



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CALIFORNIA 95683
916-354-3700
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AGENDA

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

REGULAR BOARD MEETING

July 19, 2017

Call to Order and Closed Session 4:00 p.m. / Open Session 5:00 p.m.
District Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Mark Pecotich	President
Morrison Graf	Vice President
Les Clark	Director
John Merchant	Director
Gerald Pasek	Director

STAFF

Edward R. Crouse	Interim General Manager
Vacant	Security Chief
Paul Siebensohn	Director of Field Operations
Eric Thompson	Controller
Suzanne Lindenfeld	District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

JULY 19, 2017

REGULAR BOARD MEETING

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

ESTIMATED RUNNING TIME

1. **CALL TO ORDER** - Determination of Quorum – President Pecotich (**Roll Call**) 4:00

2. **CONSIDER ADOPTION OF AGENDA** (**Motion**)

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.

3. **EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS**

A. Email from Scott and Tessa Grimm

4. **CLOSED SESSION**

Under Government Code 54957: Public Employee Performance Evaluation of the General Manager.

Closed session conference with General Manager as real property negotiator concerning price and terms of payment relating to: Real Property – proposed abandonment of a sewer easement over Sacramento County APN 073-0190-011; and, Other Negotiating Parties – William Geyer and Nadia West (Government Code section 54956.8).

5. **OPEN SESSION/REPORT ACTION FROM CLOSED SESSION**

5:00

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.

6. **COMMENTS FROM THE PUBLIC**

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 agenda item, as a courtesy, please state your name and address. Speakers presenting individual opinions shall have 3 minutes to speak. Speakers presenting opinions of groups or organizations shall have 5 minutes per group.

7. **CONSENT CALENDAR (Motion) (Roll Call Vote)** (5 min.) All items in Agenda Item 7 will be approved as one item if they are not excluded from the motion adopting the consent calendar.
 - A. June 21, 2017 Regular Board Meeting Minutes
 - B. Approval of Bills Paid Listing
8. **STAFF REPORTS** (Receive and File)
 - A. General Manager's Report
 - B. Administration/Financial Report
 - C. Security Report
 - D. Water/Wastewater/Drainage Report
9. **CORRESPONDENCE**
10. **RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT LESSONS LEARNED** (Discussion) (15 min.)
11. **CONSIDER SACRAMENTO LAFCO NOMINATIONS FOR SPECIAL DISTRICT COMMISSIONER OFFICE NO. 7 AND ALTERNATE SPECIAL DISTRICT COMMISSIONER FOR OFFICES NO. 6 & 7** (Discussion/Action) (Motion)
12. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (Discussion/Action) (Motion)
13. **REVIEW DISTRICT MEETING DATES /TIMES FOR AUGUST 2017**
 - A. Improvements – August 1, 2017 at 8:30 a.m.
 - B. Finance – August 1, 2017 at 9:00 a.m.
 - C. Personnel – August 1, 2017 at 10:00 a.m.
 - D. Security – August 3, 2017 at 4:00 p.m.
 - E. Communications – August 3, 2017 at 4:30 p.m.
 - F. Regular Board Meeting – August 16, 2017 - open session at 5:00 p.m.
14. **DIRECTOR COMMENTS/SUGGESTIONS**

*In accordance with Government Code 54954.2(a), **Directors and staff** may make brief announcements or brief reports of their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.*
15. **ADJOURNMENT (Motion)**

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is July 14, 2017. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

From: Scott Grimm [<mailto:stnj@sbcglobal.net>]

Sent: Wednesday, July 12, 2017 1:06 PM

To: Edward Crouse

Cc: Mike Scarzella

Subject: Thank You!

Hello Ed,

I just wanted to follow up and thank both you and Sgt. Scarzella for helping us convey the importance of golf cart safety to our teenagers. We appreciated Sgt. Scarzella taking the time to sit down with us and have a good conversation about the many reasons why it is a bad idea for un-licensed and under-aged drivers to operate golf carts in our community.

This type of proactive effort by CSD and Security to keep our kids and community safe is very much appreciated!

Scott & Tessa Grimm



RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING

June 21, 2017

Call to Order and Closed Session 4:00 p.m. / Open Session 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Mark Pecotich called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:03 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Mark Pecotich, Morrison Graf, and Gerald Pasek. Director John Merchant participated in the closed session by teleconference from Two Jack Lake Campground, Lake Louise Alberta, Canada. Director Lester Clark participated in the closed session by teleconference from 1627 US Highway 395N, Minden, Nevada, 89423. Also, present were Darlene J. Thiel, General Manager; Edward. R. Crouse, Interim General Manager; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel.

2. ADOPT AGENDA

Motion/Pasek to adopt the agenda with Agenda Items 15, 17, and 18 moved to come between Agenda Items 9 and 10. Second/Graf. Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None.

3. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

Mario Moreno promoted to Utility Worker II.

4. BOARD ADJOURNED TO CLOSED SESSION AT 4:06 P.M. TO DISCUSS THE FOLLOWING ITEM:

Closed session conference with legal counsel regarding anticipated litigation - significant exposure to litigation involving one potential case concerning barcode access through the North Gate (Government Code section 54956.9(d)(2)).

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

Closed session conference with legal counsel regarding anticipated litigation - significant exposure to litigation involving one potential case concerning barcode access through the North Gate (Government Code section 54956.9(d)(2)). **Nothing to report.**

6. COMMENTS FROM THE PUBLIC

None.

7. CONSENT CALENDAR

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

8. STAFF REPORTS

Under Agenda Item 8C, Darlene J. Thiel stated that the Rancho Murieta Association citation total is 14 not 12 as noted on the report.

Under Agenda Item 8d, Director Graf asked if it is normal for Chesbro Reservoir to have had two (2) treatments already by this time of the year. Paul Siebensohn stated yes, it is.

Darlene J. Thiel stated that she wanted it on the record that Rancho Murieta Association (RMA) has had no discussion regarding changing the Basin 5 into a park as stated by District staff at the May 17, 2017 District Board Meeting.

9. CORRESPONDENCE

None.

15. CONSIDER APPROVAL OF PROPOSAL FOR ADMINISTRATION PARKING LOT ASPHALT SEALING AND STRIPING (TAKEN OUT OF ORDER)

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal from Dave Bunfill Blacktop Services and Protective Coatings for asphalt sealing and striping of the existing roadway and parking lot at the District's Administration Building.

Motion/Graf to approve the proposal from Dave Bunfill Blacktop Services & Protective Coatings for asphalt sealing and striping of the existing roadway and parking lot at the District Administration Building, in an amount not to exceed \$7,542.50. Funding to come from Administration Capital Replacement Reserves. **Second/Pasek.**
ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

17. CONSIDER APPROVAL OF PAYMENT OF INVOICE FROM TESCO CONTROLS FOR SCADA MONITORING SYSTEM (TAKEN OUT OF ORDER)

Paul Siebensohn gave a brief summary of the recommendation to approve the invoice from Tesco Controls for the existing monitoring system. The system has been experiencing multiple failures, which expedited the need for this project. The work was already completed under an authorized purchase order.

Since the existing monitoring system was a TESCO system, TESCO provided the new system replacement and upgrade for the cost of their professional services only. The SCADA software licenses and hardware have a value of \$22,565, which brings the total value of this project to \$41,505.

Motion/Pasek to approve payment of invoice from Tesco Controls for a SCADA monitoring system in an amount of \$18,940. Funding to come from Sewer Capital Replacement Reserves. **Second/Graf.**
ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

18. CONSIDER APPROVAL OF THREE PROJECTS BEING ADDED TO THE CAPITAL IMPROVEMENT TECHNICAL MEMORANDUM FOR FEE DEVELOPMENT

Paul Siebensohn gave a brief summary of the recommendation to add three (3) projects to the Capital Improvement Technical Memorandum for Fee Development. These projects are to contend with the future needs of the District. They were identified after the Board approved the CIP Technical Memorandum on May 17, 2017.

Motion/Graf to approve the addition of three (3) projects (14" Motor Actuated Valve, Yellow Bridge Sewer Force Main Improvements, and Trash Containment Structures) in a total amount of \$328,000 to the Capital Improvement Technical Memorandum for Fee Development. **Second/Pasek.**
ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

10. CONSIDER ADOPTION OF RESOLUTION R2017-06, IN HONOR OF DARLENE J. THIEL, GENERAL MANAGER

Motion/Graf to adopt Resolution R2017-06 in honor of Darlene J. Thiel, General Manager. **Second/Pasek.**
ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

11. CONSIDER ADOPTION OF RESOLUTION R2017-04 APPROVING FISCAL YEAR 2017-2018 BUDGET INCLUDING CAPITAL PROJECTS

Darlene J. Thiel stated that the actual increases to the California Waste Recovery Systems contract rates and the Sac County Administration Fee came in slightly higher than projected in the May budget draft. However, that cost increase has been absorbed in the amount collected for a future Household Hazardous Waste Collection event; therefore no effect on the proposed budget or rate increase.

Motion/Graf to adopt Resolution R2017-04, a Resolution adopting the proposed budget for fiscal year 2017-2018, including Capital Projects. Second/Pasek. ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

12. CONSIDER ADOPTION OF ORDINANCE O2017-01, 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

Motion/Graf to acknowledge the Second Reading of Ordinance O2017-01 and adopt Ordinance O2017-01, an Ordinance adopting the proposed service charge increase and Special Tax adjustments. Second/Pasek. ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

13. CONSIDER APPROVAL OF CALIFORNIA WASTE RECOVERY SYSTEMS FOURTH AMENDMENT TO THE 2013 CONTRACT

Darlene J. Thiel gave a brief summary of the recommendation to approve the California Waste Recovery Systems (CalWaste) fourth (4th) amendment to the 2013 contract. The current contract expires on June 30, 2017. The rate adjustment for the 2017-2018 fiscal year is a slight increase of .3%. The amended contract between Rancho Murieta Community Services District (District) and CalWaste will be effective July 1, 2017 through June 30, 2018.

Motion/Pasek to approve the Fourth Amendment to the 2013 Contract between Rancho Murieta Community Services District and California Waste Recovery Systems for solid waste collection and disposal services. Second/Graf. ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

14. CONSIDER APPROVAL OF ANNUAL AUDIT ENGAGEMENT LETTER

Darlene J. Thiel gave a brief summary of the recommendation to approve the annual audit engagement letter with Larry Bain, CPA. The audit covers the District wide Financial Statements and Community Facilities District 2014-1 (CFD 2014-1) Financial Statements.

