



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683  
Office - 916-354-3700 \* Fax - 916-354-2082

### FINANCE COMMITTEE

*(Directors Martin Pohll and Stephen Booth)*

Regular Meeting

July 11, 2024 at 9:00 a.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

#### 1. Call to Order

#### 2. *Information Item* Financial Reports

- Budget to Actuals
  - i. FY23-24

#### 3. *Information Item* FY24-25 CIP List

#### 4. *Information Item* Schedule for Finance Committee Meetings

#### 5. Comments from the Public

#### 6. Director and Staff Comments/Suggestions

#### 7. Adjournment

"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 24 hours prior to a special 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."

In compliance with the Americans with Disabilities Act, if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this teleconference meeting, please contact the District Office at 916-354-3700 or [awilder@rmcsd.com](mailto:awilder@rmcsd.com). Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is July 3, 2024. Posting locations are: 1) District Office; 2) Rancho Murieta Association; 4) Murieta Village Association.

## MEMORANDUM

Date: July 11, 2024  
To: Finance Committee Meeting  
From: Mark Matulich, Director of Finance and Administration  
Subject: Finance Report

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### **FINANCIAL REPORTS:**

In Fiscal Year 23-24, operating revenues exceeded operating expenses by approximately \$74k. Operating revenues are slightly below budget. Cost management is a priority of the District and this is evidenced by YTD operating expenses which are approximately 10% below budget. Savings like this are important to the success of the District and will ultimately help fund capital improvement projects and build reserves.

All the District's operational areas (-i.e. Funds) operated in the black except for the water fund which had an operating loss approximately \$207k after overhead allocations. These operating results present the opportunity for the Board to allocate as much as \$696k in property tax revenues to reserves depending on the actual final payment of property taxes from Sacramento County and final operating results once all expense accruals have been identified.

The remaining budget on CIP projects amounted to approximately \$1.4M as of June 30, 2024.

### **CIP:**

The proposed CIP budget for FY 24-25 is complete and is on the agenda for review and approval to place on the agenda of the July Board meeting for a final vote.





**RANCHO MURIETA COMMUNITY SERVICES DISTRICT**  
**FY 2024-25 Proposed Budget**  
**Capital Improvement Projects**

Project Number	Priority	Project Description	Total Budget	Spending FY 24-25	Spending FY 25-26	Funding Source
<b>Water</b>						
PRIOR YEAR PROJECTS (Carried Over into FY 24-25)						
23-04-01	1	Granlees Safety Improvements	822,000	555,150	-	50% Replacement & 50% Improvement, less SB 170 Funds
23-20-01	2	Integrated Water Master Plan	408,369	25,000	-	Improvement
23-10-01	3	WTP Chlorine to NaOCl replacement	700,000	-	510,000	50% Replacement & 50% Improvement, less SB 170 Funds
23-06-01	4	Rio Oso Improvement Study	61,000	50,000	-	Improvement
PROPOSED PRIORITY PROJECTS FY 24-25						
25-200-01	1	Plant #2 Filter Bed Rehabilitation	275,000	275,000	-	Replacement
25-200-02	2	SCADA Server Replacement	252,000	252,000	-	Replacement
25-200-03	3	Water GIS Updates/CMMS	65,000	65,000	-	Improvement
25-200-04	4	Water Condition Assessment	30,000	30,000	-	Replacement
25-200-05	5	Smart Meter Installation	100,000	100,000	-	50% Replacement & 50% Improvement
<b>Water Total</b>			<b>2,713,369</b>	<b>1,352,150</b>	<b>510,000</b>	
<b>Wastewater</b>						
PRIOR YEAR PROJECTS (Carried Over into FY 24-25)						
23-11-02	1	Lift Station Rehabilitation & Backup Power Project	750,000	475,000	-	75% Replacement & 25% Improvement
23-14-02	2	WWTF Chlorine to NaOCl	1,400,000	1,200,000	-	30% Replacement & 30% Improvement & 30% Water Augmentation, Less SB 170 Funds
PROPOSED PRIORITY PROJECTS FY 24-25						
25-250-01	1	Wastewater GIS Updates/CMMS	65,000	65,000	-	Improvement
25-250-02	2	Wastewater Condition Assessment	30,000	30,000	-	Replacement
<b>Wastewater Total</b>			<b>2,245,000</b>	<b>1,770,000</b>	<b>-</b>	
<b>2024-25 Grand Totals</b>			<b>4,958,369</b>	<b>3,122,150</b>	<b>510,000</b>	

Rancho Murieta Community Services District  
FY 2024-25 Proposed Budget  
Capital Improvement Projects

- 1. Granlees Safety Improvements Project: Proposed Cost: \$555,150**  
This is for the rehab of the Granlees pump station. This is an SB170 Project.
- 2. Integrated Water Master Plan: Proposed Cost: \$25,000**  
This is for any potential cost related to wrapping up the IWMP.
- 3. Rio Oso Improvement Study: Proposed Cost: \$50,000**  
Provide an update on pumping configuration infrastructure to match the needs of the system.
- 4. Water Plant #2 Filter Bed Rehab: Proposed Cost: TBD (Estimated at \$275,000)**  
Explanation: The filter bed system needs to have the media replaced. There are some areas where the porous bottom of the filter has some breakthrough. Also, the filter bridge has started to come off the railing system. The railing system needs to have parts of the metal rail replaced and the wheels on the traveling bridge need to be replaced. Staff are waiting on estimates for this work.
- 5. SCADA Server Replacement: Proposed Cost: \$252,000**  
The SCADA servers at the water plant have reached the point of being obsolete and no longer supported. Also, there has been a loss of functionality that has occurred due to this. The hardware and software are obsolete and need replacement.
- 6. Water GIS/CMMS Updates: Proposed Cost: \$65,000**  
This project is to keep the system accurate and up to date. This will also work in conjunction with the proposed water condition assessment.
- 7. Water Condition Assessment: Proposed Cost: \$30,000**  
This will be used to gather data for the formation of an asset management plan. The asset management plan will better focus infrastructure spending.
- 8. Smart Meter Installation: Proposed Cost: \$100,000**  
This is to further the ease and automation of our meter reading.
- 9. Lift Station Rehab and back-up power project: Proposed Cost \$475,000**  
This is for the purchase and installation of back-up generators for the Cantova and FAA lift stations. It will also be used for the rehab of Alameda and Starter shack liftstations.
- 10. WWTF Chlorine to Hypo conversion : Proposed Cost: \$1,119,000**  
This is for the conversion of the wastewater facility from chlorine gas to sodium hypochlorite bleach.

**11. Wastewater GIS/CMMS Updates: Proposed Cost: \$65,000**

This project is to keep the system accurate and up to date. This will also work in conjunction with the proposed water condition assessment.

**12. Wastewater Condition Assessment: Proposed Cost: \$30,000**

This will be used to gather data for the formation of an asset management plan. The asset management plan will better focus infrastructure spending.

Rancho Murieta CSD  
Finance Committee/Financial Reporting Schedule  
FY 24-25

The Finance Committee will temporarily move to a quarterly schedule in FY 24-25 to allow Staff to focus on catching up on prior year accounting and audits. The following timeline was reported at the June 5<sup>th</sup> Board meeting:

- July meeting: Presentation of FY 23-24 annual financial report.
- October meeting: to present Q1 FY 24-25 results and the FY 21-22 audit;
- January meeting: to present Q2 FY 24-25 results and the FY 22-23 audit;
- April meeting: to present Q3 FY 24-25 results and the FY 23-24 audit.

Beginning with the April 2025 meeting, monthly Finance Committee work will resume with a focus on the FY 25-26 budget.