expansion Project. Year-to-date, \$12,384 of expenses have been incurred from reserves expenditures.

Sewer Expenses, year-to-date, are **below** budget by **\$179,815 or (19.5%), prior to reserve expenditures.** Reductions in labor charges (payroll + employer costs) make up the bulk of this variance (roughly \$123K), which is the result of the reallocation of labor during the Water Treatment Plant Expansion Project construction. Additional savings were seen in maintenance and repairs, purchased power (SMUD), as well as chemicals. Year-to-date, \$5,513 of expenses have been incurred from reserves expenditures.

Drainage Expenses, year-to-date, are **below** budget by **\$1,352 or (1.1%).** Overages in payroll-related costs were offset by savings in drainage improvements and repairs, purchased power (SMUD), and chemicals. Year-to-date \$2,352 of expenses have been incurred from reserves expenditures.

Security Expenses, year-to-date, are **above** budget by **\$6,496 or 0.7%.** Cost savings seen in salaries and wages and employee-related costs were offset by higher-than-budgeted contract labor and legal expenses.

Solid Waste Expenses, year-to-date, are **above** budget by **\$2,930 or 0.5%.** This increase in the expenses is related to the mix of service (i.e., size of collection cart) versus the assumed mix used for budget development. There is also a corresponding overage in Solid Waste Revenues.

General Expenses, year-to-date, are **below budget by \$115,903 or (10.5%)**. The variance to the budget is due primarily to the vacancy of the Director of Administration position, affecting both wages and employer costs. This variance is offset by legal and clerical (contract) services.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$465,037. Net income/(Loss) adjusted for estimated depreciation expense is (\$529,654).

The YTD expected net operating income before depreciation, per the 2014-2015 budget is \$199,102.

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH MAY 2015

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	33.3%	\$1,963,040	32.8%	\$1,759,386	\$1,602,781	30.9%	(\$156,605)	(8.9%)
Sewer Charges	21.8%	1,286,784	22.0%	1,179,589	1,179,476	22.7%	(113)	0.0%
Drainage Charges	3.1%	183,456	3.1%	168,168	168,175	3.2%	7	0.0%
Security Charges	20.1%	1,183,210	20.2%	1,084,600	1,085,156	20.9%	556	0.1%
Solid Waste Charges	10.7%	631,830	10.8%	579,172	580,812	11.2%	1,640	0.3%
Other Income	2.0%	119,810	2.0%	108,163	97,958	1.9%	(10,205)	(9.4%)
Interest Earnings	0.0%	1,190	0.0%	1,181	2,631	0.1%	1,450	122.8%
Property Taxes	8.8%	519,960	8.9%	476,630	476,630	9.2%		0.0%
Total Revenues	100.0%	5,889,280	100.0%	5,356,889	5,193,619	100.0%	(163,270)	(3.0%)
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	13.8%	810,420	13.8%	713,803	731,034	15.5%	17,231	2.4%
Employer Costs	7.0%	412,790	7.2%	371,699	363,686	7.7%	(8,013)	(2.2%)
Capital Project Labor Alloc	0.0%		0.0%		(90,963)	-1.9%	(90,963)	0.0%
Power	6.9%	406,913	6.8%	349,734	313,518	6.7%	(36,216)	(10.4%)
Chemicals	4.1%	240,200	3.8%	196,730	105,344	2.2%	(91,386)	(46.5%)
Maint & Repair	5.9%	345,470	5.7%	293,520	229,154	4.9%	(64,366)	(21.9%)
Meters/Boxes	0.9%	54,000	0.9%	48,500	26,286	0.6%	(22,214)	(45.8%)
Lab Tests	1.3%	74,250	1.2%	61,750	61,756	1.3%	6	0.0%
Permits	1.1%	65,600	1.2%	61,100	68,112	1.4%	7,012	11.5%
Training/Safety	0.3%	19,752	0.3%	17,082	14,215	0.3%	(2,867)	(16.8%)
Equipment Rental	0.9%	50,500	0.8%	39,700	54,104	1.1%	14,404	36.3%
Other	8.1%	474,144	7.6%	393,497	327,889	7.0%	(65,608)	(16.7%)
Subtotal Water/Sewer/Drainage	50.2%	2,954,039	49.4%	2,547,115	2,204,135	46.8%	(342,980)	(13.5%)
Security								
Wages	10.8%	637,600	10.9%	563,600	550,056	11.7%	(13,544)	(2.4%)
Employer Costs	6.1%	357,500	6.3%	323,450	317,869	6.8%	(5,581)	(1.7%)
Off Duty Sheriff Patrol	0.1%	6,000	0.1%	5,500	6,262	0.1%	762	13.9%
Other	1.6%	93,910	1.5%	79,393	104,252	2.2%	24,859	31.3%
Subtotal Security	18.6%	1,095,010	18.8%	971,943	978,439	20.8%	6,496	0.7%
Solid Waste								
CWRS Contract	9.3%	549,840	9.8%	504,020	506,866	10.8%	2,846	0.6%
Sacramento County Admin Fee	0.6%	34,920	0.6%	32,010	32,094	0.7%	84	0.3%
HHW Event	0.2%	12,000	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.1%	596,760	10.4%	536,030	538,960	11.4%	2,930	0.5%
General / Admin								
Wages	9.4%	552,900	9.3%	481,800	368,913	7.8%	(112,887)	(23.4%)
Employer Costs	5.2%	305,000	5.3%	274,750	207,940	4.4%	(66,810)	(24.3%)
Capital Project Labor Alloc	0.0%		0.0%		(71,509)	-1.5%	(71,509)	0.0%
Insurance	1.3%	77,290	1.4%	70,845	74,837	1.6%	3,992	5.6%
Legal	0.5%	30,000	0.5%	27,500	70,561	1.5%	43,061	156.6%
Office Supplies	0.4%	22,800	0.4%	20,900	17,745	0.4%	(3,155)	(15.1%)
Director Meetings	0.3%	18,000	0.3%	16,500	12,800	0.3%	(3,700)	(22.4%)
Telephones	0.1%	4,800	0.1%	4,400	5,282	0.1%	882	20.0%
Information Systems	1.3%	79,400	1.4%	74,736	72,583	1.5%	(2,153)	(2.9%)
Community Communications	0.1%	5,900	0.1%	5,500	2,981	0.1%	(2,519)	(45.8%)
Postage	0.4%	22,202	0.4%	20,352	19,241	0.4%	(1,111)	(5.5%)
Janitorial/Landscape Maint	0.3%	17,820	0.3%	16,335	18,207	0.4%	1,872	11.5%
Other	1.8%	107,171	1.7%	89,081	187,214	4.0%	98,133	110.2%
Subtotal General / Admin	21.1%	1,243,283	21.4%	1,102,699	986,795	21.0%	(115,904)	(10.5%)
Total Operating Expenses	100.0%	5,889,092	100.0%	5,157,787	4,708,329	100.0%	(449,458)	(8.7%)
Operating Income (Loss)	100.0%	188	100.0%	199,102	485,290	100.0%	286,188	143.7%
Non-Operating Expenses								
Water Reserve Expenditure	0.0%		0.0%		12,384	61.2%	12,384	0.0%
Sewer Reserve Expenditure	0.0%		0.0%		5,513	27.2%	5,513	0.0%
Drainage Reserve Expenditure	0.0%		0.0%		2,352	11.6%	2,352	0.0%
Total Non-Operating Expenses	0.0%		0.0%		20,249	100.0%	20,249	0.0%
Net Income (Loss)	100.0%	188	100.0%	199,102	465,041	100.0%	265,939	133.6%

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH MAY 2015

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
WATER								
REVENUES								
Water Charges	98.5%	\$1,963,040	98.5%	\$1,759,386	\$1,602,781	97.9%	(\$156,605)	(8.9%)
Interest Earnings	0.0%	80	0.0%	80	1,700	0.1%	1,620	2,025.0%
Other Income	1.5%	29,460	1.5%	27,005	32,086	2.0%	5,081	18.8%
Total Water Revenues	100.0%	1,992,580	100.0%	1,786,471	1,636,567	100.0%	(149,904)	(8.4%)
EXPENSES (excluding depreciation)								
Wages	25.5%	437,630	25.7%	385,455	471,693	35.3%	86,238	22.4%
Employer Costs	13.0%	223,220	13.4%	200,877	231,787	17.3%	30,910	15.4%
Capital Project Labor Alloc	0.0%		0.0%		(90,963)	-6.8%	(90,963)	0.0%
Power	14.7%	252,702	14.7%	220,664	207,100	15.5%	(13,564)	(6.1%)
Chemicals	7.3%	124,500	7.6%	114,180	65,815	4.9%	(48,365)	(42.4%)
T&O - Chemicals/Treatment	3.0%	51,000	2.2%	32,900	16,674	1.2%	(16,226)	(49.3%)
Maint & Repair	9.4%	161,070	9.4%	140,270	110,645	8.3%	(29,625)	(21.1%)
Meters/Boxes	3.1%	54,000	3.2%	48,500	26,286	2.0%	(22,214)	(45.8%)
Lab Tests	2.1%	36,000	1.8%	27,500	9,759	0.7%	(17,741)	(64.5%)
Permits	1.9%	32,000	1.8%	27,500	26,016	1.9%	(1,484)	(5.4%)
Training/Safety	0.4%	7,500	0.5%	6,800	3,984	0.3%	(2,816)	(41.4%)
Equipment Rental	1.7%	30,000	1.3%	20,000	27,890	2.1%	7,890	39.5%
Other Direct Costs	17.9%	307,364	18.3%	274,220	230,368	17.2%	(43,852)	(16.0%)
Operational Expenses	100.0%	1,716,986	100.0%	1,498,866	1,337,054	100.0%	(161,812)	(10.8%)
Water Income (Loss)	16.1%	275,594	19.2%	287,605	299,513	22.4%	11,908	4.1%
38.9% Net Admin Alloc	16.0%	275,492	15.9%	238,792	194,009	14.5%	(44,783)	(18.8%)
Reserve Expenditures	0.0%		0.0%		12,384	0.9%	12,384	0.0%
Total Net Income (Loss)	0.0%	102	3.3%	48,813	93,120	7.0%	44,307	90.8%
SEWER								
REVENUES								
Sewer Charges	98.4%	1,286,784	98.4%	1,179,589	1,179,476	98.8%	(113)	0.0%
Interest Earnings	0.0%	140	0.0%	140	112	0.0%	(28)	(20.0%)
Other Income	1.5%	20,190	1.5%	18,502	13,884	1.2%	(4,618)	(25.0%)
Total Sewer Revenues	100.0%	1,307,114	100.0%	1,198,231	1,193,472	100.0%	(4,759)	(0.4%)
EXPENSES (excluding depreciation)								
Wages	28.8%	316,060	30.1%	278,382	196,987	26.5%	(81,395)	(29.2%)
Employer Costs	14.7%	160,720	15.7%	144,827	103,551	13.9%	(41,276)	(28.5%)
Power	12.9%	141,021	12.8%	118,028	100,621	13.5%	(17,407)	(14.7%)
Chemicals	6.4%	70,300	5.5%	51,200	31,830	4.3%	(19,370)	(37.8%)
Maint & Repair	15.7%	172,500	15.4%	142,250	112,350	15.1%	(29,900)	(21.0%)
Lab Tests	3.5%	38,250	3.7%	34,250	51,997	7.0%	17,747	51.8%
Permits	2.6%	28,600	3.1%	28,600	36,270	4.9%	7,670	26.8%
Training/Safety	1.1%	12,200	1.1%	10,230	10,231	1.4%	1	0.0%
Equipment Rental	1.5%	16,000	1.6%	15,200	17,140	2.3%	1,940	12.8%
Other Direct Costs	12.9%	141,040	10.9%	100,557	82,732	11.1%	(17,825)	(17.7%)
Operational Expenses	100.0%	1,096,691	100.0%	923,524	743,709	100.0%	(179,815)	(19.5%)
Sewer Income (Loss)	19.2%	210,423	29.7%	274,707	449,763	60.5%	175,056	63.7%
29.7% Net Admin Alloc	19.2%	210,336	19.7%	182,315	148,361	19.9%	(33,954)	(18.6%)
Reserve Expenditures	0.0%		0.0%		5,513	0.7%	5,513	0.0%
Total Net Income (Loss)	0.0%	87	10.0%	92,392	295,889	39.8%	203,497	220.3%
DRAINAGE								
REVENUES								
Drainage Charges	100.0%	183,456	100.0%	168,168	168,175	100.0%	7	0.0%
Interest Earnings	0.0%	50	0.0%	50	(8)	0.0%	(58)	(116.0%)
Total Drainage Revenues	100.0%	183,506	100.0%	168,218	168,167	100.0%	(51)	0.0%
EXPENSES (excluding depreciation)								
Wages	40.4%	56,730	40.1%	49,966	62,354	50.5%	12,388	24.8%
Employer Costs	20.6%	28,850	20.8%	25,995	28,348	23.0%	2,353	9.1%
Power	9.4%	13,190	8.9%	11,042	5,797	4.7%	(5,245)	(47.5%)
Chemicals	3.8%	5,400	4.0%	4,950	3,197	2.6%	(1,753)	(35.4%)
Maint & Repair	8.5%	11,900	8.8%	11,000	6,159	5.0%	(4,841)	(44.0%)
Permits	3.6%	5,000	4.0%	5,000	5,826	4.7%	826	16.5%
Equipment Rental	3.2%	4,500	3.6%	4,500	9,074	7.4%	4,574	101.6%
Other Direct Costs	10.5%	14,792	9.8%	12,272	2,618	2.1%	(9,654)	(78.7%)
Operational Expenses	100.0%	140,362	100.0%	124,725	123,373	100.0%	(1,352)	(1.1%)
Drainage Income (Loss)	30.7%	43,144	34.9%	43,493	44,794	36.3%	1,301	3.0%
6.1% Net Admin Alloc	30.8%	43,200	30.0%	37,445	30,440	24.7%	(7,005)	(18.7%)
Reserve Expenditures	0.0%		0.0%		2,352	1.9%	2,352	0.0%
Total Net Income (Loss)	0.0%	(56)	4.8%	6,048	12,002	9.7%	5,954	98.4%
SECURITY								
REVENUES								
Security Charges	95.5%	1,183,210	95.5%	1,084,600	1,085,156	96.3%	556	0.1%

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH MAY 2015

	% of	Annual	% of	YTD	YTD	% of	YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	Total	Amount	%
Interest Earnings	0.0%	\$400	0.0%	\$400	\$342	0.0%	(\$58)	(14.5%)
Other Income	4.5%	55,160	4.5%	50,556	41,222	3.7%	(9,334)	(18.5%)
Total Security Revenues	100.0%	1,238,770	100.0%	1,135,556	1,126,720	100.0%	(8,836)	(0.8%)
EXPENSES (excluding depreciation)								
Wages	58.2%	637,600	58.0%	563,600	550,056	56.2%	(13,544)	(2.4%)
Employer Costs	32.6%	357,500	33.3%	323,450	317,869	32.5%	(5,581)	(1.7%)
Equipment Repairs	0.4%	4,400	0.4%	4,033	1,571	0.2%	(2,462)	(61.0%)
Vehicle Maintenance	0.6%	6,700	0.6%	6,125	8,336	0.9%	2,211	36.1%
Vehicle Fuel	1.9%	20,550	2.0%	19,605	17,556	1.8%	(2,049)	(10.5%)
Off Duty Sheriff Patrol	0.5%	6,000	0.6%	5,500	6,262	0.6%	762	13.9%
Other	5.7%	62,260	5.1%	49,630	76,789	7.8%	27,159	54.7%
Operational Expenses	100.0%	1,095,010	100.0%	971,943	978,439	100.0%	6,496	0.7%
Security Income (Loss)	13.1%	143,760	16.8%	163,613	148,281	15.2%	(15,332)	(9.4%)
20.3% Net Admin Alloc	13.1%	143,765	12.8%	124,613	101,434	10.4%	(23,179)	(18.6%)
Total Net Income (Loss)	0.0%	(5)	4.0%	39,000	46,847	4.8%	7,847	20.1%
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	631,830	99.9%	579,172	580,812	100.0%	1,640	0.3%
Interest Earnings	0.1%	400	0.1%	400	278	0.0%	(122)	(30.5%)
Total Solid Waste Revenues	100.0%	632,230	100.0%	579,572	581,090	100.0%	1,518	0.3%
EXPENSES (excluding depreciation)								
CWRS Contract	92.1%	549,840	94.0%	504,020	506,866	94.0%	2,846	0.6%
Sacramento County Admin Fee	5.9%	34,920	6.0%	32,010	32,094	6.0%	84	0.3%
HHW Event	2.0%	12,000	0.0%			0.0%		0.0%
Operational Expenses	100.0%	596,760	100.0%	536,030	538,960	100.0%	2,930	0.5%
Solid Waste Income (Loss)	5.9%	35,470	8.1%	43,542	42,130	7.8%	(1,412)	(3.2%)
5.0% Net Admin Alloc	5.9%	35,410	5.7%	30,693	24,951	4.6%	(5,742)	(18.7%)
Total Net Income (Loss)	0.0%	60	2.4%	12,849	17,179	3.2%	4,330	33.7%
OVERALL NET INCOME(LOSS)	100.0%	188	100.0%	199,102	465,037	100.0%	265,935	133.6%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

INSTITUTION	CASH BALANCE AS OF MAY 31, 2015	
	YIELD	BALANCE

CSD FUNDS

EL DORADO SAVINGS BANK

SAVINGS	0.03%	\$ 753,541.22
CHECKING	0.02%	\$ 8,322.14
PAYROLL	0.02%	\$ 67,933.80

AMERICAN WEST BANK

EFT	0.05%	\$ 8,640.30
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LOCAL AGENCY INVESTMENT FUND (LAIF)

UNRESTRICTED		\$ 1,391,268.85
RESTRICTED RESERVES	0.29%	\$ 4,262,577.34

CALIFORNIA ASSET MGMT (CAMP)

OPERATION ACCOUNT	0.08%	\$ 598,480.24
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UNION BANK

PARS GASB45 TRUST (balance as of 3/31/15)		\$ 846,038.01
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TOTAL		\$ 7,936,801.90
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BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA

CHECKING	0.00%	\$ 22,214.49
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CALIFORNIA ASSET MGMT (CAMP)

SPECIAL TAX	0.08%	\$ 8,308.47
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US BANK

SPECIAL TAX REFUND	0.00%	\$ -
BOND RESERVE FUND/ SPECIAL TAX FUND	0.00%	\$ -

COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)

BANK OF AMERICA

CHECKING	0.00%	\$ 902,720.47
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		\$ 933,243.43
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TOTAL ALL FUNDS		\$ 8,870,045.33
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The investments comply with the CSD adopted investment policy.

PREPARED BY: Eric Thompson, Controller

MEMORANDUM

Date: June 11, 2015
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of May 2015

OPERATIONS

The new North Gate is up and running. Guests and vendors are learning that a barcode is required to enter through the Lago Drive gate.

Interviews were held for the vacant Gate Officer and Patrol Officer positions. Applications continue to come in. A second round of interviews will begin soon.

Off-duty Sacramento County Sheriff's Deputies (SSD) and private security have been scheduled for July 4, 2015. Rancho Murieta Association (RMA) has guest passes available for residents' guests. Since July 4, 2015 is on a Saturday, crowds may be big.

INCIDENTS OF NOTE

May 2, Saturday, reported at 5:34 p.m. on Camino Del Lago. Damage to front windows, unknown if bb/pellet/bullet holes. Unknown time of occurrence.

May 2, Saturday, reported at 6:58 p.m. on Nueva Drive. Residential burglary. Forced entry and property taken. Possible known suspect.

May 11, Monday, reported at 5:20 p.m. on Puerto Drive. Vehicle collision. A golf cart reportedly hit an unknown object in the roadway causing the cart to hit landscaping material in a front yard. The driver was transported to the hospital.

May 14, Thursday, reported at 5:02 a.m. at the Murieta Salon. Commercial burglary. Forced entry through the front door. Property taken. SSD responded for a report.

May 14, Thursday, reported at 1:00 p.m. at the RMA parking lot. Vandalism. Report of a broken window to a vehicle that was parked in the parking lot from 10:00 a.m.

May 16, Saturday, reported at 12:41 a.m. on Poncho Conde Circle. Theft of property from the bed of a pickup.

May 21, Thursday, reported at 7:07 p.m. on De La Cruz. Vandalism. Report that pieces of concrete were thrown onto the roof, knocking off some roof tiles.

May 23, Saturday, reported at 1:51 p.m. on Sonora Drive. Theft of property from bed of pickup.

May 25, Monday, reported at 7:50 a.m. on Fuente De Paz. Vandalism to a landscaping light.

May 28, Thursday, reported at 6:50 p.m. at Stonehouse Park. Report of subject taking mulch.

May 31, Sunday, reported at 9:56 a.m. at the new dock area at the Gazebo. Scratches/graffiti was done to the new cement footings.

During the month of May, 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 May 4, 2015 at the RMA office. There were no hearings or scheduled agenda items. The next meeting is scheduled for June 1, 2015.

MEMORANDUM

Date: June 8, 2015
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

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

WATER

Water Plant #1 is offline, under rehabilitation, and an ultra filtration membrane system is temporarily in its place operating at 0.72 million gallons per day (MGD). Water Treatment Plant #2 is currently set at 0.8 MGD. Both facilities are currently operating at an average production of 1.48 MGD to meet current water system demands. Water treatment plant flow is currently at 1.5 million gallons per day running close to 24 hours per day to keep up with the community's water demand. Water Treatment Plant Production flow for May was approximately down 42.2% from May of 2013. Potable water consumption for residential use in May was 27,129,212 gallons, down approximately 48% from May 2013. Excellent conservation and cooler than normal weather were attributable. An estimate of residential gallons per capita per day for May was 132 gallons.

WATER SOURCE OF SUPPLY

On May 6, 2015, the combined raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,660.6 MG (4,929 AF) of which 1,442 MG (4,426 AF) is usable due to dead storage. For Calero and Chesbro Reservoirs alone, the storage measured 1,268.6 MG (3,893.5 AF), or 1,219 MG (3,440.4 AF) usable. For reference, a recent average year's production has been 580.1 MG (1,781 AF). The reservoirs are at 96.5 percent capacity as measured to the top of the reservoir stop logs mounted in the spillways.