Motion/Pasek to approve the annual audit engagement letter with Larry Bain, CPA for the 2016-2017 financial audit and authorize the General Manager to sign the engagement letter. Second/Graf. Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

16. CONSIDER APPROVAL OF THE PROPOSAL FOR ELECTRONIC DOCUMENT MANAGEMENT SYSTEM

Darlene J. Thiel gave a brief summary of the recommendation to approve the proposal from Caltronics for an electronic document management system PSIsapture. The key features include: industry standard PDF files from scanner or PC applications that can print, ensure document security by controlling viewing, printing, and modifications, collaborate on documents using a wide range of commenting tools, convert, edit, and assemble

documents with ease, authenticate documents with digital signatures, prepare sensitive documents for sharing with redaction tools, create fillable forms, share and collect data from multiple forms, batch convert documents into editable and searchable formats, integrates with current software and hardware environment.

Motion/Pecotich to approve the proposal from Caltronics for an electronic document management system, in an amount not to exceed \$58,000. Funding of \$20,000 to come from Capital Improvement Reserves and \$38,000 to come from Unrestricted Cash. **Second/Pasek. ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.**

President Pecotich suggested hiring temporary staff and/or interns to help with the entering of the documents and initial set up of the program. The Board agreed.

19. CONSIDER APPROVAL OF DISTRICT APPOINTMENTS

Darlene J. Thiel stated that due to her retiring, it is recommended that the Board appoint Edward R. Crouse as the Interim District Treasurer, Interim Regional Water Authority Board Member Representative, and the Interim Sacramento Central Groundwater Authority Representative.

Motion/Pasek to appoint Edward R. Crouse as interim District Treasurer; appoint Edward R. Crouse as interim Regional Water Authority Board member representative; and appoint Edward R. Crouse as interim Sacramento Central Groundwater Authority Board member representative. **Second/Graf. ROLL CALL VOTE: Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.**

20. CONSIDER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2017 BOARD ELECTIONS REPRESENTATIVE SEAT

Motion/Graf for the District to vote for Peter Kampa. **Second/Pasek. Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.**

21. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT COST OVER-RUN AND REIMBURSEMENT ANALYSIS

Darlene J. Thiel gave a brief summary of the Water Treatment Plant Expansion Project cost over-run and reimbursement analysis. The total project cost for 4.0 mgd of treated water capacity came in at \$13,244,310. Of that amount, \$12,312,344 was funded by the District's share of \$4,358,000, the R&B Letters of Credit (R&B LOC) share of \$4,136,099, and the CFD 2014-1 share of \$3,818,245; resulting in a Project over-run of \$931,966. Of that amount, the District commissioned work of \$229,232 that was strictly related to existing plant and customer needs and therefore not chargeable to the CFD 2014-1 or R&B LOC. The FSA also agreed to cap the amount of District labor, Administration, and legal fees related to the Project at \$50,000 for the Rancho North Owners, which resulted in a District only cost of \$68,008, which is the amount above \$50,000, for these charges. After these adjustments are made to the Project over-run, the amount that is subject to cost sharing is \$634,726. Rancho North's share is 50% of that amount or \$317,363.

22. RECEIVE QUARTERLY UPDATE ON 2017 BOARD GOALS

Darlene J. Thiel gave an update on the 2017 Board goals.

23. RECEIVE PARKS COMMITTEE UPDATE

President Pecotich stated that no Parks Committee Meeting has been scheduled. The Greens Park is moving forward, including a ribbon cutting ceremony on Monday, June 26, 2017 at 10:00 a.m.

24. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

Darlene J. Thiel stated that Director Graf and Paul Siebensohn would be attending the CSDA Special District Leadership Academy in July.

Suzanne will be attending the Art of the Message training on August 15, 2017.

25. REVIEW APRIL BOARD/COMMITTEE MEETING DATES/TIMES

Director Graf will not be able to attend the July Improvements and Personnel Committee meetings.

26. DIRECTOR COMMENTS AND SUGGESTIONS

Edward R. Crouse thanked Darlene Thiel, the Board of Directors and staff for welcoming him back as interim General Manager.

Director Graf thanked Security Patrol Officers for their efforts in locating the person(s) responsible for the doorbell ditching that has been going on.

Director Pasek stated that he asked Ed Crouse to discuss the Rancho Murieta Association Parks Fee at the July 2017 Board Meeting.

President Pecotich stated that Supervisor Sue Frost would be contacting the District in regards to holding some developer meetings in the community.

Darlene J. Thiel stated the hiring of the new Security Chief would move forward after the Security Department Assessment is completed. The General Manager recruitment closed June 19, 2017. CPS will be conducting the first round of screening with recommendations to the Personnel ad hoc Committee to review and schedule interviews around July 17, 2017. The goal is to have a candidate selected by July 24, 2017.

The District received \$13,436 reimbursement from Golden State Risk Management Authority for the District's outstanding loss prevention efforts and participation in the LPIP.

27. ADJOURNMENT

Motion/Pasek to adjourn at 6:05 p.m. Second/Graf Ayes: Pecotich, Graf, Pasek. Noes: None. Absent: Clark, Merchant. Abstain: None.

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: July 12, 2017
 To: Board of Directors
 From: Eric Thompson, Controller
 Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **June 2017**. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

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

<u>Vendor</u>	<u>Project / Purpose</u>	<u>Amount</u>	<u>Funding</u>
Prodigy Electric & Controls Inc.	Repairs & Maintenance	\$ 7,170.00	Operating Expense
Sierra Chemical Co.	Chemicals	\$ 5,023.50	Operating Expense
Kennedy/Jenks Consultants, Inc.	Capacity Certification Letter	\$ 5,298.36	Developer Deposits
California Waste Recovery Systems	Solid Waste Monthly Contract	\$ 46,739.29	Operating Expense
County of Sacramento	SCGA Membership	\$ 10,511.00	Operating Expense
GSRMA	Workers Comp & Liability Insurance	\$ 44,963.25	Operating Expense
S.M.U.D.	Purchased Power	\$ 34,497.23	Operating Expense
Tesco Controls, Inc.	SCADA Monitoring System WWTP	\$ 18,940.00	Sewer Capital Replacement Reserves
Aquality Water Management	Contract Staffing	\$ 26,598.50	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services	\$ 8,297.78	Operating Expense
Cooperative Personnel Services	GM Recruiting	\$ 8,304.30	Operating Expense
MRC Global INC.	Repairs & Maintenance	\$ 7,700.62	Operating Expense
Prodigy Electric & Controls Inc.	Repairs & Maintenance	\$ 13,814.00	Operating Expense
Wilbur-Ellis Company	Chemicals	\$ 7,079.44	Operating Expense

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  District Treasurer

Rancho Murieta Community Services District
Bills Paid Listing for June 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32193	6/2/2017	ADKO Engineering	\$1,000.00	Certifications
CM32194	6/2/2017	American Family Life Assurance Co.	\$478.05	Payroll
CM32195	6/2/2017	Aramark Uniform & Career Apparel, LLC	\$204.58	Uniform Service - Water
CM32196	6/2/2017	Aries Industries, Inc.	\$1,038.06	Repairs & Maintenance
CM32197	6/2/2017	AT&T	\$69.00	Monthly Internet Bill-Security
CM32198	6/2/2017	California State Disbursement Unit	\$290.76	Payroll
CM32199	6/2/2017	Caltronics Business Systems	\$365.81	Office Supplies
CM32200	6/2/2017	CDW Government Inc.	\$99.51	IT Supplies
CM32201	6/2/2017	Chrysler Capital	\$156.80	Security Vehicle Lease
CM32202	6/2/2017	Condor Earth Technologies	\$1,855.00	Field Audits
CM32203	6/2/2017	Daily Journal Corporation	\$1,440.00	Community Communications
CM32204	6/2/2017	Dave Bunfill (DBA) Dave Bunfill Blacktop S	\$3,800.00	Repairs & Maintenance
CM32205	6/2/2017	The Ligature, Inc DBA Echelon Fine Printing	\$3,321.00	Office Supplies
CM32206	6/2/2017	ECS House Industries, Inc.	\$2,373.38	Repairs & Maintenance
CM32207	6/2/2017	Express Office Products, Inc.	\$238.26	Office Supplies
CM32208	6/2/2017	Ferguson Enterprises, Inc 1423	\$3,420.52	Repairs & Maintenance
CM32209	6/2/2017	Folsom Lake Fleet Services	\$1,306.51	Vehicle Maint #212
CM32210	6/2/2017	Franchise Tax Board	\$50.00	Payroll
CM32211	6/2/2017	Galls/Quartermaster	\$337.40	Uniforms - Security
CM32212	6/2/2017	Hastie's Capitol Sand and Gravel Co.	\$592.80	Repairs & Maintenance
CM32213	6/2/2017	Ken Grady Company, Inc.	\$3,892.39	Repairs & Maintenance
CM32214	6/2/2017	Legal Shield	\$31.26	Payroll
CM32215	6/2/2017	McMaster-Carr Supply Co.	\$107.96	Repairs & Maintenance
CM32216	6/2/2017	Nationwide Retirement Solution	\$2,037.00	Payroll
CM32217	6/2/2017	Operating Engineers Local Union No. 3	\$594.55	Payroll
CM32218	6/2/2017	PDF Tactical	\$1,655.54	Contract Staffing
CM32219	6/2/2017	Prodigy Electric & Controls Inc.	\$7,170.00	Repairs & Maintenance
CM32220	6/2/2017	Rancho Murieta Automotive Repair	\$104.44	Vehicle Maint #522
CM32221	6/2/2017	Santander Leasing	\$240.00	Security Vehicle Lease
CM32222	6/2/2017	Sierra Chemical Co.	\$5,023.50	Chemicals
CM32223	6/2/2017	Sierra Office Supplies	\$706.85	Office Supplies
CM32224	6/2/2017	State Water Resources Control Board	\$2,741.00	Certifications
CM32225	6/2/2017	TASC	\$196.07	Payroll
CM32226	6/2/2017	TechnoFlo Systems	\$4,602.57	Repairs & Maintenance
CM32227	6/2/2017	The Ed Jones Co.	\$490.18	Uniforms - Security
CM32228	6/2/2017	U.S. Bank Corp. Payment System	\$3,474.06	Monthly Gasoline Bill & Supplies
CM32229	6/2/2017	U.S. HealthWorks Medical Group, PC	\$427.00	Pre-Employment Screening
CM32230	6/2/2017	USA Blue Book	\$3,437.78	Supplies
CM32231	6/2/2017	W.W. Grainger Inc.	\$607.39	Equipment Repairs & Maint
EFT	6/2/2017	EFTPS	\$9,816.14	Payroll

