



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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

AGENDA

(Amended October 16, 2017)

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

REGULAR BOARD MEETING

October 18, 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

Mark Martin	General Manager
Steve Mobley	Interim Security Chief
Paul Siebensohn	Director of Field Operations
Eric Thompson	Controller
Suzanne Lindenfeld	District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

OCTOBER 18, 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. Greg Blazek promoted from Operator in Training to Plant Operator I on September 16, 2017.
 - B. Received Special District Leadership Foundation District Transparency Certificate of Excellence
4. **CLOSED SESSION**
Under Government Code 54957: Public Employee Performance Evaluation of the General Manager.
Under Government Code 54957.6: Conference with designated Labor Negotiator Edward R. Crouse, regarding negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO.
Under Government Code section 54956.8: Conference with Interim General Manager Ed Crouse (as real property negotiator) concerning price and terms of payment relating to groundwater well easement on Sacramento County APN 073-0180-027 and Carol Anderson Ward Trust as the other negotiating party.
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. Approval of Board and Committee Meeting Minutes
 1. September 20, 2017 Regular Board Meeting Minutes
 2. October 2, 2017 Communications & Technology Committee Meeting Minutes
 3. October 3, 2017 Improvements Committee Meeting Minutes
 4. October 3, 2017 Finance Committee Meeting Minutes
 5. October 5, 2017 Security Committee 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. DISCUSSION AND CONSIDERATION REGARDING PROPOSED ACQUISITION OF RANCHO MURIETA COUNTRY CLUB GOLF COURSE AND OTHER ASSETS AND OPEN SPACE AND TRAIL AREAS; RELATED DISCUSSION AND CONSIDERATION OF FINANCING OPTIONS AND DISTRICT'S PARK AND RECREATION POWERS AND OBJECTIVES; POSSIBLE BOARD ACTION TO PROVIDE DIRECTION CONCERNING NEXT STEPS ON PROPOSED ACQUISITION (Discussion/Action) (Motion) (30 min.)**
- 11. RECEIVE PARKS WATER SUPPLY AUGMENTATION AND CAPITAL IMPROVEMENT FEE SUMMARY (Discussion/Action) (5 min.)**
- 12. CONSIDER APPROVAL OF DISTRICT APPOINTMENTS (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)**
 - A. Mark Martin as District Treasurer
 - B. Mark Martin as Regional Water Authority Board Member Representative
 - C. Mark Martin as Sacramento Central Groundwater Authority Representative
 - D. Mark Martin as Designated Labor Negotiator
 - E. Mark Martin as Real Property Negotiator
- 13. CONSIDER APPROVAL OF PROPOSAL FROM WATCHDOG SURVEILLANCE FOR SOUTH GATE CAMERA UP-GRADE (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)**

14. **CONSIDER APPROVAL OF SAFETY CENTER REPAIR COST OVERRUN** (Discussion/Action) **(Motion)**
(Roll Call Vote) (5 min.)
15. **RECEIVE UPDATE ON LAGUNA JOAQUIN** (Discussion/Action) (5 min.)
16. **DISCUSS LONG RANGE PLAN FOR DETENTION BASINS** (Discussion/Action) (5 min.)
17. **CONSIDER SELECTION OF SPECIAL DISTRICT COMMISSIONER AND SELECTION OF ALTERNATE SPECIAL DISTRICT COMMISSIONER FOR THE SACRAMENTO LOCAL AGENCY FORMATION COMMISSION (LAFCO)** (Discussion/Action) **(Motion)** (5 min.)
18. **CONSIDER NOMINATIONS FOR MEMBERSHIP ON SPECIAL DISTRICT ADVISORY COMMITTEE (SDAC)** (Discussion/Action) **(Motion)** (5 min.)
19. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (Discussion/Action) **(Motion)** (5 min.)
20. **REVIEW DISTRICT MEETING DATES /TIMES FOR NOVEMBER 2017**
 - A. Security – November 2, 2017 at 4:00 p.m.
 - B. Communications – November 2, 2017 at 4:30 p.m.
 - C. Improvements – November 7, 2017 at 8:30 a.m.
 - D. Finance – November 7, 2017 at 9:30 a.m.
 - E. Personnel – November 7, 2017 at 10:30 a.m.
 - F. Regular Board Meeting – November 15, 2017 - open session at 5:00 p.m.
21. **CLOSED SESSION**
Under Government Code 54956.8: Real Property Negotiations concerning price and terms of payment relating to - Real Property APN 073-0800-003, 073-0090-062, a Portion of 073-0790-023 Murieta Lakeside Properties, LLC.; 073-0190-006, 073-0190-007, 073-0190-008, 073-0190-009, 073-0190-010, 073-0190-098, 073-0190-109, 073-0790-047, 073-0790-048, 073-0790-035, 073-0790-009, Murieta Club Properties, LLC. Real Property Negotiator: Mark Martin, General Manager.
22. **OPEN SESSION/REPORT ACTION FROM CLOSED SESSION**
23. **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.*
24. **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 October 13, 2017. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

MEMORANDUM

Date: October 11, 2017
To: Board of Directors
From: Suzanne Lindendorf, District Secretary
Subject: Received Special District Leadership Foundation District Transparency Certificate of Excellence

RECOMMENDED ACTION

No action.

BACKGROUND

Since 2013, the California Special District Association's (CSDA) Special District Leadership Foundation has offered a District Transparency Certificate of Excellence for districts that qualify. The purpose of the certification is to promote transparency in the operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts in transparency. The certification is good for two (2) years.

The District applied for and received this certification this year, for the third time. The application process includes an application and a checklist of the various items required. The checklist and certificate are attached.

Announcement and presentation of certificate was done at the CSDA Annual Conference in September 2017.

District Transparency Certificate of Excellence

August 2017– August 2019

This 1st day of August 2017

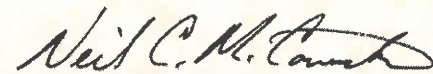
The Special District Leadership Foundation is proud to present this
District Transparency Certificate of Excellence to

Rancho Murieta Community Services District

In recognition of the district's completion of all transparency program requirements
designed to promote transparency in their operations and governance
to the public and other stakeholders.



David Aranda, SDLF Board President



Neil McCormick, SDLF Chief Executive Officer

Special District Leadership Foundation

The Special District Leadership Foundation (SDLF) was formed to provide certification, accreditation and recognition programs to special district elected officials and staff.



All SDLF programs are dedicated to promoting excellence in special district governance and operations throughout California.

**SDLF DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE
DOCUMENT INDEX
for
RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

REQUIREMENTS	REF #	DOCUMENT
BASIC REQUIREMENTS		
Current Ethics Training for all Board Members (GC § 53235) <ul style="list-style-type: none"> • Provide copies of training certificates along with date completed 	1a	<ul style="list-style-type: none"> • Training certificates
Compliance with the Ralph M. Brown Act (GC § 54950 et. al) <ul style="list-style-type: none"> • Provide copy of current policy related to Brown Act compliance • Provide copy of a current meeting agenda (including opportunity for public comment) 	2a	<ul style="list-style-type: none"> • District Policy 2005-6 https://www.ranchohurietacsd.com/2005-district-policies
Adoption of policy related to handling Public Records Act requests <ul style="list-style-type: none"> • Provide copy of current policy 	3	<ul style="list-style-type: none"> • District Policy P2010-01 on website: https://www.ranchohurietacsd.com/2010-district-policies
Adoption of Reimbursement Policy, if district provides any reimbursement of actual and necessary expenses (GC § 53232.2 (b)) <ul style="list-style-type: none"> • Provide copy of current policy 	4	<ul style="list-style-type: none"> • District Policy 2009-07 on website: https://www.ranchohurietacsd.com/2009-district-policies
Annual disclosure of board member or employee reimbursements for individual charges over \$100 for services or products. This information is to be made available for public inspection. "Individual charge" includes, but is not limited to: one meal, lodging for one day, or transportation. (GC § 53065.5) <ul style="list-style-type: none"> • Provide copy of the most recent document and how it is accessible 	5	On our website: https://www.ranchohurietacsd.com/salary-schedules
Timely filing of State Controller's Special Districts Financial Transactions Report - includes compensation disclosure (GC § 53891) <ul style="list-style-type: none"> • Provide copy of most recent filing; SDLF staff will verify that district is not listed on the State Controller's 'non-compliance list' 	6	<ul style="list-style-type: none"> • Special District's Financial Transaction Report on website: http://sco.ca.gov/ard_locinstr_districts_forms.html
Conduct Annual Audits as Required by Law (GC § 26909 and 12410.6) <ul style="list-style-type: none"> • Provide copy of most recent audit and management letter and a description of how/where documents were made available to the public 	7	<ul style="list-style-type: none"> • Annual Audit Report (posted on RMCS D website) https://www.ranchohurietacsd.com/audits-4926320
Other Policies – have current policies addressing the following areas (provide copies of each): <ul style="list-style-type: none"> • Conflict of Interest • Provide Copies of Form 700 for board members and general manager • Code of Ethics/Values/Norms of Board Conduct • Financial Reserves Policy 	8a 8b 8c	<ul style="list-style-type: none"> • District Policy 2005-6 • Done on-line- print out attached • District Policy 2005-6 • District Policy P2016-01

**SDLF DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE
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REQUIREMENTS	REF #	DOCUMENT
WEBSITE REQUIREMENTS		
<p>Maintain a district website with the following items (provide website link; all are required)</p> <ul style="list-style-type: none"> • Names of Board Members and their terms of office to include start and end date • Name of general manager and key staff along with contact information • Election/appointment procedure and deadlines • Board meeting schedule (regular meeting agendas must be posted 72 hours in advance pursuant to Government Code Section 54954.2 (a)(1) and Government Code Section 54956 (a)) • District’s mission statement • Description of district’s services/functions and service area • Authorizing statute/enabling act (Principle Act or Special Act) • Current district budget • Most recent financial audit • Archive of Board meeting minutes for at least the last 6 months • <i>Link to State Controller’s webpages for District’s reported board member and staff compensation</i> • <i>Link to State Controller’s webpages for District’s reported Financial Transaction Report</i> • Reimbursement and Compensation Policy • Home page link to agendas/board packets • SB272 compliance – enterprise catalogs 		<p>www.rmcsd.com</p> <ul style="list-style-type: none"> • https://www.ranchomurietacsd.com/board-of-directors-da3fe77 • http://www.ranchomurietacsd.com/contact-us • http://www.ranchomurietacsd.com/board-of-directors-da3fe77 <ul style="list-style-type: none"> • http://www.ranchomurietacsd.com/district-meetings • http://www.ranchomurietacsd.com/ • http://www.ranchomurietacsd.com/about-the-district • http://www.ranchomurietacsd.com/about-the-district • http://www.ranchomurietacsd.com/finances • http://www.ranchomurietacsd.com/finances • http://www.ranchomurietacsd.com/district-meetings • http://www.ranchomurietacsd.com/salary-schedules • http://www.ranchomurietacsd.com/finances • Policy 2009-07 http://www.ranchomurietacsd.com/2009-district-policies • http://www.ranchomurietacsd.com/ • http://www.ranchomurietacsd.com/sb-272-enterprise-system-catalog
<p>Website also must include at least 4 of the following items:</p> <ul style="list-style-type: none"> • Post Board Member ethics training certificates • Picture, biography and email address of board members • Last 3 years of audits • Financial Reserves Policy • Online/downloadable Public Records Act request form • Audio or video recordings of board meetings • Map of district boundaries/service area • Link to California Special Districts Association mapping program • Most recent Municipal Service Review (MSR) and Sphere of Influence (SOI) studies (full document or link to document on another site) • Link to www.districtsmakethedifference.org site or a general description of what a special district is • Link most recently filed to FPPC forms • Machine readable/searchable agendas (required in 2019) 		<ul style="list-style-type: none"> • http://www.ranchomurietacsd.com/finances • http://www.ranchomurietacsd.com/2016-district-policies (Policy 2016-01) • http://www.ranchomurietacsd.com/public-records-request • http://www.ranchomurietacsd.com/2017-board-meetings-7ac1ff6 • http://www.ranchomurietacsd.com/about/index.php • http://www.ranchomurietacsd.com/about/index.php • http://www.ranchomurietacsd.com/district-services

**SDLF DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE
DOCUMENT INDEX
for
RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

REQUIREMENTS	REF #	DOCUMENT
OUTREACH/BEST PRACTICES REQUIREMENTS		
Must complete at least 2 of the following items:		
<p>Regular district newsletter or communication (<i>printed and/or electronic</i>) that keeps the public, constituents and elected officials up-to-date on district activities (<i>at least twice annually</i>)</p> <ul style="list-style-type: none"> • Provide copy of most recent communication and short description on the frequency of the communication, how it's distributed and to whom 	9	<ul style="list-style-type: none"> • The Pipeline Newsletter sent out monthly with billing. Also linked on our website and included in the welcome letters to new residents. http://www.ranchomurietacsd.com/2017-pipeline
<p>Community notification through press release to local media outlet announcing upcoming filing deadline for election and process for seeking a position on the district board, prior to that election (<i>or prior to the most recent deadline for consideration of new appointments for those districts with board members appointed to fixed-terms</i>)</p> <ul style="list-style-type: none"> • Provide copy of the press release (and the printed article if available) 		
<p>Complete salary comparison/benchmarking for district staff positions using a reputable salary survey (<i>at least every 5 years</i>)</p> <ul style="list-style-type: none"> • Provide brief description of the survey and process used as well as the general results 		
<p>Special Community Engagement Project</p> <ul style="list-style-type: none"> • Designed and completed a special project promoting community engagement with the district (potential projects may be broad in nature or focus on specific issues such as rate-setting, recycled water, identifying community needs, etc.) • Submit an overview of the community engagement project, reviewing the process undertaken and results achieved 		
<p>Hold annual informational public budget hearings that engage the public (<i>outreach, workshops, etc.</i>) prior to adopting the budget</p> <ul style="list-style-type: none"> • Provide copy of most recent public budget hearing notice and agenda 	10	<ul style="list-style-type: none"> • Notice of public hearing (Prop 218 notice), meeting agenda
<p>Community Transparency Review The district would be required to obtain a completed overview checklist from at least 2 of the following individuals (<i>the district may choose to conduct the overview with these individuals simultaneously or separately</i>):</p> <ul style="list-style-type: none"> • Chair of the County Civil Grand Jury • Editor of a reputable local print newspaper (only one may count toward requirement) • LAFCO Executive Officer • County Auditor-Controller • Local Legislator (only one may count toward requirement) • Executive Director or President of local Chamber of Commerce • General Manager of a peer agency (special district, city or county) 		



**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING**

September 20, 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 4:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Mark Pecotich, Morrison Graf, Les Clark, and John Merchant. Director Gerald Pasek was absent. Also, present were Edward R. Crouse, Interim General Manager; Steven Mobley, Interim Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel.

2. ADOPT AGENDA

Motion/Clark to adopt the agenda. Second/Graf. Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.

3. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATION, AND KUDDOS

Patrol Officer Jeff Werblun was promoted to Patrol Sergeant, effective September 1, 2017.

4. BOARD ADJOURNED TO CLOSED SESSION AT 4:03 P.M. TO DISCUSS THE FOLLOWING ITEM:

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

Under Government Code 54957.6: Conference with designated Labor Negotiator Edward R. Crouse, regarding negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO.

Under Government Code section 54956.8: Conference with General Manager Ed Crouse (as real property negotiator) concerning price and terms of payment relating to groundwater well easement on Sacramento County APN 073-0180-027 and Carol Anderson Ward Trust as the other negotiating party.

5. BOARD RECONVENED TO OPEN SESSION AT 5:00 P.M. AND REPORTED THE FOLLOWING:

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

*Under Government Code 54957.6: Conference with designated Labor Negotiator Edward R. Crouse, regarding negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO. **Nothing to report.***

Under Government Code section 54956.8: Conference with General Manager Ed Crouse (as real property negotiator) concerning price and terms of payment relating to groundwater well easement on Sacramento County APN 073-0180-027 and Carol Anderson Ward Trust as the other negotiating party.

Nothing to report.

6. COMMENTS FROM THE PUBLIC

None.

7. CONSENT CALENDAR

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

8. STAFF REPORTS

Under Agenda Item 8A, President Pecotich stated that the new General Manager will interview and hire the new Security Chief.

Under Agenda Item 8B, Director Clark suggested listing the CIP fund separately in the report.

Under Agenda Item 8D Director Graf asked about the trash provision for the MS4 Permit. Paul Siebensohn, Director of Field Operations, stated that it is regarding drainage.

9. CORRESPONDENCE

Paul Siebensohn, Director of Field Operations, received a thank you note from resident Jeff Stanger.

10. CONSIDER ADOPTION OF RESOLUTIONS R2017-10 IN HONOR OF MICHAEL SCARZELLA, SECURITY PATROL SERGEANT

Motion/Merchant to adopt Resolution R2017-10 in honor of Michael Scarzella, Security Patrol Sergeant. **Second/Graf. Roll Call Vote; Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

11. PRESENTATION FROM GREG VORSTER, GENERAL MANAGER, RANCHO MURIETA ASSOCIATION, REGARDING RANCHO MURIETA'S MASTER TRAIL PLAN

Greg Vorster, General Manager of Rancho Murieta Association (RMA) gave a presentation regarding the Rancho Murieta Master Trail Plan. The Trail Plan proposed by RMA incorporates 17.5 miles of natural dirt trails and 6.5 miles of paved off-street trails. The RMA proposed Master Trail Plan would replace Exhibit E from the Park Development Agreement. Since Rancho Murieta is a private community, the ADA requirements are not required. A question and answer period followed.

George Phillips, Attorney, Rancho Murieta North, stated that the community needs to provide input before moving forward with the trail plan.

President Pecotich thanked RMA and Rancho Murieta North for all the work done improving the trail plan from the original plan. President Pecotich feels clarification is needed regarding who can access the trails, security and security fees, construction responsibility, maintenance, trail specifications, easements, and type of trail needs to be defined. President Pecotich feels public input is very important.

Betty Ferraro commented on her concern that Murieta South is not being included in the trail plan.

Linda Kline stated that she agrees with the need for community input before going forward and that she feels that a "road trail" is not really a trail.

John Weatherford suggested RMA, the District, and Developers create a "checklist" of items to get community input. President Pecotich agreed.

Motion/Graf to create an ad hoc committee of two (2) representatives from the District, RMA, and developers to create a checklist. Richard Shanahan, District General Counsel, recommended that the committee consist of just two (2) Directors from the District that will work with the RMA and the developer regarding creating a checklist.

Amended Motion/Graf to create an ad hoc committee of two (2) Directors from the District to work with RMA and developers to create a checklist. Second/Clark. Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.