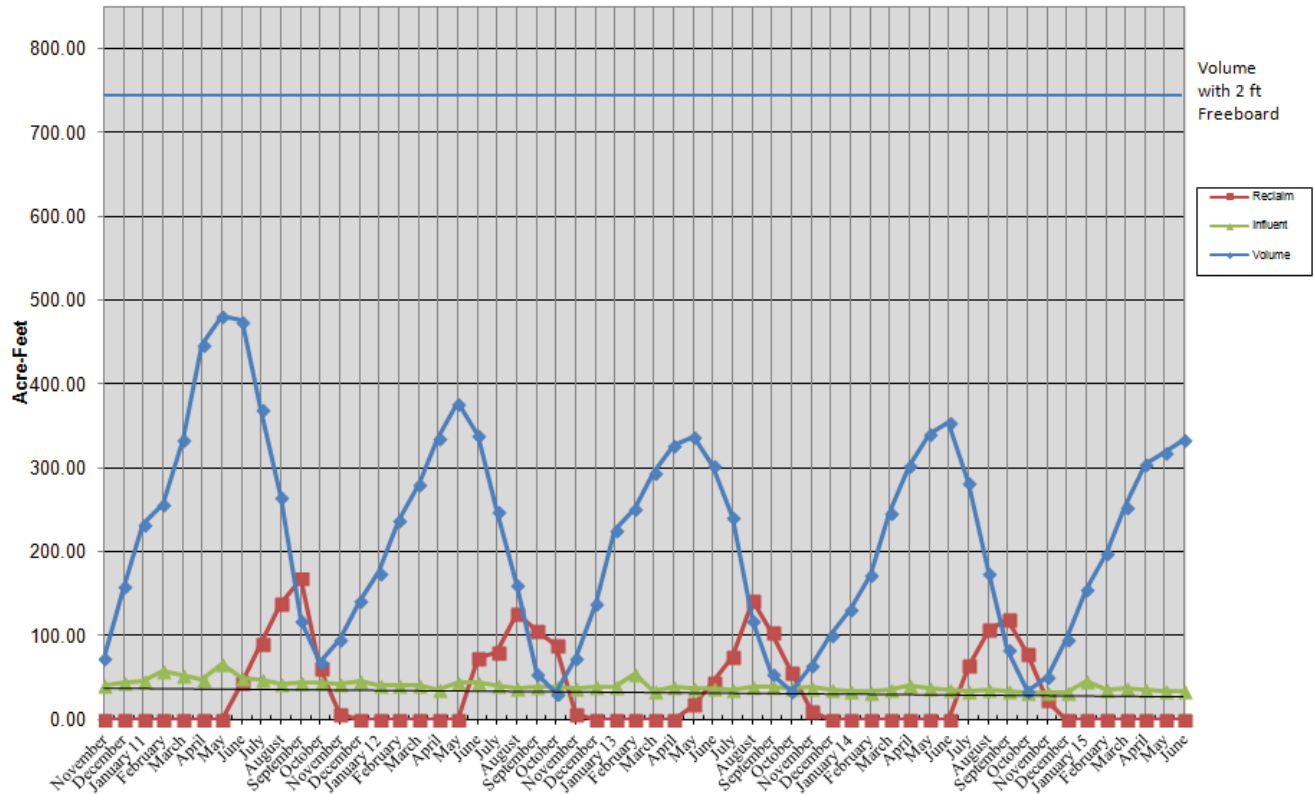
WASTEWATER TREATMENT, COLLECTION AND RECLAMATION

Influent wastewater flow averaged 0.361 million gallons a day, for a total around 11 MG, (34.3 AF). This is approximately 142 gpd per sewer connection. Secondary wastewater storage measured 108.7 MG (333.5 AF) on June 2, 2015, of which 103.8 MG (318.6 acre-feet) is usable volume. No tertiary recycled water was delivered to Rancho Murieta Country Club (RMCC) in May as the tertiary recycling plant is off. Staff has continued inspecting and remediating sewer manholes for issues, such as root intrusion as shown in the photo on the right.



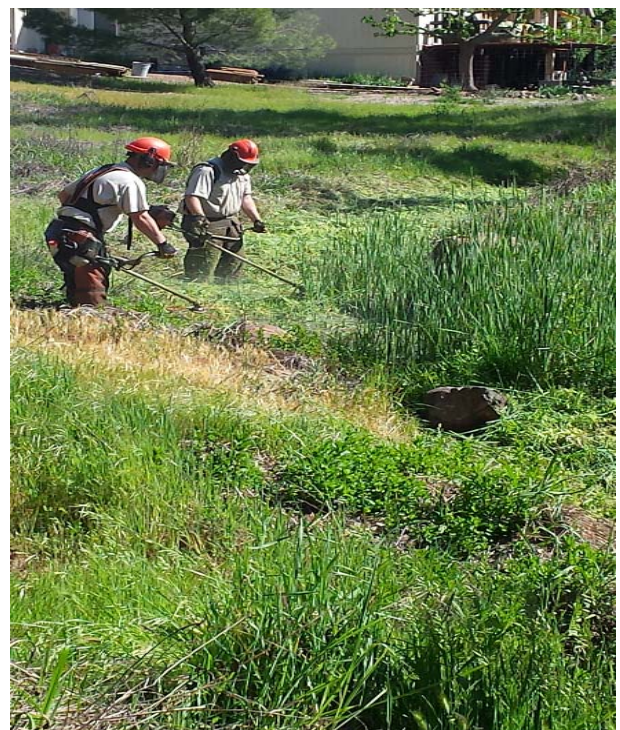
The graph below shows where our secondary storage is comparable to previous years, measured on the first Wednesday of each month.

Volume of Secondary Wastewater in Reservoirs 2011-2015



DRAINAGE / CIA DITCH

Utility staff is continuing to cut vegetation in the drainage system when not focused on other priorities. Water is continuing to flow through the CIA ditch through a riparian right for downstream use on Ranchland adjacent to the river.



WATER METERING AND UTILITY STAFF WORK

Utility staff replaced ten (10) ¾” water meters and one (1) MXU radio read unit, repaired three (3) water service line leaks, and completed nine (9) underground service alerts (USAs), six (6) toilet rebate inspections, nine (9) high usage inspections, and twenty-nine (29) Utility Star service orders.

AUGMENTATION WELL

This project is on hold and there is nothing new to report. We will be soliciting engineering firms to complete a hydraulic analysis of the how water would be fed in through the water system later this month. The grant deadline for completion is June 1, 2016.

DEVELOPMENT

The development projects for the Murieta Inn and Retreats West are proceeding. Materials submittals for each project have been provided to the District as they relate to water, sewer, drainage, and recycled water. Staff has reviewed and provided comments back for each submittal. The District will inspect the installation of these systems as they are installed for compliance with the District standards as well as the sites for SWPPP compliance.

From: Jan [<mailto:janiseckard@ranchomurieta.org>]
Sent: Wednesday, May 27, 2015 7:15 PM
To: Darlene Gillum; jpasek@ranchomurieta.org, bferraro@ranchomurieta.org,
pgumbinger@ranchomurieta.org, mpecotich@ranchomurieta.org,
mmartel@ranchomurieta.org; Betty Ferraro; Paul Gumbinger; Mark Pecotich; Mike
Martel
Subject: Fire Hydrant Pressure

Dear Ms. Gillum and Board of Directors,

My husband designed the home currently being built at 15401 De La Cruz Drive. The owner, Anne Steiner, was given a RMCS D Hydrant Record for Hydrant # E-10, dated 2/25/2015.

Ms. Steiner was told that the hydrant does not meet minimum code requirements. I obtained a copy of that report, contacted the Sacramento Metropolitan Fire District and was advised that, "the bare minimum hydrant flow is 1,000 GPM." The subject record shows a 780 GPM flow, significantly below the minimum required level.

Please let me know what the CSD plans to do about this dangerous shortfall and when the corrections will be made?

Sincerely,

Janis Eckard

Sent from my iPad

From: Darlene Gillum
Sent: Thursday, June 4, 2015 12:13 PM
To: Jan; jpasek@ranchmurietacsd.com, bferraro@ranchomurietacsd.com,
pgumbinger@ranchomurietacsd.com, mpecotich@ranchomurietacsd.com,
mmartel@ranchomurietacsd.com; Betty Ferraro; Paul Gumbinger; Mark Pecotich; Mike Martel
Subject: RE: Fire Hydrant Pressure

Dear Ms. Eckerd,

The information that was conveyed from our Utility Supervisor to the property owner, Ms. Steiner, was only the hydrant test information based on a Pitot gage measurement. Additional calculations are required for computing fire flow information. Fire flow calculations are to be based on residual pressure at 20psi.

As a follow up to your email and concern we had staff retest the District fire hydrant located in front of property lot 3136 (15401 De La Cruz)(just as a point of reference, Ms. Steiner's home is lot 3158 across the street from the fire hydrant location). Based on these test results the water system hydrant flow was 880 gallons per minute at a dynamic pressure of 38 psi. Static pressure at the hydrant was 44 psi. Fire flow modeling calculations provide a 1,877 gpm flow at a 20psi residual pressure. Should a letter attesting to this information be needed by the homeowner, home builder, or Fire Department, please have them contact Paul Siebensohn at psiebensohn@rmcsd.com.

Darlene J. Gillum
General Manager
Rancho Murieta Community Services District P.O. Box 1050
15160 Jackson Road
Rancho Murieta, CA 95683
Phone: 916-354-3709
Cell: 916-873-5145
Fax: 916-314-3530
Visit us at www.RMCSd.com

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From: Barbara Campbell [<mailto:bcoun4you@gmail.com>]
Sent: Wednesday, June 03, 2015 1:31 PM
To: Darlene Gillum; Jerry Pasek
Cc: Betty Ferraro; Paul Gumbinger; Mike Martel; Mark Pecotich
Subject: Thank you, and follow up question from the water meeting 6/2

Thank you very much for the series of water meetings you are holding here in the community. I attended the June 2nd meeting and was glad to see an open dialogue happening regarding our community and the planned growth.

I moved here about four years ago and have come to truly love the Rancho Murieta lifestyle. We feel safe, embraced by our neighbors, and truly blessed to call such a wonderful community home. With that in mind, I would like to ask a question regarding the planned growth I keep hearing so much about. I understand a group of private investors (many of whom are residents themselves) have purchased the land previously being leased to us by the labor union pension fund. With the addition of nearly 1000 new homes, clearly this was not an act of charity, but an investment in which they are seeking a financial return.

What I am wondering is with such a large leap in growth planned, at what point should this expansion approval be open to a vote by the residents and property owners? Growing from our current 2,000 +/- homes to over 3,000 homes will greatly impact the climate and culture of our community. This seems such a dramatic increase it has me worried about the future of not just the value of my property, but the safety of my young son out riding his bike, the knowledge that everyone here looks out for one another, and the overall sense of community we enjoy so much.

I know from speaking to my neighbors and friends, that I am not alone in this concern. Rancho Murieta is such a special place. I hope you keep that at heart and in mind as you move through this process.

A response would be greatly appreciated,

Thank you,
Barbara Campbell

6406 Rio Oso

From: Darlene Gillum
Sent: Wednesday, June 3, 2015 3:35 PM
To: Barbara Campbell; Jerry Pasek
Cc: Betty Ferraro; Paul Gumbinger; Mike Martel; Mark Pecotich
Subject: RE: Thank you, and follow up question from the water meeting 6/2

Barbara,

Thank you for taking your time to attend one of our community meetings and expressing your interest and concerns for the Rancho Murieta community.

The property you are referring to was previously owned by the OE-3 Pension Trust Fund but it has never been leased to Rancho Murieta. The owners have always held the property with future development uses in mind. The property was purchased a couple of years ago by a group of investors, some of whom reside here locally. These investors are organized under Rancho Murieta Properties, LLC.

Sacramento County has the approval authority for all land use within Rancho Murieta. The original Rancho Murieta Planned Development Ordinance was approved by Sacramento County in 1969 and allowed for the development of up to 7,000 residential units. In 1977, Ordinance No. 77-PD-10 was approved amending the 1969 Ordinance and reducing the allowable residential units to 5,000 plus the 189 units in Murieta Village. As I mentioned at the June 2nd meeting, the current projection of total residential units is 4,346, which is over 800 less homes than identified in the 1977 Ordinance. As you can see, the development plans for Rancho Murieta have been in existence since 1969 and at much higher density.

As the proposed development plans are finalized, the developer will submit them to the Sacramento County Planning Commission for review and they will eventually go before the Sacramento County Board of Supervisors for final approval. During this process, members of the public (i.e., the Rancho Murieta property owners) are able to address the County Planning Commission and Board of Supervisors to express their issues, concerns and/or support for the proposed project. This is the only venue for expressing your opposition or support of the proposed development plans. It will take several months for these proposed development plans to go through the entire review and approval process. My most current information indicates that the draft environmental impact documents will be released by fall of 2015. There will then be a review period of several months with the final environmental impact report becoming available in Spring 2016. Then the county hearings will begin. These hearings will be publicly noticed so all interested parties can attend. It is anticipated that final approval will take place in late 2016 or early 2017.

The role of the CSD in this process is to provide information to the county regarding the CSD's ability to provide the necessary services (water, sewer and drainage) to support the proposed development plans. However, the CSD does not approve or disapprove land use.

Although it may not allay your concerns, I hope you find this information useful in determining the best path to getting your concerns known by the entities that will make final development approvals.

Darlene J. Gillum

General Manager

Rancho Murieta Community Services District
P.O. Box 1050

15160 Jackson Road
Rancho Murieta, CA 95683
Phone: 916-354-3709
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MEMORANDUM

Date: June 12, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Subject: Discussion Concerning Rancho Murieta North Development Plans and Land Setback Areas around Calero, Chesbro, and Clementia Reservoirs

RECOMMENDED ACTION

Discuss and provide direction to staff.

BACKGROUND

At the first Conversation About Water meeting, a resident suggested the District consider purchasing land around Calero, Chesbro, and Clementia Reservoirs to protect the reservoirs and provide open space/trails. It was again mentioned at the second Conversation About Water meeting by a different resident. President Pasek asked that this item brought to the entire Board for discussion and consideration.

Dick Shanahan, District General Counsel, is prepared to address Board questions and concerns about this item in general. Neither staff nor General Counsel have spent considerable time researching this item as it has yet to be considered by the full Board of Directors.

MEMORANDUM

Date: June 10, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Subject: Review of the Proposed 2015-16 Budget and Capital Projects

RECOMMENDED ACTION

Adopt Resolution 2015-08, a Resolution adopting the proposed budget for fiscal year 2015-2016, including Capital Projects.

BACKGROUND

On March 4, 2015 a Budget Workshop was held to review the proposed 2015-16 budget. Questions that were submitted by the Board were answered by staff which aided in the understanding of the budget assumptions and resulting service rates.

Budget Overview

Staff began the budget process in January 2015 for the fiscal year 2015-16 budget. Staff has continued to work on fine tuning the proposed 2015-16 budget in an effort to keep rate increases at a minimum while still providing the quality of services expected by the Rancho Murieta community.

Revenue assumptions used in this proposed budget are:

1. Sacramento County property tax allocation is projected to increase \$8,520, approximately 1.6%, as a result of the County's increase in assessed value.
2. Growth of 16 new residential connections during the fiscal year.
3. The Murieta Inn, new commercial growth, is planned for April 2016.
4. Security and Drainage Special Taxes increase 2%.
5. Water consumption is estimated to continue at 2014 levels; reflecting that conservation continues but is not increased.
6. Approximately \$65,000 of Sacramento County property tax revenues are allocated to the Security Fund for the purpose of repaying borrowed reserves.

Budget Assumptions and Cost Impact by Fund

Security – Operating Budget Increase \$79,850	Cost Impact
1. Tentative agreement with the union – 5% salary range adjustment	\$27,500
2. Tentative agreement with union – 2% reduction in District Employer Paid Member Contribution for PERS Classic members	(\$10,393)
3. Non-represented salary increase – 3% average	\$6,000
4. 2% reduction in District Employer Paid Member Contribution for non-represented PERS Classic members	(\$3,028)
5. PERS Employer contribution rate of 8.512% plus \$2,573/month for PERS Classic members (2014-15 rate was 13.322% / 2015-16 effective rate 14.073%)	\$6,354
6. Tentative agreement with the union – medical opt out \$350/mo	\$8,400
7. Medical premium / coverage change from 2014 -15	\$10,928
8. Medical premium increase 1/1/16 of 7%	\$10,531
9. Employer costs (taxes and insurance)	\$6,900
10. Telephones – increase due to new cell phones and plan	\$2,020
11. Power – increase for new North Gate power	\$4,600
12. Uniforms – tentative agreement with union on safety/work boots	\$1,700
13. Vehicle Fuel	(\$1,160)
14. Patrol Training	\$3,300
15. Patrol Equipment / Repairs	\$6,000
16. Security reserve collection of \$45,680	

Water – Operating Budget Increase \$44,346	Cost Impact
1. Tentative agreement with the union – 5% salary range adjustment and conversion to 6-step salary range (includes promotion of 1)	\$26,132
2. Tentative agreement with union – 2% reduction in District Employer Paid Member Contribution for PERS Classic members	(\$5,900)
3. Non-represented salary increase – 3% average	\$5,691
4. 2% reduction in District Employer Paid Member Contribution for non-represented PERS Classic members	(\$2,983)
5. PERS Employer contribution rate of 8.512% plus \$3,938/month for PERS Classic members (2014-15 rate was 13.322% / 2015-16 effective rate 14.073%)	\$7,382
6. Tentative agreement with the union – medical opt out \$350/mo	\$5,670
7. Medical premium / coverage change from 2014 -15	(\$585)
8. Medical premium increase 1/1/16 of 7%	\$2,417
9. Employer costs (taxes and insurance)	\$4,187
10. Performance Incentive Plan	\$2,700
11. Tentative agreement with the union – Standby Pay @ \$40/day	\$5,832
12. Power – Source of Supply – estimated reduction in SMUD surcharge & 2.5% rate increase	(\$40,400)
13. Power – Water Treatment – estimated increase for new WTP & 2.5% rate increase	\$89,800
14. Power – Transmission & Distribution – 2.5% rate increase	\$1,300
15. Dam Inspection – brought in line with 2013-14 actual	(\$2,980)
16. Taste & Odor Chemicals	(\$32,800)
17. Lab Tests – brought in line with 2013-14 actual	(\$8,000)
18. Taste & Odor Treatment (Ozone)	(\$11,000)
19. Equipment Rental – brought in line with 2014-15 actual	\$7,000
20. Post Repair Road Paving – brought in line with 2013 -14 actual	\$12,000
21. Vehicle Fuel - brought in line with last two years actual	(\$7,460)
22. Training / Safety – brought in line with 2014-15 actual	\$1,800
23. Regional Water Authority – brought in line with last two years actual	(\$6,420)
24. South Area Water Council	(\$6,000)
25. Telephones – increase due to new cell phones and plan	\$2,520
26. Vehicle Maintenance	(\$1,300)
27. Uniforms – tentative agreement with union on safety/work boots	\$1,980
28. Conservation	(\$15,000)
29. Memberships (RWA miscoded to this line item in 2014-15)	\$8,560

Sewer – Operating Budget Increase \$39,240	Cost Impact
1. Tentative agreement with the union – 5% salary range adjustment and conversion to 6-step salary range (includes promotion of 1)	\$18,873
2. Tentative agreement with union – 2% reduction in District Employer Paid Member Contribution for PERS Classic members	(\$4,260)
3. Non-represented salary increase – 3% average	\$4,110
4. 2% reduction in District Employer Paid Member Contribution for non-represented PERS Classic members	(\$2,154)
5. PERS Employer contribution rate of 8.512% plus \$3,938/month for PERS Classic members (2014-15 rate was 13.322% / 2015-16 effective rate 14.073%)	\$5,332
6. Tentative agreement with the union – medical opt out \$350/mo	\$4,095
7. Medical premium / coverage change from 2014 -15	(\$423)
8. Medical premium increase 1/1/16 of 7%	\$1,745
9. Employer costs (taxes and insurance)	\$3,024
10. Performance Incentive Plan	\$1,950
11. Tentative agreement with the union – Standby Pay @ \$40/day	\$4,212
12. Lab Tests – reduction due to new Master Reclamation Permit	(\$22,050)
13. Equipment Maintenance- brought in line with historical trend	\$13,750
14. Vehicle Fuel - brought in line with historical trend	\$2,210
15. Permits – brought in line with historical trend	\$6,500
16. Telephones – increase due to new cell phones and plan	\$1,700
17. Uniforms – tentative agreement with union on safety/work boots	\$900

Drainage – Operating Budget Increase \$2,520	Cost Impact
1. Tentative agreement with the union – 5% salary range adjustment and conversion to 6-step salary range (includes promotion of 1)	\$3,387
2. Tentative agreement with union – 2% reduction in District Employer Paid Member Contribution for PERS Classic members	(\$765)
3. Non-represented salary increase – 3% average	\$738
4. 2% reduction in District Employer Paid Member Contribution for non-represented PERS Classic members	(\$387)
5. PERS Employer contribution rate of 8.512% plus \$3,938/month for PERS Classic members (2014-15 rate was 13.322% / 2015-16 effective rate 14.073%)	\$957
6. Tentative agreement with the union – medical opt out \$350/mo	\$735
7. Medical premium / coverage change from 2014 -15	(\$76)
8. Medical premium increase 1/1/16 of 7%	\$313
9. Employer costs (taxes and insurance)	\$543
10. Performance Incentive Plan	\$350
11. Tentative agreement with the union – Standby Pay @ \$40/day	\$756
12. MS4 Permit	\$1,000
13. Power – brought in line with historical trend plus 2.5% rate increase	(\$3,390)
14. Chemicals – brought in line with historical trend	(\$3,000)
15. Improvements – available balance for projects	\$1,250

Solid Waste – Operating Budget Increase \$3,720	Cost Impact
1. CWRS Contract estimated rate increase of 1.3%	\$6,900
2. Sacramento County estimated rate increase of 2.0%	(\$180)
3. Household Hazardous Waste Event	(\$3,000)

Admin (General Fund) – Operating Budget Decrease (\$38,250)	Cost Impact
1. Tentative agreement with the union – 5% salary range adjustment and conversion to 6-step salary range (includes starting rate difference)	\$12,600
2. Tentative agreement with union – 2% reduction in District Employer Paid Member Contribution for PERS Classic members	(\$1,860)
3. 2% reduction in District Employer Paid Member Contribution for non-represented PERS Classic members	(\$7,792)
4. Reorganization Wage reduction & 3% non-represented salary increase combined effect	(\$49,000)
5. PERS Employer contribution rate of 8.512% plus \$3,938/month for PERS Classic members (2014-15 rate was 13.322% / 2015-16 effective rate 14.073%)	\$2,926
6. Medical premium / coverage change from 2014 -15	(\$12,000)
7. Medical premium increase 1/1/16 of 7%	\$3,912
8. Liability and Workers Comp Insurance Premium Increase	\$4,310
9. Legal Services	\$12,000
10. Telephones – increase due to new cell phones and plan	\$1,200
11. Consulting	(\$3,000)
12. Training / Safety – brought in line with historical trend	(\$1,200)
13. Power – 2.5% rate increase	\$240
14. Elections costs – removed for non-election year	(\$5,000)
15. Vehicle Maintenance – no vehicles in Admin	(\$1,000)

Sample Bill

The attached Sample Bill shows the proposed rate adjustments according to this final budget draft. The average monthly increase for a residential metered lot, based on the above proposed budget, is 3.43%.