Rancho Murieta Community Services District

Bills Paid Listing for June 2017

Ck Number	Date	Vendor	Amount	Purpose
EFT	6/2/2017	EDD	\$2,429.37	Payroll
CM32232	6/5/2017	California Public Employees' Retirement Sys	\$35,140.46	Payroll
CM32233	6/5/2017	Guardian Life Insurance	\$6,102.63	Payroll
CM32234	6/5/2017	Kennedy/Jenks Consultants, Inc.	\$5,298.36	Capacity Certification Letter
CM32235	6/5/2017	Vision Service Plan (CA)	\$441.90	Payroll
EFT	6/12/2017	EFTPS	\$189.81	Payroll
EFT	6/12/2017	EDD	\$15.33	Payroll
EFT	6/15/2017	EFTPS	\$5.52	Payroll
EFT	6/15/2017	EDD	\$1.05	Payroll
CM32236	6/16/2017	A Leap Ahead IT	\$3,739.68	IT Support
CM32237	6/16/2017	American Family Life Assurance Co.	\$612.93	Payroll
CM32238	6/16/2017	Applications By Design, Inc.	\$225.00	IT Support
CM32239	6/16/2017	Aramark Uniform & Career Apparel, LLC	\$295.12	Uniform Service - Water
CM32240	6/16/2017	Baudville	\$64.75	Office Supplies
CM32241	6/16/2017	California Laboratory Services	\$2,458.82	Lab Testing
CM32242	6/16/2017	California Public Employees' Retirement Sys	\$9,949.59	Payroll
CM32243	6/16/2017	California Public Employees' Retirement Sys	\$10,164.84	Payroll
CM32244	6/16/2017	California State Disbursement Unit	\$290.76	Payroll
CM32245	6/16/2017	California Waste Recovery Systems	\$46,739.29	Solid Waste Monthly Contract
CM32246	6/16/2017	Caltronics Business Systems	\$1,114.35	Office Supplies
CM32247	6/16/2017	Chemtrade Chemicals US LLC	\$4,609.02	Chemicals
CM32248	6/16/2017	Condor Earth Technologies	\$2,692.50	Field Audits
CM32249	6/16/2017	Costco Membership	\$420.00	Membership
CM32250	6/16/2017	Capital One Commercial	\$880.47	Supplies
CM32251	6/16/2017	County of Sacramento	\$10,511.00	SCGA Membership
CM32252	6/16/2017	Express Office Products, Inc.	\$820.63	Office Supplies
CM32253	6/16/2017	Franchise Tax Board	\$50.00	Payroll
CM32254	6/16/2017	Galls/Quartermaster	\$114.22	Uniforms - Security
CM32255	6/16/2017	GSRMA	\$44,963.25	Workers Comp & Liability Insurance
CM32256	6/16/2017	Greenfield Communications	\$169.97	Internet/TV
CM32257	6/16/2017	Don Hannay	\$100.00	Conservation
CM32258	6/16/2017	Hastie's Capitol Sand and Gravel Co.	\$614.34	Repairs & Maintenance
CM32259	6/16/2017	Home Depot Credit Services	\$153.20	Repairs & Maintenance
CM32260	6/16/2017	Legal Shield	\$31.26	Payroll
CM32261	6/16/2017	Anne H Long (DBA) Marion Leasing	\$526.90	Copier Lease
CM32262	6/16/2017	Nationwide Retirement Solution	\$2,037.00	Payroll
CM32263	6/16/2017	Operating Engineers Local Union No. 3	\$620.40	Payroll
CM32264	6/16/2017	PDF Tactical	\$1,656.00	Contract Staffing
CM32265	6/16/2017	Public Agency Retirement Services	\$300.00	Payroll
CM32266	6/16/2017	Rancho Murieta Ace Hardware	\$305.90	Supplies

Rancho Murieta Community Services District

Bills Paid Listing for June 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32267	6/16/2017	Rancho Murieta Association	\$150.00	Landscaping
CM32268	6/16/2017	Romo Landscaping	\$385.00	Landscaping
CM32269	6/16/2017	S. M. U. D.	\$34,497.23	Purchased Power
CM32270	6/16/2017	Sacramento Bee	\$15.51	Employment Advertising
CM32271	6/16/2017	Sierra Chemical Co.	\$466.88	Chemicals
CM32272	6/16/2017	Sprint	\$189.95	Monthly Air Cards Bill
CM32273	6/16/2017	State of California	\$575.00	Annual Permit
CM32274	6/16/2017	Rhett Stemmler	\$100.00	Conservation
CM32275	6/16/2017	Streamline	\$300.00	Website Hosting
CM32276	6/16/2017	TASC	\$68.25	Payroll
CM32277	6/16/2017	TASC	\$196.07	Payroll
CM32278	6/16/2017	Tesco Controls, Inc.	\$18,940.00	SCADA Monitoring System WWTP
CM32279	6/16/2017	TPX Communications	\$664.72	Monthly Phone Bill
CM32280	6/16/2017	U.S. HealthWorks Medical Group, PC	\$94.00	Pre-Employment Screening
CM32281	6/16/2017	Univar USA Inc.	\$3,200.18	Chemicals
CM32282	6/16/2017	W.W. Grainger Inc.	\$864.14	Supplies
CM32283	6/16/2017	Western Exterminator Co.	\$494.00	Monthly Service & Rodent Control
CM32284	6/16/2017	Wilbur-Ellis Company	\$3,598.38	Chemicals
CM32285	6/16/2017	Zenon Environmental Corporation	\$506.76	Repairs & Maintenance
EFT	6/16/2017	EFTPS	\$10,587.32	Payroll
EFT	6/16/2017	EDD	\$2,726.56	Payroll
EFT	6/19/2017	EFTPS	\$326.48	Payroll
EFT	6/19/2017	EDD	\$47.60	Payroll
EFT	6/26/2017	Pitney Bowes	\$1,250.00	Postage Machine Refill
CM32286	6/30/2017	Acme Saw & Supply Inc	\$90.29	Equipment Repairs & Maint
CM32287	6/30/2017	Duloglo Enterprises Inc DBA Action Cleaning	\$1,172.00	Monthly Cleaning Service
CM32288	6/30/2017	All Electric Motors, Inc.	\$4,364.72	Repairs & Maintenance
CM32289	6/30/2017	American Family Life Assurance Co.	\$545.49	Payroll
CM32290	6/30/2017	Aquality Water Management	\$26,598.50	Contract Staffing
CM32291	6/30/2017	Aramark Uniform & Career Apparel, LLC	\$235.37	Uniform Service - Water
CM32292	6/30/2017	AT&T	\$115.00	Monthly Internet Bill - Admin
CM32293	6/30/2017	AT&T	\$1,059.44	Monthly Cell Phone Bill
CM32294	6/30/2017	AT&T	\$852.42	Monthly Phone Bill
CM32295	6/30/2017	Bartkiewicz, Kronick & Shanahan	\$8,297.78	Legal Services
CM32296	6/30/2017	California Public Employees' Retirement Sys	\$10,645.12	Payroll
CM32297	6/30/2017	California State Disbursement Unit	\$52.15	Payroll
CM32298	6/30/2017	Caltronics Business Systems	\$15.75	Office Supplies
CM32299	6/30/2017	Cell Energy Inc.	\$413.69	Equipment Repairs & Maint
CM32300	6/30/2017	Cooperative Personnel Services dba CPS HR C	\$8,304.30	GM Recruiting
CM32301	6/30/2017	County of Sacramento	\$81.00	Pre-Employment Screening

Rancho Murieta Community Services District
Bills Paid Listing for June 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32302	6/30/2017	Ditch Witch Equipment Company, Inc.	\$1,625.98	Equipment Repairs & Maint
CM32303	6/30/2017	Environmental Resource Associates	\$935.86	Lab Testing
CM32304	6/30/2017	Evoqua Water Technologies	\$883.55	Repairs & Maintenance
CM32305	6/30/2017	Ferguson Enterprises, Inc 1423	\$1,762.79	Repairs & Maintenance
CM32306	6/30/2017	Folsom Lake Fleet Services	\$2,753.19	Vehicle Maint #211
CM32307	6/30/2017	Franchise Tax Board	\$50.00	Payroll
CM32308	6/30/2017	Goodwin Cole Co.,Inc.	\$22.54	Repairs & Maintenance
CM32309	6/30/2017	Hach Company	\$1,365.72	Repairs & Maintenance
CM32310	6/30/2017	Hastie's Capitol Sand and Gravel Co.	\$1,025.60	Repairs & Maintenance
CM32311	6/30/2017	Howe It's Done	\$352.59	Board Meeting
CM32312	6/30/2017	Hunt & Sons, Inc	\$2,959.66	Fuel
CM32313	6/30/2017	Kirby's Pump & Mechanical	\$1,714.00	Repairs & Maintenance
CM32314	6/30/2017	Legal Shield	\$31.26	Payroll
CM32315	6/30/2017	Metal Samples	\$191.39	Repairs & Maintenance
CM32316	6/30/2017	MRC Global INC.	\$7,700.62	Repairs & Maintenance
CM32317	6/30/2017	Nationwide Retirement Solution	\$2,037.00	Payroll
CM32318	6/30/2017	Operating Engineers Local Union No. 3	\$620.40	Payroll
CM32319	6/30/2017	PDF Tactical	\$1,932.00	Contract Staffing
CM32320	6/30/2017	Prodigy Electric & Controls Inc.	\$13,814.00	Repairs & Maintenance
CM32321	6/30/2017	Rancho Murieta Association	\$454.07	Training
CM32322	6/30/2017	Joseph Rath	\$200.00	Conservation
CM32323	6/30/2017	Siemens Energy, Inc.	\$1,810.21	Repairs & Maintenance
CM32324	6/30/2017	Sierra Chemical Co.	\$3,309.02	Chemicals
CM32325	6/30/2017	State of California	\$96.00	Pre-Employment Screening
CM32326	6/30/2017	State of California	\$450.00	Right of way Annual Lease
CM32327	6/30/2017	TASC	\$196.07	Payroll
CM32328	6/30/2017	Tesco Controls, Inc.	\$2,059.68	Repairs & Maintenance
CM32329	6/30/2017	USA Blue Book	\$3,513.97	Tools
CM32330	6/30/2017	W.W. Grainger Inc.	\$1,664.77	Tools
CM32331	6/30/2017	Michael Weisser	\$100.00	Conservation
CM32332	6/30/2017	Wilbur-Ellis Company	\$7,079.44	Chemicals
CM32333	6/30/2017	Zenon Environmental Corporation	\$495.28	Tools
CM32334	6/30/2017	Zep Sales & Service	\$4,901.34	Chemicals
EFT	6/30/2017	EFTPS	\$11,435.75	Payroll
EFT	6/30/2017	EDD	\$3,046.80	Payroll
		TOTAL	\$492,326.34	