By consensus, the Board agreed to appoint President Pecotich and Director Clark as the members of the ad hoc committee.

12. RECEIVE UPDATE ON LAGUNA JOAQUIN AND DETENTION BASINS

Edward R. Crouse, Interim General Manager, gave a brief update on efforts to clean up Laguna Joaquin. The District, RMA and developer representative have been meeting weekly to come up with a short-term fix and will continue meeting to develop a long-term fixes and maintenance agreements.

President Pecotich stated that he is very thankful and please that the District, RMA and developers were so quick to respond and work together. Once the current issue with Laguna Joaquin in taken care of, then the long-term fixes and maintenance for all the basins in the community need to be addressed equally.

Director Merchant suggested putting signs up directing people to wash their hands after contact with the water and/or fish.

Larry Shelton commented that the focus is on Laguna Joaquin due to the major fish kill.

Betty Ferraro suggested that the District and RMA notify the homeowners that will be affected by the work scheduled to be done at Laguna Joaquin. MTI should be included in the meetings.

John Folk thanks President Pecotich and Paul Siebensohn for all the work they have done regarding Lost Lake.

Steve Hadet stated that maintenance of Lost Lake needs to be increased.

Director Clark stated that funding for the drainage in the community comes from a tax, which is limited on how much of an increase is allowed each year.

13. WATER SUPPLY AUGMENTATION AND CAPITAL IMPROVEMENT FEE STUDY UPDATE AND ORDINANCE AMENDING COMMUNITY FACILITIES FEES – PRESENTATION BY COASTLAND ENGINEERING

Director Clark recused himself from this item due to a possible conflict of interest on advice of District Legal Counsel. Director Clark left the room.

Dane Schilling and Mark Fernandez, Coastland Engineering, gave a brief presentation on the Water Supply Augmentation and Capital Improvement Fee Study Update. Topics covered include prior efforts, existing fee account balances, Administration Capital Fee distribution, anticipated costs, adjusted balance summary, development summary, proposed projects, dual benefit projects, and proposed fees. A question and answer period followed.

John Sullivan asked what the final date is for submitting comments on the report. After a discussion, the Board agreed to allow Mr. Sullivan to submit his comments by the October 3, 2017 Improvements Committee meeting.

14. CONSIDER APPROVAL OF CONTRACT WITH D. MARTINEZ CONSTRUCTION FOR REPAIRS TO THE JAMES L. NOLLER SAFETY CENTER

Steve Mobley, Interim Security Chief, gave a brief summary of the recommendation to approve the proposal from D. Martinez for repairs to the James L. Noller Safety Center.

Motion/Clark to approve the proposal from D. Martinez Construction for repairs to the James L. Noller Safety Center in an amount not to exceed \$16,154 plus a ten percent (10%) contingency. Funding to come from Security Reserves. **Second/Merchant. Roll Call Vote; Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

15. CONSIDER APPROVAL OF CONTRACT WITH MOTOROLA SOLUTIONS FOR THE PURCHASE OF MOTOROLA PORTABLE RADIOS FOR THE SECURITY DEPARTMENT

Steve Mobley, Interim Security Chief, gave a brief summary of the recommendation to approve the proposal from Motorola Solutions for five (5) new Motorola APX-1000 portable radios and their desktop charging stations.

Motion/Graf to approve the purchase of five (5) new Motorola APX-1000 portable radios and their desktop charging stations from Motorola Solutions, in an amount not to exceed \$12,376.27, including tax. Funding to come from the Security Replacement Reserves. **Second/Clark. Roll Call Vote; Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

16. CONSIDER APPROVAL OF EMERGENCY WELL AGREEMENT AND EASEMENT

Motion/Pecotich to table this item. **Second/Merchant. Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

17. CONSIDER ACCEPTANCE OF APPARENT LOW BID AND CONSIDER CONTRACT AWARD TO BRADLEY & SONS, INC., FOR THE EMERGENCY WELL PROJECT

Motion/Pecotich to table this item. **Second/Merchant. Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

18. CONSIDER APPROVAL OF GENERAL MANAGER EMPLOYMENT AGREEMENT WITH MARK MARTIN

Motion/Pecotich to approve the proposed General Manager Employment Agreement with Mark Martin, effective September 30, 2017. **Second/Clark. Roll Call Vote; Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

Edward R. Crouse, Interim General Manager, stated that the District is planning a Meet the New General Manager Open House for the beginning of October.

19. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

Motion/Clark to approve Paul Siebensohn to attend the American Water Works Association (AWWA) Fall Conference in Reno Nevada. **Second/Merchant. Ayes: Pecotich, Graf, Clark, Merchant. Noes: None. Absent: Pasek. Abstain: None.**

20. REVIEW SEPTEMBER BOARD/COMMITTEE MEETING DATES/TIMES

No discussion.

21. DIRECTOR COMMENTS AND SUGGESTIONS

Paul Siebensohn, Director of Field Operations, stated a notice would be going out regarding work that is going to be done around Basin 5. The two (2) Plant Operators that went to the Conference in Las Vegas stated that they learned a lot and would be able to apply learned knowledge to our new water facility.

Eric Thompson, Controller, stated after reviewing the SMUD bills, the solar power appears to be saving the District about 90% on the electric bill.

Steve Mobley, Interim Security Chief, stated that job offers are out for a Patrol Officer and a Gate Officer. The ABDI live registration program rolled out over the weekend, earlier than planned. Residents seem to like it.

Director Merchant asked about the Security Assessment Report. Suzanne Lindenfeld, District Secretary, stated that Brandon Kehl had an unexpected death in the family and has been out of the office. He is planning to be back in on Friday and will get back to me on the status then.

Director Clark commented that funding for the drainage in the community comes from a tax, which is limited on how much of an increase is allowed each year. The only way to increase the amount is to go out to vote.

President Pecotich asked about the status of the Security Concerns meetings. Edward R. Crouse, Interim General Manager, stated that District staff would be meeting with RMA staff next week.

22. ADJOURNMENT

Motion/Clark to adjourn at 7:59 p.m. Second/Graf Ayes: Pecotich, Graf, Clark, and Merchant. Noes: None. Absent: Pasek. Abstain: None.

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: October 3, 2017
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: October 2, 2017 Communication & Technology Committee Meeting Minutes

1. CALL TO ORDER

Director Pecotich called the meeting to order at 4:00 p.m. Present were Directors Pecotich and Merchant. Present from District staff were Mark Martin, General Manager; Paul Siebensohn, Director of Field Operations and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. DISCUSS RESIDENT CUSTOMER SATISFACTION SURVEY

Director Pecotich gave a brief summary of the options available to develop customer service benchmarks both internal and external. After a discussion, the Committee agreed to hold off on the at this time and to go forward with developing internal benchmarks first.

4. DISCUSS EMERGENCY RESPONSE PLAN

After a brief discussion, the Committee agreed to have the District's General Manager, Mark Martin, contact Rancho Murieta Association's (RMA) General Manager, Greg Vorster, to discuss the CodeRED service the District currently has and RMA is looking to get.

5. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Director Merchant suggested the staff create a video showing how to use the new program to update your visitor list.

6. ADJOURNMENT

The meeting was adjourned at 5:22 p.m.

MEMORANDUM

Date: October 3, 2017
To: Board of Directors
From: Improvements Committee Staff
Subject: October 3, 2017 Improvements Committee Meeting Minutes

1. CALL TO ORDER

Director Graf called the meeting to order at 8:30 a.m. Present were Directors Graf and Clark. Present from District staff were Mark Martin, General Manager; Edward R. Crouse, Interim Assistant General Manager; Steve Mobley, Interim Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. PUBLIC COMMENT

None.

3. MONTHLY UPDATES

CIA Ditch Project

The CIA ditch was shut down for approximately one (1) week to allow a repair to be made to the new headwall structure for the entrance of the ditch flow into a new pipe along the Murieta Gardens project. This was needed as flow from the ditch was seeping around the previous headwall and flowing along the gravel that was backfilled along the outside of the pipe. This new fix extended the headwalls outward into the side bank and below the headwall bottom to channel ditch flows more directly into the pipe. The ditch is back in service at approximately half flow to the Equestrian Center and Ranch.

The Greens Neighborhood Park

Work is continuing for the park installation. It appears that the work will be completed before the rainy season arrives. Staff will work with Ranch Murieta Association (RMA) on erosion protection to winterize the site.

Development

The Retreats East & North

The Developer has separated out the Retreats East project to make it a separate project to move forward while putting the Retreats North on hold. District contract engineer, Coastland Engineering, has reviewed and provided fairly minor comments back to the project's engineer on August 11, 2017. So far no response has been received.

The Murieta Gardens - Murieta Marketplace

The improvement plans have been completed and are being drafted up for Coastland's signature on behalf of the District. A schedule of the project has been requested.

The Murieta Gardens II – Subdivision

Paul Siebensohn reported that he met with the project engineer and Coastland to discuss the downstream impacts of the project on the sewer collection system and drainage system. As a result of the meeting he provided information for the Cantova sewer pumping station and the FAA stormwater pumping station to the project engineer.

Rancho Murieta North Development Project

Nothing new to report.

FAA Business Park

Nothing new to report.

Solar Power

Wastewater Treatment Plant Site

The site is active and producing power which supplies the wastewater facility, the administration office, and the Field Operations warehouse.

Water Treatment Plant Site

The interconnection between the solar arrays and the water plant switchgear was completed August 29, 2017. Solar City is still waiting for a sign off of the as-built plans for the project which then allows a request for the installation of a SMUD meter and approval letter from SMUD which should be forthcoming in the next few weeks. The permanent fencing for the project is up with the gates being completed this week.

Emergency Well Project

Proceeding with the construction of the well is on hold while the General Manager negotiates a use agreement with the landowner. In the meantime, Paul has contacted the low bidder for the project, Bradley & Sons, to confirm that they'll be able to hold their bid price through the end of September which they verbally confirmed. It is hopeful that the Regional Water Authority is able to get another extension to our grant for this project to extend the project until the end of June 2018.

Laguna Joaquin

District staff has been lowering the level of Laguna Joaquin, by opening the drain valve at the dam, to allow Rancho Murieta Association (RMA) staff and District staff to complete various cleanup projects.

4 Park Via Del Cerrito Drainage

Staff has begun removing the pipe on the discharge end of the culvert that runs under 4 Park Via Del Cerrito. Staff still needs to complete the sloping of the ditch, some additional compaction work, and place rock at the exit of the culvert to finish putting it back to its original design.

4. WATER SUPPLY AUGMENTATION AND CAPITAL IMPROVEMENT FEE STUDY

John Sullivan commented on his concerns regarding the allocation of projected costs for the Capital Improvement Fee update and for the overall Water Supply Augmentation Fee. After a discussion, the Committee directed staff and Coastland Engineering to review the list of concerns Mr. Sullivan provided to the Committee.

6. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

None.

7. ADJOURNMENT

The meeting was adjourned at 9:36 a.m.

MEMORANDUM

Date: October 3, 2017
To: Board of Directors
From: Finance Committee Staff
Subject: October 3, 2017 Finance Committee Meeting Minutes

1. CALL TO ORDER

Director Pasek called the meeting to order at 9:38 a.m. Present were Directors Pasek and Merchant. Present from District staff were Mark Martin, General Manager; Edward R. Crouse, Interim Assistant General Manager; Steve Mobley, Interim Security Chief; Paul Siebensohn, Director of Field Operations; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. RECEIVE AUDIT UPDATE

Eric Thompson, Controller, gave a brief update. Larry Bain, CPA, our auditor, was out September 5 - 8, 2017 for fieldwork. He does not anticipate any more fieldwork as he feels he can call for additional information, if needed. His first take was it all looks well and everything ties out. He hopes to complete the draft audit in time for the November Finance Committee meeting, although the OPEB actuarial study may delay the audit completion.

4. RECEIVE OPEB/GASB 45 UPDATE

Eric Thompson gave a brief update on the audit. Based on an email from Joshua Clement with Nicolay Consulting, our GASB 45 valuation should be done by Friday October 13, 2017. This information has been conveyed to our Auditor who needs the information contained in the GASB 45 Valuation in order to finalize their audit work.

5. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

No comments.

6. ADJOURNMENT

The meeting was adjourned at 9:53 a.m.

MEMORANDUM

Date: October 5, 2017
To: Board of Directors
From: Security Committee Staff
Subject: October 5, 2017 Security Committee Meeting Minutes

1. CALL TO ORDER

Director Clark called the meeting to order at 4:00 p.m. Present was Director Clark. Director Pecotich was absent. Present from District staff were Mark Martin, General Manager; Edward R. Crouse, Interim Assistant General Manager; Steve Mobley, Interim Security Chief; Eric Thompson, Controller; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

Currently there is one Security Patrol Officer and one (1) Security Chief position open. We hired a new Gate Officer and Patrol Officer this month. The Patrol Officer worked for us briefly as a Patrol Officer back in 2006, before leaving to join the US Army.

The District now has a program, **GATEACCESS.NET**, which allows residents to access/manage their own guest/visitor lists without having to call the Gate Officer. Residents so far have been very pleased with this new convenient and user-friendly program.

The District Board approved purchase of new portable radios and Safety Center repairs. The radios have been ordered and received. The Safety Center building repairs have begun.

The District's dog kennel/holding repairs have been completed. A newly donated Dogloo replaced the broken/destroyed doghouse and a new tarp (roof) replaced the rotted tarp.

Incidents of Note

Interim Chief Mobley gave brief overview of the incidents of note for September 2017.

RMA Citations/Admonishments

No discussion.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

No discussion.

Contract Security

Paladin Security has been unresponsive to our requests to discuss temporary fill-in gate officer positions during vacation and extended absences, to lessen overtime, as well as maintain a consistent back-up source.

We are considering a different private security firm, First Security, who has provided us with proposal. The training costs and hourly rate/compensation to be negotiated.

Security Concerns Meeting

On September 26, 2017 RMA and District staff met and discussed future HOA/gate access/citation routing and compliance issues related to current and future planned development. This was the second meeting and all topics were conceptual and exploratory only. The RMA is in the process of updating the Gate Access Policy. It was deemed to be a positive meeting and another staff level meeting is planned for next month.

Security Assessment Report

The Draft report will be sent over by the close of business today.

4. REVIEW PROPOSAL FOR SOUTH GATE CAMERA UPGRADE

Interim Chief Mobley gave a brief summary on the recommendation to approve the purchase of the new South Gate camera system with license plate recognition. **This item will be on the September 20, 2017 Board of Directors' Meeting Agenda.**

Once installed, staff will work with ABD to integrate both the north and south gate the camera systems into the ABDI system.

5. INCIDENT MAPPING DISCUSSION

Director Clark stated that the purpose for a mapping system is to track incidents/problem areas within the community. Interim Chief Mobley stated that at the current time, it is not cost effective but will look into systems for use in the future.

6. DIRECTOR & STAFF COMMENTS

Interim Chief Mobley will be on vacation from October 9 to 30, 2017.

7. ADJOURNMENT

The meeting adjourned at 4:34 p.m.

MEMORANDUM

Date: October 11, 2017
To: Board of Directors
From: Eric Thompson, Controller
Subject: Bills Paid Listing

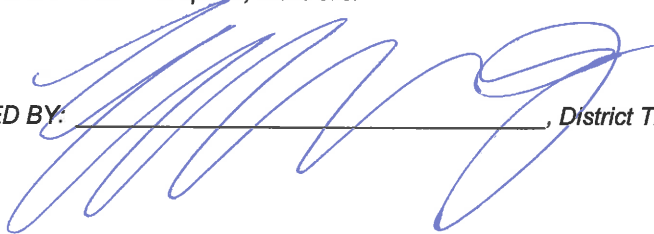
Enclosed is the Bills Paid Listing Report for **September 2017**. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

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>
Cooperative Personnel Services	GM Recruitment	\$ 5,150.08	Operating Expense
Chemline Plastics Limited	Repairs & Maintenance	\$ 6,160.77	Operating Expense
U.S. Bank Corp. Payment System	Fuel & Supplies	\$ 6,473.80	Operating Expense
Kennedy/Jenks Consultants, Inc	Recycled Water Program Report	\$ 11,442.50	Water Augmentation Reserves
Holt of California	Repairs & Maintenance	\$ 18,319.09	Operating Expense
Galt Pipe Company	CIA Ditch Repairs	\$ 27,323.20	Operating Expense / CIA Reimbursement
Sierra Chemical Co.	Chemicals	\$ 5,097.34	Operating Expense
Chemtrade Chemicals US LLC	Chemicals	\$ 5,147.68	Operating Expense
D. Martinez Construction	Safety Center Repairs	\$ 6,154.00	Replacement Reserves
Folsom Lake Fleet Services	Vehicle Service #812	\$ 7,008.30	Operating Expense
Cobot Norit Americas Inc	Chemicals	\$ 7,370.34	Operating Expense
Cisco Air Systems, Inc	Repairs & Maintenance	\$ 8,733.01	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services	\$ 11,695.82	Operating Expense
APS Environmental	Repairs & Maintenance	\$ 18,420.00	Operating Expense

<u>Vendor</u>	<u>Project / Purpose</u>	<u>Amount</u>	<u>Funding</u>
S.M.U.D.	Purchased Power	\$ 22,945.81	Operating Expense
California Waste Recovery Systems	Solid Waste Monthly Contract	\$ 46,886.33	Operating Expense