Budget Summaries by Fund

Budget Summaries by fund are provided to aid in the comparison of changes in the 2015-16 proposed budget with the 2014-15 adopted budget and also the 2014-15 projected annual expenses.

Capital Project Listing

The Capital Project Listing for FY15-16 is attached. There are no new projects added.

Sample Bill - Final



Rancho Murieta Community Services District

6/10/2015

Average Monthly Customer Bill

Residential Metered Lot

		Average Usage in CF
Water		
	Residential Base	
old rate	Water Usage	\$.0153 per cubic foot
new rate	Water Usage	\$.0163 per cubic foot
Total Water		
WTP Debt Service Charge (interfund borrowing)		
Sewer		
Solid Waste (avg. 64 Gallon Container)		
Security Tax (Maximum Tax Ceiling \$27.47)		
Drainage Tax (Maximum Tax Ceiling \$4.82)		

	Current Monthly Rates July 1, 2014	Proposed July 1, 2015	\$ Change	% Change
	1700	1700		
\$	37.77	39.83		
	26.01	27.71		
\$	63.78	67.54	3.76	5.9%
	6.00	6.00	-	0.0%
	45.32	46.53	1.21	2.7%
	20.65	20.79	0.14	0.7%
	26.93	27.47	0.54	2.0%
	4.73	4.82	0.09	1.9%
\$	167.41	173.15	\$ 5.74	

% Change over prior year

3.43%

Murieta Village Lot

		Average Usage in CF
Water		
	Residential Base	
old rate	Water Usage	\$.0153 per cubic foot
new rate	Water Usage	\$.0163 per cubic foot
Total Water		
WTP Debt Service Charge (interfund borrowing)		
Sewer		
Solid Waste (avg. 64 Gallon Container)		
Security Tax (Maximum Tax Ceiling \$6.62)		
Drainage Tax (Maximum Tax Ceiling \$3.22)		

	472	472		
\$	37.77	39.83		
	7.22	7.69		
\$	44.99	47.52	2.53	5.6%
	6.00	6.00	-	0.0%
	45.32	46.53	1.21	2.7%
	20.65	20.79	0.14	0.7%
	6.49	6.62	0.13	2.0%
	3.16	3.22	0.06	1.9%
\$	126.61	130.68	\$ 4.07	

% Change over prior year

3.21%

Vacant or Unmetered Lot

	Security Tax (Maximum Tax Ceiling \$21.97)	
*	Water Standby	\$10.00 PER YEAR
*	Sewer Standby	\$10.00 PER YEAR
	Drainage Tax (Maximum Tax Ceiling \$4.82)	

	21.54	21.97	0.43	2.0%
	0.83	0.83	-	0.0%
	0.83	0.83	-	0.0%
	4.73	4.82	0.09	1.9%
	\$27.93	\$28.45	\$ 0.52	

% Change over prior year

1.86%

* This fee is billed annually at \$10.00 and is shown as a monthly rate for comparison purposes only.

denotes increase in rates

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - SECURITY FUND

	<i>Actual</i> 2013-14	<i>Adopted</i> Budget 2014-15	<i>Projected</i> 2014-15	<i>%</i> Variance 2014-15	<i>Proposed</i> Budget 2015-16	<i>% Change</i> Projected 2014-15	<i>% Change</i> Budget 2014-15
Revenues:							
Residential Special Taxes	1,017,011	1,029,920	1,030,385	0.0%	1,075,930	4.4%	4.5%
Commercial Special Taxes	168,580	153,290	153,290	0.0	177,970	16.1	16.1%
Late Charges	30,919	36,000	25,582	-28.9	30,000	17.3	-16.7%
Title Transfer Fees	5,700	5,100	5,325	4.4	5,100	-4.2	0.0%
Bar Code Income	7,587	7,800	7,700	-1.3	7,800	1.3	0.0%
Fines, Enforcement	2,100	2,100	2,100	0.0	2,100	0.0	0.0%
Special Events Permits	0	0	0	0.0	0	0.0	0%
Interest Income	513	400	317	-20.8	400	26.2	0.0%
Property Taxes	0	0	0	0.0	65,040	100.0	100.0%
Misc	4,348	4,160	4,157	-0.1	4,160	0.1	0.0%
Operating Revenues	1,236,758	1,238,770	1,228,856	-0.8%	1,368,500	11.4%	10.5%
Expenditures:							
Security Gates	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	281,385	288,300	284,046	-1.5%	302,900	6.6%	5.1%
Employers Costs	180,759	183,200	182,544	-0.4	188,500	3.3	2.9%
Information Systems Maint	2,060	2,800	2,332	-16.7	2,800	20.0	0.0%
Equipment Repairs	16,240	3,300	2,160	-34.5	3,300	52.8	0.0%
Bar Codes	6,162	5,000	4,311	-13.8	5,000	16.0	0.0%
Telephones	3,190	3,100	3,473	12.0	3,600	3.7	16.1%
Building Maint	3,130	3,250	3,281	0.9	3,250	-0.9	0.0%
Power	2,246	5,000	7,537	50.7	9,600	27.4	92.0%
Uniforms	2,223	2,400	2,135	-11.0	3,400	59.2	41.7%
Supplies	309	200	175	-12.5	200	14.3	0.0%
Training/Safety	50	600	235	-60.8	600	155.3	0.0%
Other	3,447	3,200	6,955	117.4	3,200	-54.0	0.0%
Subtotals	501,201	500,350	499,183	-0.2%	526,350	5.4%	5.2%
Security Patrol	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	235,654	260,300	247,637	-4.9%	277,000	11.9%	6.4%
Employers Costs	124,827	137,600	136,753	-0.6	166,200	21.5	20.8%
Vehicle Fuel	19,366	20,550	18,821	-8.4	19,390	3.0	-5.6%
Off Duty Sheriff Patrol	3,762	6,000	6,262	4.4	4,000	-36.1	-33.3%
Vehicle Maint.	9,877	6,700	9,148	36.5	9,600	4.9	43.3%
Vehicle Lease	3,007	5,970	1,570	-73.7	5,970	280.4	0.0%
Information Systems Maint	7,982	5,000	5,523	10.5	11,000	99.2	120.0%
Training/Safety	1,890	1,500	2,028	35.2	4,800	136.7	220.0%
Safety Center	1,974	1,920	2,124	10.6	2,110	-0.7	9.9%
Uniforms	1,406	2,400	1,569	-34.6	3,100	97.6	29.2%
Telephones	2,146	2,250	2,541	12.9	3,240	27.5	44.0%
Equipment Repairs	521	1,100	372	-66.2	1,600	330.1	45.5%
Supplies	69	300	228	-24.1	300	31.7	0.0%
Other	420	2,000	2,411	20.5	2,000	-17.0	0.0%
Subtotals	412,900	453,590	436,985	-3.7%	510,310	16.8%	12.5%

BUDGET SUMMARY - SECURITY FUND

	<i>Actual</i> 2013-14	<i>Adopted</i> Budget 2014-15	<i>Projected</i> 2014-15	<i>%</i> Variance 2014-15	<i>Proposed</i> Budget 2015-16	<i>% Change</i> Projected 2014-15	<i>% Change</i> Budget 2014-15
Security Administration	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	86,500	89,000	94,493	6.2%	91,200	-3.5%	2.5%
Employers Costs	31,910	36,700	35,390	-3.6	31,700	-10.4	-13.6%
Legal/Consulting	2,015	3,500	8,304	137.2	3,500	-57.8	0.0%
Supplies	5,811	5,000	6,049	21.0	5,000	-17.3	0.0%
Telephones	407	430	934	117.3	960	2.7	123.3%
Information System Maint	3,208	2,240	1,535	-31.5	2,240	46.0	0.0%
Training/Safety	687	1,200	1,363	13.6	1,200	-12.0	0.0%
Travel/Meetings	2,162	800	531	-33.6	800	50.6	0.0%
Uniforms	396	400	320	-20.0	400	25.0	0.0%
Bad Debts	50	600	150	-75.0	0	-100.0	-100.0%
Equipment Maint	3,883	600	685	14.1	600	-12.4	0.0%
Other	3,542	600	1,368	128.0	600	-56.1	0.0%
Subtotals	140,570	141,070	151,122	7.1%	138,200	-8.6%	-2.0%
Operating Expenses	1,054,671	1,095,010	1,087,290	-0.7%	1,174,860	8.1%	7.3%
General Fund Net Allocation	138,284	143,760	136,116	-5.3	147,960	8.7	2.9%
Total Expenses	1,192,955	1,238,770	1,223,406	-1.2%	1,322,820	8.1%	6.8%
Initial Overage(Deficit)	43,803	(0)	5,451	0.0%	90	-98.4%	608.0%
Security Reserves	0	47,820	47,820		45,680		
Transfer from Rate Stab Resr	0	0	0		0		
Net Income (Loss)	43,803	47,820	53,271	11.4%	0	-100.0%	-100.0%
Depreciation	33,379	33,468	28,717	-14.2%	33,468	16.5%	0.0%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - WATER FUND

June 10, 2015

	Actual 2013-14	Adopted Budget 2014-15	Projected 2014-15	% Variance 2014-15	Proposed Budget 2015-16	% Change Projected 2014-15	% Change Budget 2014-15
Revenues:							
Residential Sales	1,613,832	1,767,340	1,673,496	-5.3%	1,792,290	7.1%	1.4%
Commercial Sales	170,428	186,950	179,029	-4.2	208,920	16.7	11.8%
Other Sales	8,651	8,410	8,676	3.2	8,410	-3.1	0.0%
Availability Fees	340	340	320	-5.9	320	0.0	-5.9%
Late Charges	15,355	18,000	13,721	-23.8	15,800	15.2	-12.2%
Telephone Line Contracts	5,475	5,460	5,570	2.0	5,600	0.5	2.6%
Meter Installation Fees	0	0	2,352	0.0	6,800	189.1	0.0%
Interest Income	245	80	841	951.4	80	-90.5	0.0%
Inspection Fees	0	0	633	0.0	2,150	239.8	0.0%
Project Reimbursement	0	0	139	0.0	0	-100.0	0.0%
Other	7,952	6,000	12,504	108.4	4,500	-64.0	-25.0%
Operating Revenues	1,822,276	1,992,580	1,897,281	-4.8%	2,044,870	7.8%	2.6%

Expenditures:

Water Source of Supply	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	18,903	10,540	20,723	96.6%	17,750	-14.3%	68.4%
Employers Costs	11,039	5,340	10,988	105.8	8,570	-22.0	60.5%
Power	104,002	128,500	129,668	0.9	88,100	-32.1	-31.4%
Dam Inspection	35,795	38,150	37,383	-2.0	34,516	-7.7	-9.5%
Chemicals - Routine	2,572	6,500	4,157	-36.1	6,500	56.4	0.0%
Chemicals - Taste & Odor	39,708	40,000	16,427	-58.9	7,200	-56.2	-82.0%
Maint/Repairs	8,180	10,000	19,809	98.1	10,000	-49.5	0.0%
Equipment Rental	4,058	3,000	7,584	152.8	3,000	-60.4	0.0%
Supplies	291	600	150	-75.0	600	300.0	0.0%
Other	250	250	250	0.0	250	0.0	0.0%
Subtotals	224,798	242,880	247,138	1.8%	176,486	-28.6%	-27.3%

Water Treatment	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	164,441	121,560	176,239	45.0%	195,300	10.8%	60.7%
Employers Costs	75,171	61,590	78,925	28.1	94,270	19.4	53.1%
Power	77,179	85,500	78,095	-8.7	175,300	124.5	105.0%
Chemicals	90,982	118,000	90,041	-23.7	118,000	31.1	0.0%
Maint/Repairs	57,769	45,070	49,078	8.9	45,070	-8.2	0.0%
Lab Tests	28,390	36,000	20,859	-42.1	28,000	34.2	-22.2%
Equipment Rental	8,165	8,000	8,000	0.0	8,000	0.0	0.0%
Taste & Odor Treatment	15,329	11,000	17,671	60.6	0	-100.0	-100.0%
Supplies	500	500	505	0.9	500	-0.9	0.0%
Other	500	500	500	0.0	500	0.0	0.0%
Subtotals	518,426	487,720	519,912	6.6%	664,940	27.9%	36.3%

Water Transmission & Distr	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	192,189	194,500	210,485	8.2%	177,540	-15.7%	-8.7%
Employers Costs	92,600	98,540	99,446	0.9	85,700	-13.8	-13.0%
Maint/Repairs	36,275	48,000	35,454	-26.1	48,000	35.4	0.0%
Meters/Box/Valve	50,430	54,000	48,310	-10.5	54,000	11.8	0.0%
Power	41,832	38,700	41,855	8.2	40,000	-4.4	3.4%
Equipment Rental	25,309	19,000	28,355	49.2	26,000	-8.3	36.8%
Post Repair Road Paving	35,035	24,000	44,650	0.0	36,000	-19.4	50.0%
Supplies	4,416	4,000	3,939	-1.5	4,000	1.5	0.0%
Other	5,780	8,200	5,200	-36.6	8,200	57.7	0.0%
Subtotals	483,865	488,940	517,695	5.9%	479,440	-7.4%	-1.9%

BUDGET SUMMARY - WATER FUND

June 10, 2015

	<i>Actual</i> 2013-14	<i>Adopted</i> <i>Budget</i> 2014-15	<i>Projected</i> 2014-15	<i>%</i> <i>Variance</i> 2014-15	<i>Proposed</i> <i>Budget</i> 2015-16	<i>% Change</i> <i>Projected</i> 2014-15	<i>% Change</i> <i>Budget</i> 2014-15
Water Administration	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	99,939	111,030	91,776	-17.3%	88,770	-3.3%	-20.0%
Employers Costs	46,140	57,750	58,090	0.6	44,350	-23.7	-23.2%
Permits	22,581	32,000	30,323	-5.2	32,000	5.5	0.0%
Equipment Maint	11,673	8,000	21,662	170.8	8,000	-63.1	0.0%
Legal/Consulting	48,136	60,500	59,769	-1.2	60,500	1.2	0.0%
Vehicle Fuel	10,379	18,860	10,335	-45.2	11,400	10.3	-39.6%
Training/Safety	11,647	7,500	10,735	43.1	9,300	-13.4	24.0%
Regional Water Authority	4,836	11,420	0	-100.0	5,000	0.0	-56.2%
Central Ground Water Authority	6,000	6,000	6,000	0.0	6,000	0.0	0.0%
South Area Water Council	0	6,000	0	-100.0	0	0.0	-100.0%
Supplies	4,980	5,500	5,471	-0.5	5,500	0.5	0.0%
Telephones	7,049	7,080	9,327	31.7	9,600	2.9	35.6%
Information Systems Maint	5,920	6,660	3,883	-41.7	6,660	71.5	0.0%
Vehicle Maint.	13,807	21,300	20,237	-5.0	20,000	-1.2	-6.1%
Tools	9,743	4,000	12,310	207.8	4,000	-67.5	0.0%
CIA Ditch Operations	275	3,500	980	-72.0	3,500	257.3	0.0%
Uniforms	4,301	3,000	3,044	1.5	4,980	63.6	66.0%
Conservation	50,535	65,000	29,170	-55.1	50,000	71.4	-23.1%
Travel/Meetings	1,577	1,800	2,264	25.8	1,800	-20.5	0.0%
Copier Maintenance	0	300	300	0.0	300	0.0	0.0%
Memberships	2,472	2,390	10,445	337.0	10,950	4.8	358.2%
Bad Debts	500	500	500	0.0	500	0.0	0.0%
Building Maint	1,601	1,650	1,703	3.2	1,650	-3.1	0.0%
Nonroutine Maint/Repair	89,110	50,000	36,811	-26.4	50,000	35.8	0.0%
Other	10,449	6,000	3,822	-36.3	6,000	57.0	0.0%
Subtotals	463,648	497,740	428,959	-13.8%	440,760	2.8%	-11.4%
Operating Expenses	1,690,737	1,717,280	1,713,704	-0.2%	1,761,626	2.8%	2.6%
Reserve Expenditures	14,784	0	12,384		0		
General Fund Net Alloc	264,987	275,490	260,832	-5.3	283,530	8.7	2.9%
Total Expenses	1,970,509	1,992,770	1,986,919	-0.3%	2,045,156	2.9%	2.6%
Initial Overage(Deficit)	(148,232)	(190)	(89,639)	46990.9%	(287)	-99.7%	50.5%
<i>Transfer from Fund Balance</i>	0	0	0		0		
<i>Transfer from Rate Stab Resr</i>	0	0	0		0		
Net Income (Loss)	(148,232)	(190)	(89,639)		(287)		
Depreciation	482,203	492,000	482,897	-1.9%	481,840		
Replacement Reserves and Debt Service Summary							
Interfund Borrowing Repayment					185,760		
Water Reserves Collected					212,248		

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - DRAINAGE FUND

June 10, 2015

	<i>Actual</i> 2013-14	<i>Adopted</i> <i>Budget</i> 2014-15	<i>Projected</i> 2014-15	<i>%</i> <i>Variance</i> 2014-15	<i>Proposed</i> <i>Budget</i> 2015-16	<i>% Change</i> <i>Projected</i> 2014-15	<i>% Change</i> <i>Budget</i> 2014-15
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Revenues:

Residential Special Taxes	150,788	153,650	153,676	0.0%	156,730	2.0%	2.0%
Commercial Special Taxes	29,208	29,810	29,789	-0.1	30,400	2.1	2.0%
Interest Income	68	50	3	-94.9	50	1845.5	0.0%
Inspection Fees	0	0	0	0.0	0	0.0	0.0%
Other	0	0	0	0.0	0	0.0	0.0%
Operating Revenues	180,063	183,511	183,467	0.0%	187,180	2.0%	2.0%

Expenditures:

	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	47,116	56,730	67,689	19.3	62,140	-8.2	9.5%
Employers Costs	22,141	28,850	30,758	6.6	30,100	-2.1	4.3%
MS4 Permit	4,864	5,000	5,826	16.5	6,000	3.0	20.0%
Power	11,099	13,190	8,685	-34.2	9,800	12.8	-25.7%
Chemicals	1,868	5,400	2,363	-56.2	2,400	1.6	-55.6%
Maint/Repairs	6,539	11,900	13,047	9.6	11,900	-8.8	0.0%
Equipment Rental	1,411	4,500	9,574	112.8	4,500	-53.0	0.0%
Improvements	12,000	11,040	11,040	0.0	12,290	11.3	11.3%
Legal/Consulting	1,000	2,000	2,816	40.8	2,000	-29.0	0.0%
Uniforms	200	200	200	0.0	200	0.0	0.0%
Tools	3,065	400	893	123.3	400	-55.2	0.0%
Bad Debts	0	0	0	0.0	0	0.0	0.0%
Other	361	1,100	1,118	1.6	1,100	-1.6	0.0%
Subtotals	111,662	140,310	154,008	9.8%	142,830	-7.3%	1.8%
Operating Expenses	111,662	140,310	154,008	9.8%	142,830	-7.3%	1.8%
Reserve Expenditures	18,922	0	0		0		
General Fund Net Allocation	41,553	43,200	40,902	-5.3	44,460	8.7	2.9%
Total Expenses	172,137	183,510	194,910	6.2%	187,290	-3.9%	2.1%
Net Income (Loss)	7,925	0	(11,443)	0.0%	(110)	-99.0%	100.0%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - SEWER FUND

June 10, 2015

	<i>Actual</i> 2013-14	<i>Adopted</i> Budget 2014-15	<i>Projected</i> 2014-15	<i>%</i> Variance 2014-15	<i>Proposed</i> Budget 2015-16	<i>% Change</i> Projected 2014-15	<i>% Change</i> Budget 2014-15
Revenues:							
Residential Service	1,122,216	1,165,290	1,165,059	0.0%	1,204,610	3.4%	3.4%
Commercial Service	115,076	121,100	121,635	0.4	126,590	4.1	4.5%
Availability Fees	400	400	400	0.0	390	-2.5	-2.5%
Late Charges	15,465	18,000	13,721	-23.8	15,800	15.2	-12.2%
Interest Income	413	140	89	-36.6	140	57.6	0.0%
Project Reimbursement	2,190	2,190	2,190	0.0	2,190	0.0	0.0%
Inspection Fees	0	0	380	0.0	2,150	466.4	0.0%
Other	3,059	0	0	0.0	0	0.0	0.0%
Operating Revenues	1,258,819	1,307,120	1,303,473	-0.3%	1,351,870	3.7%	3.4%