**Rancho Murieta Community Services District
Bills Paid Listing for June 2017**

Ck Number	Date	Vendor	Amount	Purpose
		CFD#1 Bank of America Checking		
		--- ACCOUNT CLOSED ---		
		TOTAL	\$0.00	
		CFD 2014-1 Bank of America Checking		
CM2046	6/16/2017	Corelogic Solutions, LLC	\$165.00	CFD2014-1 Admin Cost
CM2047	6/30/2017	NBS	\$1,549.11	CFD2014-1 Admin Cost
		TOTAL	\$1,714.11	
		EL DORADO PAYROLL		
Checks: CM11627 to CM11650 and Direct Deposits: DD09733 to DD09822			\$ 172,916.05	Payroll
EFT	Various	National Payment Corp	\$176.13	Payroll
		TOTAL	\$173,092.18	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

MEMORANDUM

Date: July 12, 2017
To: Board of Directors
From: Edward R. Crouse, Interim General Manager
Subject: General Manager's Report

WATER CONSERVATION

Residential water use is up since our drought years to 203 gallons per day per resident. This was expected after backing off our water conservation restrictions as well as the high heat experienced in June.

SECURITY DEPARTMENT – BURNS AND MCDONNELL REPORT

The second draft of the Security Assessment was returned July 3, 2017 with many substantive comments to address, perhaps a near total rewrite. Before Darlene left Friday, we had a lengthy conference call with B&M on how to move forward. They are assessing new information needs on their side as well as developing a plan on moving forward.

WATER SUPPLY AUGMENTATION AND CAPITAL IMPROVEMENT FEE STUDIES/REPORTS

The fee study reports are complete in final form and have gone through District General Counsel for legal review. We spent several days getting to the bottom of the correct percentage of the fee for each department. As a result, the schedule was pushed out one month. Subsequent approval of the reports and first reading of the ordinance is scheduled for the August 16, 2017 Regular Board Meeting.

PENDING AND PROPOSED LAND DEVELOPMENT PROJECTS

Rancho Murieta North – Development Project

Nothing new to report.

PASSIVE REC USE OF THE MURIETA GARDENS DRAINAGE BASIN

Nothing new to report.

MURIETA GARDENS

Work is starting on the Highway 16 improvements required of the project. The first order of work is piping the CIA ditch. A pre-job meeting was held this week to agree on methods and means of pipeline construction. District staff and Coastland Engineers were present.

Because of the construction, the CIA ditch is out of service and cannot send water to Laguna Joaquin for 4-6 weeks. Rancho Murieta Association (RMA) has cut back their irrigation to every other day. We are hopeful there is enough water to meet their needs and are working on other sources to replenish the lake.

As part of the Hwy 16 work, District staff will repair and service the valves in the diversion box, which diverts water to Laguna Joaquin or the ditch behind the fire station.

We are working on a joint notice with RMA on the lake level drawdown.

MEMORANDUM

Date: July 14, 2017
 To: Board of Directors
 From: Eric Thompson, Controller
 Subject: Administration / Financial Reports

Enclosed is a combined financial summary report for the fiscal year ended **June 2017**. 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	0.6%	2,524	2,531	2,531	2,534	2,534	2,534	2,534	2,534	2,539	2,539	2,539	2,539
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1,413	2,489	2,545	2,188	1,814	850	668	614	534	561	802	1,713	2,180
Gallons per day	352	621	635	545	452	212	167	153	133	140	200	427	543
Planning Usage GPD	583												

Lock-Offs – During the month of June, there were 14 lock-offs.

Connection Fees – There were no new water permits issued in June.

Aging Report – Delinquent accounts totaled \$264,634 which was 34.0% of the total accounts receivable balance of \$777,917. Past due receivables increased 17.2% or \$38,773 from the prior month. This increase was related to undeveloped property and a few select commercial accounts and not residential connections.

Summary of Reserve Accounts as of June 30, 2017 – **The** District’s reserve accounts increased \$33,705 during the month of June and increased \$572,825 during the 2016/2017 fiscal year. The only reserve transactions for the month other than normal inter-fund borrowing repayments and monthly reserve contributions, were \$300 for an update of the augmentation well RFP and \$2,326 of additional expenditures on the recycled water project. The total amount of reserves held by the District on June 30, 2017 was \$5,360,750. See the table on the following page for information by specific reserve account.

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

Period ended May 31, 2017		
1-Month	3-Months	1-Year
0.92%	2.38%	11.80%

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2016</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance June 30, 2017</i>
Water Capital Replacement (200-2505)	826,443	303,727	(0)	1,130,170
Sewer Capital Replacement (250-2505)	1,915,904	581,285	(38)	2,497,151
Drainage Capital Replacement (260-2505)	71,601	10,248	(0)	81,849
Security Capital Replacement (500-2505)	90,972	108,370	(38,997)	160,345
Admin Capital Replacement (xxx-2505-99)	57,174	0	(0)	57,174
Sewer Capital Improvement Connection (250-2500)	4,045	22	(0)	4,067
Capital Improvement (xxx-2510)	331,445	34,671	(0)	366,116
Water Supply Augmentation (200-2511)	1,758,673	74,145	(132,438)	1,700,380
WTP Construction Fund Reserve (200-2513)	(281,547)	187,373	(577,619)	(671,793)
Security Impact Fee Reserves (500-2513)	13,214	22,077	(0)	35,291
<i>Total Reserves</i>	<i>4,787,924</i>	<i>1,321,918</i>	<i>(749,092)</i>	<i>5,360,750</i>

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance July 1, 2016</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance June 30, 2017</i>
Sewer Loan to WTP Construction Fund	1,277,709	9,074	(149,604)	1,137,179
WSA Loan to WTP Construction Fund	425,903	3,025	(49,868)	379,060
N. Gate Security Loan from Drainage Fund	86,039	560	(23,396)	63,203
<i>Total Inter-fund Borrowing</i>	<i>1,789,651</i>	<i>12,659</i>	<i>(222,868)</i>	<i>1,579,442</i>

Financial Summary Report (Fiscal Year 2016/2017)

Revenues:

Water Charges, for the year, were **above** budget \$6,666 or 0.3%

Sewer Charges, for the year, were **below** budget \$5,740 or (0.4%)

Drainage Charges, for the year, were **below** budget \$1,264 or (0.7%)

Security Charges, for the year, were **below** budget \$7,616 or (0.6%)

Solid Waste Charges, for the year, were **above** budget \$3,321 or 0.5%

Total Revenue, which includes other income, property taxes, and interest income for the year, was **above** budget **\$46,463 or 0.8%** (Water Conservation Efforts-YTD residential water usage was up 0.7% versus budget).

Expenses: Total operating expenses for the year were **below budget \$351,496 or (5.9%)**. There were no operational reserve expenditures during the year. Operational reserve expenditures cover projects funded from reserves which are also recorded as operational expenses through the income statement as required by Generally Accepted Accounting Principles (GAAP).

Water Expenses (including wages & employer costs) for the year, were **below budget \$133,327 or (7.8%)**. Water Department wages and employer costs were over budget by \$31,633 or 4.5% for the year (primarily in Water Treatment). This number was down from 13.7% at the end of December as a result of personnel being allocated more to Drainage during this year's rainy season. Savings was seen across most other expense categories. Aside from personnel-related expenses, permits, contract labor and repairs & maintenance were the largest over-budget expense categories.

Sewer Expenses, for the year, were **below budget by \$186,174 or (16.7%)**. The Sewer Department saw savings across most expense categories during the year with the largest savings coming from repairs & maintenance, consulting, chemicals, wages and employer costs. Sewer wages were under budget 17.9% this year due to personnel allocating more time to the Water & Drainage Departments. Purchased power and contract labor were the Sewer Department's largest over-budget expenditures.

Drainage Expenses, for the year, were **above budget by \$2,542 or 1.7%**. The Drainage Department went from being under budget on expenses through December to being over budget through June due to a major repair on Main Lift South and the excessive rains we received this spring. Wages, repairs and maintenance, and chemicals were the largest budget overruns.

Combined Water/Sewer/Drainage Wages & Employer Costs, for the year, were **below budget by \$59,776 or (4.4%)**. Due to position vacancies however, these savings were offset by \$60,225 in contract labor charges. Utility personnel at the District allocate their time between the Water, Sewer and Drainage departments as needed and as directed. This section is being reported to help gauge overall utility personnel expenses versus budget.

Security Expenses, for the year, were **below budget by \$21,716 or (1.8%)**. Security Gate expenses for the year were **above** budget by \$8,604 or 1.6%, with overages in employer costs & contract security personnel. Security Patrol expenses were **below** budget by \$31,618 or (6.2%). General Security expenses were **above** budget by \$1,298 or 0.8% for the year, with overages in employer costs being offset by savings in consulting and wages (due to the vacancy in the Chief position since mid-May).

Solid Waste Expenses, for the year, were **below budget by \$11,214 or (1.8%)**. Solid Waste expenses went from being slightly over budget through April to being below budget through year-end due to the annual budgeting of our community-wide hazardous waste event.