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  _____, District Treasurer

Rancho Murieta Community Services District

Bills Paid Listing for September 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32565	9/1/2017	AT&T	\$55.00	Monthly Internet Bill
CM32566	9/1/2017	Guardian Life Insurance	\$5,346.66	Payroll
CM32567	9/1/2017	Vision Service Plan (CA)	\$427.17	Payroll
EFT	9/1/2017	CalPERS	\$36,186.94	Payroll
EFT	9/1/2017	CalPERS	\$700.00	Payroll
EFT	9/7/2017	EFTPS	\$63.79	Payroll
EFT	9/7/2017	EDD	\$34.34	Payroll
CM32568	9/8/2017	A Leap Ahead IT	\$4,639.68	IT Support
CM32569	9/8/2017	American Family Life Assurance Co.	\$506.60	Payroll
CM32570	9/8/2017	Apple One Employment Services	\$189.60	Contract Staffing - Admin
CM32571	9/8/2017	Applications By Design, Inc.	\$225.00	IT Support - Security
CM32572	9/8/2017	Aramark Uniform & Career Apparel, LLC	\$79.70	Uniforms - Water
CM32573	9/8/2017	Aramark Uniform & Career Apparel, LLC	\$220.66	Uniform Service - Water
CM32574	9/8/2017	Borges & Mahoney	\$943.50	Repairs & Maintenance
CM32575	9/8/2017	Brower Mechanical, Inc	\$572.00	Repairs & Maintenance
CM32576	9/8/2017	California State Disbursement Unit	\$52.15	Payroll
CM32577	9/8/2017	Caltronics Business Systems	\$634.65	Office Supplies
CM32578	9/8/2017	CareerTrack	\$199.00	Training & Safety
CM32579	9/8/2017	Chemline Plastics Limited	\$6,160.77	Repairs & Maintenance
CM32580	9/8/2017	Chrysler Capital	\$156.80	Security Vehicle Lease #222
CM32581	9/8/2017	Cisco Air Systems, Inc	\$2,700.87	Repairs & Maintenance
CM32582	9/8/2017	Cooperative Personnel Services dba CPS HR C	\$5,150.08	GM Recruitment
CM32583	9/8/2017	Capital One Commercial	\$1,128.70	Supplies
CM32584	9/8/2017	County of Sacramento	\$69.00	Preemployment Screening
CM32585	9/8/2017	Dave Bunfill (DBA) Dave Bunfill Blacktop S	\$4,000.00	Repairs & Maintenance
CM32586	9/8/2017	Dunn Environmental, Inc.	\$1,560.00	Augmentation Well
CM32587	9/8/2017	Empire Insignias	\$389.00	Uniforms - Security
CM32588	9/8/2017	Eurofins Eaton Analytical, Inc.	\$325.00	Water Testing - Laguna Juaquin
CM32589	9/8/2017	Express Office Products, Inc.	\$603.15	Office Supplies
CM32590	9/8/2017	Fastsigns #60601	\$226.59	Vehicle Service #222
CM32591	9/8/2017	Franchise Tax Board	\$50.00	Payroll
CM32592	9/8/2017	Gallery & Barton	\$119.60	Legal Services
CM32593	9/8/2017	Galls/Quartermaster	\$175.79	Uniforms - Security
CM32594	9/8/2017	Galt Pipe Company	\$27,323.20	CIA Ditch Repairs
CM32595	9/8/2017	Hach Company	\$2,593.22	Chemicals
CM32596	9/8/2017	Holt of California	\$18,319.09	Repairs & Maintenance
CM32597	9/8/2017	Kennedy/Jenks Consultants, Inc.	\$11,442.50	Recycled Water Program Report
CM32598	9/8/2017	Koff & Associates	\$3,125.00	Compensation Analysis
CM32599	9/8/2017	KWA Safety & Hazmat Consultants, Inc.	\$870.00	Training & Safety
CM32600	9/8/2017	Legal Shield	\$31.26	Payroll

Rancho Murieta Community Services District

Bills Paid Listing for September 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32601	9/8/2017	Norcal Parts dba Lodi Truck and Equipment	\$2,229.52	Repairs & Maintenance
CM32602	9/8/2017	MW Management Group	\$620.42	Conservation
CM32603	9/8/2017	Nationwide Retirement Solution	\$1,342.00	Payroll
CM32604	9/8/2017	Operating Engineers Local Union No. 3	\$594.55	Payroll
CM32605	9/8/2017	Peopleready	\$4,016.25	Contract Staffing - Water
CM32606	9/8/2017	Bradley Plantz	\$100.00	Conservation
CM32607	9/8/2017	R&S Overhead Doors and Gates of Sacramento	\$305.00	Repairs & Maintenance
CM32608	9/8/2017	Rancho Murieta Ace Hardware	\$72.69	Supplies
CM32609	9/8/2017	Santander Leasing	\$240.00	Security Vehicle Lease #221
CM32610	9/8/2017	Siemens Energy, Inc.	\$1,527.90	Repairs & Maintenance
CM32611	9/8/2017	Sierra Chemical Co.	\$1,808.30	Chemicals
CM32612	9/8/2017	Sierra Office Supplies	\$68.96	Office Supplies
CM32613	9/8/2017	Socius 1, LLC	\$3,269.64	IT Support - Annual
CM32614	9/8/2017	TASC	\$98.07	Payroll
CM32615	9/8/2017	Tesco Controls, Inc.	\$3,500.00	Repairs & Maintenance
CM32616	9/8/2017	U.S. Bank Corp. Payment System	\$6,473.80	Fuel & Supplies
CM32617	9/8/2017	Univar USA Inc.	\$2,968.52	Chemicals
CM32618	9/8/2017	USA Blue Book	\$1,797.29	Supplies
CM32619	9/8/2017	W.W. Grainger Inc.	\$822.10	Repairs & Maintenance
CM32620	9/8/2017	Watchdogs Surveillance	\$4,166.98	Repairs & Maintenance
EFT	9/8/2017	EFTPS	\$9,835.30	Payroll
EFT	9/8/2017	EDD	\$2,685.33	Payroll
EFT	9/8/2017	CalPERS	\$9,043.40	Payroll
EFT	9/12/2017	CalPERS	\$8.91	Payroll
EFT	9/12/2017	CalPERS	\$11,977.85	Payroll
CM32621	9/22/2017	Acme Saw & Supply Inc	\$100.37	Equipment Repairs
CM32622	9/22/2017	Duloglo Enterprises Inc DBA Action Cleaning	\$1,172.00	Monthly Cleaning Service
CM32623	9/22/2017	American Family Life Assurance Co.	\$506.60	Payroll
CM32624	9/22/2017	American Public Works Association	\$100.00	Memberships
CM32625	9/22/2017	Apple One Employment Services	\$758.40	Contract Staffing - Admin
CM32626	9/22/2017	Applications By Design, Inc.	\$2,275.00	Bar Codes
CM32627	9/22/2017	APS Environmental	\$18,420.00	Repairs & Maintenance
CM32628	9/22/2017	Aquality Water Management	\$3,109.97	Contract Staffing - Water
CM32629	9/22/2017	Aramark Uniform & Career Apparel, LLC	\$548.14	Uniform Service - Water
CM32630	9/22/2017	Arnolds For Awards	\$35.53	Office Supplies
CM32631	9/22/2017	AT&T	\$60.00	Monthly Internet Bill
CM32632	9/22/2017	AT&T	\$1,012.79	Monthly Cell Phone Bill
CM32633	9/22/2017	AT&T	\$2,883.69	Monthly Phone Bill
CM32634	9/22/2017	Bartkiewicz, Kronick & Shanahan	\$11,695.82	Legal Services
CM32635	9/22/2017	California Laboratory Services	\$3,126.20	Lab Testing

Rancho Murieta Community Services District

Bills Paid Listing for September 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32636	9/22/2017	California Special Districts Association	\$25.00	Training & Safety
CM32637	9/22/2017	California State Disbursement Unit	\$52.15	Payroll
CM32638	9/22/2017	California Waste Recovery Systems	\$46,886.33	Solid Waste Monthly Contract
CM32639	9/22/2017	Caltronics Business Systems	\$1,096.06	Office Supplies
CM32640	9/22/2017	CDW Government Inc.	\$1,652.74	IT Hardware
CM32641	9/22/2017	Chemtrade Chemicals US LLC	\$5,147.68	Chemicals
CM32642	9/22/2017	Cisco Air Systems, Inc	\$8,733.01	Repairs & Maintenance
CM32643	9/22/2017	Cobot Norit Americas Inc	\$7,370.34	Chemicals
CM32644	9/22/2017	D. Martinez Construction	\$6,154.00	Safety Center Repairs
CM32645	9/22/2017	Eurofins Eaton Analytical, Inc.	\$850.00	Water Testing - Laguna Juaquin
CM32646	9/22/2017	FedEx Office and Print Services	\$447.89	Supplies - Security
CM32647	9/22/2017	Folsom Lake Fleet Services	\$7,008.30	Vehicle Service #812
CM32648	9/22/2017	Franchise Tax Board	\$50.00	Payroll
CM32649	9/22/2017	Galls/Quartermaster	\$9.47	Uniforms - Security
CM32650	9/22/2017	Greenfield Communications	\$230.97	Internet/TV
CM32651	9/22/2017	Hach Company	\$1,905.08	Repairs & Maintenance
CM32652	9/22/2017	Home Depot Credit Services	\$1,233.36	Repairs & Maintenance
CM32653	9/22/2017	Hunt & Sons, Inc	\$2,549.80	Fuel
CM32654	9/22/2017	Industrial Electrical Company	\$3,974.43	Repairs & Maintenance
CM32655	9/22/2017	Kirby's Pump & Mechanical	\$3,610.22	Repairs & Maintenance
CM32656	9/22/2017	Legal Shield	\$31.26	Payroll
CM32657	9/22/2017	Anne H Long (DBA) Marion Leasing	\$526.90	Copier Lease
CM32658	9/22/2017	Nationwide Retirement Solution	\$1,342.00	Payroll
CM32659	9/22/2017	NTU Technologies, Inc.	\$2,777.60	Chemicals
CM32660	9/22/2017	Operating Engineers Local Union No. 3	\$568.70	Payroll
CM32661	9/22/2017	PDF Tactical	\$1,839.54	Contract Staffing - Security
CM32662	9/22/2017	Peopleready	\$1,147.50	Contact Staffing - Water
CM32663	9/22/2017	Prodigy Electric & Controls Inc.	\$4,200.00	Repairs & Maintenance
CM32664	9/22/2017	Public Agency Retirement Services	\$300.00	Payroll
CM32665	9/22/2017	Rancho Murieta Association	\$150.00	Landscaping
CM32666	9/22/2017	Rancho Murieta Association	\$405.46	Purchased Power
CM32667	9/22/2017	Rancho Murieta Automotive Repair	\$523.06	Vehicle Service #522
CM32668	9/22/2017	Romo Landscaping	\$385.00	Landscaping
CM32669	9/22/2017	S. M. U. D.	\$22,945.81	Purchased Power
CM32670	9/22/2017	Sacramento Bee	\$2,138.00	Employment Advertising
CM32671	9/22/2017	Sierra Chemical Co.	\$5,097.34	Chemicals
CM32672	9/22/2017	Sprint	\$189.95	Monthly Air Cards
CM32673	9/22/2017	Streamline	\$300.00	Website Hosting
CM32674	9/22/2017	TASC	\$67.75	Payroll
CM32675	9/22/2017	TASC	\$98.07	Payroll

Rancho Murieta Community Services District Bills Paid Listing for September 2017

Ck Number	Date	Vendor	Amount	Purpose
CM32676	9/22/2017	The Ed Jones Co.	\$664.81	Uniforms - Security
CM32677	9/22/2017	TPX Communications	\$690.61	Monthly Phone Bill
CM32678	9/22/2017	U.S. HealthWorks Medical Group, PC	\$431.00	Preemployment Screening
CM32679	9/22/2017	United Rentals Northwest, Inc.	\$4,341.65	CIA Ditch Repairs
CM32680	9/22/2017	W.W. Grainger Inc.	\$823.20	Repairs & Maintenance
CM32681	9/22/2017	Western Exterminator Co.	\$515.00	Pest Control
EFT	9/22/2017	EFTPS	\$10,027.57	Payroll
EFT	9/22/2017	EDD	\$2,659.36	Payroll
EFT	9/25/2017	Pitney Bowes	\$1,500.00	Postage Machine Refill
		TOTAL	\$418,647.32	
		CFD 2014-1 Bank of America Checking		
CM2050	9/22/2017	Corelogic Solutions, LLC	\$200.00	CFD 2014 - 1 Admin Cost
		TOTAL	\$200.00	
		EL DORADO PAYROLL		
Checks: CM11669 to CM11691 and Direct Deposits: DD09881 to DD09938			\$ 121,371.54	Payroll
EFT	Various	National Payment Corp	\$120.14	Payroll
		TOTAL	\$121,491.68	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

MEMORANDUM

Date: October 13, 2017
To: Board of Directors
From: Mark Martin, General Manager
Subject: General Manager's Report

EMPLOYEE RELATIONS

CalPERS health open enrollment ended October 6, 2017. During open enrollment, Debby was available to meet individually with employees to review coverage, insurance premiums and employer/employee cost sharing.

Ahead of September's Board Meeting, at the request of OE3, we provided represented employee salary and total compensation information as well as the current budget. To date, we have not heard back from OE3 as to when they would like to start negotiations. The current contract expires December 31, 2017.

Employee flu shots have been scheduled for the end of October.

There is still a Patrol Officer and a Chief position vacant. Security Chief applications are currently under review by the General Manager with interviews expected to be scheduled for week of October 30 – November 3, 2017.

IT/FINANCE

Larry Bain, CPA, our auditor, hopes to complete the draft audit in time for the November Finance Committee meeting.

The new server is in and the conversion is almost complete. The electronic records management system program(paperless initiative) has been installed and training has begun.

The IT Written Information Security Plan (WISP) update is under way with a meeting expected the week of October 23, 2017 to discuss decision points for policies related to the plan such as password changes, mobile device policies, etc. One of key purposes of the WISP is to establish document recovery and business continuation protocols.

Improvements have been accomplished to the District website including consolidating typical resident inquiry links to a menu named "How do I..."

SECURITY DEPARTMENT

Interim Security Chief Steve Mobley is scheduled to be out on vacation through October 27, 2017. Sergeant Jeff Werblun is covering the Chief's daily administrative duties and responding to communications and complaints. A new Gate Officer and Patrol Officer begin October 14, 2014.

Staff has received and begun review of the updated Administrative Draft Security Assessment Report, resulting from the recent re-interviews of stakeholders. Staff will return our internal comments for inclusion in

a final draft, which will then be presented to the Security Committee. Our best estimate for a final report is in December.

Safety center repairs continue and should be complete (or near so) by the Board meeting.

WATER SUPPLY AUGMENTATION AND CAPITAL IMPROVEMENT FEE STUDIES/REPORTS

At the September Board meeting, the Board received a presentation by Coastland and supplied comments on the final report and draft ordinance. During the meeting, developer John Sullivan commented on his general concerns about the report and requested additional time to provide comments shortly following the monthly Board meeting. The Board expressed their frustration at the delay but granted the extension of time if the comments were received in time for the monthly Improvements Committee meeting scheduled for October 3, 2017.

Mr. Sullivan submitted and discussed his comments at the October 3, 2017 Improvements Committee meeting. Staff directed Coastland to prepare a written response to Mr. Sullivan's comments. Staff met internally with Coastland to finalize the District's response and expects to meet with Mr. Sullivan along with Coastland to review the District's response early the week of October 23, 2017. It is expected that a final report with minor corrections, draft ordinance and the public hearing for first reading of the Ordinance will be done at the District's November 15, 2017 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

As reported last month, there has been no change. Interim Assistant General Manager, Edward R. Crouse, discussed with John Sullivan our desire to have a bullet point Memorandum of Understanding (MOU) for maintenance responsibilities as an initial step to define roles and financial obligations. The MOU should be forth coming, but no approvals until the Board has reviewed and approved the MOU.

MURIETA GARDENS

CIA Ditch pipeline flow was restored and has flowed regularly since September 18, 2017.

The District is reviewing easements for approval but is holding off on recordation until proper utility installation standards are met and accepted by the District.

LAGUNA JOAQUIN

After reducing water levels for maintenance and cleaning, Laguna Joaquin was completely refilled as of Thursday, October 12, 2017.

PUBLIC OUTREACH

Met with Rancho Murieta Association (RMA) General Manager, Greg Vorster on October 2, 2017. Met new Rancho Murieta Country Club (RMCC) General Manager, Rodney Muller at the District's Meet the New General Manager meet and greet on October 6, 2017. A meet and greet is scheduled with Supervisor Sue Frost for October 16, 2017, the Kiwanis Club on November 2, 2017, and Murieta Village on November 13, 2017. The plan is to continue initial outreach to stakeholder groups over the next number of months.

MEMORANDUM

Date: October 11, 2017
 To: Board of Directors
 From: Eric Thompson, Controller
 Subject: Administration / Financial Reports

Enclosed is a combined financial summary report for **September 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 items of interest are included.

Water Consumption – Year-to-date residential water usage was up 9.7% versus budget through September. Listed below are year-to-date water consumption numbers using weighted averages:

		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	12 month rolling % increase												
Residences	0.3%	2,539	2,539	2,539									
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	Weighted average												
Cubic Feet	2,819	2,920	2,844	2,695									
Gallons per day	703	728	709	672									
Planning Usage GPD	612												

Lock-Offs – During the month of September, there were 16 lock-offs.

Connection Fees – There were no new connection fees received in September.

Aging Report – Delinquent accounts totaled \$92,284 which was 14.1% of the total accounts receivable balance of \$653,475. Past due receivables increased 30.1% or \$21,354 from the prior month. This increase was related entirely to undeveloped property and not residential or commercial connections.

Summary of Reserve Accounts as of September 30, 2017 – The District’s reserve accounts began the year with a balance of \$5,344,437 and have increased \$140,050 during the first three months of the year. Other than normal inter-fund borrowing repayments, the following reimbursements to operations were made for capital items in September: \$900 from Administration Reserves for the installation of a new server; \$799 from Sewer Reserves for decals on the new Water/Sewer truck and progress on replacing/updating the HVAC at the WWTP; \$6,154 from Security Reserves for the first payment on repairs being made to the Safety Center; and \$12,465 from Water Augmentation for progress on our Recycled Water Program Report and updating documents for the emergency supply well. The total amount of reserves held by the District on September 30, 2017 was \$5,484,485. See the table on the following page for information by specific reserve account.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2017</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance Sept 30, 2017</i>
Water Capital Replacement (200-2505)	1,130,169	67,431	(0)	1,197,600
Sewer Capital Replacement (250-2505)	2,478,211	100,295	(39,145)	2,539,361
Drainage Capital Replacement (260-2505)	81,850	8,082	(0)	89,932
Security Capital Replacement (500-2505)	160,345	11,811	(12,029)	160,127
Admin Capital Replacement (xxx-2505-99)	57,174	0	(14,366)	42,808
Sewer Capital Improvement Connection (250-2500)	4,067	9	(0)	4,076
Capital Improvement (xxx-2510)	366,117	11,496	(64)	377,549
Water Supply Augmentation (200-2511)	1,703,006	24,872	(16,422)	1,711,456
WTP Construction Fund Reserve (200-2513)	(671,793)	46,796	(52,399)	(677,396)
Security Impact Fee Reserves (500-2513)	35,291	3,681	(0)	38,972
Total Reserves	5,344,437	274,473	(134,425)	5,484,485

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 Sept 30, 2017</i>
Sewer Loan to WTP Construction Fund	1,137,179	3,044	(38,141)	1,102,082
WSA Loan to WTP Construction Fund	379,060	1,015	(12,714)	367,361
N. Gate Security Loan from Drainage Fund	63,203	166	(5,875)	57,494
Total Inter-fund Borrowing	1,579,442	4,225	(56,730)	1,526,937

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 August 31, 2017		
1-Month	3-Months	1-Year
0.32%	2.40%	9.72%

Financial Summary Report (year-to-date through September 30, 2017)

Revenues:

Water Charges, year-to-date, are **above** budget \$29,996 or 4.5%

Sewer Charges, year-to-date, are **below** budget \$2,974 or (0.9%)

Drainage Charges, year-to-date, are **below** budget \$518 or (1.0%)

Security Charges, year-to-date, are **below** budget \$2,472 or (0.7%)

Solid Waste Charges, year-to-date, are **above** budget \$1,204 or 0.7%

Total Revenue, which includes other income, property taxes, and interest income is **above** budget \$34,791 or 2.1%

Expenses: Year-to-date total operating expenses are **above** budget \$94,911 or 6.4%. There have been no operational reserve expenditures so far this 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 and employer costs*) year-to-date, are **above** budget \$80,660 or 18.1%. The Water Department's expenses jumped again in September due to additional CIA Ditch expenses. These amounts will be billed back to the CIA later in the year, which will post revenues to help offset these expenses. Water Treatment experienced over-budget expenditures for purchased power, repairs & maintenance, and chemicals.