Expenditures:

Sewer Collection	<i>13-14 Actual</i>	<i>14-15 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>15-16 Budget</i>	<i>Variance</i>	<i>Variance</i>
Wages	99,669	113,460	96,246	-15.2%	124,280	29.1%	9.5%
Employers Costs	47,673	57,480	48,757	-15.2	59,990	23.0	4.4%
Power	13,263	15,020	14,519	-3.3	14,700	1.2	-2.1%
Maint/Repairs	59,253	40,000	38,476	-3.8	40,000	4.0	0.0%
Equipment Rental	2,206	6,000	8,017	33.6	6,000	-25.2	0.0%
Supplies	1,075	3,300	2,022	-38.7	3,300	63.2	0.0%
Other	0	1,000	1,000	0.0	1,000	0.0	0.0%
Subtotals	223,139	236,260	209,037	-11.5%	249,270	19.2%	5.5%

Sewer Treatment & Disposal	<i>13-14 Actual</i>	<i>14-15 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>15-16 Budget</i>	<i>Variance</i>	<i>Variance</i>
Wages	122,395	153,980	117,412	-23.7%	186,420	58.8%	21.1%
Employers Costs	60,986	78,010	61,576	-21.1	89,980	46.1	15.3%
Power	128,688	126,000	120,919	-4.0	126,000	4.2	0.0%
Maint/Repairs	62,467	75,000	63,672	-15.1	75,000	17.8	0.0%
Chemicals	64,633	70,300	66,380	-5.6	70,300	5.9	0.0%
Lab Tests	35,356	38,250	61,587	61.0	16,200	-73.7	-57.6%
Supplies	150	900	1,311	45.6	900	-31.3	0.0%
Equipment Rental	15,811	10,000	11,046	10.5	10,000	-9.5	0.0%
Sludge Removal Off Site	7,325	7,000	10,072	43.9	7,000	-30.5	0.0%
Subtotals	497,811	559,440	513,975	-8.1%	581,800	13.2%	4.0%

BUDGET SUMMARY - SEWER FUND

June 10, 2015

	<i>Actual</i> 2013-14	<i>Adopted</i> Budget 2014-15	<i>Projected</i> 2014-15	<i>%</i> Variance 2014-15	<i>Proposed</i> Budget 2015-16	<i>% Change</i> Projected 2014-15	<i>% Change</i> Budget 2014-15
Sewer Administration	13-14 Actual	14-15 Budget	Projected	Variance	15-16 Budget	Variance	Variance
Wages	42,032	48,620	37,935	-22.0%	35,510	-6.4%	-27.0%
Employers Costs	18,118	25,230	16,865	-33.2	17,730	5.1	-29.7%
Equipment Maint	30,388	17,500	36,700	109.7	31,250	-14.9	78.6%
Vehicle Fuel	14,736	12,280	14,713	19.8	14,490	-1.5	18.0%
Permits	30,046	28,600	35,191	23.0	35,100	-0.3	22.7%
Legal/Consulting (Engineer)	46,574	80,000	77,641	-2.9	80,000	3.0	0.0%
Training/Safety	15,339	12,200	12,580	3.1	12,200	-3.0	0.0%
Supplies	4,273	4,200	3,885	-7.5	4,200	8.1	0.0%
Information Systems Maint	4,008	5,010	3,580	-28.5	5,010	39.9	0.0%
Vehicle Maint.	4,080	6,000	7,184	19.7	6,000	-16.5	0.0%
Tools	6,211	4,200	16,606	295.4	4,200	-74.7	0.0%
Telephones	6,238	6,300	7,262	15.3	8,000	10.2	27.0%
Uniforms	4,445	3,400	3,428	0.8	4,300	25.4	26.5%
Travel/Meetings	1,642	2,000	2,539	27.0	2,000	-21.2	0.0%
Building Maint	1,561	1,650	1,670	1.2	1,670	0.0	1.2%
Copier Maintenance	510	800	615	-23.1	800	30.0	0.0%
Memberships	479	400	1,431	257.7	400	-72.0	0.0%
Bad Debts	300	600	600	0.0	0	-100.0	-100.0%
Sewer General Fine	0	0	0	0.0	0	0.0	0.0%
Nonroutine Maint/Repair	37,739	40,000	36,524	-8.7	40,000	9.5	0.0%
Other	5,192	2,000	2,481	24.1	2,000	-19.4	0.0%
Subtotals	273,910	300,990	319,430	6.1%	304,860	-4.6%	1.3%
Operating Expenses	994,861	1,096,690	1,042,442	-4.9%	1,135,930	9.0%	3.6%
Reserve Expenditures	29,631	0	0		0		
General Fund Net Allocation	202,317	210,340	199,144	-5.3	216,470	8.7	2.9%
Total Expenses	1,226,808	1,307,030	1,241,587	-5.0%	1,352,400	8.9%	3.5%
Initial Overage(Deficit)	32,011	90	61,886	68709.2%	(530)	-100.9%	-689.2%
<i>Transfer from Misc Reserve:</i>	0	0	0		0		
<i>Transfer from Rate Stab Res</i>	0	0	0		0		
Net Income (Loss)	32,011	90	61,886		(530)		
Depreciation	588,925	599,820	573,108	-4.5	573,164	0.0	-4.4

Replacement Reserves and Debt Service Summary

Sewer Reserves Collected

208,851

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - SOLID WASTE FUND

June 10, 2015

	<i>Actual</i> 2013-14	<i>Adopted</i> <i>Budget</i> 2014-15	<i>Projected</i> 2014-15	<i>%</i> <i>Variance</i> 2014-15	<i>Proposed</i> <i>Budget</i> 2015-16	<i>% Change</i> <i>Projected</i> 2014-15	<i>% Change</i> <i>Budget</i> 2014-15
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Revenues:

Solid Waste Charges	621,437	631,830	633,359	0.2%	636,658	0.5%	0.8%
Other	385	400	297	-25.8	300	1.1%	-25.0%
Operating Revenues	621,822	632,230	633,656	0.2	636,958	0.5%	0.7%

Expenditures:

	<i>13-14 Actual</i>	<i>14-15 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>15-16 Budget</i>	<i>Variance</i>	<i>Variance</i>
CWRS Contract	544,782	549,840	552,318	0.5%	556,740	0.8%	1.3%
Sac. County Admin. Fee	34,657	34,920	34,992	0.2	34,740	-0.7%	-0.5%
Consulting/Legal	1,407	0	0	0.0	0	0.0%	0.0%
HHW Event	12,000	12,000	12,000	0.0	9,000	-25.0%	-25.0%
Bad Debts	0	0	0	0.0	0	0.0%	0.0%
Total Expenses	592,846	596,760	599,310	0.4	600,480	0.2%	0.6%
Operating Expenses	592,846	596,760	599,310	0.4	600,480	0.2%	0.6%
General Fund Net Allocation	34,060	35,410	33,526	-5.3	36,440	8.7%	2.9%
Total Expenses	626,906	632,170	632,836	0.1	636,920	0.6%	0.8%
Net Income (Loss)	(5,085)	60	820	1266.3	38	-95.4%	-36.7%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - GENERAL FUND

June 10, 2015

	<i>Actual</i>	<i>Adopted</i>		<i>%</i>	<i>Proposed</i>	<i>% Change</i>	<i>% Change</i>
	<i>2013-14</i>	<i>Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>Budget</i>	<i>Projected</i>	<i>Budget</i>
		<i>2014-15</i>	<i>2014-15</i>	<i>2014-15</i>	<i>2015-16</i>	<i>2014-15</i>	<i>2014-15</i>
Revenues:							
Property Taxes	520,800	519,960	519,960	0.0%	463,440	-10.9%	-10.9%
Title Transfer Fees	11,550	12,000	9,500	-20.8	9,600	1.1	-20.0%
Project Reimbursement	4,948	0	0	0.0	0	0.0	0.0%
Interest	178	120	210	74.8	120	-42.8	0.0%
CIA Ditch Admin Service Charges	1,800	1,800	1,800	0.0	1,800	0.0	0.0%
Other	1,225	1,200	1,304	8.7	1,200	-8.0	0.0%
Total Operating Revenues	540,500	535,080	532,774	-0.4%	476,160	-10.6%	-11.0%

Expenditures:

	<i>13-14 Actual</i>	<i>14-15 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>15-16 Budget</i>	<i>Variance</i>	<i>Variance</i>
Wages	507,214	552,900	449,599	-18.7%	505,100	12.3%	-8.6%
Director Meeting Stipends	13,600	18,000	15,900	-11.7	18,000	13.2	0.0%
Employers Costs	264,092	305,000	242,644	-20.4	302,200	24.5	-0.9%
Liability Insurance	64,610	77,290	81,635	5.6	86,400	5.8	11.8%
Information Systems Maintenance	84,676	79,400	79,706	0.4	79,400	-0.4	0.0%
Community Communications	8,550	5,900	3,196	-45.8	5,900	84.6	0.0%
Legal	29,230	30,000	68,278	127.6	42,000	-38.5	40.0%
Office Supplies	28,916	22,800	20,858	-8.5	22,800	9.3	0.0%
Building/Grounds Maintenance	16,769	17,820	20,203	13.4	17,820	-11.8	0.0%
Postage	21,941	22,200	21,185	-4.6	22,200	4.8	0.0%
Telephones	4,716	4,800	5,363	11.7	6,000	11.9	25.0%
Contingency	12,219	11,000	11,000	0.0	11,000	0.0	0.0%
Audit	14,300	14,300	13,500	-5.6	14,300	5.9	0.0%
Consulting	40,120	6,600	1,698	-74.3	3,600	112.0	-45.5%
Memberships	9,683	9,860	8,994	-8.8	9,860	9.6	0.0%
Training/Safety	4,238	6,000	3,172	-47.1	4,800	51.3	-20.0%
Power	8,299	8,460	8,644	2.2	8,700	0.6	2.8%
Meetings	9,674	9,000	10,785	19.8	9,000	-16.5	0.0%
Director Expense Reimbursement	6,655	6,600	4,586	-30.5	6,600	43.9	0.0%
Vehicle Fuel	2,914	0	0	#DIV/0!	0	0.0	0.0%
Equipment Maint	1,903	2,000	1,790	-10.5	2,000	11.7	0.0%
Election Costs	0	5,000	1,818	-63.6	0	-100.0	100.0%
Mail Machine Lease	2,803	2,800	3,259	16.4	2,800	-14.1	0.0%
Copy Machine Maintenance	20,530	18,250	19,581	7.3	18,250	-6.8	0.0%
Vehicle Maint	829	1,000	0	-100.0	0	0.0	0.0%
Clerical Services	35,906	0	93,470	0.0	0	-100.0	0.0%
Other	7,317	6,300	12,428	97.3	6,300	-49.3	0.0%
Total Operating Expenses	1,221,702	1,243,280	1,203,294	-3.2%	1,205,030	0.1%	-3.1%

Overage(Deficit)	(681,201)	(708,200)	(670,520)	-5.3%	(728,870)	8.7%	2.9%
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2015 - 2016 Capital Improvement Projects List

Project Number	Est Qtr	Project Description	Budget Amount	Funding Source	Life Years	Status
Water / Sewer Department						
1	01-03-1	Geographical Information System (GIS)	100,000	Capital Improvement Reserves	N/A	
2	03-06-2	Security Access System - Water & Wastewater Facilities	40,000	Replacement Reserves - Water / Sewer	10	
3	05-06-1	Granlees Site Access Restriction Improvements	100,000	Capital Improvement Reserves	20	
4	08-05-1	WTP Paint & Exterior Siding Repair	30,000	Replacement Reserves - Water	20	In process
5	08-07-1	Bobcat Compact Track Loader	54,000	Replacement Reserves - Water & Sewer		
6	10-05-1	Excavate Sediment out of Calero	20,000	Replacement Reserves		
7	11-03-1	Fueling Station	40,000	Replacement Reserves - borrow & repay	10	
8	12-01-2	Dump Truck	100,000	Capital Improvements Reserves (Water/Sewer)		In process
9	13-01-2	Hole 13 Culvert Replacement	25,000	Replacement Reserves - Drainage		Complete
10	13-02-2	WWRP Filter PLC Replacement	125,000	Replacement Reserves - Sewer		
11	14-01-2	MLN Generator	125,000	Replacement Reserves - Sewer	20	
12	14-02-1	Granlees Forebay Repairs	130,000	Replacement Reserves - Water		In process
13	14-01-1	Backhoe	70,000	Capital Improvement Reserves - Water & Sewer	10	In process
Department Subtotal			\$ 959,000			
Security Department						
14	05-12-3	Wireless Network Site Survey, Acquisition & Startup Costs	100,000	Capital Improvement Reserves	15	
15	14-01-3	Two Way Radio Replacement	12,000	Replacement Reserves - Security	5	
16	14-02-3	Spare Gate Operator	7,000	Replacement Reserves - Security	5	
Department Subtotal			\$ 119,000			
Admin Department						
17	04-12-4	Records Storage Vault	20,000	Capital Improvement Reserves	25	
18	10-07-4	Electronic Document Management System	25,000	Unrestricted Cash		
19	10-08-4	Email Exchange Server	20,000	Unrestricted Cash		On hold
20	14-01-4	Board Room Audio System Upgrade	12,000	Replacement Reserves - Admin	5	Complete
Department Subtotal			\$ 77,000			
2015-16 Grand Totals			\$1,155,000			

Project number consists of AA-BB-C
 AA - The year the project is to begin
 BB - The actual project number assigned for the current year
 C - The department requesting the project
 1 - Water
 2 - Sewer / Drainage
 3 - Security
 4 - Admin

RESOLUTION NO. R2015-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT APPROVING THE BUDGET FOR FISCAL YEAR 2015-16

WHEREAS, District departments have submitted estimates of budget requirements for Fiscal Year 2015-2016 and those estimates have been reviewed by the General Manager and Finance Committee; and

WHEREAS, the General Manager has submitted a proposed budget with the tabulations of the estimates together with proposed revisions to the Board of Directors; and

WHEREAS, the Board of Directors has reviewed and considered the proposed budget for Fiscal Year 2015-2016; and

WHEREAS, a public presentation and hearing were conducted for the budget for the Fiscal Year 2015-2016 on June 17, 2015 at 5:30 p.m. in the Board Room at 15160 Jackson Road, Rancho Murieta, California.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that (1) the proposed budget for Fiscal Year 2015-2016, as submitted by the District General Manager and as reviewed by the Board of Directors is a proper financial program for the budget period and constitutes the budget for 2015-2016; and (2) the District's 2015-2016 Budget is hereby adopted in the form as presented at this meeting and ordered filed with the County Auditor of Sacramento County in accordance with Sections 53901 and 61110 of the Government Code.

PASSED AND ADOPTED this 17th day of June 2015, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

[SEAL]

Attest:

Suzanne Lindenfeld, District Secretary

MEMORANDUM

Date: June 10, 2015
To: Board of Directors
From: Darlene Gillum, General Manager
Subject: Consider Adoption of Ordinance O2015-01, the Proposed Service Charge Increases and Special Tax Adjustments

RECOMMENDED ACTION

1. Acknowledge the Second Reading of Ordinance O2015-01, and
2. Adopt Ordinance O2015-01, an Ordinance adopting the proposed service charge increases and Special Tax adjustments.

BACKGROUND

At last month's Board meeting, staff presented the proposed rate increases necessary to support funding of the FY 2015-16 budget.

A Public Hearing was held at last month's Board meeting, following staff's presentation of the proposed rate increases. No comments were received on the proposed rate increases at the public hearing. The District received 5 letters of protest against the proposed rate increase.

The first reading of Ordinance O2015-01 was waived last month. Once published, no increase to the rates and maximum special taxes is allowed without republishing the ordinance. The proposed rate increase has decreased slightly (.18%) since the Ordinance was published and Prop 218 notices were mailed.

The budget previewed in March was the basis for rate adjustment notices to the community. To formally adopt new rates, various chapters of the District Code will be changed by approving the attached Ordinance 2015-01.

The following information is provided as a brief recap of the proposed rate increases, although no Board discussion of individual rate increases is anticipated.

Rate Adjustment Overview

Staff is recommending the following increases to the Water, Sewer and Solid Waste enterprise funds and the Security and Drainage Special Tax rates based on the June budget draft (these rates are lower than those published in Ordinance O2015-01 and lower than the Prop 218 notice rates):

WATER

The proposed 2015-16 monthly bill increase for an average consumption residential metered lot is projected to be \$3.76 or 5.9%.

	Current Rate 2014-15	Proposed 2015-16
Base Charge (w/o reserve contribution)	\$31.38	\$33.22
Reserve Contribution	\$6.39	\$6.39
Total Base Charge	\$37.77	\$39.83
Debt Service Charge (repay internal borrowing)	\$6.00	\$6.00
Usage Charge (per cf)	\$.0153	\$.0163
<ul style="list-style-type: none"> Non-residential customers are charged one base charge per month per meter plus the reserve contribution times their Water EDU (equivalent dwelling unit) value plus usage 		

SEWER

The proposed 2015-16 monthly bill increase for a residential metered lot is projected to be \$1.21 or 2.7%.

	Current Rate 2014-15	Proposed 2015-16
Base Charge (w/o reserve contribution)	\$39.01	\$40.22
Reserve Contribution	\$6.31	\$6.31
Total Base Charge	\$45.32	\$46.53
<ul style="list-style-type: none"> Non-residential customers are charged the base charge plus the reserve contribution times their Sewer EDU (equivalent dwelling unit) value 		

DRAINAGE

The proposed 2015-16 monthly bill increase for a residential metered lot is projected to be \$.09 or 1.9%.

Developed Property	Current Rate 2014-15	Proposed 2015-16	Max Rate 2015-16
Residential (per lot)			
Metered	\$4.73	\$4.82	\$4.82
Unmetered	\$4.73	\$4.82	\$4.82
The Villas	\$3.16	\$3.22	\$3.22
Murieta Village	\$3.16	\$3.22	\$3.22
Non-Residential (per acre)			
1 Retail	\$23.642	\$24.115	\$24.115
2 Industrial/Whse	\$25.118	\$25.620	\$25.620
3 Light Industrial	\$19.207	\$19.591	\$19.591
4 Office	\$22.164	\$22.607	\$22.607
5 Landscape (golf course/park sites)	\$4.433	\$4.522	\$4.522
6 Murieta Equestrian Center	\$1.711	\$1.745	\$1.745
7 RMCC (club house and parking)	\$0.000	\$0.000	\$0.000
8 Airport	\$1.970	\$2.009	\$2.009
9 Geyer Property	\$14.775	\$15.071	\$15.071
Undeveloped Property			
Residential & Non-Residential	\$2.790	\$2.846	\$2.846

SECURITY

The proposed 2015-16 monthly bill increase for a residential inside-gate metered lot is projected to be \$0.54 or 2.0%.

Developed Property	Current Rate 2014-15	Proposed 2015-16	Max Rate 2015-16
Residential (per lot)			
Inside Gates			
Metered	\$26.93	\$27.47	\$27.47
Unmetered	\$21.54	\$21.97	\$21.97
Outside Gates	\$6.49	\$6.62	\$6.62
Non-Residential (per Building square foot)			
1 Highway Retail	\$.2426	\$.2475	\$.2475
2 Other Retail/comm.	\$.0262	\$.0267	\$.0267
3 Industrial/Whse/Lt Industrial	\$.0571	\$.0582	\$.0582
4 Office	\$.0137	\$.0140	\$.0140
5 Institutional	\$.0137	\$.0140	\$.0140
6 Public Utility	\$.0435	\$.0444	\$.0444
7 Murieta Equestrian Center	\$.0040	\$.0041	\$.0041
8 RMCC	\$.0683	\$.0697	\$.0697
9 Airport	\$.0173	\$.0176	\$.0176
Undeveloped Property (per acre)			
Inside Gates	\$22.7785	\$23.2341	\$23.2341
Outside Gates	\$3.3945	\$3.4624	\$3.4624

SOLID WASTE

The proposed 2015-16 monthly bill increase for a 64 gallon container is projected to be \$.14 (\$.15 for the container and (\$.01) for the Sacramento County Surcharge) or 0.75%, related to operational cost increases per contract with California Waste Recovery Services.

	Current Rate 2014-15	Proposed 2015-16
38 gallon container (T38)	\$17.75	\$17.88
64 gallon container (T64)	\$19.46	\$19.61
96 gallon container (T96)	\$28.97	\$29.19
Extra Cart (38 gallon)	\$7.88	\$8.09
Extra Cart (64 gallon)	\$9.94	\$10.06
Extra Cart (96 gallon)	\$21.12	\$21.35
Extra Recycle Cart	\$6.37	\$6.45
Extra Yard Waste Cart	\$6.37	\$6.45
Yard Waste Exemption	(\$2.00)	(\$2.00)
Sac County Surcharge	\$1.19	\$1.18

The average increase in the monthly bill for a residential metered lot is approximately 3.43% as a result of these recommended rate increases.