General Expenses, for the year, were **below budget by \$1,609 or (0.0%)**. Insurance, legal expenses (including \$44,332 in M&R legal fees), and recruitment (GM) were the biggest line items that were over budget this year, but were made up for by savings in other expense categories (employer costs, memberships, consulting, etc).

Net Income: For the year, unadjusted net income, before depreciation, was \$414,687 versus a budget of (\$110). Net income/(Loss) adjusted for estimated depreciation expense was (\$1,060,666).

NOTE: *The financial results presented above are preliminary and will be different from the final numbers reported by our auditor. Changes will include: additional expense accruals (as invoices are received), pension fund adjustments, and other adjustments deemed necessary by staff and our external auditor in order to fairly present the operations and financial position of the District.*

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH JUNE 2017

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	32.4%	\$1,939,830	32.4%	\$1,939,830	\$1,946,496	32.2%	\$6,666	0.3%
Sewer Charges	21.9%	1,312,546	21.9%	1,312,546	1,306,806	21.6%	(5,740)	(0.4%)
Drainage Charges	3.2%	189,270	3.2%	189,270	188,006	3.1%	(1,264)	(0.7%)
Security Charges	21.2%	1,268,890	21.2%	1,268,890	1,261,274	20.9%	(7,616)	(0.6%)
Solid Waste Charges	10.7%	640,000	10.7%	640,000	643,321	10.6%	3,321	0.5%
Other Income	1.8%	108,420	1.8%	108,420	153,703	2.5%	45,283	41.8%
Interest Earnings	0.1%	3,580	0.1%	3,580	9,393	0.2%	5,813	162.4%
Property Taxes	9.6%	577,440	9.6%	577,440	577,440	9.6%		0.0%
Property Taxes (Reserve Alloc)	-0.8%	(45,680)	-0.8%	(45,680)	(45,680)	-0.8%		0.0%
Total Revenues	100.0%	5,994,296	100.0%	5,994,296	6,040,759	100.0%	46,463	0.8%
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	15.2%	911,000	15.2%	911,000	878,178	15.6%	(32,822)	(3.6%)
Employer Costs	7.4%	445,010	7.4%	445,010	416,041	7.4%	(28,969)	(6.5%)
Power	6.3%	379,540	6.3%	379,540	328,193	5.8%	(51,347)	(13.5%)
Chemicals	3.3%	194,340	3.3%	194,340	122,456	2.2%	(71,884)	(37.0%)
Maint & Repair	5.7%	340,150	5.7%	340,150	367,096	6.5%	26,946	7.9%
Meters/Boxes	0.9%	54,000	0.9%	54,000	39,315	0.7%	(14,685)	(27.2%)
Lab Tests	0.7%	44,200	0.7%	44,200	27,835	0.5%	(16,365)	(37.0%)
Permits	1.2%	73,100	1.2%	73,100	85,251	1.5%	12,151	16.6%
Training/Safety	0.4%	21,500	0.4%	21,500	14,871	0.3%	(6,629)	(30.8%)
Equipment Rental	0.6%	35,930	0.6%	35,930	4,689	0.1%	(31,241)	(86.9%)
Other	7.8%	466,550	7.8%	466,550	364,436	6.5%	(102,114)	(21.9%)
Subtotal Water/Sewer/Drainage	49.6%	2,965,320	49.6%	2,965,320	2,648,361	47.1%	(316,959)	(10.7%)
Security								
Wages	11.3%	677,600	11.3%	677,600	627,209	11.1%	(50,391)	(7.4%)
Employer Costs	6.5%	389,600	6.5%	389,600	408,430	7.3%	18,830	4.8%
Off Duty Sheriff Patrol	0.1%	4,000	0.1%	4,000	4,431	0.1%	431	10.8%
Other	2.1%	128,330	2.1%	128,330	137,744	2.4%	9,414	7.3%
Subtotal Security	20.1%	1,199,530	20.1%	1,199,530	1,177,814	20.9%	(21,716)	(1.8%)
Solid Waste								
CWRS Contract	9.3%	555,700	9.3%	555,700	559,864	10.0%	4,164	0.7%
Sacramento County Admin Fee	0.6%	34,800	0.6%	34,800	35,132	0.6%	332	1.0%
HHW Event	0.3%	15,710	0.3%	15,710		0.0%	(15,710)	(100.0%)
Subtotal Solid Waste	10.1%	606,210	10.1%	606,210	594,996	10.6%	(11,214)	(1.8%)
General / Admin								
Wages	8.7%	518,100	8.7%	518,100	516,577	9.2%	(1,523)	(0.3%)
Employer Costs	4.6%	276,500	4.6%	276,500	254,227	4.5%	(22,273)	(8.1%)
Insurance	1.4%	86,400	1.4%	86,400	90,989	1.6%	4,589	5.3%
Legal	1.0%	60,000	1.0%	60,000	93,819	1.7%	33,819	56.4%
Office Supplies	0.4%	22,800	0.4%	22,800	20,493	0.4%	(2,307)	(10.1%)
Director Meetings	0.3%	18,000	0.3%	18,000	11,500	0.2%	(6,500)	(36.1%)
Telephones	0.1%	5,400	0.1%	5,400	5,953	0.1%	553	10.2%
Information Systems	1.3%	77,450	1.3%	77,450	79,264	1.4%	1,814	2.3%
Community Communications	0.1%	5,900	0.1%	5,900	3,744	0.1%	(2,156)	(36.5%)
Postage	0.4%	21,600	0.4%	21,600	19,228	0.3%	(2,372)	(11.0%)
Janitorial/Landscape Maint	0.3%	17,040	0.3%	17,040	16,007	0.3%	(1,033)	(6.1%)
Other	1.6%	97,320	1.6%	97,320	93,102	1.7%	(4,218)	(4.3%)
Subtotal General / Admin	20.2%	1,206,510	20.2%	1,206,510	1,204,903	21.4%	(1,607)	(0.1%)
Total Operating Expenses	100.0%	5,977,570	100.0%	5,977,570	5,626,074	100.0%	(351,496)	(5.9%)
Operating Income (Loss)	100.0%	16,726	100.0%	16,726	414,685	100.0%	397,959	2,379.3%
Non-Operating Expenses								
Sewer Reserve Expenditure	100.0%	16,836	100.0%	16,836		0.0%	(16,836)	(100.0%)
Total Non-Operating Expenses	100.0%	16,836	100.0%	16,836	0.0%	0.0%	(16,836)	(100.0%)
Net Income (Loss)	100.0%	(110)	100.0%	(110)	414,685	100.0%	414,795	(377,086.4%)

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: _____, District Treasurer

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH JUNE 2017

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
WATER								
REVENUES								
Water Charges	98.4%	\$1,939,830	98.4%	\$1,939,830	\$1,946,496	96.7%	\$6,666	0.3%
Interest Earnings	0.1%	2,530	0.1%	2,530	4,230	0.2%	1,700	67.2%
Other Income	1.4%	28,160	1.4%	28,160	61,856	3.1%	33,696	119.7%
Total Water Revenues	100.0%	1,970,520	100.0%	1,970,520	2,012,582	100.0%	42,062	2.1%
EXPENSES (excluding depreciation)								
Wages	28.8%	491,940	28.8%	491,940	521,137	33.1%	29,197	5.9%
Employer Costs	14.1%	240,620	14.1%	240,620	243,056	15.5%	2,436	1.0%
Power	14.9%	254,240	14.9%	254,240	189,411	12.0%	(64,829)	(25.5%)
Chemicals	7.3%	124,100	7.3%	124,100	74,045	4.7%	(50,055)	(40.3%)
T&O - Chemicals/Treatment	0.4%	7,200	0.4%	7,200	7,375	0.4%	175	2.4%
Maint & Repair	8.3%	142,000	8.3%	142,000	188,719	12.0%	46,719	32.9%
Meters/Boxes	3.2%	54,000	3.2%	54,000	39,315	2.5%	(14,685)	(27.2%)
Lab Tests	1.6%	28,000	1.6%	28,000	13,580	0.9%	(14,420)	(51.5%)
Permits	1.9%	32,000	1.9%	32,000	44,308	2.8%	12,308	38.5%
Training/Safety	0.5%	9,300	0.5%	9,300	5,602	0.4%	(3,698)	(39.8%)
Equipment Rental	1.2%	21,000	1.2%	21,000	614	0.0%	(20,386)	(97.1%)
Other Direct Costs	17.7%	301,140	17.7%	301,140	245,051	15.6%	(56,089)	(18.6%)
Operational Expenses	100.0%	1,705,540	100.0%	1,705,540	1,572,213	100.0%	(133,327)	(7.8%)
Water Income (Loss)	15.5%	264,980	15.5%	264,980	440,369	28.0%	175,389	66.2%
38.9% Net Admin Alloc	15.5%	265,061	15.5%	265,061	264,750	16.8%	(311)	(0.1%)
Total Net Income (Loss)	0.0%	(81)	0.0%	(81)	175,619	11.2%	175,700	(216,913.6%)
SEWER								
REVENUES								
Sewer Charges	98.6%	1,312,546	98.6%	1,312,546	1,306,806	98.2%	(5,740)	(0.4%)
Interest Earnings	0.0%	180	0.0%	180	3,202	0.2%	3,022	1,678.9%
Other Income	1.4%	18,500	1.4%	18,500	21,153	1.6%	2,653	14.3%
Total Sewer Revenues	100.0%	1,331,226	100.0%	1,331,226	1,331,161	100.0%	(65)	0.0%
EXPENSES (excluding depreciation)								
Wages	31.9%	355,290	31.9%	355,290	291,551	31.5%	(63,739)	(17.9%)
Employer Costs	15.6%	173,280	15.6%	173,280	141,122	15.2%	(32,158)	(18.6%)
Power	10.4%	115,500	10.4%	115,500	129,090	13.9%	13,590	11.8%
Chemicals	5.2%	58,040	5.2%	58,040	29,083	3.1%	(28,957)	(49.9%)
Maint & Repair	16.7%	186,250	16.7%	186,250	157,602	17.0%	(28,648)	(15.4%)
Lab Tests	1.5%	16,200	1.5%	16,200	14,255	1.5%	(1,945)	(12.0%)
Permits	3.2%	35,100	3.2%	35,100	34,430	3.7%	(670)	(1.9%)
Training/Safety	1.1%	12,200	1.1%	12,200	8,962	1.0%	(3,238)	(26.5%)
Equipment Rental	0.9%	10,200	0.9%	10,200	2,756	0.3%	(7,444)	(73.0%)
Other Direct Costs	13.5%	149,960	13.5%	149,960	116,995	12.6%	(32,965)	(22.0%)
Operational Expenses	100.0%	1,112,020	100.0%	1,112,020	925,846	100.0%	(186,174)	(16.7%)
Sewer Income (Loss)	19.7%	219,206	19.7%	219,206	405,315	43.8%	186,109	84.9%
29.7% Net Admin Alloc	18.2%	202,373	18.2%	202,373	202,135	21.8%	(238)	(0.1%)
Reserve Expenditures	1.5%	16,836	1.5%	16,836	0	0.0%	(16,836)	(100.0%)
Total Net Income (Loss)	0.0%	(3)	0.0%	(3)	203,180	21.9%	203,183	(6,772,766.7%)
DRAINAGE								
REVENUES								
Drainage Charges	100.0%	189,270	100.0%	189,270	188,006	100.0%	(1,264)	(0.7%)
Interest Earnings	0.0%	50	0.0%	50	79	0.0%	29	58.0%
Total Drainage Revenues	100.0%	189,320	100.0%	189,320	188,085	100.0%	(1,235)	(0.7%)
EXPENSES (excluding depreciation)								
Wages	43.2%	63,770	43.2%	63,770	65,490	43.6%	1,720	2.7%
Employer Costs	21.1%	31,110	21.1%	31,110	31,863	21.2%	753	2.4%
Power	6.6%	9,800	6.6%	9,800	9,692	6.4%	(108)	(1.1%)
Chemicals	3.4%	5,000	3.4%	5,000	11,953	8.0%	6,953	139.1%
Maint & Repair	8.1%	11,900	8.1%	11,900	20,775	13.8%	8,875	74.6%
Permits	4.1%	6,000	4.1%	6,000	6,513	4.3%	513	8.6%
Equipment Rental	3.2%	4,730	3.2%	4,730	1,319	0.9%	(3,411)	(72.1%)
Other Direct Costs	10.5%	15,450	10.5%	15,450	2,697	1.8%	(12,753)	(82.5%)
Operational Expenses	100.0%	147,760	100.0%	147,760	150,302	100.0%	2,542	1.7%
Drainage Income (Loss)	28.1%	41,560	28.1%	41,560	37,783	25.1%	(3,777)	(9.1%)
6.1% Net Admin Alloc	28.1%	41,565	28.1%	41,565	41,516	27.6%	(49)	(0.1%)
Total Net Income (Loss)	0.0%	(5)	0.0%	(5)	(3,733)	-2.5%	(3,728)	74,560.0%
SECURITY								
REVENUES								
Security Charges	94.8%	1,268,890	94.8%	1,268,890	1,261,274	94.1%	(7,616)	(0.6%)
Interest Earnings	0.0%	400	0.0%	400	752	0.1%	352	88.0%
Property Tax	4.9%	65,040	4.9%	65,040	65,040	4.9%	0	0.0%
Property Tax (Reserve Alloc)	-3.4%	(45,680)	-3.4%	(45,680)	(45,680)	-3.4%	0	0.0%