Sewer Expenses, year-to-date, are **above** budget by \$4,090 or 1.5%. The Sewer Department went from being under budget on expenses by 11.8% through August to being slightly over budget in September due to large WWTP repairs & maintenance expenditures. The largest of these expenses was for sludge removal from the treatment ponds.

Drainage Expenses, year-to-date, are **above** budget by \$16,456 or 49.2%. With only \$33K in expenditures budgeted year-to-date, overages in salaries & wages (\$9,467), employer costs (\$3,927), and chemicals (\$6,750) caused the Drainage Departments expenses to go from 28.0% over budget through August to 49.2% over through the end of September. These numbers should normalize as the fiscal year progresses.

Combined Water/Sewer/Drainage Wages & Employer Costs, year-to-date, are **below** budget by \$16,516 or (5.4%). These savings are offset by \$24,309 in contract staffing, which is used to help reduce the operational effects of position vacancies. 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, year-to-date, are **below** budget by \$21,577 or (7.6%). Security Gate expenses are **above** budget by \$407 or 0.3% so far this year, with savings in wages and employer costs (due to vacancies) being partially offset by contract personnel costs. Security Patrol expenses are **below** budget by \$3,564 or (3.0%), with savings across most expense categories. General Security expenses are **below** budget by \$18,420 for the year, due primarily to the vacancy in the (permanent) Chief position.

Solid Waste Expenses, year-to-date, are **above** budget by \$536 or 0.4%. Solid waste revenues and expenses are driven by service requests from the community and are both slightly over budget through the end of September.

General Expenses, year-to-date, are **above budget by \$14,747 or 5.0%**. Savings in wages and employer costs due to the prior vacancy of the (permanent) GM position were more than offset by the costs of recruitment, legal expenses, consulting and training expenses.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$151,963 versus a budget of \$212,083. Net income/(Loss) adjusted for estimated depreciation expense is (\$242,840). The full-year expected net operating income (loss) before depreciation, per the 2017-2018 budget is (\$181). Including inter-fund borrowing interest expenses the net operating loss is (\$8,873), as shown on the financial statements.

Rancho Murieta Community Services District
Budget Performance Report by FUND
For the Month Ending September 30, 2017

	% of Total Rev	Annual Budget	% of Total Rev	YTD Budget	YTD Actuals	% of Total Rev	YTD VARIANCE Amount	%
WATER								
REVENUES								
Water Charges	98.4%	\$1,982,280	99.0%	\$664,040	\$694,036	98.4%	\$29,996	4.5%
Interest Earnings	0.2%	3,900	0.0%	300	0	0.0%	(300)	(100.0%)
Other Income	1.4%	28,770	1.0%	6,465	11,077	1.6%	4,612	71.3%
Total Water Revenues	100.0%	2,014,950	100.0%	670,805	705,113	100.0%	34,308	5.1%
EXPENSES (excluding depreciation)								
Salaries & Wages	26.4%	532,740	16.5%	110,880	104,311	14.8%	(6,569)	(5.9%)
Employer Costs	13.0%	261,740	9.1%	60,928	58,174	8.3%	(2,754)	(4.5%)
Capital Project Labor Alloc	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Power	10.2%	204,970	5.7%	38,125	53,440	7.6%	15,315	40.2%
Chemicals	4.6%	93,000	3.9%	26,305	44,487	6.3%	18,182	69.1%
Chemicals - T&O	0.5%	9,500	0.7%	4,740	3,701	0.5%	(1,039)	(21.9%)
Maintenance/Repairs	7.0%	142,000	5.5%	37,205	70,802	10.0%	33,597	90.3%
Water Meters/Boxes	2.7%	54,000	1.8%	11,750	546	0.1%	(11,204)	(95.4%)
Lab Tests	1.4%	28,000	0.9%	6,000	4,596	0.7%	(1,404)	(23.4%)
Permits	1.6%	32,000	1.1%	7,500	50,685	7.2%	43,185	575.8%
Training/Safety	0.5%	9,300	0.3%	1,850	3,821	0.5%	1,971	106.5%
Equipment Rental	1.0%	21,000	0.7%	4,500	3,640	0.5%	(860)	(19.1%)
Other Direct Costs	17.3%	348,880	20.4%	136,903	129,144	18.3%	(7,759)	(5.7%)
Operational Expenses	86.2%	1,737,130	66.6%	446,686	527,346	74.8%	80,660	18.1%
Water Income (Loss)	13.8%	277,820	33.4%	224,119	177,766	25.2%	(46,352)	(20.7%)
38.9% Net Admin Alloc	14.2%	286,212	9.7%	65,390	70,870	10.1%	5,480	8.4%
Reserve Expenditures	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Total Net Income (Loss)	-0.4%	(8,392)	23.7%	158,729	106,897	15.2%	(51,832)	(32.7%)
SEWER								
REVENUES								
Sewer Charges	98.4%	1,317,230	98.6%	328,842	325,868	98.2%	(2,974)	(0.9%)
Interest Earnings	0.2%	2,920	0.1%	300	0	0.0%	(300)	(100.0%)
Other Income	1.4%	18,500	1.3%	4,296	5,998	1.8%	1,702	39.6%
Total Sewer Revenues	100.0%	1,338,650	100.0%	333,438	331,866	100.0%	(1,572)	(0.5%)
EXPENSES (excluding depreciation)								
Salaries & Wages	26.3%	351,990	22.0%	73,260	58,401	17.6%	(14,859)	(20.3%)
Employer Costs	12.9%	172,510	12.1%	40,256	34,643	10.4%	(5,613)	(13.9%)
Power	8.9%	118,600	9.4%	31,200	24,057	7.2%	(7,143)	(22.9%)
Chemicals	4.2%	56,040	6.3%	21,000	22,755	6.9%	1,755	8.4%
Maintenance/Repairs	13.9%	186,500	12.3%	41,000	74,997	22.6%	33,997	82.9%
Lab Tests	1.2%	16,200	1.2%	4,050	5,140	1.5%	1,090	26.9%
Permits	2.6%	35,140	3.6%	12,100	18,377	5.5%	6,277	51.9%
Training/Safety	0.7%	10,000	0.5%	1,525	3,356	1.0%	1,831	120.0%
Equipment Rental	0.8%	10,200	0.8%	2,550	1,477	0.4%	(1,073)	(42.1%)
Other Direct Costs	12.2%	162,950	12.8%	42,785	30,613	9.2%	(12,172)	(28.4%)
Operational Expenses	83.7%	1,120,130	80.9%	269,726	273,816	82.5%	4,090	1.5%
Sewer Income (Loss)	16.3%	218,520	19.1%	63,712	58,050	17.5%	(5,662)	(8.9%)
29.7% Net Admin Alloc	16.3%	218,521	15.0%	49,925	54,109	16.3%	4,184	8.4%
Reserve Expenditures	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Total Net Income (Loss)	0.0%	(1)	4.1%	13,787	3,941	1.2%	(9,846)	(71.4%)
DRAINAGE								
REVENUES								
Drainage Charges	100.0%	197,610	100.0%	49,401	48,883	100.0%	(518)	(1.0%)
Interest Earnings	0.0%	50	0.0%	15	0	0.0%	(15)	(100.0%)
Total Drainage Revenues	100.0%	197,660	100.0%	49,416	48,883	100.0%	(533)	(1.1%)

	% of Total Rev	Annual Budget	% of Total Rev	YTD Budget	YTD Actuals	% of Total Rev	YTD VARIANCE Amount	%
EXPENSES (excluding depreciation)								
Salaries & Wages	33.7%	66,590	28.0%	13,860	23,327	47.7%	9,467	68.3%
Employer Costs	16.5%	32,640	15.4%	7,616	11,543	23.6%	3,927	51.6%
Power	5.3%	10,380	3.5%	1,740	1,454	3.0%	(286)	(16.4%)
Chemicals	5.6%	11,000	7.1%	3,500	10,250	21.0%	6,750	192.9%
Maintenance/Repairs	6.1%	12,000	6.1%	3,000	463	0.9%	(2,537)	(84.6%)
Permits	3.3%	6,500	0.0%	0	0	0.0%	0	0.0%
Equipment Rental	2.4%	4,730	0.0%	0	0	0.0%	0	0.0%
Other Direct Costs	4.0%	7,980	7.5%	3,710	2,845	5.8%	(865)	(23.3%)
Operational Expenses	76.8%	151,820	67.6%	33,426	49,882	102.0%	16,456	49.2%
Drainage Income (Loss)	23.2%	45,840	32.4%	15,990	(998)	-2.0%	(16,988)	(106.2%)
6.1% Net Admin Alloc	22.7%	44,882	20.8%	10,254	11,113	22.7%	859	8.4%
Reserve Expenditures	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Total Net Income (Loss)	0.5%	958	11.6%	5,736	(12,112)	-24.8%	(17,848)	(311.2%)
SECURITY REVENUES								
Security Charges	95.0%	1,321,377	95.0%	330,341	327,869	94.0%	(2,472)	(0.7%)
Interest Earnings	0.0%	600	0.0%	150	0	0.0%	(150)	(100.0%)
Property Tax	4.7%	65,040	4.7%	16,260	16,260	4.7%	0	0.0%
Property Tax (Reserve Alloc)	-3.3%	(45,680)	-3.3%	(11,420)	(11,420)	-3.3%	(0)	0.0%
Other Income	3.6%	49,760	3.6%	12,438	15,934	4.6%	3,496	28.1%
Total Security Revenues	100.0%	1,391,097	100.0%	347,769	348,643	100.0%	874	0.3%
EXPENSES (excluding depreciation)								
Salaries & Wages	47.4%	659,800	39.7%	138,100	119,241	34.2%	(18,859)	(13.7%)
Employer Costs	33.8%	470,700	31.8%	110,600	91,646	26.3%	(18,954)	(17.1%)
Equipment Repairs	0.4%	4,900	0.3%	1,101	2,114	0.6%	1,013	92.0%
Vehicle Maintenance	0.4%	6,000	0.4%	1,500	2,302	0.7%	802	53.4%
Vehicle Fuel	1.0%	14,000	1.0%	3,500	4,073	1.2%	573	16.4%
Off Duty Sheriff	0.3%	4,000	0.8%	2,700	4,053	1.2%	1,353	50.1%
Other	6.0%	83,054	7.7%	26,607	39,102	11.2%	12,494	47.0%
Operational Expenses	89.3%	1,242,454	81.7%	284,108	262,531	75.3%	(21,577)	(7.6%)
Security Income (Loss)	10.7%	148,643	18.3%	63,661	86,112	24.7%	22,451	35.3%
20.3% Net Admin Alloc	10.7%	149,360	9.8%	34,124	36,983	10.6%	2,860	8.4%
Total Net Income (Loss)	-0.1%	(716)	8.5%	29,537	49,129	14.1%	19,591	66.3%
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	646,796	99.9%	161,697	162,901	100.0%	1,204	0.7%
Interest Earnings	0.1%	600	0.1%	150	0	0.0%	(150)	(100.0%)
Total Solid Waste Revenues	100.0%	647,396	100.0%	161,847	162,901	100.0%	1,054	0.7%
EXPENSES (excluding depreciation)								
CWRS Contract	86.7%	561,100	86.7%	140,274	140,886	86.5%	612	0.4%
Sacramento County Admin Fee	5.5%	35,500	5.5%	8,874	8,798	5.4%	(76)	(0.9%)
HHW Event	2.3%	14,730	0.0%	0	0	0.0%	0	0.0%
Operational Expenses	94.4%	611,330	92.2%	149,148	149,684	91.9%	536	0.4%
Solid Waste Income (Loss)	5.6%	36,066	7.8%	12,699	13,217	8.1%	518	4.1%
5.0% Net Admin Alloc	5.7%	36,788	5.2%	8,405	9,109	5.6%	704	8.4%
Total Net Income (Loss)	-0.1%	(722)	2.7%	4,294	4,108	2.5%	(186)	(4.3%)
OVERALL NET INCOME(LOSS)	-0.2%	(8,873)	13.6%	212,083	151,963	9.5%	(60,120)	(28.3%)

Rancho Murieta Community Services District

Summary Budget Performance Report For the Month Ending September 30, 2017

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE Amount	YTD VARIANCE %
REVENUES								
Water Charges	32.5%	\$1,982,280	39.3%	\$664,040	\$694,036	40.2%	\$29,996	4.5%
Sewer Charges	21.6%	1,317,230	19.4%	328,842	325,868	18.9%	(2,974)	(0.9%)
Drainage Charges	3.2%	197,610	2.9%	49,401	48,883	2.8%	(518)	(1.0%)
Security Charges	21.6%	1,321,377	19.5%	330,341	327,869	19.0%	(2,472)	(0.7%)
Solid Waste Charges	10.6%	646,796	9.6%	161,697	162,901	9.4%	1,204	0.7%
Other Income	1.8%	110,430	1.5%	26,099	36,581	2.1%	10,482	40.2%
Interest Earnings	0.1%	8,370	0.1%	990	63	0.0%	(927)	(93.6%)
Property Taxes	9.3%	565,100	8.4%	141,275	141,275	8.2%	0	0.0%
Property Tax (Reserve Alloc)	-0.7%	(45,680)	-0.7%	(11,420)	(11,420)	-0.7%	(0)	0.0%
Total Revenues	100.0%	6,103,514	100.0%	1,691,265	1,726,056	100.0%	34,791	2.1%
OPERATING EXPENSES								
Water/Sewer/Drainage								
Salaries & Wages	15.6%	951,320	13.4%	198,000	186,039	11.8%	(11,961)	(6.0%)
Employer Costs	7.6%	466,890	7.4%	108,800	104,360	6.6%	(4,440)	(4.1%)
Capital Project Labor Alloc	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Power	5.5%	333,950	4.8%	71,065	78,951	5.0%	7,886	11.1%
Chemicals	2.8%	169,540	3.8%	55,545	81,193	5.2%	25,648	46.2%
Maintenance/Repairs	5.6%	340,500	5.5%	81,205	146,262	9.3%	65,057	80.1%
Water Meters/Boxes	0.9%	54,000	0.8%	11,750	546	0.0%	(11,204)	(95.4%)
Lab Tests	0.7%	44,200	0.7%	10,050	9,736	0.6%	(314)	(3.1%)
Permits	1.2%	73,640	1.3%	19,600	69,062	4.4%	49,462	252.4%
Training/Safety	0.3%	19,300	0.2%	3,375	7,177	0.5%	3,802	112.6%
Equipment Rental	0.6%	35,930	0.5%	7,050	5,117	0.3%	(1,933)	(27.4%)
Other Direct Costs	8.5%	519,810	12.4%	183,398	162,602	10.3%	(20,796)	(11.3%)
Subtotal Water/Sewer/Drainage	49.3%	3,009,080	50.7%	749,838	851,044	54.1%	101,206	13.5%
Security								
Salaries & Wages	10.8%	659,800	9.3%	138,100	119,241	7.6%	(18,859)	(13.7%)
Employer Costs	7.7%	470,700	7.5%	110,600	91,646	5.8%	(18,954)	(17.1%)
Off Duty Sheriff	0.1%	4,000	0.2%	2,700	4,053	0.3%	1,353	50.1%
Other	1.8%	107,954	2.2%	32,708	47,590	3.0%	14,882	45.5%
Subtotal Security	20.4%	1,242,454	19.2%	284,108	262,531	16.7%	(21,577)	(7.6%)
Solid Waste								
CWRS Contract	9.2%	561,100	9.5%	140,274	140,886	9.0%	612	0.4%
Sacramento County Admin Fee	0.6%	35,500	0.6%	8,874	8,798	0.6%	(76)	(0.9%)
HHW Event	0.2%	14,730	0.0%	0	0	0.0%	0	0.0%
Subtotal Solid Waste	10.0%	611,330	10.1%	149,148	149,684	9.5%	536	0.4%
General / Admin								
Salaries & Wages	8.7%	531,300	8.3%	122,200	115,639	7.3%	(6,561)	(5.4%)
Employer Costs	4.9%	297,200	4.9%	71,800	59,726	3.8%	(12,074)	(16.8%)
Capital Project Labor Alloc	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Insurance	1.6%	95,296	1.6%	23,824	22,831	1.5%	(993)	(4.2%)
Legal	1.0%	60,000	1.0%	15,000	21,633	1.4%	6,633	44.2%
Office Supplies	0.3%	21,300	0.3%	4,900	3,578	0.2%	(1,322)	(27.0%)
Director Meeting Payments	0.3%	18,000	0.3%	4,500	1,600	0.1%	(2,900)	(64.4%)
Telephones	0.1%	4,780	0.1%	1,290	2,159	0.1%	869	67.4%
IT Systems Maintenance	1.4%	88,096	1.8%	26,963	26,008	1.7%	(955)	(3.5%)
Community Communications	0.1%	4,550	0.0%	450	480	0.0%	30	6.7%
Postage	0.3%	20,400	0.3%	4,800	4,405	0.3%	(395)	(8.2%)
Bld/Grounds Maint/Pest Cntr	0.3%	17,400	0.3%	3,905	6,609	0.4%	2,704	69.2%
Other	1.5%	91,200	1.1%	16,455	46,167	2.9%	29,712	180.6%
Subtotal General / Admin	20.5%	1,249,522	20.0%	296,087	310,835	19.7%	14,747	5.0%
Total Operating Expenses	100.1%	6,112,387	100.0%	1,479,182	1,574,093	100.0%	94,911	6.4%
Operating Income (Loss)	100.0%	(8,873)	100.0%	212,083	151,963	100.0%	(60,120)	(28.3%)

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE Amount	YTD VARIANCE %
Non-Operating Expenses								
Water Reserve Expenditure	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Sewer Reserve Expenditure	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Drainage Reserve Expenditure	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Total Non-Operating Expenses	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Net Income (Loss)	100.0%	(8,873)	100.0%	212,083	151,963	100.0%	(60,120)	(28.3%)

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF SEPTEMBER 30, 2017

INSTITUTION	YIELD	BALANCE
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CSD FUNDS

EL DORADO SAVINGS BANK

SAVINGS	0.03%	\$ 678,409.18
CHECKING	0.02%	\$ 96,205.78
PAYROLL	0.02%	\$ 80,404.69

BANNER BANK

EFT	0.00%	\$ 15,738.53
-----	-------	--------------

LOCAL AGENCY INVESTMENT FUND (LAIF)

UNRESTRICTED	1.11%	\$ 595,363.66
RESTRICTED RESERVES	1.11%	\$ 4,876,366.35

CALIFORNIA ASSET MGMT (CAMP)

OPERATION ACCOUNT	1.15%	\$ 606,797.97
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UNION BANK

PARS GASB45 TRUST (balance as of 8/31/17)	0.32%	\$ 1,466,276.59
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TOTAL CSD	\$ 8,415,562.75
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BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)

BANK OF AMERICA

CHECKING	0.00%	\$ 431,698.62
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WILMINGTON TRUST (balance as of 11/30/16)


BOND RESERVE FUND	0.32%	\$ 392,804.96
BOND ADMIN EXPENSE	0.32%	\$ 40,563.24
BOND SPECIAL TAX FUND	0.32%	\$ 59.69
BOND ACQ & CONSTRUCTION	0.32%	\$ 1,146.06
BOND REDEMPTION ACCOUNT	0.32%	\$ -
BOND COI	0.32%	\$ -
BOND SURPLUS	0.32%	\$ -

TOTAL CFD	\$ 866,272.57
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TOTAL ALL FUNDS	\$ 9,281,835.32
------------------------	------------------------

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

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  _____, District Treasurer

MEMORANDUM

Date: October 12, 2017
To: Security Committee
From: Steven Mobley, Interim Security Chief
Subject: Security Report for the Month of September 2017

UPDATES

Operations

Currently there is one Security Patrol Officer position open and one Security Chief position open. Recruitment is ongoing. Numerous applications have been received. We hired a new Gate Officer and Patrol Officer this month. The Patrol Officer worked for us briefly as a Patrol Officer back in 2006, before leaving to join the US Army.