Sample Bill - Final



Rancho Murieta Community Services District

6/10/2015

Average Monthly Customer Bill

Residential Metered Lot

Water		Average Usage in CF
	Residential Base	
old rate	Water Usage	\$.0153 per cubic foot
new rate	Water Usage	\$.0163 per cubic foot
Total Water		
WTP Debt Service Charge (interfund borrowing)		
Sewer		
Solid Waste (avg. 64 Gallon Container)		
Security Tax (Maximum Tax Ceiling \$27.47)		
Drainage Tax (Maximum Tax Ceiling \$4.82)		

Current Monthly Rates July 1, 2014	Proposed July 1, 2015	\$ Change	% Change
1700	1700		
\$ 37.77	\$ 39.83		
26.01	27.71		
\$ 63.78	\$ 67.54	3.76	5.9%
6.00	6.00	-	0.0%
45.32	46.53	1.21	2.7%
20.65	20.79	0.14	0.7%
26.93	27.47	0.54	2.0%
4.73	4.82	0.09	1.9%
\$ 167.41	\$ 173.15	\$ 5.74	

% Change over prior year

3.43%

Murieta Village Lot

Water		Average Usage in CF
	Residential Base	
old rate	Water Usage	\$.0153 per cubic foot
new rate	Water Usage	\$.0163 per cubic foot
Total Water		
WTP Debt Service Charge (interfund borrowing)		
Sewer		
Solid Waste (avg. 64 Gallon Container)		
Security Tax (Maximum Tax Ceiling \$6.62)		
Drainage Tax (Maximum Tax Ceiling \$3.22)		

472	472		
\$ 37.77	\$ 39.83		
7.22	7.69		
\$ 44.99	\$ 47.52	2.53	5.6%
6.00	6.00	-	0.0%
45.32	46.53	1.21	2.7%
20.65	20.79	0.14	0.7%
6.49	6.62	0.13	2.0%
3.16	3.22	0.06	1.9%
\$ 126.61	\$ 130.68	\$ 4.07	

% Change over prior year

3.21%

Vacant or Unmetered Lot

	Security Tax (Maximum Tax Ceiling \$21.97)	21.54	21.97	0.43	2.0%
*	Water Standby \$10.00 PER YEAR	0.83	0.83	-	0.0%
*	Sewer Standby \$10.00 PER YEAR	0.83	0.83	-	0.0%
	Drainage Tax (Maximum Tax Ceiling \$4.82)	4.73	4.82	0.09	1.9%

		\$27.93	\$28.45	\$ 0.52	
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% Change over prior year

1.86%

* This fee is billed annually at \$10.00 and is shown as a monthly rate for comparison purposes only.

denotes increase in rates

ORDINANCE NO. O2015-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT, AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES

The Board of Directors of the Rancho Murieta Community Services District ordains as follows:

SECTION 1. Purpose and Authority. The purposes of this ordinance are to (a) increase the District water, sewer and solid waste collection and disposal service charges in order to reflect and provide for operation, maintenance and other cost increases due to inflation, increased regulatory costs, increased costs of supplies, services, labor and benefits, and other factors, and (b) increase the District drainage special tax and security special tax to implement the voter-authorized annual adjustments. This ordinance is adopted pursuant to California Constitution articles XIII C, section 2, and XIII D, section 6, Government Code sections 61115, 61121 and 61123, District Ordinances Nos. 98-1 and 98-2, and other applicable law.

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

(a) As calculated and demonstrated in the 2015-16 District budget, the increased service charges implemented by this ordinance have been fixed in amounts sufficient to pay the operating expenses of the District's water, sewer and solid waste operations, provide for and fund repairs and replacement of utility system works and equipment, provide for increased costs of regulatory compliance, fund financial reserves, and, pay debt service and other costs.

(b) The increased service charges are reasonably related to, and do not exceed, the District's cost of providing each of the services.

(c) The revenues derived from the service charges do not exceed the funds required to provide the services and will not be used for any purpose other than the listed services.

(d) The amount of the service charges imposed on each customer's parcel does not exceed the proportional cost of the particular service attributable to that parcel.

(e) The District water, sewer and solid waste services are services that are actually used by and immediately available to the owner of each customer parcel.

(f) No portion of these service charge increases are imposed for general governmental services.

(g) As calculated and demonstrated in the 2015-16 District budget, the increased drainage and security special taxes implemented by this ordinance have been fixed in amounts as calculated and determined consistent with the annual tax adjustments as set forth in District Code chapters 16A and 21 and as authorized by the voters at the time of the approval of the special taxes.

(h) The establishment, modification, structuring, restructuring and approval of the service charges and taxes as set forth in this ordinance are necessary and appropriate to continue to meet

the District's costs for operation and maintenance, supplies and equipment, financial reserves, and capital replacement needs, and to maintain a satisfactory level of services within the District service area.

(i) The District Board of Directors has conducted a duly noticed public hearing on the proposed service charge increases in accordance with California Constitution article XIII D, section 6, and the Board did not receive a majority protest against any of the proposed service charge increases.

SECTION 3. Service Charge and Tax Adjustments; District Code Amendments.

I) The Water Code, Chapter 14, Section 7.00 Rates and Charges is amended as follows:

Section 7.05 Rates for Metered Service.

(a) General metered service shall be as follows:

MONTHLY CHARGES

Total Basic Service Charge \$39.83/mo

Usage charge per cubic foot:

Basic volumetric rate per cubic foot \$ 0.0163/cu. ft.

Debt Service Charge \$ 6.00/mo

(b) Metered service to residential lots at Murieta Village shall be as follows:

MONTHLY CHARGES

Total Basic Service Charge \$39.83/mo

Usage charge per cubic foot:

Basic volumetric rate per cubic foot \$ 0.0163/cu. ft.

Debt Service Charge \$ 6.00/mo

(c) Non-Residential metered service shall be as follows:

MONTHLY CHARGES

Basic Service Charge for non-residential shall be based on an EDU basis

Monthly Charges

Basic Service Charge for non-residential metered service shall be calculated on number of meters and an EDU basis for each customer multiplied by the Basic Service Charge reflected in Section 7.05(a) above.

Usage charge per cubic foot:

Basic volumetric rate per cubic foot \$ 0.0163/cu. ft.

Debt Service Charge for non-residential metered service shall be calculated on number of meters and an EDU basis for each customer multiplied by the Debt Service Charge reflected in Section 7.05(a) above.

II) The Sewer Code, Chapter 15, Section 7.00 Rates and Charges, is amended as follows:

Section 7.03 Rates and Charges for Service. The monthly service charge for each premise receiving sewer service from the District shall be:

Residential or other premises, each unit

Base rate \$40.22 per month

Reserve contribution \$ 6.31 per month

Total monthly service charge	\$46.53 per month
Murieta Village, per unit	
Base rate	\$40.22 per month
Reserve contribution	<u>\$ 6.31 per month</u>
Total monthly service charge	\$46.53 per month

Non-Residential

Monthly service charge for non-residential sewer service shall be calculated on an EDU basis for each customer multiplied by the residential service charge.

III) The Drainage Code, Chapter 16, Section 7.00 Rates and Charges, is amended as follows:
Section 7.01 Rates and Charges: Drainage charges for operation and maintenance of the District's system shall be as set forth in Chapter 16A, Section 3.00.

The Drainage Code, Chapter 16A, Section 3.00 Drainage Tax, is amended as follows:
Section 3.00 Rates and Charges for Operation and Maintenance of the District's system shall be:

Commencing July 1, 2015, property within the District shall be assessed a monthly drainage tax as follows. The maximum monthly tax rates shown reflect annual adjustments, per Section 5.00.

<u>LAND USE</u>		Monthly Special Tax Rates Fiscal Year 2015-16	Monthly Special Tax Rates Maximum Ceiling Rate Year 2015-16
DEVELOPED PROPERTY			
Residential			
-Metered Developed	Per Lot	\$ 4.82	4.82
-Unmetered Developed	Per Lot	\$ 4.82	4.82
-The Villas	Per Lot	\$ 3.22	3.22
-Murieta Village	Per Lot	\$ 3.22	3.22
Non-Residential			
-Retail	Per Acre	\$ 24.115	24.115
-Industrial/Warehouse	"	\$ 25.620	25.620
-Light Industrial	"	\$ 19.591	19.591
-Office	"	\$ 22.607	22.607
-Landscaped Areas (golf course & park site)	"	\$ 4.522	4.522
-Murieta Equestrian Center	"	\$ 1.745	1.745
-RMCC (club house & parking)	"	\$ 0.000	0.000
-Airport	"	\$ 2.009	2.009
-Geyer Property	"	\$ 15.071	15.071
UNDEVELOPED PROPERTY			
Uses Drainage System			
-Residential and Non-Residential	Per Acre	\$ 2.846	2.846

IV) The Security Code, Chapter 21, Section 5.00 Security Tax, is amended as follows:
 Commencing July 1, 2015, property within the District shall be assessed a monthly security tax as follows. The maximum tax rates shown reflect annual adjustments, per Section 5.00:

		Monthly Special Tax Rates Fiscal Year 2015-16	Monthly Special Tax Rates Maximum Ceiling Rate Year 2015-16
DEVELOPED PROPERTY			
Residential			
Inside Gates			
- Metered	Per Lot	\$ 27.47	27.47
- Unmetered	Per Lot	\$ 21.97	21.97
Outside Gate	Per Lot	\$ 6.62	6.62
Non-Residential			
- Highway Retail	Per Building Sq. Ft.	\$ 0.2475	0.2475
- Other Retail/Commercial	"	\$ 0.0267	0.0267
- Industrial/Warehouse/Lt Industrial	"	\$ 0.0582	0.0582
- Office	"	\$ 0.0140	0.0140
- Institutional	"	\$ 0.0140	0.0140
- Public Utility	"	\$ 0.0444	0.0444
- Equine Complex	"	\$ 0.0041	0.0041
- RMCC	"	\$ 0.0697	0.0697
- Airport	"	\$ 0.0176	0.0176
UNDEVELOPED PROPERTY			
- Inside Gates	Per Acre	\$23.2341	23.2341
- Outside Gates	Per Acre	\$ 3.4624	3.4624

V) The Solid Waste Collection and Disposal Code, Chapter 31, Section 4.0 Collection Rates, is amended as follows:

Section 4.03 Collections Rates. The monthly service charge shall be:

(1) Garbage Collection Services

38 gallon cart	\$ 17.88
64 gallon cart	\$ 19.61
96 gallon cart	\$ 29.19

(2) Additional Garbage Carts

38 gallon cart	\$ 8.09
64 gallon cart	\$ 10.06
96 gallon cart	\$ 21.35

(3) Additional Recycling Cart (in excess of 1 recycled cart)

38 gallon cart	N/A
64 gallon cart	\$ 6.45
96 gallon cart	\$ 6.45

(4) Additional Green Waste Cart (in excess of 2 green waste carts)	
38 gallon cart	N/A
64 gallon cart	\$ 6.45
96 gallon cart	\$ 6.45
(6) Sacramento County Surcharge	\$ 1.18

SECTION 4. Superseder. This ordinance supersedes prior inconsistent District ordinances, resolutions, policies, rules, and regulations concerning the subject matter of this ordinance.

SECTION 5. Effective Date. This ordinance shall take effect 30 days after its adoption.

SECTION 6. Severability. If any section or provision of this ordinance or the application of it to any person, transaction or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this ordinance that can be given effect without the invalid or unenforceable provision, and to this end the provisions of this ordinance are declared to be severable.

SECTION 7. Publication. The District Secretary is directed to publish this ordinance once in a newspaper of general circulation published in the District within 15 days after the adoption of the ordinance.

INTRODUCED by the Board of Directors on the 20th day of May, 2015.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on June 17, 2015, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

[seal]

ATTEST:

Suzanne Lindenfeld, District Secretary

MEMORANDUM

Date: June 10, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Subject: Consider Approval of Second Amendment to California Waste Recovery Systems
2013 Contract

RECOMMENDED ACTION

Approve the second amendment to the 2013 Contract between Rancho Murieta Community Services District and California Waste Recovery Systems for solid waste collection and disposal.

BACKGROUND

California Waste Recovery Systems (CWRS) has been providing refuse services for Rancho Murieta since November 2005. The current contract amendment for fiscal year 2014-15 rates expires on June 30, 2015. The amended contract between Rancho Murieta Community Services District (District) and CWRS will be effective July 1, 2015 through June 30, 2016.

The amended contract revises and updates the Contractor Collection Service Rates (Exhibit 1).

The costs for CWRS services will increase by approximately 1.18% or \$6,400 for the 2015-16 fiscal year.

**Second Amendment to
2013 Collection Services Contract for the Provision of Solid Waste,
Recyclables Materials and Green Waste Collection Services
Between
The Rancho Murieta Community Services District
And
California Waste Recovery Systems, LLC**

The Second Amendment to the Contract titled above (2013 Collection Services Contract for the provision of Solid Waste, Recyclables, Materials and Green Waste Collection Services), executed as of June 28, 2013 by the between the Rancho Murieta Community Services District (District) and California Waste Recovery Systems, LLC. (Contractor) is made and entered into by the District and the Contractor as of the latter date written below.

Pursuant to Section 40.01 of the contract, the District and the Contractor may change or amend the Agreement upon written agreement duly authorized and executed by both the District and the Contractor.

Now, therefore, in consideration of the mutual promises, covenants, guaranties and conditions contained in this Second Amendment, receipt of which is acknowledged, the District and the Contractor agree as follows:

1. Exhibit 1 (attached), the Contractor Collection Services Rates, without Franchise Fees, effective July 1, 2015 to June 30, 2016, is substituted and amended in this Second Amendment.

Except for the amendments and/or additions stated in the First Amendment, effective on July 1, 2014 thru June 30, 2015; and this Second Amendment, all other provisions of the Agreement remain in full force and effect, effective July 1, 2015 thru June 30, 2016.

Authority to Execute: The District warrants that the officers listed below have been duly authorized by the District to execute this Second Amendment on behalf of the District. The Contractor warrants that the individuals listed below have been duly authorized by the Contractor to execute this Second Amendment on behalf of the Contractor.

In Witness, whereof, the Parties to this Second Amendment have executed this Second Amendment as of the latter date written below.

THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Darlene J. Gillum, General Manager

Gerald Pasek, Board President

Date

Date

CALIFORNIA WASTE RECOVERY SYSTEMS, LLC

Dave Vaccarezza
Owner

Date

Exhibit 1
**CONTRACTOR COLLECTION SERVICE RATES WITHOUT
FRANCHISE FEE**
EFFECTIVE 07/01/2015

A. COLLECTION SERVICES

1	Garbage Cart Sizes (gallons)	38	64	96
2	Disposal Charge Per Ton – Solid Waste	\$30.00		
3	Monthly Per Unit Solid Waste Generation Factor	0.03	0.08	0.2
4	Disposal Element	\$1.02	\$2.22	\$5.23
5	Monthly Collection Element	\$15.40	\$15.83	\$22.40
6	TOTAL MONTHLY COLLECTION RATE (Lines A4 + A5)	\$16.42	\$18.05	\$27.63

B. ADDITIONAL CARTS

1	Garbage Cart Sizes (gallons)	38	64	96
2	MONTHLY COST FOR EACH ADDITIONAL GARBAGE CART	\$8.09	\$10.06	\$21.35
3	MONTHLY COST FOR EACH ADDITIONAL RECYCLING CART IN EXCESS OF ONE(1) RECYCLING CART	N/A	\$6.45	\$6.45
4	MONTHLY COST FOR EACH ADDITIONAL GREEN WASTE CART IN EXCESS OF TWO (2) GREEN WASTE CARTS	N/A	\$6.45	\$6.45

C. DISCOUNT FOR GREEN WASTE EXEMPTION

1	Garbage Cart Sizes (gallons)	38	64	96
2	MONTHLY DISCOUNT FOR GREEN WASTE EXEMPTION	\$2.00		

D. ADDITIONAL LARGE ITEM COLLECTION SERVICE RATE (ON-CALL)				
1	Additional Large Item Size	1 Cu. Yd.		
2	Disposal Charge Per Ton – Large Item	\$30.00		
3	Per Unit Large Item Generation Factor	0.05		
4	Disposal Element (Line D2 multiplied by Line D3)	\$1.50		
5	Collection Element	\$36.45		
6 TOTAL LARGE ITEM COLLECTION RATE (Lines D4 + D5)		\$37.95		
E. EXCESS CART EXCHANGE SERVICE RATE (Each occurrence)				
1	Garbage Cart Sizes (gallons)	38	64	96
2 EXCESS CART DELIVERY SERVICE RATE		\$17.52		
F. EMERGENCY SERVICE RATES				
1	Laborer (per hour)	\$43.82		
2	Automated truck (Heil) with driver (per hour)	\$112.67		
3	Front loader truck (White) with driver (per hour)	\$106.42		
4	Roll off truck (White) with driver (per hour)	\$106.42		
5	Forman and pickup (GMC) (per hour)	\$62.58		
6	Transfer truck and trailer with driver (White/Wilkins) (per hour)	\$112.67		

MEMORANDUM

Date: June 8, 2015
To: Board of Directors
From: Finance Committee Staff
Subject: Consider Adoption of Resolution 2015-09, Approving Inter-fund Transfer and Loan to Finance District's Share of New North Gate Project

RECOMMENDED ACTION

Adopt Resolution 2015-09, Approving Inter-fund Transfer and Loan to Finance District's Share of New North Gate Project

BACKGROUND

Attached is a draft of Resolution 2015-09 which formally documents the inter-fund transfer and loan to Security Capital Replacement Reserves for a portion of the cost of the New North Gate Project. The Board of Directors approved a total project amount of \$258,203.34 at the February Board of Directors meeting for the District's portion of the total cost of the New North Gate Project. As part of the approval, the Board of Directors authorized the payment of the District's cost from Security Capital Replacement Reserves and an internal borrowing from other reserve funds since the Security Capital Replacement Reserves are not sufficient to cover the full cost.

The beginning fiscal year balance of the Security Capital Replacement Reserves, as of July 1, 2014, was \$101,509. During the 2014-2015 fiscal year, an additional \$47,820 was collected from the Security Special Taxes for Security Capital Replacement Reserves. Utilizing 100% of the Security Capital Replacement Reserves, as of June 30, 2015 (\$149,329), the remaining amount to be borrowed is approximately \$108,875. The borrowed funds will be loaned from the Drainage Capital Improvement Reserve fund.

Approved Project Cost (rounded)	\$258,204
6/30/15 Security Replacement Reserves	<u>(\$149,329)</u>
Amount to Borrow	\$108,875

Staff recommends that the repayment schedule be implemented to use 50% of the monthly reserves collected by the Security Special Taxes (currently \$3,806, of which 50% is \$1,903) with interest repaid at the rate earned by the Drainage Capital Improvement Reserve fund. This repayment schedule results in the borrowed funds being repaid over a 5-year period while at the same time provides for a re-building of the Security Capital Replacement Reserves. See the attached spreadsheet for details.

The Finance Committee recommends adoption.

RESOLUTION 2015 - 09

RESOLUTION OF THE BOARD OF DIRECTORS OF RANCHO MURIETA COMMUNITY SERVICES DISTRICT APPROVING INTER-FUND TRANSFER AND LOAN TO FINANCE DISTRICT SHARE OF NEW NORTH GATE PROJECT COSTS

WHEREAS, the Rancho Murieta Association (RMA) has constructed a New North Gate (New North Gate Project) with substantial funding by RMA, various landowners, the District, and developers;

WHEREAS, the District's share of the New North Gate Project is estimated to be \$258,203.34;

WHEREAS, the Board has decided to finance \$108,875 of this sum by an inter-fund transfer and loan on the terms provided below, and with the estimated balance of \$149,328.34 to be paid from Security Capital Replacement Reserves; and,

WHEREAS, Government Code sections 53601(e), 66006 and 66013 and other laws authorize an inter-fund transfer and loan to finance these improvement costs;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

- Section 1. The Board of Directors approves a loan and transfer of \$108,875 from the Drainage Capital Improvement Reserve Fund (the "Borrowed-From Funds") to the Security Capital Replacement Reserve Fund (the "Indebted Fund") in order to finance the District's share of the New North Gate Project costs and the General Manager is hereby authorized and directed to implement the transfer and loan. The General Manager shall keep or cause to be kept detailed records of the funds so transferred and the costs expended, in order to accurately ascertain, record, and monitor the Indebted Fund's liability to the Borrowed-From Funds.
- Section 2. The Borrowed-From Funds shall be repaid by the Indebted Fund with interest at a rate equal to the interest rate being earned by the Borrowed-From Fund for the same time period. The repayment with interest shall be made in full no later than June 30, 2020.
- Section 3. The Board finds and determines that the Borrowed-From Funds monies transferred and loaned by this resolution are not required for the immediate necessities of that fund, that the transferred funds will be repaid with interest to the Borrowed-From Funds before they are needed for that fund(s), and that the loan and transfer under this resolution are prudent, reasonable and

appropriate and in the best interests of the District and its ratepayers.

PASSED AND ADOPTED this 17th day of June 2015 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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

Attest:

Suzanne Lindenfeld
District Secretary

DRAFT

**SECURITY RESERVES - BORROWED
REPAYMENT SCHEDULE @ 50%**

Beginning Balance (Borrowed from Reserves)		Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
\$ 108,875.00	July	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	August	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	September	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	October	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	November	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	December	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	January	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	February	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	March	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	April	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903
	May	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,027
	June	\$ 1,903	\$ 1,903	\$ 1,903	\$ 1,903	
	Total	\$ 22,836	\$ 22,836	\$ 22,836	\$ 22,836	\$ 20,057
Interest	0.25%	\$ 946	\$ 727	\$ 506	\$ 283	\$ 64
	Remaining Balance Due	\$ 86,985	\$ 64,876	\$ 42,546	\$ 19,993	\$ 0

						Total
Security Reserves Build-up	\$ 22,836.00	\$ 22,836.00	\$ 22,836.00	\$ 22,836.00	\$ 27,413.00	<u>\$ 118,757</u>

North Gate Approved Project Cost	\$ 258,204
2014 Security Replacement Reserves	\$ (101,509)
2014 Security Reserves Collected	\$ (47,820)
Borrowed from Drainage Capital Improvement Reserves	\$ 108,875

MEMORANDUM

Date: June 8, 2015
To: Board of Directors
From: Finance Committee Staff
Subject: Review District Code Chapter 4, Purchasing and Bidding

RECOMMENDATION

Review District Code, Chapter 4, Purchasing and Bidding.

BACKGROUND

Attached is the District's General Counsel's updated District Code Chapter 4, Purchasing and Bidding. The proposed District Code, Chapter 4 will supersede the current Chapter 4 and also repeal District Policy 2009-03. The goal of this amendment to Chapter 4 is to streamline and simplify the District's existing procedures and make them consistent with the Public Contract Code provisions applicable to community services districts.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

DISTRICT CODE
CHAPTER 4

PURCHASING AND BIDDING



Amended _____, 2015 by
Ordinance O2015-03

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DRAFT

Section 1.00 - General Provisions

1.01 Purpose

The purpose of this Chapter is to establish efficient procedures for the purchase of supplies, materials, equipment, and services, and for letting construction contracts consistent with state law.

1.02 Administration of Chapter

The General Manager shall administer the regulations contained in this Chapter and shall take steps as are reasonable and proper to ensure compliance with this Chapter.