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH JUNE 2017

	% of Annual		% of YTD		YTD Actuals	% of Total	YTD VARIANCE	
	Total	Budget	Total	Budget			Amount	%
Other Income	3.7%	\$49,160	3.7%	\$49,160	\$58,459	4.4%	\$9,299	18.9%
Total Security Revenues	100.0%	1,337,810	100.0%	1,337,810	1,339,845	100.0%	2,035	0.2%
EXPENSES (excluding depreciation)								
Wages	56.5%	677,600	56.5%	677,600	627,209	53.3%	(50,391)	(7.4%)
Employer Costs	32.5%	389,600	32.5%	389,600	408,430	34.7%	18,830	4.8%
Equipment Repairs	0.4%	4,900	0.4%	4,900	2,562	0.2%	(2,338)	(47.7%)
Vehicle Maintenance	0.8%	9,600	0.8%	9,600	2,725	0.2%	(6,875)	(71.6%)
Vehicle Fuel	1.4%	16,800	1.4%	16,800	14,119	1.2%	(2,681)	(16.0%)
Off Duty Sheriff Patrol	0.3%	4,000	0.3%	4,000	4,431	0.4%	431	10.8%
Other	8.1%	97,030	8.1%	97,030	118,338	10.0%	21,308	22.0%
Operational Expenses	100.0%	1,199,530	100.0%	1,199,530	1,177,814	100.0%	(21,716)	(1.8%)
Security Income (Loss)	11.5%	138,280	11.5%	138,280	162,031	13.8%	23,751	17.2%
20.3% Net Admin Alloc	11.5%	138,322	11.5%	138,322	137,524	11.7%	(798)	(0.6%)
Total Net Income (Loss)	0.0%	(42)	0.0%	(42)	24,507	2.1%	24,549	(58,450.0%)
SOLID WASTE REVENUES								
Solid Waste Charges	100.0%	640,000	100.0%	640,000	643,321	99.9%	3,321	0.5%
Interest Earnings	0.0%	300	0.0%	300	819	0.1%	519	173.0%
Total Solid Waste Revenues	100.0%	640,300	100.0%	640,300	644,140	100.0%	3,840	0.6%
EXPENSES (excluding depreciation)								
CWRS Contract	91.7%	555,700	91.7%	555,700	559,864	94.1%	4,164	0.7%
Sacramento County Admin Fee	5.7%	34,800	5.7%	34,800	35,132	5.9%	332	1.0%
HHW Event	2.6%	15,710	2.6%	15,710		0.0%	(15,710)	(100.0%)
Operational Expenses	100.0%	606,210	100.0%	606,210	594,996	100.0%	(11,214)	(1.8%)
Solid Waste Income (Loss)	5.6%	34,090	5.6%	34,090	49,144	8.3%	15,054	44.2%
5.0% Net Admin Alloc	5.6%	34,069	5.6%	34,069	34,030	5.7%	(39)	(0.1%)
Total Net Income (Loss)	0.0%	21	0.0%	21	15,114	2.5%	15,093	71,871.4%
OVERALL NET INCOME(LOSS)	100.0%	(110)	100.0%	(110)	414,687	100.0%	414,797	(377,088.2%)

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: _____, District Treasurer

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF JUNE 30, 2017

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
EL DORADO SAVINGS BANK		
SAVINGS	0.03%	\$ 801,626.52
CHECKING	0.02%	\$ 16,352.44
PAYROLL	0.02%	\$ (1,267.64)
BANNER BANK		
EFT	0.00%	\$ 8,725.64
LOCAL AGENCY INVESTMENT FUND (LAIF)		
UNRESTRICTED	0.75%	\$ 704,797.45
RESTRICTED RESERVES	0.75%	\$ 4,754,360.87
CALIFORNIA ASSET MGMT (CAMP)		
OPERATION ACCOUNT	0.85%	\$ 605,067.20
UNION BANK		
PARS GASB45 TRUST (balance as of 5/31/17)		\$ 1,386,928.12
TOTAL		\$ 8,276,590.60

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA		
CHECKING	0.00%	CLOSED
CALIFORNIA ASSET MGMT (CAMP)		
SPECIAL TAX	0.85%	CLOSED

COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)

BANK OF AMERICA		
CHECKING	0.00%	\$ 509,387.94
WILMINGTON TRUST (balance as of 11/30/16)		
BOND RESERVE FUND	0.02%	\$ 391,991.72
BOND ADMIN EXPENSE	0.02%	\$ 40,479.24
BOND SPECIAL TAX FUND	0.02%	\$ 53,936.42
BOND ACQ & CONSTRUCTION	0.02%	\$ 1,143.73
BOND REDEMPTION ACCOUNT	0.02%	\$ -
BOND COI	0.02%	\$ -
BOND SURPLUS	0.02%	\$ -

TOTAL ALL FUNDS

\$ 996,939.05
\$ 9,273,529.65

**Investments comply with the CSD adopted investment policy.*

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

MEMORANDUM

Date: July 13, 2017
To: Security Committee
From: Edward R. Crouse, Interim General Manager
Subject: Security Report for the Month of June 2017

OPERATIONS

Currently, there are two (2) open Security Gate Officer positions. In the meantime, Security staff continues to cover for staff shortages and we are using one (1) temp from PDF Tactical.

INCIDENTS OF NOTE

June 1, Grass fire at Stonehouse Road near the ATT Building. Sacramento Metro Fire Department (SMFD) responded.

June 3, Medical aid, Rancho Murieta Country Club (RMCC) area. Subject transported to area hospital.

June 4, Arson fire, Michigan Bar Road at east District boundary. Patrol and SMFD responded. Approximately 5 acres burned.

June 15, unlicensed gold cart driver. Parent took the wheel.

June 16, Los Galos Mexican Restaurant. Interior motion alarm. Area checked clear - alarm set off by balloons.

June 20, Grass fire near RMCC maintenance area. SMFD handled.

June 21, Hit and run. Damage to Stonehouse Dog Park fence. Tire tracks and broken tail light pieces on scene. Photos taken and referred to California Highway Patrol (CHP) for report.

June 29, Vandalism, Riverview Park. Broken glass in the playground area and in the woodchips. Patrol responded. Parents of responsible juveniles were notified. RMA was also notified. Patrol put up caution tape to close off the playground.

During the month of June, District Security Patrol Officers also responded to complaints of trespassing, loud music, and multiple county bridge parking violations.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

Meeting was June 5, 2017.

INCIDENT MAPPING AND REPORTING SOFTWARE

The purchase of the recommended software for the incident mapping, Expediter Technology, is on hold to allow the new Security Chief to evaluate the product's fit for his purpose/need.



**RMA Rule Violations
Citations
June 2017**

Stop Sign	9
Speeding	1
Unsafe Driving	4
Construction Hours	1
Total	15

Note: A *complaint* of a violation does NOT necessarily mean a violation occurred. The complaint may have been unfounded, officers were unable to locate the complaint, or the complaint was not actually a RMA Rule violation.