The District now has a program, **GATEACCESS.NET**, which allows residents to access and manage their own guest/visitor lists without having to call the Gate Officer. Residents so far have been very pleased with this new convenient and user friendly program.

The District Board approved purchase of new portable radios and Safety Center repairs. The radios were ordered and building repairs have begun with goal of having the repairs completed by Thursday, October 5, 2017.

The District's dog kennel/holding center is in process of being rehabilitated. A newly donated Dogloo replaced broken/destroyed doghouse. A new tarp (roof) has been added to the top of the kennel to replace the rotted tarp.

Incidents of Note

Numerous snake sightings, removal, and relocation took place throughout the month. Security also removed a bat from a residence.

September 1 – Behind Country Store, there was a report of man swinging around a machete. Nobody injured. Sacramento Sheriff's Department (SSD) arrested him for being intoxicated.

September 8, 9 – Summerfest. No incidents. Off-Duty SSD and PDF Security worked the event.

September 13 – Burglary. A resident's son caught burglarizing neighbor's home. SSD handled.

September 16 - Power outage District-wide. Camera system at Murieta Village suffered damage. District Security assisted with directing traffic at the North Gate and Hwy 16 intersection.

September 17 – Vandalism / Niblick Court, four of resident's vehicle tires slashed over weekend. No suspects.

September 19 - Burglary / Villas, no forced entry, front / rear doors open, electronics taken, SSD to handle.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

The meeting was September 11, 2017. Several violation appeals were brought to the Committee for review. There was nothing of note to report. Violation reports/citations from District Security Officers are reportedly getting better and more useful to the Committee.

Contract Security

Paladin Security has been unresponsive to our requests to discuss temporary fill-in gate officer positions during vacation and extended absences, to lessen overtime, as well as maintain a consistent back-up source. We are considering a different private security firm, First Security, who has provided us with proposal. The training costs and hourly rate/compensation are still to be negotiated.

Security Concerns Meeting

On September 26, 2017 RMA and District staff met and discussed future HOA/gate access/citation routing and compliance issues related to current and future planned development. This was the second meeting and all topics were conceptual and exploratory only. The RMA is in the process of updating the Gate Access Policy. It was deemed to be a positive meeting and another staff level meeting is planned for next month.

Security Assessment Report

Staff is reviewing the draft report received on October 5, 2017.

INCIDENT MAPPING SOFTWARE

Staff will look into a mapping system that is cost effective for use in the future.

MEMORANDUM

Date: October 10, 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

Water Treatment Plant (WTP) #1 is set to run at 1.0 million gallons per day (mgd), averaging a production volume of 0.97 mgd and WTP #2 is set at 1.0 mgd, averaging 0.88 mgd production, for a total of 1.85 mgd average production. With the days becoming shorter and cooler, the demand is continuing to lessen.

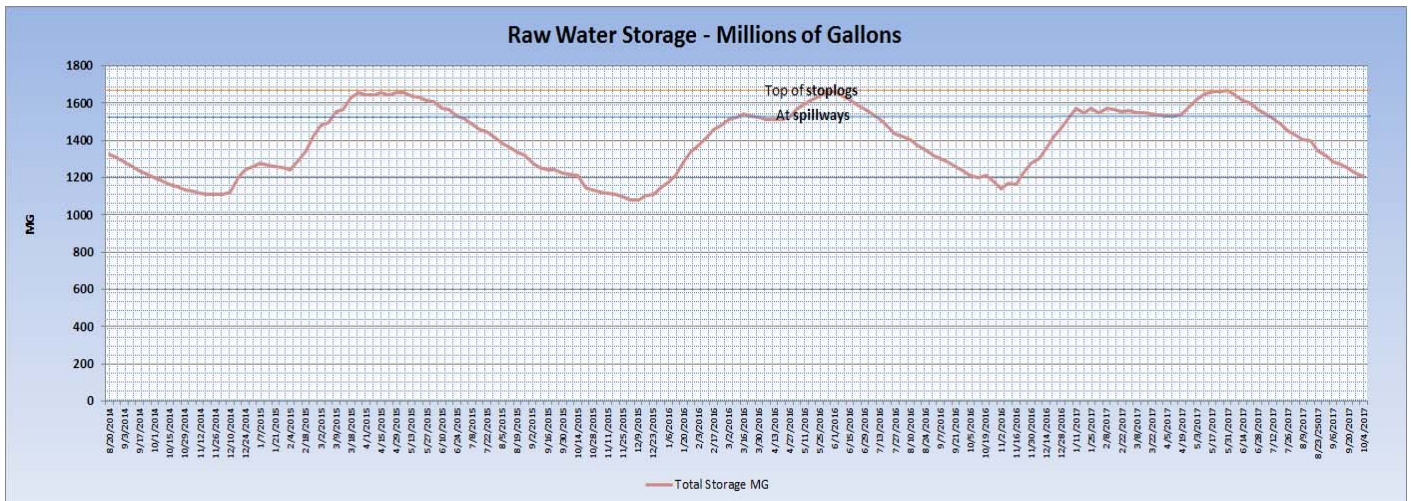
WATER PLANT MAINTENANCE

WTP #2 sedimentation Basin Project will proceed in late November, once the necessary parts for repair have arrived from the manufacturer. The hydrochloric acid lines for WTP #1 membrane system have been replaced except for two small sections still needing to be completed.

The new Raw Water Screening System "A" was not functioning correctly. We called out the manufacturer to see what they could do under warranty. The circuit board and a valve controller for the system had water damage so we had to order new parts. We will install the parts as they come in and then test out the system prior to putting it back in service.

WATER SOURCE OF SUPPLY

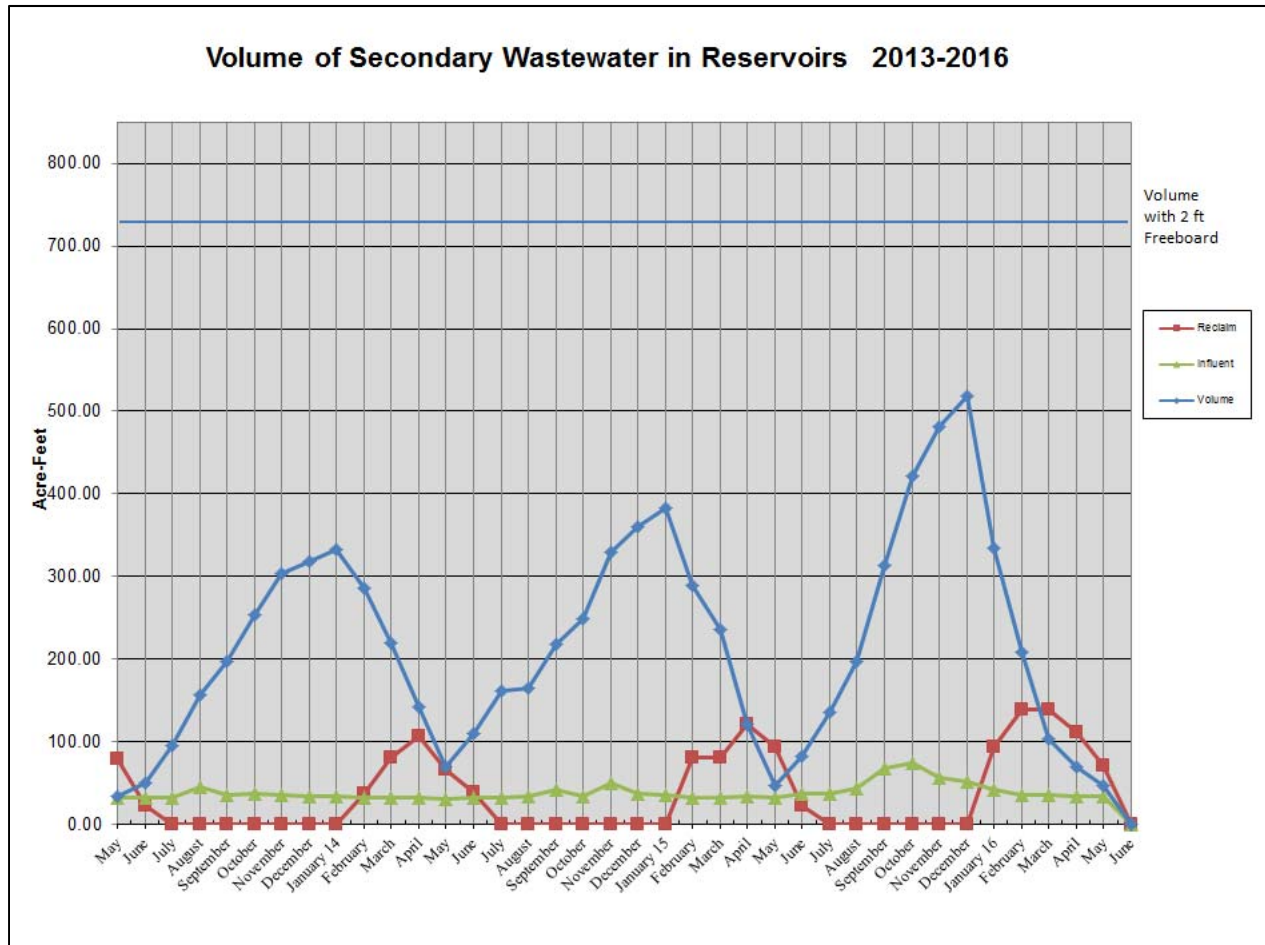
On October 4, 2017, all raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,204.9 MG (3,698 AF) of which 1,041 MG (3,195 AF) is usable due to dead storage. For Calero and Chesbro Reservoirs alone, storage measured 923 MG (3832.7 AF), or 873.6 MG (2,379.7 AF) usable. In September, there was no rainfall and evaporation was 6.84". Below is a graphical representation of the water storage reservoir levels this year to date.



WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

Influent wastewater flow averaged 0.364 million gallons a day, for a total of 11.27 MG, (34.6 AF). This is approximately 142 gpd per sewer connection. The secondary wastewater measured 17.1 MG (52.5 AF) as measured on October 11, 2017. In September, we supplied 22,917,000 (70.33 AF) gallons of recycled water to Rancho Murieta Country Club (RMCC) for their irrigation needs. No recycled water was sent to the Van Vleck Ranch.

The graph below shows where our secondary storage is compared to previous years, as measured on the first Wednesday of each month. We are on track to having adequate room in our secondary storage for the upcoming year's storms.



I contacted the Rancho Murieta Country Club to ask when they would like use to stop delivering recycled water so they may pump down their ponds in preparation for the upcoming wet weather season. They requested we stop delivery on October 12, 2017.

SEWER COLLECTION

Utility staff cleaned sewer lines around Carreta Lane and a known problematic area behind Lindero Lane for routine maintenance. During this cleaning they found large chunks of asphalt in the sewer collection lines on Carreta Lane, which they believed to be from the recent paving work that had been done in those areas.

DRAINAGE / STORMWATER



Staff has been very active in the drainage system cutting vegetation throughout the community, cleaning out the cement inlets to Laguna Joaquin, and again in the ditch along the Chesbro reservoir.

Staff is reviewing Main Lift South (MLS) stormwater pump repairs needed as a result of this past year's storms. Two (2) of the five (5) stormwater pumps will not turn and are more than likely jammed up from storm debris. Staff is working with vendors to get quotes to pull and evaluate them.

The State MS4 permit required trash provision filing was completed by the September 1, 2017 deadline with my selection of Track 2 for the District. Track 2 is that we will implement a trash collection system, although not a full one, but one that demonstrates how a full capture system equivalency will be met. By December 1, 2018 we will need to have an implementation plan for this in place.

We are continuing to look into better solutions to the water quality in Laguna Joaquin and the surface appearance of Basin 5. One possible solution is for an ultrasonic system for algae control, for which we are in the process of soliciting quotes.

WATER METERING AND UTILITY STAFF WORK

In September, nine (9) ¾" and three (3) 1" meters were replaced for maintenance. Two (2) plan reviews for the RMA Architectural Review Committee, forty-three (43) Utility Star reports, four (4) rebate inspections, and nine (9) underground service alerts (USAs) were completed. Utilities staff also repaired four (4) water leaks.

PROJECTS

CIA Ditch Project

The CIA ditch was shut down for approximately one week to allow a repair to the new headwall structure for the entrance of the ditch flow into a new pipe along the Murieta Gardens Project. This was needed as flow from the ditch was seeping around the previous headwall and flowing along the gravel that was backfilled along the outside of the pipe. This new fix extended the headwall outwards and downwards to channel ditch flows into the pipe. The ditch is currently in service at approximately half flow to the Equestrian Center and Ranch.

DEVELOPMENT

The Greens Neighborhood Park

No update. Work is continuing for the park installation and this phase looks to be completed well before the rainy season is here.

The Retreats East and North

No Update. The Developer separated out the Retreats East project to make it a separate project to move forward and put the Retreats North on hold. District contract engineer, Coastland Engineering, has reviewed and provided fairly minor comments back to the project's engineer on August 11, 2017. So far no response has been received.

The Murieta Gardens / Murieta Marketplace

The improvement plans have been completed and are being drafted up for the District's engineer's signature. A schedule has been requested of the project.

The Murieta Gardens II – Subdivision

I met with the project engineer and Coastland Engineering to discuss the downstream impacts of the project on the sewer collection system and drainage system. As a result of the meeting I provided information for the Cantova sewer pumping station and the FAA stormwater pumping station to the project engineer.

Rancho Murieta North Development Project

No new news on this project.

FAA Business Park

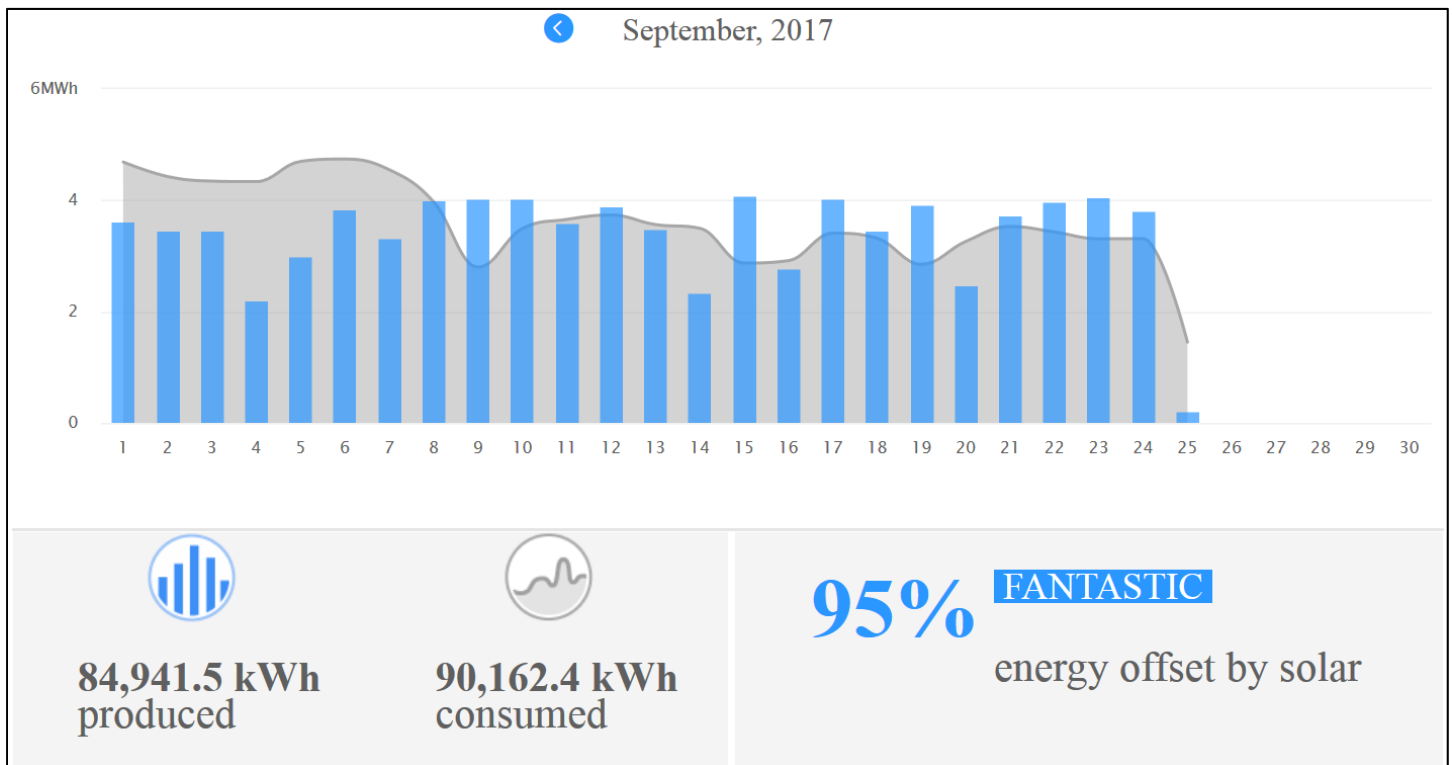
No new news has been provided on this project.