1.03 Additional Procedures

The General Manager may establish and maintain administrative regulations and standards that implement the provisions of this Chapter, including, but not limited to:

- a. Procedures for inspecting deliveries of supplies, materials and equipment and for evaluating the provision of general or professional services;
- b. Procedures for submitting requisitions for supplies, materials, equipment, and services by District employees; and
- c. Procedures for the control and safeguarding of District supplies, materials, and equipment and the maintenance of an inventory system for such supplies, materials, and equipment.
- d. The General Manager shall submit the proposed administrative regulations to the Board for approval, and, if approved, shall thereafter carry out and enforce such regulations and standards.

1.04 Bulk Orders

When practicable, the General Manager shall seek to reduce the number of purchasing transactions for commonly used or purchased materials, supplies, and equipment by combining them into bulk orders.

1.05 Purchases by the Department of General Services

As appropriate, the Office of Procurement, California Department of General Services, may purchase miscellaneous equipment and supplies for the District as authorized by state law. The General Manager may sign and deliver all necessary requests and other documents in connection with such purchases.

Section 2.00 - Definitions

As used in this Chapter, the following words and phrases shall have the following meaning:

2.01 Bidder's List

List of prospective suppliers, vendors and qualified contractors capable of providing the commodity or service being bid upon, maintained by the General Manager.

2.02 Board

Board of Directors of the Rancho Murieta Community Services District.

2.03 Commodity

Supplies, materials, equipment, and other tangible personal property appropriate for the reasonable operation of the District.

2.04 Competitive Bidding

The formal or informal submission, or receipt, of verbal or written estimates or cost proposals in terms of dollars, man days of work required, percentage of construction cost, or any other measure of compensation whereby the District may compare prices and other relevant criteria. The competitive bidding process typically involves the submission of offers by bidders pursuant to a public notice inviting bidders to provide the District with a specified commodity or service, or to purchase District personal property which has been found by the Board not to be required for public use, and which offers are submitted under seal or by voice at a public auction.

2.05 Construction Contract

Public works contract for the construction or completion of any building, structure or improvement, or a contract for the furnishing of materials and supplies for such work that is subject to the regulations contained in Public Contract Code sections 20680 to 20683.

2.06 District

Rancho Murieta Community Services District.

2.07 Force Account

Any work performed by District employees, or day's labor under District supervision or superintendence.

2.08 General Services

Services that do not require any unique skill, special background, or training and involve routine, recurring, and usual work for the continued operation and maintenance of the District. General services include the provision of telephone, gas, water, electric, light and power services and rentals of equipment and machinery.

2.09 Open Market

Purchase of a Commodity or services that does not require the solicitation of competitive sealed bids for awarding to the lowest responsible bidder.

2.10 Professional Services

Services performed by an attorney, physician, architect, engineer, land surveyor, construction manager, appraiser, expert, accounting firm, computer or information technology consultant, or other consultant or organization possessing a high degree of technical and professional skills and that require specific skills, experience and training, and professional judgment.

Section 3.00 - General Manager Authority

3.01 Powers and Duties of General Manager

The General Manager shall, under the direction of the Board and in compliance with the provisions of this Chapter and applicable state law:

- a. Purchase or contract for all Commodities, construction work, or General and Professional Services required by the District in amounts or estimated amounts of up to \$25,000 or less and sign such contracts.
- b. Submit to the Board, for review and approval, all Construction Contracts and contracts for the purchase of Commodities or retention of General or Professional Services in amounts or estimated amounts exceeding \$25,000. After approval by the Board, the General Manager may sign such contracts on the District's behalf.
- c. Dispose of property pursuant to Section 8.
- d. In consultation with District counsel, develop standard forms and specifications for invitations to bid and related bid documents, purchase orders, Construction Contracts, and contracts for General or Professional Services, and prescribe the use of other forms and procedures as may be required to carry out the provisions of this Chapter.
- e. Supervise the inspection of all Commodities and services purchased under this Chapter to assure conformance with District specifications.
- f. Maintain up-to-date Bidder's List, vendor's catalogs, files, and such other records as needed to perform these duties.
- g. Ensure that purchasing specifications are written to encourage full competition.
- h. Perform such other tasks as may be necessary or appropriate to administer the provisions of this Chapter.

3.02 Delegation of Responsibility

The General Manager may delegate the duties and responsibilities assigned by this Chapter to his or her designee, as the General Manager deems proper.

Section 4.00 - Emergency Purchases and Contracting

4.01 Determination of Emergency

The authority to declare the existence of an emergency, including but not limited to emergencies described in Government Code sections 8558 and 54956.5 and Public Contract Code section 1102, generally resides with the Board. When urgent circumstances preclude taking the time for such determination by the Board, the General Manager may declare the existence of an emergency subject to ratification of the Board at its next Board meeting.

4.02 Authority of General Manager

In cases of emergency as determined by the Board or General Manager as set forth in Section 4.01 above, when repair or replacements are necessary to permit the continued operation of the District, or to avoid danger to life or property, the General Manager may replace or repair any District building, structure, equipment or facility, purchase or contract for the necessary Commodities and General or Professional Services, and take any other related and immediate action necessary or appropriate to respond to the emergency without complying with the Competitive Bidding requirements in Section 6 of this Chapter.

4.03 Delegation of Authority by General Manager

If the General Manager is unavailable to take the actions described in Section 4.02 above, the department manager or supervisor or acting supervisor in need of emergency Commodities or General or Professional Services may make the necessary purchases, securing competitive quotations whenever possible. The supervisor may issue a verbal order to a vendor as necessary to resolve the immediate hazard. The supervisor must notify the General Manager of his or her actions as soon as reasonably possible.

4.04 Board Notification and Approval

The General Manager shall promptly report to the Board the emergency actions taken and the circumstances surrounding such emergency.

If the General Manager approves a Construction Contract without giving public notice for bids where it would normally be required, he or she shall inform the Board of Directors no later than seven days after the action, or at the Board's next regularly scheduled meeting, if that meeting will occur no later than 14 days after the action, and every regularly scheduled Board meeting thereafter until such emergency action is terminated. Following notice to the Board by the General Manager, the Board must decide whether to approve, by a four-fifths vote, the continuation of such emergency work. If the Board does not allow the emergency action to continue, the General Manager shall terminate the action at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice inviting bids for the emergency work.

4.05 Delegation of Emergency Construction Contract Authority

Pursuant to Public Resources Code section 22050(b)(1), the Board delegates to the General Manager the authority to order emergency Construction Contract action under Public Contract Code section 22050(a).

Section 5.00 - Commodities, General Services and Construction Contracts of \$25,000 or Less

5.01 Commodities and General Services

For a purchase of Commodities or contract for General Services in an amount or estimated amount of \$25,000 or less, the General Manager may make the purchase or approve the contract on the Open Market by seeking the most favorable terms and price either through negotiation, comparative pricing or informal Competitive Bidding, whichever method the General Manager deems most appropriate in the circumstances.

5.02 Construction Contracts

The General Manager may approve a Construction Contract without Competitive Bidding when the cost of such work does not exceed \$25,000. The General Manager shall seek the most favorable terms and price through negotiation, comparative pricing or informal Competitive Bidding as the General Manager deems most appropriate in the circumstances.

Alternatively, the District may perform the construction, reconstruction, erection, alteration, renovation, improvement, or repair of any building, structure, or facility owned, leased, or operated by the District by Force Account.

5.03 Availability of Funds

The General Manager may authorize a purchase or contract under Section 5.01 or 5.02 above only if there are unexpended funds available in the District budget for the purchase or to pay the costs of such contract. If there are no unexpended funds within the approved District budget, then the purchase or contract must be authorized by the Board.

5.04 Change Orders and Contract Amendments

The General Manager may negotiate, approve and sign change orders and contract amendments, provided that the sum of all change orders or amendments, does not exceed the approved contingency amount for the specific project. Any change orders or contract amendments that exceed the approved contingency amount shall require Board approval.

Section 6.00 - General Services and Construction Contracts in Excess of \$25,000

6.01 Competitive Bidding Required

A purchase of Commodities, a contract for General Services, or a Construction Contract in an amount or estimated amount exceeding \$25,000 shall be made pursuant to the Competitive Bidding requirements set forth in this Section 6, unless one of the following exceptions applies:

- a. Commodities or General Services can be obtained from only one vendor, manufacturer, distributor, or service provider as described in Section 6.06 below;
- b. Purchases made through the California Department of General Services;
- c. Emergency purchases or work as described in Section 4 of this Chapter;
- d. For Commodities or General Services, the General Manager determines that Competitive Bidding would not be advantageous or in the best interests of the District and recommends a single vendor/provider purchase or contract to the Board for approval; or
- e. For Commodities or General Services, the Board determines or directs otherwise.

6.02 Bidding Procedures

The bidding procedures are as follows:

- a. **Notice Inviting Bids:** The General Manager, or his or her designee, shall prepare a notice inviting bids for the purchase or contract that includes a general description of the supplies, materials, equipment to be purchased (including, if appropriate, bid specifications) or the General Service or construction work to be performed, the deadline for receipt of sealed bids, and the time and place for the bid opening.
- b. **Publication of Notice:** For Commodities and General Services, the notice inviting bids shall be posted in three public places in the District, distributed to prospective suppliers, vendors, and contractors on the Bidder's List, and otherwise distributed as the General Manager deems appropriate. For Construction Contracts, the notice inviting bids shall be published as required by Public Contract Code section 20682 or 20682.5.
- c. **Bid Security:** When the General Manager deems appropriate, a bidder's security may be required for the purchase of Commodities and General Services in a form and amount as determined by the General Manager. If a bidder's security is required, the bidder security requirement shall be set forth in the notice inviting bids. Bids that are delivered without the required bid security shall not be considered by the District.
- d. All bids for Construction Contracts must be sealed and be accompanied by a bidder's security as required by Public Contract Code section 20683.

- e. Bid Opening: At the time and place for the bid opening, the bids shall be opened in public. The General Manager shall tabulate all bids received and keep them open for public inspection for a period of not less than 30 calendar days after the bid opening. At the next Board meeting following the opening of bids, the General Manager shall present the bids to the Board.
- f. Lowest Responsible Bidder: The District will only consider bidders who submit a complete and fully responsive bid. The General Manager shall make a recommendation to the Board on an award to the lowest responsible responsive bidder. In its discretion, the Board may award the contract to the lowest responsible responsive bidder, reject all bids and re-advertise for bids, or reject all bids and not proceed with the purchase or contract. Additionally, for Commodities and General Services, the Board may reject all bids and direct that an Open Market purchase be made, provided the price paid on the Open Market shall not exceed the bid of the lowest responsible responsive bidder. The Board may waive any irregularity or informality in any bid.
- g. In determining the lowest responsible responsive bidder, price alone shall not be the determinative factor, but shall be considered along with other factors including, but not limited to, the ability of the bidder to deliver or perform the work, availability of the Commodities or services required, prior work experience, location of the vendor or service provider, and any other factors relating to the particular needs of the District for the Commodities to be purchased or the General Services or construction work required.
- h. Upon an award to the lowest responsible responsive bidder, the security of an unsuccessful bidder, if any, shall be returned within a reasonable amount of time, but in no event shall the District hold the security beyond 60 days from the time the award is made.

6.03 Forfeiture of Bid Security

Upon award to the lowest responsible responsive bidder, if the successful bidder fails to proceed with the sale to the District or enter into a contract with the District within 10 days from the date of the award, the bidder shall forfeit the bid security.

6.04 Bid Protests

Any bid protest from an unsuccessful bidder must be submitted in writing to the District by the seventh day following the date of award. A "bid protest" means any protest, objection, complaint, or challenge to, concerning or against (i) a rejection of a bidder for any reason; (ii) a contract award to the apparent low bidder; (iii) another bidder's bid; or (iv) the legality or enforceability of the bid documents or contract documents or process. The bidder filing the protest must have actually submitted a bid for the purchase or contract. The protest shall be in the form of a letter or memorandum to the General Manager and shall include the following: (i) a complete statement of the basis or bases for the protest,

including supporting documents; (ii) a reference to the specific portion(s) of the contract or bid documents that form(s) the basis of the protest; and (iii) the name, address, and telephone number of the person representing the protesting bidder.

The bidder filing the protest shall concurrently transmit a copy of the protest document and any attached documentation to all other bidders with a direct financial interest who may be adversely affected by the outcome of the protest, including all other bidders who appear to have a reasonable prospect of receiving an award depending upon the outcome of the protest.

The Board shall issue a prompt decision on the protest. If the Board determines that a protest is frivolous, the bidder submitting the protest may be determined to be irresponsible and be deemed ineligible for future contract awards as described in Section 6.05 below.

The procedure and time limits set forth in this Section are mandatory and are the bidder's sole and exclusive remedy in the event of a bid protest. Failure to timely comply with these procedures will constitute a waiver of any right to further pursue the bid protest, including filing a petition for writ of mandate, Government Claims Act claim, or other lawsuit or legal proceeding.

6.05 Rejection of Irresponsible Bidder

The General Manager may declare a bidder to be irresponsible for the following reasons:

- a. Failure to furnish satisfactory proof of responsibility when requested by the District;
- b. Unsatisfactory delay in the performance of a contract or purchase order;
- c. Unsatisfactory performance of a contract or purchase order;
- d. Submittal of a frivolous bid protest as described in Section 6.04 above; or
- e. Violations or attempted violations of this Chapter.

Once a bidder has been determined to be irresponsible, the General Manager may remove the bidder from the Bidder's List and deem the bidder to be ineligible for future contract awards for a reasonable period of time as determined by the General Manager. The barred bidder shall be furnished with a written notice explaining the reasons for the irresponsibility determination, and may appeal such decision to the Board within 10 days of receiving the notice.

6.06 Single Vendor or Provider Purchases

When the District requires Commodities or General Services that can be obtained or purchased from only one vendor, manufacturer, distributor authorized to sell within the District, or service provider, the General Manager

may conduct negotiations with such vendor, manufacturer, distributor, or service provider to secure the most favorable terms and price without complying with the requirements of Sections 6.01 and 6.02 above. All single vendor/provider purchases shall be supported by written documentation indicating the facts and nature supporting the determination that the single vendor/provider purchase is appropriate in the circumstances. All single vendor/provider purchases in an amount or estimated amount exceeding \$25,000 require Board approval.

6.07 Special Commodities

When the District requires special supplies, materials, or equipment that must be compatible with existing District equipment, or that must perform complex or unique functions, or that are otherwise patented or proprietary, the General Manager, in consultation with the department manager or supervisor, may limit bidding to a specific product type or brand name product.

Bidders who submit alternative products or brand names are responsible for demonstrating, to the District's satisfaction, that the proposed alternative product is equal in quality and performance to those specified in the bid documents.

6.08 Splitting of Transactions Unlawful

The District shall not split requirements for Commodities, General Services, and Construction Contracts into amounts or estimated amounts of less than \$25,000 to avoid the provisions of this Section 6.

Section 7.00 - Contracts for Professional Services

7.01 Factors to Consider

A Professional Services contract shall be awarded only to firms and persons who have demonstrated an adequate level of experience, competence, training, credentials, character, integrity, reputation, financial responsibility, resources, equipment, staffing, and other professional qualifications necessary to competently perform the services required by the District in the time period and price stated. The cost of service shall not be the determinative factor, as it may be in the District's best interest to award the Professional Services contract to a higher-priced consultant based on the scope of services, availability, unique skills, staffing levels, timing, prior experience, familiarity with District operations, and other information as determined by the District. The information required for determining the qualifications for providing the District with such services shall be developed by the department manager or supervisor requiring the professional services, in consultation with the General Manager.

When selecting an architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firm, the selection will be based on the demonstrated competence and professional qualifications necessary for the satisfactory performance of the required services in accordance with Government Code section 4526.

7.02 Contracts for \$25,000 or Less

For Professional Service contracts in an amount or estimated amount of \$25,000 or less, the General Manager may negotiate, approve and sign the Professional Services contract through negotiation, comparative pricing or informal Competitive Bidding, whichever method the General Manager deems most appropriate in the circumstances.

The General Manager may approve the contract only if there are unexpended funds available in the District budget to pay the costs of the Professional Services contract. If there are no unexpended funds within the approved District budget, then the contract must be authorized by the Board.

7.03 Contracts Exceeding \$25,000

A contract for Professional Services in an amount or estimated amount exceeding \$25,000 shall be made pursuant to the solicitation procedures as follows:

- a. Request for Proposal/Qualifications: The General Manager, or his or her designee, shall prepare a request for proposal/qualifications ("RFP/Q") that describes the Professional Services needed, the required minimum qualifications, any required pre-proposal conferences, the requirement that the proposal be sealed, the deadline for submitting the proposal/qualifications, and the place and time for making the submission.
- b. Selection of Consultant: The General Manager, in consultation with the department manager or supervisor requiring the Professional Services, shall review all proposals received in compliance with the RFP/Q requirements and may conduct follow-up interviews with the most qualified consultants. The proposals need not be opened in public. At the next Board meeting following the opening of proposals, the General Manager shall present the proposals to the Board.
- c. Award of Contract: The General Manager shall make a recommendation to the Board on an award to the most qualified proposal based on the factors described in Section 7.01 above. In lieu of the RFP/Q process, if the General Manager determines that the process would not be advantageous or in the best interests of the District, the General Manager may recommend a sole source Professional Services contract to the Board. In its discretion, the Board may award the contract to the person or firm recommended by the General Manager or, if applicable, another proposer, reject all proposals and re-solicit proposals, reject all proposals and not proceed with the contract, or reject all proposals and direct that the General Manager solicit and negotiate a contract with a specific person or firm.

7.04 Contract Amendments

The General Manager may negotiate and execute Professional Services contract amendments, provided that the sum of all amendments does not exceed the

approved contingency amount for that specific contract. Any contract amendment that exceeds the approved contingency amount shall require Board approval.

Section 8.00 - Disposal of District Property

8.01 Disposal of Surplus Real Property

The General Manager shall dispose of real property that the Board has determined to be no longer necessary for the District's use in compliance with the requirements set forth in Government Code sections 54220 through 54233 and as otherwise directed by the Board.

8.02 Disposal of Surplus Personal Property

This section applies to surplus personal property, which is personal property owned by the District that the Board has declared surplus as inadequate or no longer necessary for the needs of the District. The General Manager may sell surplus personal property, or trade-in surplus personal property, as the Manager deems in the best interests of the District. The General Manager may discard or dispose of unsalable surplus personal property in any appropriate manner. The General Manager may also discard or destroy surplus personal property in any appropriate manner that may have some resale value but where, because of safety or liability concerns, destruction or disposal is preferable to sale.

MEMORANDUM

Date: June 12, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Subject: Consider Approval of North Gate Facilities Use Agreement with Rancho Murieta Association

RECOMMENDED ACTION

No action needed – discussion only.

BACKGROUND

Attached for review and discussion is the second draft of the North Gate Use. District Staff (Darlene Gillum and Chief Remson) and Rancho Murieta Association (RMA) staff (Greg Vorster and Danise Hetland) met on June 4, 2015 to continue the negotiation of the North Gate Use Agreement following the initial review by both respective Boards of Directors.

The attached red-line version of the draft agreement reflects staff agreement to date. This second draft will also be presented to the RMA Board of Directors for their review at their June Board of Directors meeting.

Open items (pending further input from both Boards of Directors):

- 1) Exhibit A needs to be completed.
- 2) Generator responsibility (ownership, air quality reporting, maintenance, repair, etc.)
- 3) Exhibit B maintenance items – external building maintenance (spider web control, etc.) and external window washing.

RANCHO MURIETA NORTH SECURITY GATE ~~LEASE~~USE AGREEMENT

This ~~Lease~~Use Agreement is entered into this August 1, 2015, between Rancho Murieta Community Services District, a local government agency (“**District**”), and Rancho Murieta Association, a California nonprofit corporation (“**Association**”), who agree as follows:

1. Recitals. This ~~Lease~~Use Agreement is made with reference to the following background recitals:

1.1. Association owns the new and relocated north security/guard station located at the entrance to Rancho Murieta North (the “**North Gate**”) and underlying real property. The North Gate and adjacent land covered by this ~~Lease~~Use Agreement are shown on the attached Exhibit A (the “**Property**”).

1.2. District operates and maintains a security department and employs security personnel to protect the life and property of Rancho Murieta residents and property owners. As part of this service, District security personnel for many years have staffed and operated, and plan to continue to staff and operate, the North Gate.

1.3. The District-Association arrangement regarding the North Gate has not previously been memorialized in a ~~lease~~Use Agreement or other agreement. By this ~~Lease~~Use Agreement, the parties desire to memorialize their arrangement regarding Association ownership of, and District operation of, the North Gate, concurrent with Association’s completion of construction of the new North Gate.

2. Grant of ~~Lease~~Use. Subject to the terms and conditions set forth below, Association ~~grants use of leases~~ the Property to District, and District ~~accepts use of leases~~ the Property from Association.

3. Term. The term of this ~~Lease~~Use Agreement will be 10 years commencing on the date set forth above. ~~The term shall automatically renew for additional 10 year terms unless either party provides a 60 day notice of termination prior to the expiry of the then current 10 year term. -and, unless sooner terminated or extended as provided below, terminating on _____.~~ The parties may agree in writing to earlier terminate the ~~Lease~~Use Agreement. ~~The parties may agree in writing to extend the Lease term.~~

4. Use of Property. The Property may be used by District for the operation and management of a security gate and security services and for other uses incident or related to those uses. Except as provided by section 11, District will have the exclusive use and control of the Property. District will not use or permit the Property to be used for any other purpose, without the prior written consent of Association. District will not maintain, commit or permit the maintenance or commission of any nuisance or waste on the Property.

5. North Gate Operation Services. District agrees to operate and staff the North Gate on a full-time basis (i.e., 24 hours a day, 365 days a year). Services will include monitoring, controlling and registering the guests, vendors, service providers, contractors, country club users, realtors, and other invitees and visitors of Rancho Murieta North residents and property owners.

6. Consideration. As consideration for this LeaseUse Agreement, District will provide the services described in section 5. There will be no rent paid for this LeaseUse Agreement.