**RMA Rule Violations
Admonishments/Complaints
June 2017**

Open Garage Door	1
Loose/Off Leash Dogs	1
Barking Dogs	7
Parking	6
Unlicensed Driver	2
Speeding	1
Stop Sign	5
Unsafe Driving	3
Park Hours	1
Gate Entrance	8
Total	35

MEMORANDUM

Date: July 7, 2017
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

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

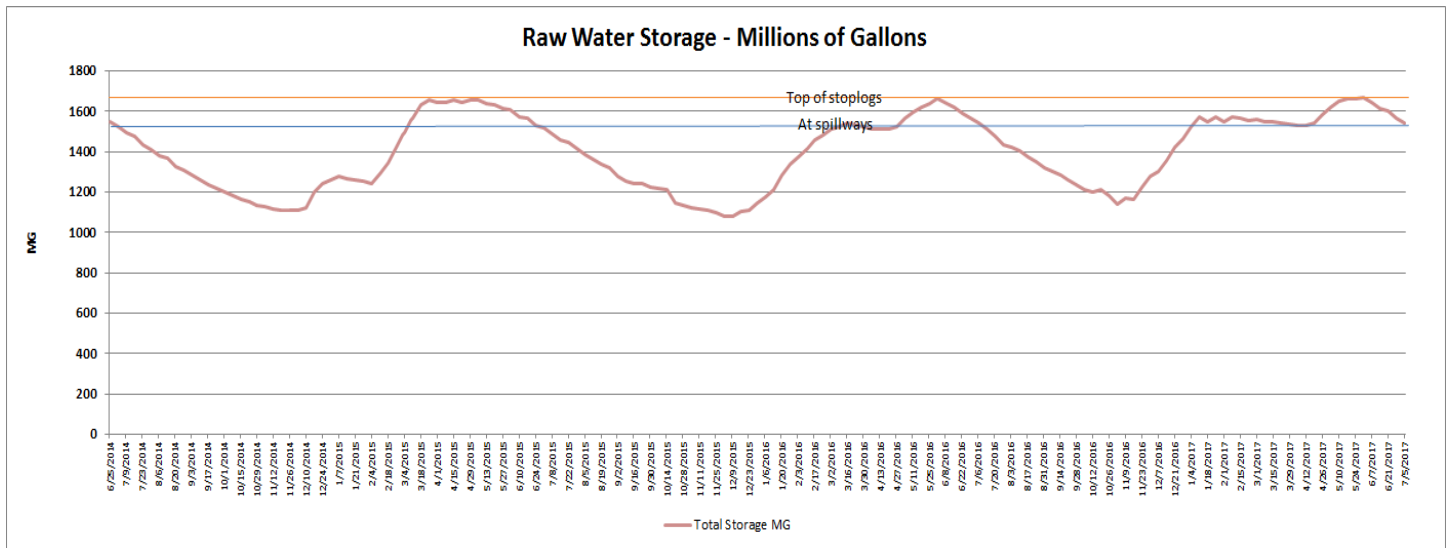
WATER

Plant #1 is set to operate at 1.7 million gallons per day (mgd), averaging 1.32 mgd of production, and Plant #2 is set at 1.0 mgd and averaging 1.0 mgd.

WATER SOURCE OF SUPPLY

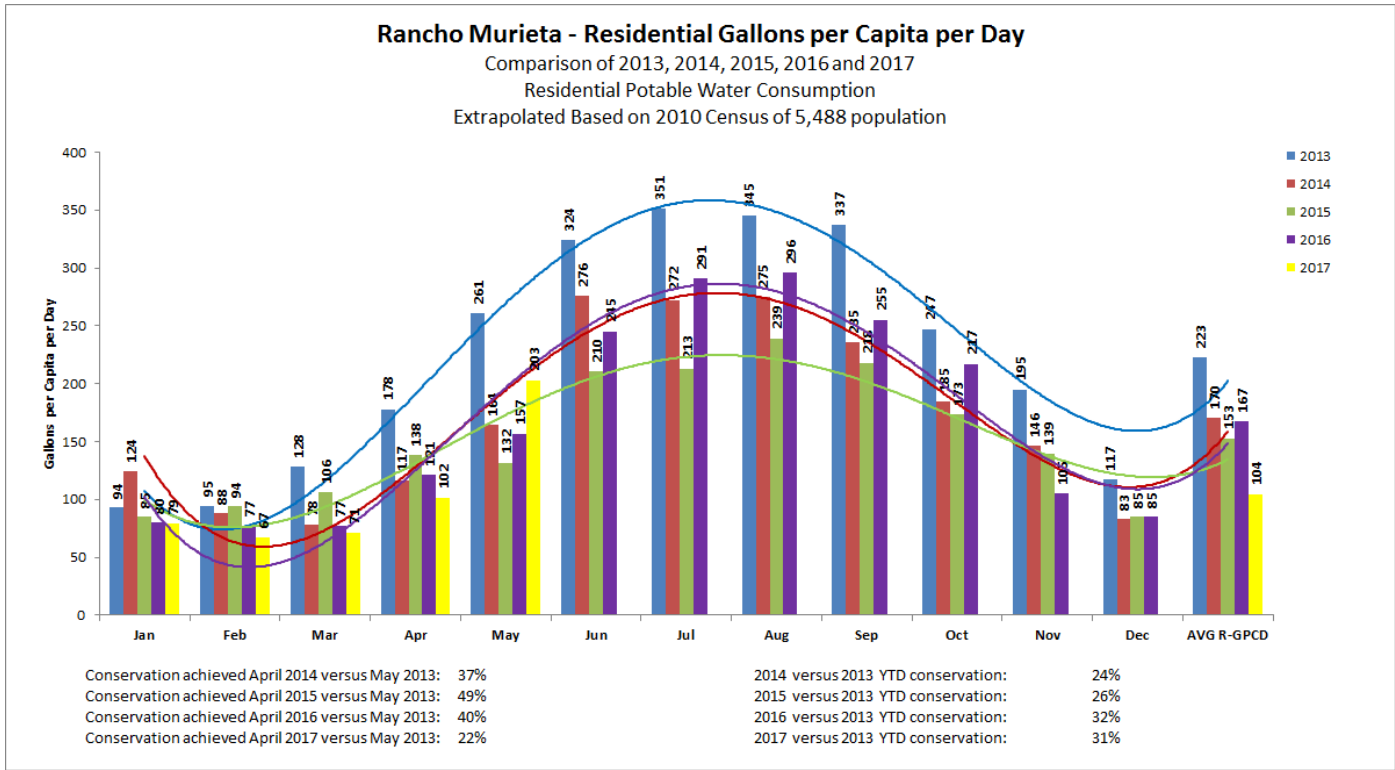
On July 5, 2017, all raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,543 MG (4,736.3 AF) of which 1,379.3 MG (4,233.2 AF) is usable due to dead storage. For Calero and Chesbro Reservoirs alone, storage measured 1,227 MG (3,766 AF), or 1,177 MG (3,313 AF) usable. In June, there was no rainfall and evaporation was 9.05". Chesbro Reservoir is scheduled to have aquatic vegetation harvested from it the week of July 11-14, 2017.

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



CONSERVATION

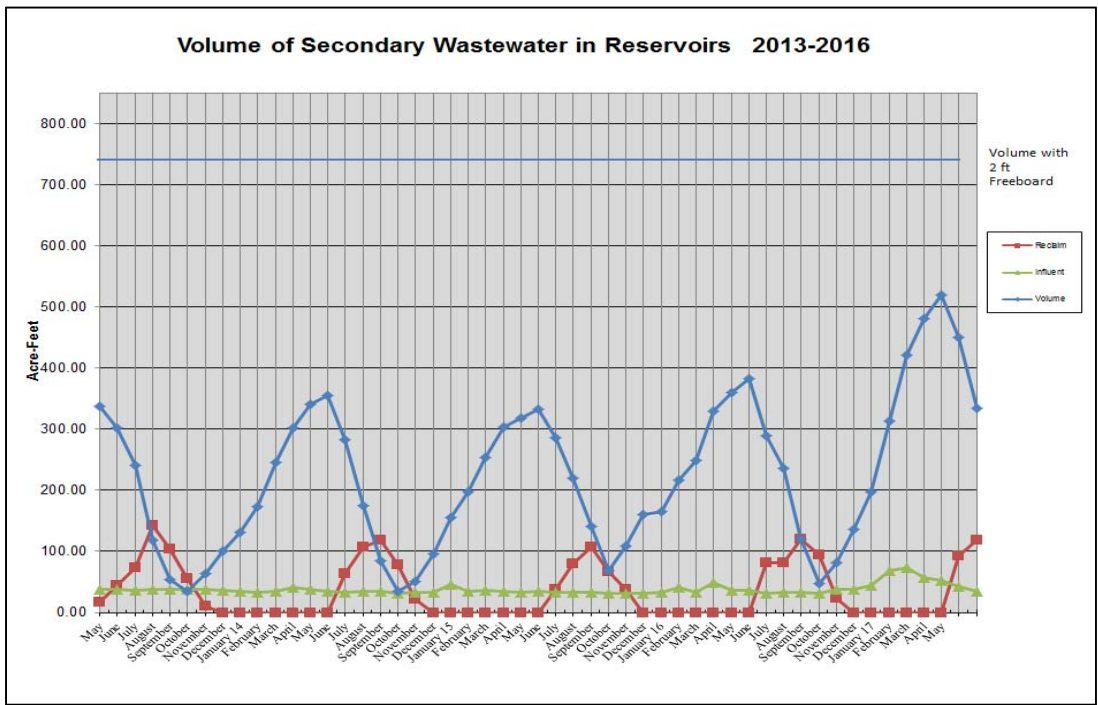
Residential water use has crept up since our drought years to 203 gallons per day per resident, as shown in the graph below. This was to be expected after backing off of our water conservation restrictions as well as the high heat we experienced in June.



WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

Influent wastewater flow averaged 0.385 million gallons a day, for a June total of 11.56 MG, (35.47 AF). This is approximately 150 gpd per sewer connection. The secondary wastewater measured 109.2 MG (335.12 AF) as measured on July 7, 2017.

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



SEWER COLLECTION

For preventative maintenance, Utility staff hydro-cleaned 0.47 miles of sewer collection piping in the areas of Murieta Village and Rio Blanco.