DISTRICT PROJECTS

Solar Power

Wastewater Treatment Plant Site

The site is active and is producing power which supplies the wastewater facility, the administration office, and the Field Operations warehouse. The online monitoring system is reporting the following for the month of September as shown in the following:



Water Treatment Plant Site

The permanent fencing for the project has been completed. All inspections have passed. The project is awaiting the metering installation from SMUD and then Solar City/Tesla can complete the final connections to make the site active.

EMERGENCY WELL PROJECT

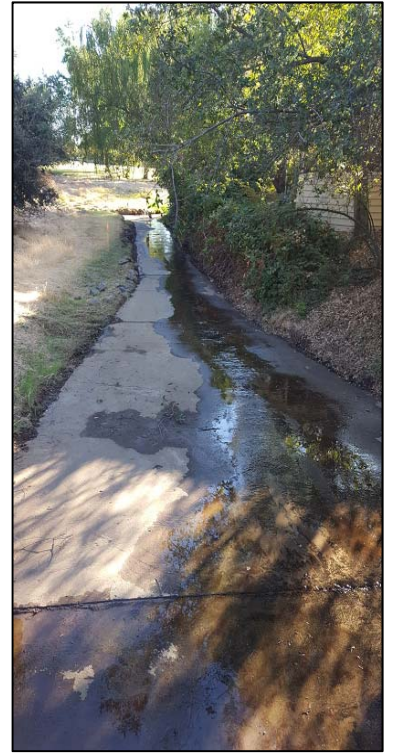
No Update. Proceeding with the construction of the well is on hold while the General Manager negotiates a use agreement with the landowner. In the meantime, I have contacted the low bidder for the project, Bradley & Sons, to confirm that they'll be able to hold their bid price through the end of September which they verbally confirmed. It is hopeful that the Regional Water Authority is able to get another extension to our grant for this project to extend the project until the end of June 2018.

LAGUNA JOAQUIN

In coordination with the Rancho Murieta Association (RMA), District staff has been lowering the level of Laguna Joaquin, by opening the drain valve at the dam, to allow RMA and District staff to complete various cleanup projects around it. Below are photos of District staff cleaning up the drainage channel feeding the area to the RMAs pump station, near 19 Park Lago Drive. RMA also installed a maintenance boat ramp off the south end of the cart path by Lindero Lane and removed tulles growing in the western inlet arm of Laguna.



Photo of Utility staff cleaning up inlet to Laguna Joaquin



4 PARK VIA DEL CERRITO DRAINAGE

Staff has removed the pipe on the discharge end of the culvert that runs under 4 Park Via Del Cerrito. We still need to complete the sloping of the ditch, some additional compaction work and place rock at the exit of the culvert to finish putting it back to its original design. *Photo of current work on the right.*

BASIN 5 (LOST LAKE)

Due to age and wear to the low flow and high flow outlets at Basin 5, this relatively deep drainage basin, in Murieta South which has a direct outflow to the Cosumnes River, will be lowered approximately three (3) feet in order to make necessary repairs. Work is intended to take place during typical business hours of Monday through Friday, 7:00 a.m. to 4:00 p.m., with the goal of being completed by November. A construction notification was posted on our website in regards to this project. We are also continuing to look at alternatives and additions to what is currently in place at Basin 5 to meet the requests of residents surrounding the basin. Staff spent several days skimming off the water fern on the basin as well as removing debris and cutting back vegetation.





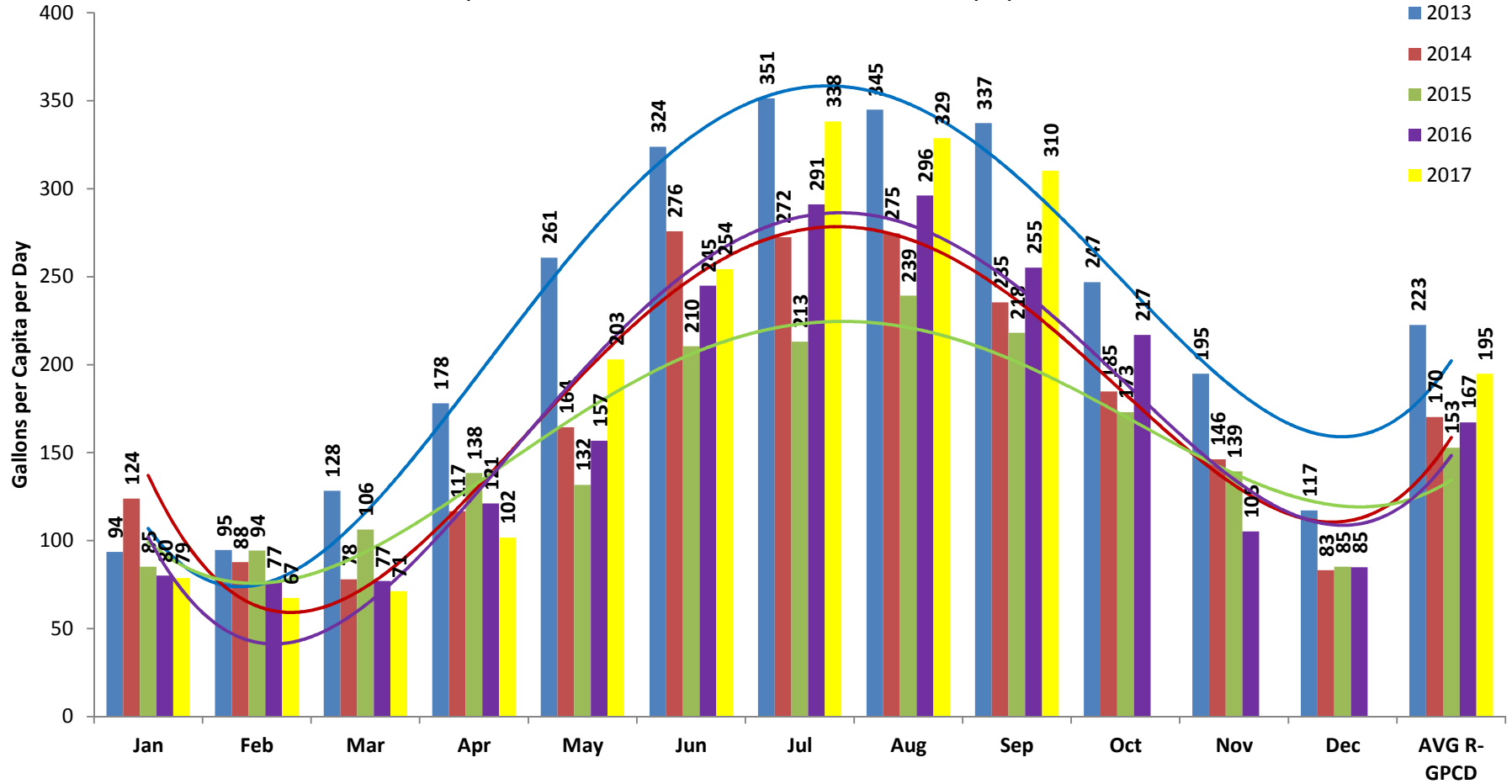
Photo of low flow outlet needing repair at Basin 5

Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013, 2014, 2015, 2016 and 2017

Residential Potable Water Consumption

Extrapolated Based on 2010 Census of 5,488 population



Conservation achieved September 2014 versus September 2013: 30%
 Conservation achieved September 2015 versus September 2013: 35%
 Conservation achieved September 2016 versus September 2013: 24%
 Conservation achieved September 2017 versus September 2013: 8%

2014 versus 2013 YTD conservation: 23%
 2015 versus 2013 YTD conservation: 32%
 2016 versus 2013 YTD conservation: 24%
 2017 versus 2013 YTD conservation: 17%

MEMORANDUM

Date: October 13, 2017
To: Board of Directors
From: Mark Martin, General Manager
Subject: Discussion and Consideration Regarding Proposed Acquisition of Rancho Murieta Country Club Golf Course and Other Assets and Open Space and Trail Areas; Related Discussion and Consideration of Financing Options and District's Park and Recreation Powers and Objectives; Possible Board Action to Provide Direction Concerning Next Steps on Proposed Acquisition

RECOMMENDED ACTION

Discuss and provide direction to staff.

BACKGROUND

Directors Merchant and Pasek requested the District's Board discuss the merits of a potential acquisition by the District of the Rancho Murieta Country Club (RMCC) golf course and other assets and open space areas around/behind Calero, Chesbro, and Clementia Reservoirs, and ask the Board to provide direction on next steps related to the proposal.

The purchase would be enabled under the District's public recreation latent powers authorized by the District's enabling act. However, special districts must get approval from their Local Agency Formation Commission (LAFCo) before providing a latent power.

The proposed RMCC Club Golf Course purchase would involve purchasing all golf course property and facilities identified by the following parcels: 073-0190-006 through 073-0190-010, 073-0190-098, 073-0190-109, 073-790-047, 073-790-048, 073-790-035, and 073-790-009. These properties are currently owned by Murieta Club Properties, LLC.

The proposed open space purchase would involve the entirety or portions of three (3) large parcels that are currently identified as part of the Rancho Murieta North project: 073-0090-062, 073-0800-003, and a portion of 073-0790-023, largely including Villages D, E, F, G and H as described within the Rancho Murieta North project. These properties are currently owned by Murieta Lakeside Properties, LLC.

MEMORANDUM

Date: October 11, 2017
To: Board of Directors
From: Edward R. Crouse, Interim Assistant General Manager
Subject: Receive Parks Water Supply Augmentation and Capital Improvement Fee Summary

RECOMMENDED ACTION

Receive and file. Discussion and direction to staff.

BACKGROUND

Director Pasek requested a summary of the various Parks' obligations to pay their Water Supply Augmentation and Capital Improvement Fee. The attached summary presents the Parks envisioned by the Parks Agreements. Included in the summary are two (2) approaches to calculate each Park's EDU (equivalent dwelling unit) as well as past, current, and proposed fees.

Director Pasek's intent is to memorialize the Parks' obligations to pay but not to demand payment immediately. It is recognized past practice was to delay payment of the fees to allow park(s) construction to move forward despite limited financial resources. Payment of fees was anticipated to be made at the tail end of Parks construction, assuming construction cost accounting tracked fee payment obligations.

Park Name	Acreage	Equivalent Dwelling Unit, EDU	Recent five year avg. water use, annual	Equivalent Dwelling Unit, EDU	Acreage EDU Basis						750 gpd EDU Basis					
					1990 WSA Fee	1990 CIP Fee	Current WSA Fee	Current CIP Fee	Proposed WSA Fee	Proposed CIP Fee	1990 WSA Fee	1990 CIP Fee	Current WSA Fee	Current CIP Fee	Proposed WSA Fee	Proposed CIP Fee
		3.5		750	\$2,500	\$1,180	\$4,660	\$1,180	\$5,938	\$4,205	\$2,500	\$1,180	\$4,660	\$1,180	\$5,938	\$4,205
Neighborhood Parks	acres	EDU/Acre	Cubic feet	gpd/EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU	per EDU
Murieta Parkway	10	35	NA		\$87,500	\$41,300	\$163,100	\$41,300	\$207,830	\$147,175	\$0	\$0	\$0	\$0	\$0	\$0
Escuela Drive	4	14	NA		\$35,000	\$16,520	\$65,240	\$16,520	\$83,132	\$58,870	\$0	\$0	\$0	\$0	\$0	\$0
Calero Lakeside	8	28	NA		\$70,000	\$33,040	\$130,480	\$33,040	\$166,264	\$117,740	\$0	\$0	\$0	\$0	\$0	\$0
Murieta South - Riverview	7	25	380,000	10.4	\$61,250	\$28,910	\$114,170	\$28,910	\$145,481	\$103,023	\$25,958	\$12,252	\$48,386	\$12,252	\$61,655	\$43,661
Murieta South Remote- Greens	2	7	NA		\$17,500	\$8,260	\$32,620	\$8,260	\$41,566	\$29,435	\$0	\$0	\$0	\$0	\$0	\$0
Community Parks and Facilities																
Athletic Complex - Stonehouse	20	70	1,535,000	41.9	\$175,000	\$82,600	\$326,200	\$82,600	\$415,660	\$294,350	\$104,857	\$49,492	\$195,453	\$49,492	\$249,055	\$176,369
Clementia Community	20	70	NA		\$175,000	\$82,600	\$326,200	\$82,600	\$415,660	\$294,350	\$0	\$0	\$0	\$0	\$0	\$0
Clementia Lakeside	8	28	47,000	1.3	\$70,000	\$33,040	\$130,480	\$33,040	\$166,264	\$117,740	\$3,211	\$1,515	\$5,985	\$1,515	\$7,626	\$5,400
Total	79	277	1,962,000	53.6	\$691,250	\$326,270	\$1,288,490	\$326,270	\$1,641,857	\$1,162,683	\$134,025	\$63,260	\$249,823	\$63,260	\$318,337	\$225,430

Notes:

1. Park name and acreage is from the 1992 Parks Agreement matrix.
2. EDU rate of 3.5 EDU/acre is from the Water Supply Augmentation Fee annual update report and has been consistent since 1990.
3. Water use is in cubic feet, annual total. 1 cubic foot equals 7.48 gallons
4. NA means park either is not developed yet or has no water use.

z:/Ed/Parks/Park WSA and CIP fee summary.xls

MEMORANDUM

Date: October 11, 2017
To: Board of Directors
From: Mark Martin, General Manager
Subject: Consider Approval of District Appointments

RECOMMENDED ACTION

Appoint Mark Martin as District Treasurer.

Appoint Mark Martin as Regional Water Authority Board member representative.

Appoint Mark Martin as Sacramento Central Groundwater Authority Board member representative.

Appoint Mark Martin as Designated Labor Negotiator.

Appoint Mark Martin as Real Property Negotiator.

BACKGROUND

District Treasurer

Since Edward R. Crouse will be leaving, it is recommended that the District appoint Mark Martin as the District Treasurer.

Regional Water Authority Board Member Representative

Since Edward R. Crouse will be leaving the District, the District it is recommended that Mark Martin be appointed to replace Mr. Crouse as the District's Board Representative on the Regional Water Authority Board.

Sacramento Central Groundwater Authority

Sacramento Central Groundwater Authority (SCGA) recently changed their JPA by-laws to allow for District staff members to be appointed as the SCGA Board representative. Previously, the District and a few other agencies were required to have elected officials appointed as the SCGA Board member. It is recommended that the District appoint Mark Martin as the District's Board Representative on the Sacramento Central Groundwater Authority.

Labor Negotiator

Since Edward R. Crouse will be leaving, it is recommended that the District appoint Mark Martin as the Designated Labor Negotiator.

Real Property Negotiator

Since Edward R. Crouse will be leaving, it is recommended that the District appoint Mark Martin as the Designated Real Property Negotiator.

MEMORANDUM

Date: October 12, 2017
To: Board of Directors
From: Steven Mobley, Interim Security Chief
Subject: Consider Approval of Proposal from WatchDogs Surveillance for South Gate Camera Up-Grade

RECOMMENDED ACTION

Approve the quote from WatchDogs Surveillance for the purchase of the new South Gate camera system with license plate recognition cameras, in an amount not to exceed \$23,100 including tax and a 10% contingency. Funding to come from Security Replacement Reserves.

BACKGROUND

The camera systems at the South Gate function, but are older and do not have the same capabilities as those at the North Gate. The North Gate camera system has a license plate reader that can capture and decode the license plate information into our database. The South Gate does not have this ability; the Gate Officers have to physically look at the rear license plate of the vehicle and record it manually. This consists of writing the plate number down and later entering it into the database. This is both time consuming and inefficient. These cameras/capture devices are important for accurately recording and documenting vehicles entering and exiting the community. Cameras will be located on visitor and both resident lanes, as well as exit lanes.

In addition, unlike the North Gate, the South Gate lacks broad range/overview surveillance camera coverage of entry and exit lanes. This proposal includes camera coverage for entry and exit lanes, consistent with the camera system at the North Gate.

Staff recommends approval of the quote from WatchDogs Surveillance as they installed the system at the North Gate, allowing similar quality cameras and capabilities at both gates.

Security Committee recommends approval.



Watchdogs Surveillance

1544 Manasco Cir.
 Folsom, CA 95630
 Lic. #890079
 916-296-6523

Estimate

Date	Estimate #
7/2/2017	17070209

WatchdogsSurveillance.com

or e z link
 WhyCCTV.com

Customer

Rancho Murieta Community Services
 P.O. Box 1050
 Rancho Murieta, CA 95683

Please note that the State of California requires a State
 Contractors License to install surveillance equipment.
 Licensed contractors always carry liability insurance.

Qty	U/M	Description	Rate	Total
		Estimate for South Gate New System with License Plate Recognition Cameras (With Decoding):		
		-		
		Breakdown for System and Overview cameras:		
1	ea	NVR (Network Video Recorder) - GeoVision - Cube i7 -Up to 32 Cameras (64 Cameras with license)	1,850.00	1,850.00T
2	ea	Hard Drive, Internal, 4TB - for Footage Storage	185.00	370.00T
		Existing Monitor to be reused.		
1	ea	Switch, PoE,8-Port 802.3 PoE Switch	260.00	260.00T
1	ea	Power Strip Surge Suppressor	16.00	16.00T
1	ea	Camera, IP, GV-Fisheye, 5 Megapixel - GV-FER5700 - (Built in Microphone for drive-up window)	440.00	440.00T
6	ea	Camera, Dome, Low Light, 4MP - GV-EBD4700	150.00	900.00T
4	ea	Mount for GV-EBD4700 (for Island and Pole Cameras)	46.00	184.00T
2	ea	PoC, PoE Over Coax. 4 cams over 1 Coaxial - Kit (One to Pole other to Island)	865.00	1,730.00T
2	ea	Enclosure, Outdoor, For Equipment	75.00	150.00T
1	ea	Pole, Square, Straight, Aluminum,	665.00	665.00T
1	ea	Miscellaneous Hardware, Connectors, etc.	150.00	150.00T
1	ea	Labor - Install and Configure all Equipment - Set Pole etc...	3,000.00	3,000.00
		Subtotal:		9,715.00
		-		
		Breakdown for adding camera on trellis:		
1	ea	Camera, Dome, Low Light, 4MP - GV-EBD4700	150.00	150.00T
80	ft	Cable, Bulk, CAT5E	0.22	17.60T
60	ft	Conduit and Fittings	1.65	99.00T
1	ea	Miscellaneous Hardware, Connectors, etc.	20.00	20.00T
1	ea	Labor - Install and Configure all Equipment	600.00	600.00
		Subtotal:		886.60
		-		
		Breakdown for License Plate Recognition Cameras (With Decoding):		
5	ea	Camera, LPR(License Plate Recognition) GV-LPR1200	1,465.00	7,325.00T
1	ea	Miscellaneous Hardware, Connectors, etc.	150.00	150.00T
1	ea	Labor - Install and Configure all Equipment	1,800.00	1,800.00
		Subtotal:		9,275.00

Please Read: This estimate assumes that no additional requirements other than what is required by the California State License Board are required. If additional memberships, certifications or resulting insurance is needed, it is to be paid for by the requesting party. Payment Terms: Net 45 days from date of invoice. Any late payment and/or held payment due to undisclosed requirements is subject to an interest charge of 1.5% per month.