7. Compliance with Laws. The parties will comply with all applicable federal, state and local statutes, ordinances, regulations and other laws relating to the Property and its use and occupancy.

8. Property Improvements.

8.1. District will not make any structural alterations or construction on the Property or install any real property fixtures to or on the Property without the prior written consent of Association, which consent will not be unreasonably withheld. Any District construction work relating to improvement of the Property will be performed in a good and workmanlike manner, and will comply with all applicable federal, state and local laws, codes and building and other permit requirements. District will keep the Property free and clear from any and all liens, stop notices, claims and demands for work performed, materials furnished or operations conducted by District on the Property. Except for any District repair that may be required under section 9.3, nothing in this LeaseUse Agreement will require District to undertake any structural alteration, construction or improvement on the Property.

8.2. The parties agree that the gate operators, gate arms, and barcode readers installed at the North Gate are owned by the District and that the Association has provided consent for their installation.

9. Property Maintenance and Upkeep.

9.1. Association at its sole cost and expense will keep and maintain the North Gate structure and improvements and Property in good, safe, sanitary, habitable and usable condition and repair, including, but not limited to, the following: repair and replacement (as needed) of the structural parts of the North Gate building (which include the foundation, flooring, walls, roof, windows ~~(including window coverings)~~, gutters and downspouts, heating/ventilation/air-conditioning equipment, pavement, and electrical, plumbing, sewage, cabling and utility systems); exterior repainting; repair and replacement of the ~~gate arms, gate operators, barcode readers~~, surveillance cameras owned by Association and related equipment; and, repair and replacement of other equipment, fixtures and improvements on the Property excluding District's gate operators, gate arms and barcode readers. Association at its sole cost and expense also will operate, care for, repair and replace (as needed) the landscaping and irrigation and storm drainage systems on the Property. In addition, Association at its sole cost and expense will provide routine maintenance as shown in Exhibit B.

9.2. If Association fails to make with reasonable promptness any repairs, replacement or maintenance that are the obligation of Association, District, upon at least 20 days prior written notice and demand to Association, may (but will not be required to) cause the same to be put in good order, condition and repair. Association will pay to District the reasonable cost and expense of the repairs, replacement or maintenance that District performs on Association's behalf within 30 days after receipt by Association of an itemized statement accompanied by invoices for the repair, replacement, maintenance and other charges.

9.3. District at its sole cost and expense will keep and maintain the interior of the North Gate and Property grounds around the North Gate in good, safe, sanitary and clean condition; and will repair and replace the gate operators, gate arms, and barcode readers as long as District is providing services under this Use Agreement; however, District's obligation will not extend to any area of Association responsibility described in section 9.1. District will repair any damage to the Property caused by District or District's employees. In addition, District at its sole cost and expense provide routine maintenance as shown in Exhibit B.

9.4. If District fails to make with reasonable promptness any repairs or maintenance that are the obligation of District, Association, upon at least 20 days prior written notice and demand to District, may (but will not be required to) enter the Property and cause the same to be put in good order, condition and repair. District will pay to Association the reasonable cost and expense of the repairs or maintenance that Association performs on District's behalf within 30 days after receipt by District of an itemized statement accompanied by invoices for the repair, maintenance and other charges.

10. Surrender of Property. On termination of this LeaseUse Agreement, District will promptly surrender and deliver the Property to Association in as good condition as it was in at the time of District's initial occupancy, excepting ordinary wear and tear. On termination of this Use Agreement, the parties will agree on the disposition of the gate operators, gate arms, and barcode readers owned by the District. If the parties fail to reach agreement, the District may remove the gate operators, gate arms, and barcode readers upon termination of this Use Agreement.

11. Access by Association. Association, and its employees and agents, will have the right to enter the Property at all reasonable times, and at any time during an emergency, for the purposes of inspecting the Property to determine whether District is complying with this LeaseUse Agreement, doing other lawful acts that may be necessary or appropriate to protect Association's interest in the Property, or performing Association's duties related to this LeaseUse Agreement.

12. Utilities and Taxes. Association will pay all of the following: (a) charges and fees for the furnishing of water service for irrigation, sewer service, electricity service as outlined in Exhibit C (Association will bill District for the remaining monthly electric charges as billed by SMUD), telephone service, Internet service, garbage pickup and disposal, and other public utilities and services (excluding telephone service, Internet service, garbage pickup and disposal) to the Property; and (b) all real property taxes, assessments and standby charges levied or assessed against the Property by a governmental entity, and including any taxes or charges that may be assessed or imposed upon or against the leasehold estate or possessory interest created by this LeaseUse Agreement. District will pay any taxes, assessments and other charges levied or imposed by any governmental entity on the District-owned furniture or other personal property placed in the Property. All such fees, charges, taxes and assessments will be paid as they become due and payable.

13. Damage and Destruction.

13.1. Insured Loss. If the Property is damaged or destroyed by fire or by any other risk occurrence insured by Association's property insurance, then Association forthwith will proceed to repair and restore the Property on substantially the same plans and design that

existed immediately before the damage or destruction, and Association will diligently proceed to complete the repairs and restoration.

13.2. Uninsured Loss.

13.2.1. If the Property is damaged or destroyed by a risk occurrence not insured by Association's property insurance and if the extent of the damage or destruction is less than 25% of the replacement cost of the Property, then Association forthwith will proceed to repair and restore the Property on substantially the same plans and design that existed immediately before the damage, and Association will diligently proceed to complete the repairs and restoration.

13.2.2. If the Property is damaged by a risk occurrence not insured by Association's property insurance and if the extent of the damage or destruction is more than 25% of the replacement cost of the Property, then Association may decide and elect whether to repair and restore the Property. Association will notify District about its election in writing within 60 days following the date of the damage or destruction. If Association elects to repair and restore the Property, then Association forthwith will proceed to repair and restore the Property on substantially the same plans and design that existed immediately before the damage or destruction, and Association will diligently proceed to complete the repairs and restoration. If Association elects not to repair and restore the Property, then this LeaseUse Agreement will terminate at the end of the 60-day period and the parties will meet and confer in good faith concerning the future repair and operation of the North Gate.

13.3. District Personal Property. District shall provide insurance for District owned personal property including District-owned cameras, computers, furnishings, gate operators, gate arms, and barcode readers. If any District personal property is damaged or destroyed by fire or by any other risk occurrence insured by Association's property insurance, then Association will adjust the loss and settle all claims with its insurer and obtain and remit to District the insurance proceeds recovery to the extent provided for by the Association property insurance policy. If the insurance proceeds are inadequate to pay the cost of the personal property repair, replacement or restoration, District will bear the deficiency. Except for any property insurance proceeds received under the Association's property insurance, District will be responsible for the repair, replacement or restoration of any damaged or destroyed District personal property and Association will not be required to repair, replace or restore that property.

13.4. Abatement of District Services. If the Property is uninhabitable or unusable during the period of any Property repair or restoration, the obligation of District to provide services under section 5 will be abated during the period of such repair or restoration.

14. Condemnation. If title and possession of the Property are taken under the power of eminent domain by any public or quasi-public agency or entity, this LeaseUse Agreement will terminate as of the date of actual physical possession of the Property is taken by the agency or entity. Any just compensation, damages or other payment for the taking of the Property will be awarded to and be the sole property of Association.

15. Indemnification.

15.1. District will indemnify, defend, protect and hold harmless Association and its officers, employees and agents from and against any and all liability, loss, damage, expense, penalties, and costs (including attorney fees, investigation costs and litigation costs) of every nature arising out of or in connection with: (a) the death or injury of any person or persons, or the damage to or destruction of any personal or real property, that is caused or allegedly caused by some act or omission of District or a District employee or contractor; or (b) District's failure to perform or otherwise comply with any provision of this [LeaseUse Agreement](#); but excepting any such loss or damage caused by the sole negligence or willful misconduct of Association.

15.2. Association will indemnify, defend, protect and hold harmless District and its officers, employees and agents from and against any and all liability, loss, damage, expense, penalties, and costs (including attorney fees, investigation costs and litigation costs) of every nature arising out of or in connection with: (a) the death or injury of any person or persons, or the damage to or destruction of any personal or real property, that is caused or allegedly caused by either the condition of the Property or some act or omission of Association or an Association employee or contractor; (b) any construction or improvement work performed by Association on the Property; or (c) Association's failure to perform or otherwise comply with any provision of this agreement; but excepting any such loss or damage caused by the sole negligence or willful misconduct of District.

These indemnification provisions will survive the termination of this [LeaseUse Agreement](#) with respect to any occurrence or event occurring prior to the termination.

16. Restriction against Assignment. District will not sublet, encumber, assign or otherwise transfer this [LeaseUse Agreement](#), or any right or interest in this [LeaseUse Agreement](#), or any right or interest in the Property, without first obtaining the written consent of Association.

17. General Provisions.

17.1. Entire Agreement. 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 subject matter addressed in the Agreement. This Agreement supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the subject matter of this Agreement, except those other documents that may be expressly referenced in this Agreement.

17.2. Construction and Interpretation. The parties agree and acknowledge that this Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party will not apply in construing or interpreting this Agreement.

17.3. Waiver. The waiver at any time by any party of its rights with respect to a default or other matter arising in connection with this Agreement will not be deemed a waiver with respect to any subsequent default or matter.

17.4. 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, so long as the rights and obligations of the parties are not materially and adversely affected.

17.5. Amendment. This Agreement may be modified or amended only by a subsequent written agreement approved and executed by both parties. Amendment by District requires approval by its Board of Directors at a noticed public meeting.

17.6. Governing Law and Venue. Except as otherwise required by law, this Agreement will be interpreted, governed by, and construed under the laws of the State of California. The County of Sacramento will be venue for any state court litigation and the Eastern District of California will be venue for any federal court litigation concerning the enforcement or construction of this Agreement.

17.7. Notices. Any notice, demand, invoice or other communication required or permitted to be given under this Agreement must be in writing and delivered either (a) in person, (b) by prepaid, first class U.S. mail, (c) by facsimile transmission with delivery to the other party confirmed by a successful-delivery confirmation receipt if the document also is sent within two days by prepaid, first class U.S. mail, or (d) by a nationally-recognized commercial overnight courier service that guarantees next day delivery and provides a receipt. Such notices, etc. will be addressed as follows:

District: General Manager Rancho Murieta Community Services District 15160 Jackson Road P.O. Box 1050 Rancho Murieta, CA 95683	Association: General Manager Rancho Murieta Association 7191 Murieta Parkway Rancho Murieta, CA 95683
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Notice given as above will be deemed given (a) when delivered in person, (b) three days after deposited in prepaid, first class U.S. mail, (c) upon receipt of the facsimile machine successful-delivery confirmation, or (d) on the date of delivery as shown on the overnight courier service receipt. Any party may change its contact information by notifying the other party of the change in the manner provided above.

RANCHO MURIETA COMMUNITY
SERVICES DISTRICT

RANCHO MURIETA ASSOCIATION

By: _____
Darlene J. Gillum
General Manager

By: _____
Greg Vorster
General Manager

EXHIBIT A

Rancho Murieta North Gate and Adjacent Land ~~Lease~~used by RMCS

EXHIBIT B
ROUTINE MAINTENANCE SERVICES AND SCHEDULE

Association's Routine Maintenance Services

1. Exterior window cleaning – Not less than quarterly in the months of January, April, July, and October
2. Leaf and debris blowing – Leaves and debris will be blown away from the building (including the generator enclosure) and entry and exit lanes weekly
3. Exterior building walls – The exterior of the building will be kept clear of bugs and spider webs by sweeping of the exterior walls and soffits on a monthly basis

District's Routine Maintenance Services

1. Interior cleaning – The following cleaning services will be performed on a weekly basis:
 - a. Dust all surfaces
 - b. Empty all waste containers
 - c. Vacuum all carpet areas, if any
 - d. Sweep and mop all linoleum floors
 - e. Dust blinds, if any, as needed
 - f. Clean and sanitize restrooms
2. Pest control – Monthly pest control spraying around the exterior building perimeter

EXHIBIT C

New North Gate Electrical Use

RMA Usage

June 1, 2015

Site lighting fake gates	731	watts
Site lighting entry	680	watts
Street lights	318	watts
Irrigation controllers	<u>10</u>	watts
Total watts	1739	watts

RMA's Electrical Use Calculation :

1739 watts /1,000 = 1.739 kilowatts per hour.

1.739 x 12 hours of operation = 20.87 KWHs x .1266 (rate) = \$2.63 per day

\$2.63 per day x 30 days = \$78.90 per month for RMA's electrical usage

RMA's electrical usage cost will be adjusted annually on June 1 to reflect the then current SMUD rates in effect.

MEMORANDUM

Date: June 11, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Suzanne Lindenfeld, District Secretary
Subject: Consider Change to District Regular Board Meeting Process and Schedule

RECOMMENDED ACTION

Direct staff to move forward with the District changing the District Regular Board meeting process and schedule for a six month period and update District Code Chapter 2, Board of Directors, Rules and Procedures, accordingly.

BACKGROUND

Currently, the District has five separate committees that meet monthly. The Committees are: Communication & Technology, Finance, Improvements, Personnel, and Security. These meetings average about an hour each. The purpose of the Committees is to review pending District business items and other matters and, when appropriate, make a recommendation to the Board.

At the monthly Board meeting, each item is again discussed, as the Directors have stated on many occasions that they want to be able to discuss items that previously were reviewed by Committees they are not on. In order to streamline operations and make more efficient use of the Directors' and staff time, staff recommends the District change to having two Board meetings each month instead of having one Board meeting and five monthly Committee meetings.

The first Board meeting, proposed to be held the first Wednesday of the month at 4:00 p.m. (open session), would be more of a workshop type meeting where the entire Board can discuss all items. Since this is a regular Board meeting, items can be adopted/approved or carried over to the second meeting for adoption.

Since the majority of the Board discussion will take place at the first meeting, open session of the second Board meeting, held on the third Wednesday of the month, can start at 6:00 p.m. Closed session can be held either before or after the open session.

With the Board being able to adopt/approve items at either meeting, this would cut down on the need for Special Board meetings. The Board can still have ad hoc committees as needed.

These changes would require amendments to District Code, Chapter 2, Board of Directors, Rules and Procedures. Changes to the District Code require an Ordinance. If the Board would like to proceed with these changes, staff would prepare an appropriate ordinance for consideration by the Board. The first reading of the Ordinance would take place at the July regular Board meeting with adoption at the August Regular Board meeting.

There also would be a minor financial benefit to the District as all Directors would be paid for two meetings a month, instead of some getting paid for three meetings and some for two meetings.



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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

AGENDA

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

REGULAR BOARD OF DIRECTORS MEETINGS ARE HELD
1st Wednesday of Each Month

REGULAR BOARD MEETING

MAY 6, 2015

Open Session 4:00 p.m.
RMCSD Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Betty Ferraro	Vice President
Paul Gumbinger	Director
Michael Martel	Director
Mark Pecotich	Director

STAFF

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



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
MAY 6, 2015**

Open Session 4:00 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)** 4:00
2. **ADOPT AGENDA** **(Motion)** 4:05
3. **COMMENTS FROM THE PUBLIC** 4:10
Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.

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 reserve your comments to no more than 3 minutes so that others may be allowed to speak.
4. **CONSIDER APPROVAL OF 2014-15 AUDIT PROPOSAL** (Discussion/Action) (10 min.) 4:15
5. **CONSIDER ADOPTION OF THE DISTRICT'S SECURITY SURVEILLANCE CAMERA IMPLEMENTATION, INTEGRATION AND EXPANSION PLAN** (Discussion/Action) (10 min.) 4:25
6. **CONSIDER ADOPTION OF DISTRICT POLICY P2015-07, BODY WORN CAMERAS AND VIDEO SYSTEM** (Discussion/Action) (10 min.) 4:35
7. **CONSIDER APPROVAL OF SAFETY CENTER FACILITIES LEASE WITH SACRAMENTO COUNTY** (Discussion/Action) (15 min.) 4:45
8. **REVIEW NEW GATE POLICY** (Discussion/Action) (15 min.) 5:00
9. **CONSIDER APPROVAL OF PROPOSAL FOR PURCHASE OF A DUMP TRUCK** (Discussion/Action) (10 min.) 5:15

- 10. CONSIDER APPROVAL OF INSPECTION COSTS FOR THE WATER TREATMENT EXPANSION PROJECT** (Discussion/Action) (10 min.) 5:25
- 11. CONSIDER PRE-APPROVAL OF PURCHASE OF A BACKHOE** (Discussion/Action) (10 min.) 5:35
- 12. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 5:45
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.
- 13. ADJOURNMENT** (Motion) 5:50

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is May 1, 2015. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

DRAFT



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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

AGENDA

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

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

REGULAR BOARD MEETING

MAY 20, 2015

Open Session 6:00 p.m.
RMCS Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Betty Ferraro	Vice President
Paul Gumbinger	Director
Michael Martel	Director
Mark Pecotich	Director

STAFF

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



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
MAY 20, 2015**

Open Session 6:00 p.m.

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AGENDA

RUNNING TIME

- | | | |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| 1. | CALL TO ORDER - Determination of Quorum - President Pasek (Roll Call) | 6:00 |
| 2. | ADOPT AGENDA (Motion) | 6:05 |
| 3. | SPECIAL ANNOUNCEMENTS AND ACTIVITIES (5 min.) | 6:10 |
| 4. | COMMENTS FROM THE PUBLIC
<i>Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.</i>

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| 5. | CONSENT CALENDAR (Motion) (Roll Call Vote) (5 min.)
<i>All the following items in Agenda Item 8 will be approved as one item if they are not excluded from the motion adopting the consent calendar.</i> | 6:20 |
| | a. Approval of Board Meeting Minutes
1. April 15, 2015 Regular Board Meeting | |
| | b. Committee Meeting Minutes (Receive and File)
1. May 6, 2015 Communication & Technology Committee Meeting
2. May 6, 2015 Personnel Committee Meeting
3. May 8, 2015 Improvements Committee Meeting
4. May 8, 2015 Finance Committee Meeting
5. May 8, 2015 Security Committee Meeting
6. March 16, 2015 Safety Committee Meeting | |
| | c. Approval of Bills Paid Listing | |

- d. **Approval of 2014-15 Audit Proposal**
 - e. **Adoption of District's Security Surveillance Camera Plan**
 - f. **Adoption of District Policy P2015-07, Body Worn Cameras and Video System**
 - g. **Approval of Safety Center Facilities Lease with Sacramento County**
 - h. **Approval of Proposal for Purchase of Dump Truck**
 - i. **Approval of Inspection Costs for Water Treatment Plant Expansion Project**
 - j. **Pre-approval of Purchase of Backhoe**
6. **STAFF REPORTS** (Receive and File) (5 min.) 6:25
- a. General Manager's Report
 - b. Administration/Financial Report
 - c. Security Report
 - d. Water/Wastewater/Drainage Report
7. **CORRESPONDENCE** (5 min.) 6:30
8. **ADOPT RESOLUTION R2015-07, IN HONOR OF JAMES BIEG, PATROL SERGEANT, RANCHO MURIETA COMMUNITY SERVICES DISTRICT** 6:35
(Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
9. **CONSIDER ADOPTION OF RESOLUTION R2015-06, DECLARING A STAGE TWO WATER SHORTAGE CONDITIONS AND ADOPTING WATER USE RESTRICTIONS** 6:40
(Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
10. **RECEIVE 2015 BOARD GOALS UPDATE** 6:45
(Discussion/Action) (10 min.)
11. **RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE** 6:55
(Discussion/Action) (5 min.)
12. **RECEIVE WATER CONSERVATION UPDATE** (Discussion/Action) (5 min.) 7:00
13. **REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES** 7:05
(Discussion/Action) (Motion) (5 min.)
14. **REVIEW MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 7:10
- June Board Meetings:** June 3, 2015 at 4:00 p.m.
June 17, 2015 at 4:00 p.m.
15. **COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 7:15
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.

16. ADJOURNMENT (Motion)

7:20

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DRAFT



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
MAY 20, 2015**

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ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

- 16. CLOSED SESSION** 7:30
Under Government Code 54957: Public Employee Performance Review: Title: General Manager.
- 17. OPEN SESSION** 8:30
The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. The Board may also discuss other items that do not appear on this agenda, but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.

*The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. **TIMED ITEMS** as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.*
- 18. REPORT ACTION FROM CLOSED SESSION** 8:35
- 19. ADJOURNMENT (Motion)** 8:40

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**California Special
Districts Association**
Districts Stronger Together

RECEIVED
JUN 13 2015
Rancho Murieta
Community Services District

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2015 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat A. Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat A and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 7, 2015**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2015 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csgda.net with any questions.

CSDA Members,

My name is Noelle Mattock and I am seeking your support to be re-elected as your representative on the CSDA Board of Directors.

My background: I serve on the El Dorado Hills Community Services District Board of Directors. Predominately a parks and recreation district we also provide the solid waste (trash) services to the community via a franchise agreement and are one of about seven special districts with the authority to enforce CC&R's.

I currently serve as the President of the non-profit foundation supporting the El Dorado Hills Community Services District.

For the past thirteen years, I worked for an international engineering company as a CA Government Affairs Representative working on water, environmental, contracting and transportation issues. Recently, I joined the City of Sacramento Department of Utilities as a Legislation and Policy Specialist where I focus on water issues.

What I hope to accomplish: I will continue to use my experience, knowledge and relationships, to help CSDA and our advocacy team set our legislative priorities and push CSDA's priorities within the Capitol.

I will continue to support the expansion of CSDA's educational offerings so that board members and staff can keep up to date on current laws, learn cutting edge programming, and to keep pace with the public's ever growing desire for transparency and accountability.

CSDA wants to know your concerns, struggles and successes so we can help districts be even more successful. This is why I have supported the development of our Regional Representatives, who are going to help us better connect with you!

I would be honored to continue serving as your Sierra Network Representative on the CSDA Boards of Directors. I would love to hear from you, you may contact me at noellemattock@comcast.net or (916) 933-2895 with any questions or concerns you may have.