DRAINAGE

Staff treated the shorelines and upper arm areas of Laguna Joaquin for the third time this year for Midge Fly abatement using the pelletized product as requested by members of the community.

WATER METERING AND UTILITY STAFF WORK

No metering work occurred this past month due to the lack of necessary reports from the administration metering system. Seventeen (17) Utility Star reports, three (3) rebate inspections, and nine (9) underground service alerts (USAs) were completed. Utilities staff also repaired three (3) service line water leaks.

SOLAR POWER INSTALLATIONS

Wastewater Treatment Plant Site

Solar City has coordinated a test run of the power interconnect for July 10, 2017 from 8:00 a.m. -10:00 a.m. The final shutdown and interconnection has been schedule for July 18, 2017 from 7:00 a.m. – 3:00 p.m., at which point the site should become active.

Water Treatment Plant Site

The wiring connections and equipment installations are reported to be completed for making the Water Plant Solar Site operable. Solar City will schedule the interconnects with SMUD once they receive the final plans back from the County plan reviewer. The plans are apparently held up by Sacramento County Fire who needs to sign off on all plans and their plan reviewers were on vacation. Also pending is the final fencing of the solar panels which is tentatively scheduled for July 10, 2017. Both sites should be operable by August, 2017.

WELL PROJECT

The well project bid packet was updated and sent out for bids on June 23, 2017 for a period of four (4) weeks. It was also posted in the Sacramento Builder's Exchange and in the Sacramento Bee. This bid packet is to drill one well at the most probable site for water, located on the Anderson Ranch west of the airport and north of the River at a borehole depth of 350'. The District is still in the process of working on obtaining a Right of Entry Agreement or ownership for the site; therefore, the award to the successful bidder will be predicated on that.

STAFFING

Utility staff is still short one (1) utility operator due to a workman's compensation injury as one returned from an injury, another went out. We have made an offer for a temporary utility worker and hope that they will accept and begin shortly.

MEMORANDUM

Date: July 11, 2017
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Lessons Learned from Water Treatment Plant Expansion Project

Water Treatment Plant Expansion Project

I knew that this project was being pushed forward due to time constraints which was going to be, and was, a major issue. Roebbelen's Joel Galleon mirrored my concern prior to putting this project out to bid. With that said, here are some opinions of what could have been done better, in hind-sight. As time was the major limiting factor due to the push by development, most of these lesson learned were not practical at the time. Dealing with the situation we were dealt, I believe the project went relatively well.

- 1) With that said, more time would have been better for all aspects of the project. This was clearly a common issue for the contractors in working with HDR's specifications for the project, which could have been better if more time would have been available. The specifications lacked clarity and detail, and relied on the contractor's to "field route" electrical connections and determine what "means and method's" were needed, which took a lot of their time to figure out vs just completing necessary construction.
- 2) We should have ensured that the GE design was fully completed in conjunction with the HDR specifications with clear integration specifications, and incorporated into the bid package vs being completed in the shop drawing phase.
- 3) Pilot testing of various technologies should have been completed to vet out how the treatment processes performed in all conditions; cold, hot, turbid and clean waters, and weigh the best treatments to meet current and possible future water quality requirements. Only a bench scale pilot was conducted on a microfiltration membrane system around 2003, with no detailed water quality data other than turbidity measured. Total organic carbon (TOC), Soluble organic chemicals (SOCs), Volatile organic chemicals (VOCs), Iron, Manganese, Thiobencarb, etc. should have been tested for removal as well and the best technology rated highest. Our ultrafiltration system does not perform as well as the conventional process for TOC removal. It also does not flow well under cold water conditions when water is denser, causing flow restrictions through the ultrafine pore size.
- 4) Financial resources should have been in place prior to bidding of the project. Contractors dedicate a lot of time and resources when bidding on large projects and scheduling work is critical for them to maintain their businesses. Stringing along a project start and work schedule creates animosity with contractors and strains working relationships which need to be in good standing for communication in getting work done.
- 5) Each contractor expressed that the retrofitting of an existing plant is much more difficult than building a new plant on bare ground. If a new plant was built adjacent to the existing facilities as was originally planned, the existing facilities could have remained in operation without much

interference and prevented the need to rent a temporary facility. This would have saved time for the contractors and District staff, stress on District staff, and money on the project.

- 6) It would have been good to have professionals with water treatment plant construction experience brought in during the design phase of the project to add insight with their previous “lessons learned” to avoid the pitfalls of a major project. In addition, HDR’s design should have been peer reviewed in addition to Roebbelen’s value engineering.
- 7) Despite HDR’s basis of design calling for the ultrafiltration membrane process we now have, I believe it would have been better for the District to build the originally planned Phase III conventional treatment facility, north of the existing facilities where the current solar farm exists. As a conventional facility would operate via gravity from head of flow from the Chesbro reservoir, it would have reduced the need for a lot of pumping we currently have to do, save power, reduce the amount of hazardous chemicals needed for maintaining the membranes, detailed oversight time needed by staff for daily maintenance, and recovery cleaning which is not fully automated and cannot be per the membrane manufacturer, and has a proven and robust treatment process capable with dealing with a wide variety of removals and conditions due to the sedimentation basins. The existing ultrafiltration membrane system is power and labor intensive and generally needs to be fully replaced every 10-20 years.
- 8) Having one primary contractor with previous water treatment plant building expertise overseeing subcontractors with full time construction management vs the construction manager at risk with no water treatment plant experience overseeing five (5) subcontractors would have been more ideal to expedite the project. Communication and understanding of needs would have been better with knowledgeable oversight from an experienced water facility contractor.
- 9) Having one control system integrator would have made the project work better and be completed sooner. Having GE and TESCO with separate control systems has been and continues to be a difficulty. There was a lot of finger pointing and delays as a result of having two (2) control system integrators. As we are still working through control system “bugs” it is difficult to coordinate the two (2) integrators to have a common time to discuss issues.
- 10) Building a closed building around the process vs an open air structure would have been more ideal for the long term viability of the facility. Despite having pointed this out during design, including my concern for birds, it was left out due to potential cost. We later added critically needed bird netting as a change order to the project. Having an open air structure subjects the equipment and controls to ambient conditions, dust, dirt, insects (mud dauber wasps), animals, freezing, heat, etc. We have experienced failures due to freezing and high heat conditions and have had to make changes post project to prevent future failures.
- 11) Extension of the “I” beam railing beyond the existing structure should have been done. For current and future maintenance of pumps, motors, etc. it is going to be difficult to get equipment out of the facility and onto a vehicle to be taken away for servicing.
- 12) We should have made accommodations by supplying additional operations staff. Planned maintenance and projects got put on hold due the high demands to staff time for this project by staff. Alternatively, we should have hired a project manager and project engineer for the duration of the project.

Again, these are hindsight opinions of a project which could have benefited with more time and peer review prior to proceeding. The current facility we have is an excellent facility with top-notch technology, whose ultra-filtration membranes 0.02 micron pore sizes are much finer for straining water vs our older conventional process.



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939
www.saclafco.org

DATE: July 10, 2017

TO: Board of Directors of Independent Special Districts

FROM: Donald Lockhart AICP, Executive Officer
Sacramento Local Agency Formation Commission

RE: **Sacramento LAFCo Nominations for Special District Representation**
Election for: Special District Commissioner Office No. 7, and
Alternate Special District Commissioner for Offices No. 6 & 7

Pursuant to the provisions of Cortese-Knox-Hertzberg (CKH), Section 56332 of the Government Code, the Executive Officer has determined that a meeting of the Special District Selection Committee is not feasible for the purpose of selecting a Special District Commissioner [Office No. 7] and Alternate Special District Commissioner [Office No. 6 & 7] to serve on the Sacramento Local Agency Formation Commission. Based on past experience, due to the size of the Special District Selection Committee, it has been difficult to establish a quorum. Therefore, the business of the Special District Selection Committee will be conducted in writing, as provided in the cited section code.

The Sacramento Local Agency Formation Commission meets on the **first Wednesday of the month at 5:30 P.M.**, Board Chambers, County Administration Center, 700 H Street, Sacramento, California. The Commission meeting is on recess January and July. The term of this office is four years beginning January 1, 2018 thru December 31, 2021.

SPECIAL DISTRICT COMMISSIONER (Office No. 7)

This office is currently held by Gay Jones (SMFS) and will expire on the 31st day of December, 2017.

ALTERNATE SPECIAL DISTRICT COMMISSIONER (for Office No. 6 & 7)

This office is currently held by Paul Green Jr. (RL/E CWD) and will expire on the 31st day of December, 2017.

Please be advised that nominations for the Offices listed above will be accepted starting July 10, 2017 until **September 15, 2017 at 4:00 P.M.** (67 days). You are invited to submit nominations **IN WRITING** to this office: **Sacramento LAFCo; 1112 "I" Street, Suite 100; Sacramento CA 95814.** Nominations not received by 4:00 P.M. on September 15, 2017, will be disregarded and returned to your district.

To be valid, a nomination must be made by a majority vote of the governing board of an Independent Special District in an official meeting of that board and certified by the Secretary or Clerk of the Board. The nominee must be an elected or appointed Independent Special District Officer residing within the County of Sacramento but shall not be members of the legislative body of a city or county [(CKH Section 56332 (c)).



At the end of the nominating period, the Executive Officer will prepare and send, to each Independent Special District, one ballot listing candidates and voting instructions. The ballot will include the names of all nominees submitted for Office No. 7 and Alternate for Office No. 6 & 7. The districts must return the ballots to the Executive Officer by the date specified in the voting instructions, which date will be at least 30 days from the date on which the Executive Officer mailed the ballots to the districts. Any ballot received by the Executive Officer after the specified date shall not be valid. The candidate who receives the most votes will be determined the winner outright. In the event of a tie, there will be a run-off election held in the same format as the initial election. The Executive Officer will announce the results of the election within seven days of the specified date.

If you have questions regarding the election procedure, please contact the LAFCo Clerk of the Commission, Diane Thorpe, at (916) 874-6458.

Very truly yours,

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION



Donald Lockhart, AICP
Executive Officer

cc: LAFCo Commissioners



CONFERENCE/EDUCATION SCHEDULE

Date: July 11, 2017
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)

The Art of the Message

August 15, 2017

Sacramento

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.