All Networking configurations to be done in-house and verified by customers IT department or Consultant. Watchdogs Surveillance is not an IT consultant and is not liable for any Networking	Subtotal	\$19,876.60
Any required permits responsibility of owner. Estimate valid for 30 days. All prices are subject to change without notice.	Sales Tax (7.75%)	\$1,121.94
Accepted By:	Accepted Date:	Total \$20,998.54







MEMORANDUM

Date: October 13, 2017
To: Board of Directors
From: Mark Martin, General Manager
Subject: Receive Update on Laguna Joaquin

RECOMMENDED ACTION

No action. Receive and file.

BACKGROUND

The District and Rancho Murieta Association (RMA) staff met on October 10, 2017 and discussed the status of the Laguna Joaquin cleanup. Staffs from both organizations were congratulatory of the cooperative teamwork to clean Laguna Joaquin. As of this week, Laguna Joaquin is filled and spilling. Attendees agreed that water quality and general appearance of the area around the lake have improved. Discussions ranged from future treatment strategies, to pros and cons of implementing and retaining foliage around the lake, to an educational discussion of the inflow/outflow mechanisms of the lake to help residents understand the role and complexities of Laguna Joaquin.

One concern brought by farmer representative John Sullivan was that Laguna Joaquin water, due to pesticides and chemical runoff, may not be acceptable as a water source for crops certified organic. Farmers have recently planted a portion of their crops as organic. Paul Siebensohn offered to have a sample of Laguna Joaquin water lab-tested to assess if contaminants impacting organic crop use are present.

Both staffs are scheduled to meet again October 27, 2017 to discuss the results of the water sample and potential additional short and long term measures for Laguna Joaquin, and how to include community and expert input.

As for the other detention basins, their current O&M and water quality and maintenance issues will be rolled into the Laguna Joaquin resident discussions.

Staff discussed how best to reach out to the community for input. The consensus was to develop water quality objectives, strategies, methods, and costs then present this information in an educational type manner to bring the community up to speed on the issues, and then seek their input.

MEMORANDUM

Date: October 13, 2017
To: Board of Directors
From: Mark Martin, General Manager
Subject: Discuss Long Range Plan for Detention Basins

RECOMMENDED ACTION

No action. Discussion and provide direction to staff as appropriate.

BACKGROUND

This agenda item was requested by Board President Pecotich in his interest for the District to work with Rancho Murieta Association (RMA) to develop a comprehensive detention basin and maintenance and operation plan.

As part of the District and RMA staff meeting on October 10, 2017 regarding Laguna Joaquin, District staff stressed the need for a comprehensive basin plan and cooperation between the parties. A copy of the 2001 Lake Management Plan for the main reservoirs was handed out by District staff as a potential model for a basin plan.

A strategy for a planning effort would be to identify all basins, ownership, current maintenance responsibilities, uses, and complexities of each. Complexities range from limitations on use of herbicides, to nature of immediate basin outflow receiving body, to specific challenges of maintaining each. From there, staff could define a plan to more comprehensively maintain the basins. The effort will parallel the similar efforts for Laguna Joaquin.

Since resources to accomplish the goals of the plan may be constrained to the extent maintenance budget and staff is available for such efforts, there would need to be a consensus between the District and RMA as to each organization's contribution of resources, both financial and staff, dedicated to accomplishing the goals of the plan.

At the recent Laguna Joaquin meeting, RMA provided cost information on their water quality maintenance costs for Lake Guadalupe.



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

DATE: September 21, 2017
TO: Special Districts' Selection Committee
FROM: Donald Lockhart, Executive Officer
RE: **Selection of Special District Commissioner and
Selection of Alternate Special District Commissioner**
For the Sacramento Local Agency Formation Commission
Term of Office: **January 1, 2018 to December 31, 2021**

Pursuant to the provisions of Section 56332 of the Government Code, the Executive Officer has determined that a meeting of the Special District Selection Committee 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 is not feasible. 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.

Please see the attached Ballot

Please select **one** candidate for Special District Commissioner.

AND

Please select **one** candidate for Alternate Special District Commissioner.

Please return the ballot to the LAFCo office no later than:

4:00 P.M. on WEDNESDAY, NOVEMBER 15, 2017 To be valid, selection of a candidate must be done 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.

Any ballot received after the date specified above 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 selection held in the same format as the initial selection. The LAFCo Executive Officer will announce the results of the selection within seven days of the specified date.

If you have questions regarding selection procedures, please contact the Sacramento LAFCo Commission Clerk, Diane Thorpe, at (916) 874-6458.

Return:

**Sacramento LAFCo
1112 "I" Street; Suite 100
Sacramento, CA 95814**

or e-mail:

Diane.Thorpe@SacLAFCo.org



Sacramento
LAFCo

Ballot

LAFCo Special District Commissioner & Alternate

Commissioner & Alternate Commissioner terms are 4 years

Please select one candidate from each column

Ballot A

Commissioner - Office No. 7

Please select **ONE** candidate **BELOW**

Senica Gonzalez

Arcade Creek Recreation & Park District

Gay Jones (Incumbent)

Sacramento Metropolitan Fire District

Michael Yearwood

Cordova Recreation & Park District

Ballot B

Alternate Commissioner - Office No. 6 & 7

Please select **ONE** candidate **BELOW**

Orlando Fuentes

Cosumnes Community Services District

Senica Gonzalez

Arcade Creek Recreation & Park District

Paul Green Jr. (Incumbent)

Rio Linda/Elverta Community Water District

Delinda Tamagni

Fair Oaks Recreation & Park District

Michael Yearwood

Cordova Recreation & Park District

Ballot must be received by **4:00 pm on Wednesday November 15, 2017**

Special Districts must return the ballots to LAFCo by the date specified above. Any ballot received after the specified date shall not be valid. *The information below must be complete*

The candidate who receives the most votes will be determined the winner outright.

The LAFCo Executive Officer will announce the results of the election within seven days of the specified date.

Name of Special District

Street Address

Date of Meeting

District Phone Number

Signature of Secretary or Clerk of the Board

Phone Number

Print Name

E-mail Address

Senica Gonzalez

2017-08-18



4950 Hackberry Lane #52, Sacramento, CA 95841 USA
US: 1-916-633-4366 International Skype: allebrum / 916-473-1230
senica@allebrum.com

OBJECTIVES

Create software and web applications that are intuitive for the end-user and that are a joy to use. Create software and web applications that allow businesses to run more efficiently and allow business firms to more easily interact, give update reports, and financials to investors and business partners. Work in a stable environment that allows for creative freedom and is open to new ideas. Lead development team and engineer solutions to common problems. Take existing infrastructures and build upon them and improve workflow. Be progressive thinking while not sacrificing maintainability and stability for the sake of the "latest and greatest."

EXPERIENCE

[Vice-Chair / Arcade Creek Parks and Recreation District](#)

2017 - Present *Sacramento, California, USA*

[Co-Founder / Investor / Harmony Legal](#)

2017 - Present *Sacramento, California, USA*

- Build Legal Application for streamlining the legal process; proper case-handling; constant client communication; government form integration
- Neo4j Graph Database; Built on NodeJS

[Partner / Sole Developer / Hoppa.io \(alpha, in development\)](#)

2016 - Present *Sacramento, California, USA*

- Partnership to develop decision tree model that addresses missing, advanced features from existing platforms.
- RESTFUL server using NODEJS.

- Postgres for relations; Solr for indexing and full-text search;
- PM2 for deployment

Owner / Chief Engineer | Allebrum, LLC

2010 - Present *Sacramento, California, USA*

- Engineer and Develop content management system from ground up to make website build for programmers easier.
- Partner with CaliCode Factory to program backend of projects for them.
- Work with developers from other companies to bring projects to fulfillment.
- Coordinate with teams across international borders and various time zones for projects.
- Take ideas from other companies and turn them into working prototypes and develop them into full working products.
- Sales, bookkeeping, invoices, and time records.
- Implement agile system of work for greater profitability and overall greater customer satisfaction.
- Manage teams in other countries for outsourced projects.

Chief Engineer | Guest Innovations, INC (formerly Dinnerwire)

2013 - 2015 *Sacramento, California, USA*

- Build feature list and product requirements from ground up.
- Develop user experience and front-end using Javascript for the product Rezku (rezku.com) and various company sites.
- Implement cutting-edge features only available to the Chrome Canary branch while developing Rezku.
- Implement complete touch user experience.
- Learn the restaurant industry and restaurant management to fulfill a user's needs while developing Rezku. Product research.
- Oversee and work with team in the development of Rezku, various company websites, and backend servers.

- Work and setup trade-shows in an effort to learn more about customer needs.
- Consult with company in product launch.
- Help build development team for company.

Senior Programming Engineer / Developer | Chesapeake Smart Homes

2007 – 2010 Annapolis, Maryland, USA

- Project management for multi-million dollar projects.
- Senior programming engineer and lead developer for projects ranging between .5 to 2.1 million dollars.
- Up-selling clients on product and features that would be useful to them.
- Detailed troubleshooting and quality assurance for projects done prior to my employment. Critical and strategic debugging.
- Advanced troubleshooting and technical analysis.
- Advanced computer and network support.
- Design and implementation of website between scheduled tasks.
- Introduction and Implementation of a SVN Repository for all client projects giving revision history and global access to all employees and outside subcontractors with project permissions. Quality control standards implementation.

Senior Programming Engineer / Developer / Designer | JMA Enterprises

2004 – 2007 Morehead City, North Carolina, USA

- Implemented working network for company designers and communication with project managers.
- Implemented Point of Sale system for sales
- Expertise allowed for the introduction of new product lines to company allowing company to expand sales to commercial projects.
- Introduced troubleshooting and technical analysis.
- Advanced computer and network support.

- Designed and sold first two projects to exceed \$130,000.00 for company.
- Project management.
- Programming, design, and implementation of projects.

Network Administrator / Web Developer | Cape Lookout ISP

2002 – 2004 *Morehead City, North Carolina, USA*

- Designed, programmed, and implemented technical support intranet for five office locations.
- Helped program and implement stable Asterisk Digital Phone Service running on Linux servers that spanned three counties.
- Re-designed, programmed, and implemented three new company websites with customer support.
- Implemented new heuristics on mail server to catch and filter spam.
- Re-evaluated MySQL databases for billing data and re-designed to bench test more efficiently.
- Implemented new Group Policies on Windows 2003 Servers to provide for better workflow and allow for cross-office access to multiple servers without compromising security.

Assistant Supervisor | Triple T Products

1998 - 2002 *Newport, North Carolina, USA*

- Bookkeeping and balance sheets.
- Shipping and receiving manager. Import and export discrepancy personnel.
- Responsible for employee work performance.
- Organized and setup national trade shows at various cities around the country including: Washington, D.C.; Orlando, FL; Chicago, IL; Philadelphia, PA; Gatlinburg, TN
- Programmed e-commerce application for the company and launched their first website as part of a college project.

EDUCATION

Crestron

2010 – Annapolis, MD

Crestron Certified Programmer Level III

CEDIA

2008 – Denver, CO

CEDIA Installer III Certificate – Advanced EST

Crestron

2005 – Atlanta, GA

Crestron Intermediate Programming Certification

CEDIA

2005 – Indianapolis, IN

Certified Installer II Certificate

Carteret Community College

2004-2005 – Morehead City, NC

Computer Programming (DNO)

Internet Communications

SKILLS

Programming / Frontend / Database

NodeJS / Javascript, PHP, Python, HTML 5, CSS 3, Neo4j Graph
Database, Postgres, MySQL, MongoDB, Solr, shaky C++ :),
Simpl+, Google's GoLang

Productivity

Well rounded in Atom, Nano, Vi, Sublime, Aptana, Adobe Creative
Suite, and Microsoft Office

Operating Systems / Server

OSX, Linux, NGINX, PM2, Apache, IIS, Windows XP/7, Windows Server 2000/2003

PORTFOLIO EXCERPT

Excerpts may also be found at allebrum.com

Everyschool

Outreach non-profit site build
Site: everyschool.com

Matchbook Wines

Fun site build with California-based winery's graphics team.
Site: matchbookwines.com

Harmony Legal

Develop legal system
Ask for details

Hoppa.io

Develop cross-referencing decision-tree platform.
Site: hoppa.io

Rezku - Restaurant Reservation and Floor Management

Engineer and develop user experience and front-end
Site: rezku.com

Maje

Build custom lookbook for displaying custom styles. Uses Ajax to pull in images dynamically
Client website:
<http://us.maje.com/lookbook/index/index/id/9/view/maje-majed-by-alex-chung/>

Sandro Paris

Create custom lookbook for displaying custom styles. Also created custom menu for the site. Also used Twitter API to pull in live feeds.
Client website:
<http://us.sandro-paris.com/lookbook/index/index/id/5/view/women-spring-summer-13/>

Smart Press - Cirrus Widget Suite

Case Study:

<http://www.allebrum.com/portfolio/cirrus-widget-suite-1-park-place-real-estate-tools/>

Clients website: www.1parkplace.com (not indicative of the project)

You can see websites using Smart Press by visiting the links here:

<http://www.1parkplace.com/real-estate-marketing/smartpress-real-estate-website-gallery/>

Vitalyte

Full site build with another developer.

Client website: <http://www.vitalyte.com/>

Watershot

Full site build with another developer. Custom categories module built.

Client website: <http://www.watershot.com/>

Puzhen

Full site build with another developer.

Client website: <http://www.puzhen.com/>

Encole

Full site build. Custom break down and displaying of categories

Client website: <http://www.encole.com/>

Lecoq Cuisine

Build custom categories for another developer

Client website: <http://lecoqcuisine.com/products.html>

Everyschool

Backend and frontend programming (very little design implementation)

I'm not a big fan of the design, but it wasn't done by me :)

Case Study: <http://www.allebrum.com/portfolio/every-school/>

Client website: www.everyschool.com

Great-News

Build custom plugin and integrate GiveX API (givex.com) for shopping allowing customers to buy and redeem coupons.

Client website: <http://www.great-news.com/home.php>

ModX Wordpress Tools

Build a module for ModX that allows different functionality of pulling in a Wordpress blog into ModX CMS

Website: <http://modx.com/extras/package/wordpress-tools>

Personal Project - Old, but demonstrates Wordpress knowledge

Petsense

Code audit of old site. Complete site build with another programmer on Magento. Custom modules built categories layout.

Website: <http://www.petsenseonline.com/>

Bux Back

Complete site build. Custom database. Integration with several third-party APIs for rewards notification. Customer section to register and register credit cards. Custom search by demographics. Server Cron tasks and executable script created to run daily routines like importing new merchants and exporting new signups along with secure transfers of client sensitive data. Secure storage of client credit cards. Cookies and sessions to remember clients choices of city preference and login credentials. Dynamically map merchant addresses. Built on Wordpress.

Client website: www.buxback.com

Booger CMS

Complete build from the ground up of a Content Management System that would address clients being able to easily edit their websites. This was a personal project of mine. Unfortunately I never put in the time to get it off the ground. Allowed for adding of pages, shortcodes, blog, plugins, help desk, file editor, multi-page edit with tabs, tags, users & groups, comments and management, categories, and clean interface. Source code available upon request

Some simple builds on various CMSes (mostly Wordpress).

I did the entire site builds given a PSD file

<http://www.drawing-office.co.uk/>

<http://www.villagevoice.me/>

<http://www.hcccairo.com/>

<http://www.sdcl.org/>

<http://shredeasy.com/>

<http://www.drawing-office.co.uk/>

INTERESTS

Church multimedia, carpentry, electronics, CNC, welding, motocross, running, poker, bowling, surfing, kayaking, snowboarding, graphics



Gay Jones (Incumbent)

Sacramento Metropolitan Fire District
10545 Armstrong Avenue, Suite 200
Mather, CA 95655
Phone: (916)208-0736

STATEMENT OF QUALIFICATIONS

EXPERIENCE

- 2000 – Present: Director for Sacramento Metropolitan Fire District
- 2005 – Present: Chair and Founding Member Special District Advisory Committee to Local Agency Formation Commission (LAFCo)
- 2006 – Present: Special District Commissioner for Sacramento LAFCo
- 2006 – Present: Board Member for California Association of LAFCo (CALAFCO)
- 2013 – Present: Executive Board Member, CALAFCO
- 2004 – 2006: Alternate Commissioner for Sacramento LAFCo
- 1981 – 2006: Sacramento Fire Department (Retired Captain)
- 1973 – 1979: United States Peace Corps.

EDUCATION AND CERTIFICATES

- Master's Degree, California State University, Sacramento
- Bachelor of Science, Lewis and Clark College
- Associate Degree, American River Community College
- Chief Officer Certification, California State Board of Fire Service
- Special District Leadership and Management Certification, Special District Institute

COMMUNITY ACTIVITIES

- Chair, Cordova Community Planning Advisory Council
- Co-Chair, Butterfield Riviera – East Community Association
- Member, American River Parkway Coalition
- Member, Eppie's Great Race Committee



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

July 21, 2017

Diane Thorpe, Commission Clerk
Sacramento LAFCo
1112 "I" Street, Suite 100
Sacramento, CA 95814

Re: Nomination for Special District Commissioner Office No. 7

Dear Ms. Thorpe,

Enclosed is the Nomination Form from the Sacramento Metropolitan Fire District nominating Board Member Gay Jones to the Special District Commissioner Office No. 7. Also enclosed is a Statement of Qualifications for Director Jones.

The Board of Directors took a unanimous vote of the seven Board Members present to nominate Director Jones during the Board Meeting on July 13, 2017.

Please do not hesitate to call me at (916)859-4305, or e-mail me at penilla.melissa@metrofire.ca.gov if you have any questions.