Candidate Statement for Jim Barnes

I am currently serving on the Sacramento Metropolitan Fire District's Board of Directors, which has provided me the solid foundation of special district knowledge. With this being my first time as an elected official, I find it my passion to better the communities I serve. I have built a strong network in the greater Sacramento area with prominent business professionals and public and private agencies, which all have a common goal of serving the constituents we represent.

As a 16 year law enforcement officer, serving the communities within the greater Sacramento Region, I have the necessary skills, experience, and demonstrated leadership necessary to serve a leadership role on the CSDA Board.

I have held a variety of positions with the Sacramento County Sheriff's Department and was recently promoted to the rank of lieutenant. A decorated officer, I have been awarded the prestigious "Lifesaving Award" and have demonstrated leadership, innovation and commitment to public service. As a sexual assault detective, I was awarded the "Action with Compassion Award" by WEAVE for my service to victims of violence.

I am also the Director for Guns and Hoses Pig Bowl Association which primary focus is to provide donations to local charities. This non-profit organization has raised and donated over one million dollars to charities within our region since its inception.

I take an active role in working with youths in our region and strive to be a positive role model. I am a long term resident of Rancho Murieta I continue to volunteer my time to coach youth activities. I find it an honor to teach young children the fundamentals of athletics, how to work together as a team, how to give back to your community, and how all of these traits relate to real life.

Frederick A. Gayle, Jr.

I have been involved with CSDA in my past positions with Rio Linda School District and Grant Joint Unified School District; and currently in my position as Director for Sacramento Suburban Water District.

I come from a family of public servants, and have been a public servant most of my life; I consider it to be a family tradition. From an early age, I was instilled with the conviction that public service is a noble and worthwhile pursuit.

In my service to Sacramento Suburban Water District, I have enjoyed interacting with others, gaining from their expertise, and playing off the energy of these other members in order to accomplish the many goals that enable the District to move forward for the benefit of the public.

I believe in transparency to the public, maintaining the highest ethical standards, tackling challenging tasks and engaging in activities that help people live better lives. If elected, I will do my utmost to be the best servant of the public and CSDA that I can be.

I would appreciate your vote.

CSDA BOARD OF DIRECTORS 2015 ELECTION



**SIERRA
NETWORK**

SEAT A
term ends 2018

Please vote for only one.

- Noelle Mattock***
El Dorado Hills Community Services District
- Jim Barnes**
Sacramento Metropolitan Fire District
- Frederick Gayle**
Sacramento Suburban Water District

All fields must be completed for ballot to be counted.

**Incumbent running for re-election*

SIGNATURE	DATE
MEMBER DISTRICT	

Must be received by 5pm, August 7, 2015. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

MEMORANDUM

Date: June 10, 2015
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Water Treatment Plant Expansion Project Update

WATER TREATMENT PLANT EXPANSION PROJECT UPDATE

The project is continuing. Completed work includes: final piping and electrical connections for effluent pump station discharge pumps; disinfection of temporary filtration trailer modules and discharge line, contact chamber and clearwell; GE setup and commissioning of temporary filtration trailer and staff training; completed installation of new chemical trenches and lids and pulled tubing through them; canopy metal stud framing and some fascia installations; began installation of handrails and deck plating and decking supports around membrane and backwash basins; layout of chemical storage totes and feed skids in Ancillary Room; staff training and operation of new generator; installation of fire water line up to back of water plant maintenance room; began removal and replacement of siding – project Alt.1.

The updated schedule provided by Roebbelen Construction Management conveys that due to the continuing work on the canopy by Martin's Metals being far more extensive than they anticipated as well as delays on ordering and receiving the "bent plate" and fascia steel for the canopy, bolts, and load washers per project specifications, the overall project has been pushed out approximately four (4) weeks until October 21, 2015 for production of effluent. A recent meeting between TESCO Controls and GE was positive in which they discussed overlapping their commissioning activities which could gain back a week to the schedule. Bockman Woody Electric provided an estimate of cost to increase staffing time on the project and save two (2) weeks. The cost is approximately \$20,000 and has been deemed not worth the cost as it relates to overall schedule savings.

TEMPORARY FILTRATION UPDATE

GE Water & Power field services have been working to commission, fine tune set-points, and train District staff for the operation of system. Three (3) representatives from the Division of Drinking Water (DDW) were onsite to review the temporary filtration trailer, its monitoring systems, and operation in order to give authorization for its use. They were pleased with the sample results taken and commented on how amazing it was to have such a system inside a trailer. The trailer is now in operation and will be throughout the summer to assist Plant #2 with meeting the community's water demands. Current temporary water filtration production flow is set at 0.72 MGD.

Recent project photos are shown below.



Effluent Pump station



Setting of Sodium Hydroxide Chemical feed skid and new Chemical Trenches



Continuing Erection of Canopy



Inside the
Temporary Filtration
Trailer - Train 1

Inside look at Temporary Filtration trailer

HARD CONSTRUCTION COSTS (via Roebbelen)

Project Construction Summary								Source of Funding		
Contractor	Work Type	Contract Amount	% Billed to Date	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD	R&B LOC	CFD 2014	
							\$4.358 million	\$4.136 million	\$3.818m Ph 1 \$0.540m Ph 2	
Roebbelen Construction Management Services	General Conditions	781,205	80%	624,964	39,060	156,241	221,237	209,988	193,739	
River City Painting	Painting	291,000	14%	41,155	10,330	249,845	14,569	13,828	12,758	
GE Technology	Membrane Supplier	2,173,800	90%	1,949,043	-	224,757	689,961	654,878	604,203	
JD Pasquetti	Sitework	555,659	63%	349,625	-	206,034	123,767	117,474	108,384	
Roebbelen Construction	Fencing	53,640	30%	16,078	-	37,562	5,692	5,402	4,984	
KG Walters Construction	Mechanical & Plumbing	4,893,000	89%	4,332,404	231,270	560,596	1,533,671	1,455,688	1,343,045	
Bockmon & Woody Electric	Electrical	2,370,266	94%	2,218,250	32,000	152,016	785,261	745,332	687,658	
Marquee	Fire Protection	42,500	15%	6,375	-	36,125	2,257	2,142	1,976	
Total Initial Construction Contracts (with 534,318 Contingency = 11,695,388)		11,161,070	85%	9,537,894	312,660	1,623,176	3,376,414	3,204,732	2,956,747	
Change Order Summary										
APPROVED CHANGE ORDERS:										
Max Contract Change Order Amount		534,318								
Shared Completed Change Orders (Invoiced/Paid)		119,433					42,279	40,129	37,024	
CSD Only Completed Change Orders (Invoiced/Paid)*		13,482					13,482			
Approved Change Orders (Not Invoiced)		155,028								
Total Completed/Approved CO		287,943								
Amount CO remaining		246,375								
PROPOSED CHANGE ORDERS:		44,859								
Amount CO remaining (if Proposed COs are approved)		201,516								
OTHER:										
Bay Area Coating Consulting Services	**Contingency amt outside of Roebbelen contract (approved BOD 11/19/15)	15,000	7%	980	588	14,020	347	329	304	
Total Adjusted Construction Contracts (hard costs + CO's)		11,464,013					3,432,523	3,245,191	2,994,075	

* CSD Only Change Orders are in addition to the CSD share of \$4.358m

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

Service Cost Summary							Source of Funding		
Item	Company/Agency	Estimated Soft Cost	Contract/Actual Soft Cost	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD	R&B LOC	CFD 2014
							\$4.358 million	\$4.136 million	\$3.818m Ph 1 \$0.540m Ph 2
Preconstruction CM Assistance	Roebbelen CMS	49,049	49,049	49,049		-	17,363	16,480	15,205
Design Engineering	HDR Engineering	240,000	239,982	239,982		-		239,982	
CEQA NOI/MND	HDR Engineering	40,000	71,070	63,559		7,511	5,583	53,088	4,889
Design Geotech	Youngdahl and Associates	3,000	2,600	2,600		-	920	874	806
Construction Engineering Assistance	HDR Engineering	150,000	276,328	183,710		92,618	65,033	61,727	56,950
Special Construction Inspection	Youngdahl and Associates	50,000	34,547	34,449		98	12,195	11,575	10,679
Misc Fees				709		-	251	238	220
SMUD Service	SMUD	5,000	31,632	31,632		-	11,198	10,628	9,806
Generator Permit	Sac County Air Quality Mgmt	5,000	5,000	-		5,000			
State Clearinghouse for CEQA	State of CA	3,000	3,000	-		3,000			
Fish & Wildlife Agency Permits	State of CA	2,000	2,000	921		1,079	326	309	286
Ca Dept Health Review	State of CA	5,000	5,000	-		5,000			
Road Mitigation	RMA	8,000	12,000	12,000		-	4,248	4,032	3,720
CSD Admin, Legal and Engr. (max per FSA)	CSD	50,000	50,000	50,000		-	29,686	28,176	25,996
CSD Admin, Legal and Engr. (CSD only)				83,858		-	83,858		
Total		610,049	782,208	752,469		29,739	230,661	427,110	128,557

Grand Total (Construction and soft costs)

12,477,596

10,424,258

Additional Info

Total Retainage to Date: 386,655

Total Hard/Soft Costs	3,663,184	3,672,301	3,122,632
Less: Funds Received		(2,645,520)	(3,455,475)
Pending Draw Request		0	0
Total Outstanding Amount		1,026,781	(332,843)

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

Change Order Detail

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

Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
1	COMPLETE	Remove proj contingency from trade contr	\$ -	\$ -
2	COMPLETE	JDP - Drying bed extension shotcrete	\$ 5,648.00	\$ -
3	COMPLETE	KGW/JDP - FM change of material	\$ 2,888.00	\$ -
4	COMPLETE	JDP - 2" Conduit for Fiber	\$ 26,264.00	\$ -
5	COMPLETE	JDP - CLSM trench at lower yard	\$ 3,300.00	\$ -
6	COMPLETE	JDP - drying bed clean out	\$ 1,882.00	\$ -
7	COMPLETE	Boring of 2" FM (IBA)	\$ -	\$ -
8	COMPLETE	RFI #024, replace corroded FCA	\$ 6,623.00	\$ -
9	COMPLETE	RFI #009, TW Booster pump station slab	\$ 6,029.00	\$ -
10	COMPLETE	ASI #01, check valve/concrete fillet	\$ 7,018.00	\$ -
11	COMPLETE	NAOH added slab at tank yard	\$ 4,091.00	\$ -
14	COMPLETE	RFI #28, conduit & chem trench vault conflict	\$ 11,700.00	\$ -
15	COMPLETE	SWPPP Maintenance	\$ -	\$ -
16	COMPLETE	16" Water Main Repair	\$ 7,000.00	\$ -
17	COMPLETE	Addl gunite for drying bed extension	\$ 2,946.00	\$ -
18	COMPLETE	KGW - Door 302 added lockset	\$ 345.00	\$ -
19	COMPLETE	Zenon - GE dimension Clar.Support Grate	\$ 2,815.00	\$ -
21	COMPLETE	RFI #19, Transformer Relocation	\$ 1,542.00	\$ -
23	COMPLETE	Temp Power Switchover	\$ 3,070.00	\$ -
24	DELETION	RFI #024, deleted ARV at sta 227+47	\$ (5,008.00)	\$ -
26	COMPLETE	SWPPP Maintenance	\$ -	\$ -
27	DELETION	Upper Tank Yard Pad Prep	\$ (492.00)	\$ -
30	COMPLETE	RFI #060, relocate 12" line for stair conflt	\$ 1,725.00	\$ -
35	COMPLETE	RFI #041, CIP Line Relocation	\$ 5,561.00	\$ -
36	COMPLETE	GE Upgraded Maintenance Table	\$ 5,013.00	\$ -
38	COMPLETE	CIP Heater Control MCC	\$ 4,415.00	\$ -
39	COMPLETE	FS Structural Consulting	\$ 1,093.00	\$ -
40	COMPLETE	Additional Spare Parts	\$ 2,600.00	\$ -
43	COMPLETE	RCMS Trailer Power Hookup	\$ -	\$ -
47	COMPLETE	Generator Pad Size Changes	\$ 8,317.00	\$ -
57	COMPLETE	SWPPP Maintenance	\$ -	\$ -
59	COMPLETE	RFI #75, Added Cable Tray	\$ 1,852.00	\$ -
60	COMPLETE	AER (E) Fan Demo and Plywood Vents	\$ 5,860.00	\$ -
63	COMPLETE	R&R Siding at West Side Plant 1	\$ 2,120.00	\$ -
64	COMPLETE	Additional Painting Control Room Ceiling & Walls	\$ 2,230.00	\$ -
69	COMPLETE	RFI #084, Pump Station Bar Beams	\$ 286.00	\$ -
			\$ 128,733.00	\$ -

Non-Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
29	PENDING	RFI #070 Pnuematic Valve Buyout	\$ 2,700.00	\$ 2,700.00
37	PENDING	1 1/2" LIT at Membrane Basin	\$ 1,345.00	\$ 1,345.00
42	APPROVED	RFI #043.1 Flocculation Covers	\$ 29,745.00	\$ 29,745.00
45	PENDING	1" Motorized Ball Valves for Chlorination Equip	\$ 9,585.00	\$ 9,585.00
52	PENDING	BWW & reject Flow Meters	\$ 26,653.00	\$ 26,653.00
56	PENDING	Damaged Bollards During Excavation (IBA)	\$ -	\$ -
65	DELETION	Delete Control Panels & VFD for KGW Pumps	\$ (9,300.00)	\$ (9,300.00)
70	APPROVED	Paint (E) Chlorine Room	\$ 3,280.00	\$ 3,280.00
81	APPROVED	Lightpole at Pump Station	\$ 4,104.00	\$ 4,104.00
83	APPROVED	(E) Wall opening at backwash basins	\$ 4,939.00	\$ 4,939.00
99	APPROVED	Grating at overflow channel	\$ 4,976.00	\$ 4,976.00
106	APPROVED	Flocculator surrounding concrete uneven	\$ 3,966.00	\$ 3,966.00
107	APPROVED	Modify Flocc covers for relocated slide gates	\$ 4,025.00	\$ 4,025.00
TBD	PENDING	Seal Membrane Basins	\$ 4,575.97	\$ 4,575.97
			<u>\$ 90,593.97</u>	<u>\$ 90,593.97</u>

CSD-Only Change Orders:

Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
25	COMPLETE	Drying Bed cleanout and sand infill (CSD only)	\$ 13,482.00	\$ -

Non-Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
34	APPROVED	Plant 2 SLC Ethernet connection (CSD only)	\$ 8,527.00	\$ 8,527.00
12	APPROVED	Siding Replacement-Hardie Board (CSD only)	\$ 91,466.00	\$ 91,466.00
			<u>\$ 99,993.00</u>	<u>\$ 99,993.00</u>

MEMORANDUM

Date: June 10, 2015
 To: Board of Directors
 From: Paul Siebensohn, Director of Field Operations
 Subject: Receive Water Conservation Update

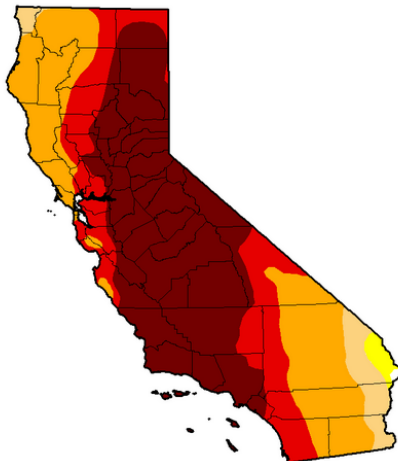
CONSERVATION

No change from previous outlooks, our Water Conservation schedule is still in effect, and staff is continuing to monitor the community for compliance. Calendar year to date, one hundred and eighty-three conservation tags (183) have been issued and some fines levied to gain compliance with the District’s water conservation program. As shown by the US Drought Monitor and US Seasonal Drought Outlook below, we remain in the worst possible drought categories.

Water treatment plant flow is currently at 1.5 million gallons per day running close to 24 hours per day. Water Treatment Plant Production flow for this May was approximately down 42.2% from May of 2013. Potable water consumption for residential use in May was 27,129,212 gallons, down approximately 48% from May of 2013. Excellent conservation and cooler than normal weather were attributable. An estimate of residential gallons per capita per day for May was 132 gallons.

[Home](#) > State Drought Monitor

U.S. Drought Monitor California



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

May 26, 2015
 (Released Thursday May 28, 2015)
 Valid 8 a.m. EDT

Statistics type: Traditional (D0-D4, D1-D4, etc.) Categorical (D0, D1, etc.)

Drought Condition (Percent Area):

Week	Date	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	2015-05-26	0.14	99.86	98.71	93.91	66.60	46.73
Last Week	2015-05-19	0.14	99.86	98.28	93.91	66.60	46.77
3 Months Ago	2015-02-24	0.16	99.84	98.10	93.44	67.46	39.92
Start of Calendar Year	2014-12-30	0.00	100.00	98.12	94.34	77.94	32.21
Start of Water Year	2014-09-30	0.00	100.00	100.00	95.04	81.92	58.41
One Year Ago	2014-05-27	0.00	100.00	100.00	100.00	76.68	24.77

Population Affected by Drought: **37,034,027**

[View More Statistics](#)

Intensity:

- D0 - Abnormally Dry
- D1 - Moderate Drought
- D2 - Severe Drought
- D3 - Extreme Drought
- D4 - Exceptional Drought

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

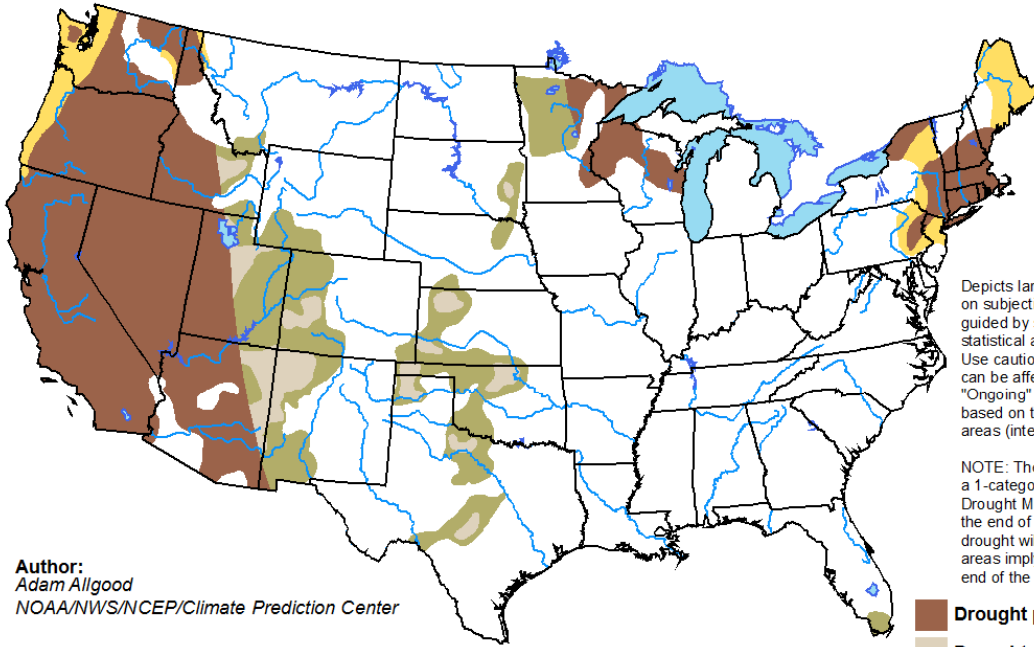
Author(s):

Brad Rippey, U.S. Department of Agriculture

U.S. Seasonal Drought Outlook

Drought Tendency During the Valid Period

Valid for May 21 - August 31, 2015
Released May 21, 2015

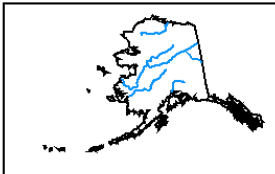


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to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

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

Author:
Adam Allgood
NOAA/NWS/NCEP/Climate Prediction Center

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



<http://go.usa.gov/hHTe>

MEMORANDUM

Date: June 12, 2015
To: Board of Directors
From: Darlene J. Gillum, General Manager
Subject: Consider Amending Earlier Action to Approve Audit Services Contract for Audit of 2014-2015 Financial Statements

RECOMMENDED ACTION

Approve amending earlier action to approve the audit services contract for audit of 2014-15 financial statements to have the audit performed by Larry Bain as the in-charge auditor.

BACKGROUND

At the May Board of Directors meeting, the Board approved the proposal from Larry Bain, CPA, An Accounting Corporation, for preparation of audit reports (for the District and for the Community Facilities District Number 2014-1) for the fiscal year 2014-15 with the provision that the audit be conducted by a different auditor in the firm.

I contacted Larry Bain to notify him of the Board's approval and requested that he have this year's audit led by the other auditor in his firm. Larry feels that having the other auditor in his firm perform as the "in-charge" for the District's audit this year may be a disservice to the District because she is not up to speed yet on some of the more complicated activities of the District (i.e., the new CFD 2014-1 and the construction/financing activity). His intent was to have her involved in some areas of our 2014/15 audit (and future audits) in preparation for her to take over in the 2019-20 fiscal year when it is required by AB 1345 to have a change in auditor.

Since this is also Eric's first year as our primary audit interface it may be a better learning experience for him to work with Larry, who is familiar with our audit processes, than working with an auditor who is unfamiliar with the District.

If, however, the Board feels strongly about having a fresh set of eyes, Larry has offered to contact another firm, Collins Accountancy, which he has joint ventured with in the past. It is not known yet if there will be a change in fee for Collins Accountancy to perform the audit.

CONFERENCE/EDUCATION SCHEDULE

Date: June 8, 2015
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)

General Manager Leadership Summit	July 12-14, 2015	Newport Beach
Annual Conference and Exhibitor Showcase	September 21 - 24, 2015	Monterey
Board Secretary/Clerk Conference	October 18-20, 2015	Lake Tahoe, CA

GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

No Information Currently Available on Upcoming Conferences.

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

No Information Currently Available on Upcoming Conferences.

AMERICAN WATER WORKS ASSOCIATION (AWWA)

No Information Currently Available on Upcoming Conferences.