Sincerely,

Melissa Penilla
Board Clerk

Enclosures – Nomination Form
Statement of Qualifications

Michael T. Yearwood

10930 Viano Court, Rancho Cordova, CA 95670
msyearwood91@gmail.com
916-606-6569

Objective: To obtain a new and challenging position where my leadership, organizational and communication skills will be utilized.

Experience:

2016- 2017 Health Net of California

Claims Supervisor - Performance Team 02-22-16 – Present

- Supervise a team of 17 Claims Analysts.
- Coach and mentor staff to meet or exceed expectations.
- Responsible for talent and performance management of Claims staff.
- Daily operational leadership and support through work distribution and monitoring
- Coordinate with scheduling to assist with daily forecast assuring accurate staffing coverage
- Identify individual performance gaps to recommend and implement action plans that achieve desired result
- Monitor daily productivity through the Maccess System.
- Collaborate with peers and managers on process improvements.

2015- 2016 State of California - Health Benefits Exchange (Covered California)

Supervising Program Technician III 03-16-15 – 02-19-16

- Supervise a team of 15 Customer Service Representatives
- Coach and mentor staff to meet or exceed expectations.
- Assist representatives with questions regarding health plan options and policy and procedures.
- Research and resolve escalated calls from consumers.
- Monitor daily productivity through the IEX System.
- Audit in bound calls through the Nice System.
- Collaborate with peers and managers on process improvements.

2007- 2015 Vision Service Plan

Client Broker Representative - Inside Sales 02-15-11 – 03-13-15

- Assisted and resolved clients and brokers service issues.
- Provided phone support and customer service to clients and brokers.
- Provided e-mail coverage for Sales Team in their absence.
- Implemented installation of new groups and pull-outs according to guidelines.
- Processed renewals for clients per guidelines.
- Provided Resource Center support to clients and brokers.
- Generated and distributed requested or required documents.

Michael T. Yearwood

10930 Viano Court, Rancho Cordova, CA 95670
msyearwood91@gmail.com
916-606-6569

Customer Care 08-21-07- 02-14-11

- Assisted VSP members with questions regarding benefits, claims, participating providers and help resolve any concerns that arise.
- Assisted VSP providers with questions regarding patient eligibility, claims, benefit descriptions and help resolve any concerns that arise. Issue authorizations to providers, when necessary.
- Assisted VSP client representatives with updating the eligibility of their employees/members.
- Assisted other divisions of VSP with questions or concerns when they contact Customer Care
- **Cigna Vision Representative** - Assisted Cigna Vision members with questions regarding benefits, claims, participating providers and help resolve any concerns that arise.
- **Quality Mentor** - Assisted with the training, coaching and development of new customer care representatives.
- **Back Up Support Queue** – Answered overflow Support Queue calls when Support Queue staff were not available.

2010 & 2011 World Class Customer Service Representative

Consumer Marketing - Benefit Fair Team 09-02-08 -11-25-08, 09-01-09 -12-15-09, and 08-16-10 -11-24-10

This opportunity was offered through the Customer Care Career Development Program. I was interviewed by the Benefit Fair Team and was selected for this temporary assignment in 2008. In 2009 and 2010 I was asked to return to assist the team.

- Processed Materials Only and Staffing requests.
- Collaborated with the other Benefit Fair Coordinators to manage the Benefit Fair Mailbox in Microsoft Outlook.
- Processed and updated change requests received via the Benefit Fair Mailbox.
- Printed and processed contract representative's invoices for payment.
- Collaborated with the Benefit Fair Coordinators, VSP Sales and Distribution to resolve any questions or concerns.
- Managed requests for Benefit Fair engagement activities, including the shipping and return of the activities.
- Collaborated with the Benefit Fair Coordinators, VSP Sales and Distribution to resolve any questions or concerns.

1994 – 2007 California State Automobile Association (CSAA)

Help Desk Specialist 01-01-06 – 08-18-2007

- Assisted inbound agents, dispatchers and agents from other business units with questions regarding Emergency Road Service (ERS) policies and procedures, and concerns with respect to geographical locations and zones of operation.
- Assisted CSAA contracted facilities with questions, concerns and updates to their facility information in CSAA's Fleet Management System.
- Resolved member escalation calls.
- Monitored agents phone activities and adherence to their schedules.

Michael T. Yearwood

10930 Viano Court, Rancho Cordova, CA 95670
msyearwood91@gmail.com
916-606-6569

- Provided coaching and development to agents, including side by side observation and monitors.
- Member of the Elk Grove Call Center New Hire Mentor Team, traveling to other Contact Centers when training assistance was necessary.
- Updated the daily schedules for the CSAA Vehicle Inspection Clinics.

Team Leader - ERSA III 10-12-02 – 12-31-05

- Assisted agents with questions regarding ERS policies and procedures, and concerns with respect to geographical locations and zones of operation.
- Provided coaching and development to new agents, including side by side observations and monitors.
- Conducted daily audits of agents inbound calls.
- Resolved member escalation calls.
- Member of the Elk Grove Call Center New Hire Mentor Team.
- Created and updated, as needed, the monthly schedules for the CSAA Vehicle Inspection Clinics.
- Participated in several department and company development teams including the Elk Grove Consolidation Team.

Senior Customer Service Representative 03-01-99 – 10-11-02

- Received and processed incoming calls from members requesting Emergency Road Service.
- Assisted Customer Service Representatives with questions regarding ERS policies and procedures, and concerns with respect to geographical locations and zones of operation.
- Trained new Customer Service Representatives, and provided follow-up training as necessary.
- Followed up with dispatchers regarding service requests that have exceeded their promised time of arrival, and advised members of the new expected time of arrival.
- Participated on several department and company development teams including the development of the ERS Department's first Policy and Procedure Manual, the Good Times Committee (employee morale), the Corrective Action Team (issue resolution), and The Rancho Review (the office newsletter).

CDF Communications Operator 01-01-97 – 02-28-99

- Dispatched member requests for road service via the radio or telephone.
- Received and processed incoming calls from members requesting Emergency Road Service.
- Train new Quality Service Representatives, and provide follow-up training as necessary.

Receiver-Dispatcher 06-21-94 – 12-31-96

- Received and processed incoming calls from members requesting Emergency Road Service.
- Dispatched member requests for ERS via the radio or telephone.

Michael T. Yearwood

10930 Viano Court, Rancho Cordova, CA 95670
msyearwood91@gmail.com
916-606-6569

1986 – 1994 Brening Enterprises

Manager 09-16-86 – 06-20-94

- Supervised a staff of 25-30 employees.
- Responsible for the hiring and training of staff.
- Provided coaching and mentoring to shift managers and staff.
- Completed performance evaluation of shift managers and staff.
- Created weekly work schedules for shift managers and staff.
- Completed bookkeeping, inventory control and asset management.
- Completed daily banking and financial analysis.

2003 – 2009 Rancho Cordova Youth Soccer Club

Club Manager 01/01/07 - 12/31/09

- Managed a board of 15 members and 70 coaches and their assistant coaches.
- Created and managed the annual budget.
- Delegated duties to board members as needed.
- Secured venues for events & fields for practice and league games.
- Coordinated registration dates.
- Promoted & marketed the club via flyers, signs and banners, club hotline, web-site and social media page.
- Mentored new and returning coaches.
- Recruited board members and coaches.
- Mediated conflicts between parents and coaches.

Age Group Coordinator 01/01/03 - 12/31/06

- Managed 12 coaches and their assistant coaches
- Created practice and game schedules.
- Recruited new coaches.
- Mentored new and returning coaches.

Education: 1984-1987 Cordova Senior High School

- General Education
- High school diploma

Interests: My family and community volunteerism.

References: Available upon request

Michael Yearwood

10930 Viano Court, Rancho Cordova, CA 95670
msyearwood91@gmail.com
916-606-6569

Service to My Community

Cordova Recreation and Park District (Board Secretary)

2015-Present: Director

As a Cordova Recreation and Park District (CRPD) Board Member I am responsible for the budget and for setting policies that safeguard the vitality of the district. The five non-partisan members of the Board of Directors are elected to four-year terms by residents located within CRPD's boundaries. The elected board is held accountable to the following laws that govern public officials: The Brown Act, California Public Records Act, FPPC Reporting Requirements and biannual ethics training.

Specific functions and duties of my role as a Board Director are:

1. To perform its legal responsibility.
2. To set up by-laws, regulations and operation procedures
3. To select, employ, and if necessary, dismiss the District Administrator.
4. To control the operating budget, the financial plans and the insurance program.
5. To care and maintain property.
6. To be responsible for program.
7. To assure personnel policies.
8. To maintain good public relations.
9. To appoint, commission, supervise and receive reports from committees and the District Administrator.

BOARD MEMBERS RESPONSIBILITIES

1. Board members should understand the significance and importance of recreation in the community.
2. Board members should be aware of the relationship of the recreation services to other community services.
3. Board members should look objectively at their specific responsibility as board members and at local community recreation needs, and keep abreast of changing conditions, continuously reassessing their efforts and reasons for service.
4. Board members should have the courage to resist pressures of all types and insist upon high standards for their agencies, particularly in regard to competent, professional personnel.
5. Board members should be aware of their role as board members, acting in concert with their fellow board members without usurping the functions of the District Administrator.

Michael Yearwood

10930 Viano Court, Rancho Cordova, CA 95670
msyearwood91@gmail.com
916-606-6569

Rancho Cordova Athletic Association

2013: Founding Member
2013-2015: Secretary
2016: CRPD Representative

Leadership Rancho Cordova

2014-Present: Governing Board
2014: Graduate of Class VIII

Rancho Cordova Youth Soccer Club (RCSC)

2002: Coach
2003: U-6 Age Coordinator
2004: Coach & U-8 Boys Age Coordinator
2005: Coach & U-8 Girls Age Coordinator
2006: Coach & U-6 Age Coordinator
2007-2009: Club Manager & Coach
2012: Coach

American River Youth Soccer League (ARYSL)

2007-2009: Board Member – RCSC Representative
2010: League Treasurer

Cordova Girls Softball League

2010-2011: League Vice President
2011-2012: League Vice President
2012-2013: Secretary
2013-2014: Secretary
2014-2015: NORCAL Representative

Folsom Cordova Unified School District

Cordova High School Site Council
2014-2015: Parent Representative

Cordova Lane Elementary School Site Council

1998-2006: Elected Parent Representative

Navigator Elementary School Site Council

2006-2008: Elected Parent Representative

Measure M & P Oversight Committees

2014-2016: Parent/PTSO Member Representative

ORLANDO FUENTES

Elk Grove, California (CA) 95758 H: 9168120814 ♦ C: 9168120814 ♦ orlandofuentes@comcast.net

PROFESSIONAL SUMMARY

A 43-year commitment post-Master's Degree in the service of community, children and families, the disadvantaged, and disenfranchised. Culminating in a recent election to the Cosumnes Community Services District, an agency that provides fire protection and response, emergency ambulance services as well as management of over 94 parks and recreation services to a community of 190,000 residents on a \$70,000,000 budget.

SKILLS

- Customer service-oriented
- Project management
- Staff training/development
- Effective leader
- Exceptional interpersonal communication
- Consistently meet goals
- Organized
- Conflict resolution
- Employee scheduling

WORK HISTORY

Director, 12/2016 to Current

Cosumnes Community Services District – Elk Grove, CA

Member of the Board of Directors of the Cosumnes Community Services District, a governmental agency providing fire protection, emergency services, and parks and recreation services to 190,000 residents.

Program Manager, 11/1979 to 11/2004

State of California – Sacramento, California

Over 25 years of experience in strategic planning, program development, policy development, in high-level government positions. Programs included those for Child Abuse Prevention, Prenatal Care, Crime Prevention, and Mental Health. Departments included Social Services, Public Health, Mental Health, and the Office of the Attorney General. All with statewide impact.

EDUCATION

Bachelor of Arts: Psychology, 1972

San Francisco State University - San Francisco

Master of Arts: Social Welfare, 1974

University of California - Berkeley

COMMUNITY SERVICES

El Hogar Community Mental Health Services Board Member

LULAC League of United Latin American Citizens Board Member - Non-partisan

City of Elk Grove Multicultural Committee, Volunteer and former Chairperson

Restorative Schools Vision Project Board Member - Restorative Justice

Voter Registration Leader

Paul R. Green Jr.

I am retired after 24 years of service in the Air Force as a Senior Master Sargent.

I currently serve as the District representative on the Board of Directors of the Association of California Water Agencies Joint Powers Insurance Agency (ACWA/JPIA), the Sacramento Ground Water Authority (SGA) governing Board.

I was elected to the seven-member Sacramento County LAFCo (Local Agency Formation Commission) by the elected Board members of 66 special districts -- each a self-governing independent agency in the county (fire, water, cemetery, and parks & recreation for example) -- as an alternate commissioner for each of the two members "representing" special districts. For 2015, I will serve as chairman of the Sacramento LAFCo Special Districts Advisory Committee.

I am the Volunteer Manager of the Republican Party Group on linked-in.

I formerly served on the following Boards and Committees

RLECWD internal Planning Committee.

Co-Chair, Community Restoration Committee for Mc Clellan Air Force Base.

Director, Grant Union School District

Captain, On-Air Fund Raising Committee KVIE

State Chair, Leaders of Faith Coalition

Regional Vice President, Primercia Financial Services

Docent Sacramento County History Museum

State Senate Candidate

Member, California Legal Compliance Review Committee

President, North Highlands Visions Task Force

Board Member, North Highlands Parks and Recreation District

Delinda Tamagni

5003 Primrose Drive, Fair Oaks, California 95628 | 619.992.1985 | drtamagni@gmail.com

Objective

To make a positive contribution to our community by serving on the Fair Oaks Recreation and Park District's Board of Directors.

Volunteer Experience

PARENT VOLUNTEER | FAIR OAKS PRESCHOOL | 2012 – 2014, 2016 – PRESENT

- As part of my children's enrollment in the Fair Oaks Preschool, I have volunteered both in the classroom and in various coordinator positions. For the 2016/2017 school year, I am the Class Treasurer. I work with the classroom Finance Committee members, maintain a budget and track class funds.

COACH | FAIR OAKS SOCCER CLUB | 2016 – PRESENT

- During the fall season, I teach soccer and teamwork skills to 12 inspiring, spirited young girls.

TROOP CO-LEADER | GIRL SCOUTS TROOP 386 | 2014 - 2016

- I assisted the Troop Leader in helping our troop of 10 girls build confidence and a love for community service. Our troop participated in It's My Park Day and the Fair Oaks Christmas in the Village parade.

Employment Experience

TAX COUNSEL III | STATE OF CALIFORNIA, FRANCHISE TAX BOARD | JULY 2008 - PRESENT

- As an attorney in the FTB Legal Division's Settlement Bureau, I work with opposing counsel to resolve disputes between corporate taxpayers and the State of California. I analyze the costs and risks of litigation and determine whether settlement is in the best interest for the State of California.

RECREATION LEADER | CITY OF LA MESA | 1996 - 2001

- I worked as a summer camp counselor and taught gymnastic and tiny tot sport classes.

RECREATION LEADER | EL CAJON RECREATION DEPT. | 1998 - 2000

- I worked as a summer camp counselor and taught gymnastic and tumbling classes.

Education

L.L.M. IN TAXATION | MAY 2007 | UNIVERSITY OF SAN DIEGO SCHOOL OF LAW

- Tax Clinic volunteer: 5-10 hours per week assisting the public with issues relating to the I.R.S.

JURIS DOCTOR | DECEMBER 2006 | UNIVERSITY OF SAN DIEGO SCHOOL OF LAW

- Member of the University of San Diego International Law Journal

BACHELOR OF ARTS | MAY 2003 | ST. CATHERINE UNIVERSITY

- Majors: English & Sociology Minor: Philosophy, with a concentration in Ethics

References

- Michele Greenberg-McClung, Recreation Supervisor, City of La Mesa, 619.667.1333
- Bill Gardner, Assistant Chief Counsel, FTB Settlement Bureau, 916.845.3318



DATE: September 27, 2017
TO: Independent Special Districts
SUBJECT: **Nominations for Membership on SDAC**

You are cordially invited to nominate a Member of your Board to join the Special District Advisory Committee (SDAC). The purpose of the Committee is to provide Sacramento LAFCo with input on issues related to Special Districts, as well as to receive information on issues before the Commission.

The SDAC membership of seventeen is composed of the two LAFCo Special District Commissioners, and the Alternate Special District Commissioner, and representatives from recreation and park, fire, water, flood control, cemetery and other types of special districts. SDAC members serve 2 year terms without compensation. There will be seven (7) vacant seats for **Office "A" (1/18 - 12/19)** on the Committee. New members will be selected by the SDAC *Sub-committee on Membership* from the pool of nominees provided by the Special Districts, subject to confirmation by the Commission.

SDAC meetings are held quarterly on the fifth Tuesday, or as needed. The SDAC meets at 7 PM @ County Administration Center (700 H Street) Sacramento, in Hearing Room #2.

A nomination form is attached. If you wish to nominate a member of your Board, please complete the form and return it to me no later than **Monday, November 20, 2017**.

Please feel free to contact me by email or phone if you have questions about this process.

Sincerely,
SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

Donald J. Lockhart, AICP
Executive Officer
(916) 874-6458
Donald.Lockhart@SacLAFCo.org

Enclosure: Nomination Form



**SPECIAL DISTRICT ADVISORY COMMITTEE
Nomination Form**

*Recommendation to the **SDAC Selection Committee***

In accordance with the bylaws of the Special District Advisory Committee, the
Governing Board of the _____ District

nominates _____ (Board Member)

Mobile# _____ for the following position on the SDAC:

Office "A" -two year term (ends 12/31/19)

Signature: _____
Board Chairperson

Date: _____

ATTEST:

District Manager or District Secretary

Please print e-mail address

Please attach resume of Nominee with CONTACT INFORMATION.

Please send completed nominations to:

Donald J. Lockhart, AICP, Executive Officer.
Sacramento LAFCo
1112 "I" Street; Suite 100
Sacramento CA 95814
Donald.Lockhart@SacLAFCo.org



CONFERENCE/EDUCATION SCHEDULE

Date: October 5, 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)

Understanding the Brown Act	November 8, 2017	Stockton
Required Ethics AB1234 Compliance	November 8, 2017	Webinar

GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

GSRMA 13 th Annual Training Conference	October 19-20, 2017	Corning
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ISC WEST

2018 ISC West Public Security And Safety Expo	April 11 – 13, 2018	Las Vegas
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ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

No Information Currently Available on Upcoming Conferences.

AMERICAN WATER WORKS ASSOCIATION (AWWA)

AWWA Fall Conference	October 23 – 26, 2017	Reno
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