



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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

AGENDA

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

REGULAR BOARD MEETING

JUNE 19, 2019

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

BOARD MEMBERS

Les Clark	President
Randy Jenco	Vice President
Linda Butler	Director
Tim Maybee	Director
John Merchant	Director

STAFF

Mark Martin	General Manager
Richard Shanahan	District General Counsel
Suzanne Lindenfeld	District Secretary
Tom Hennig	Director of Administration
Jeff Werblun	Security Chief
Paul Siebensohn	Director of Field Operations

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

June 19, 2019

REGULAR BOARD MEETING

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 Clark (**Roll Call**) 5:00

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

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.*

3. **CONSENT CALENDAR (Motion) (Roll Call Vote)** (5 min.) All items in Agenda Item 3 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. May 15, 2019 Regular Board Meeting Minutes
2. June 4, 2019 Improvements Committee Meeting Minutes
3. June 6, 2019 Finance Committee Meeting Minutes
4. June 6, 2019 Communications Committee Meeting Minutes
5. June 7, 2019 Security Committee Meeting Minutes

B. Approval of Bills Paid Listing

4. **STAFF REPORTS** (Receive and File)

- A. General Manager's Report
- B. Administration/Financial Report
- C. Security Report
- D. Utilities Report

5. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (Discussion/Action) **(Motion)**
6. **EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS**
 - A. Email from David Monti Sr.
 - B. Consider Adopting of Resolution R2019-05 Honor of Patrol Officer Thomas Coyle (Discussion/Action) **(Motion)**
(5 min.)
7. **REVIEW DISTRICT MEETING DATES/TIMES FOR JUNE 2019**
 - A. Personnel – July 2, 2019 at 7:30 a.m.
 - B. Improvements July 2, 2019 at 8:00 a.m.
 - C. Finance – July 2, 2019 at 10:00 a.m.
 - D. Communications – July 11, 2019 at 9:00 a.m.
 - E. Security – July 11, 2019 at 10:00 a.m.
 - F. Regular Board Meeting – July 17, 2019 - Open Session at 5:00 p.m.
8. **CORRESPONDENCE**
9. **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 agendized 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.
10. **RECEIVE 2018 DIVERSION REPORT – Presentation by Jack Fiori, California Waste Recovery Systems** (Discussion) (20 min.)
11. **CONSIDER APPROVAL OF CALIFORNIA WASTE RECOVERY SYSTEMS SIXTH AMENDMENT TO THE 2013 CONTRACT** (Discussion/Action) **(Motion)** (15 min.)
12. **CONSIDER ADOPTION OF ORDINANCE O2018-02, AN ORDINANCE AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES** (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)
13. **CONSIDER ADOPTION OF RESOLUTION R2019-04 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2019-20, INCLUDING CAPITAL PROJECTS** (5 min.) (Discussion/Action) **(Motion) (Roll Call Vote)**

14. **CONSIDER APPROVAL OF PAYMENT OF INVOICE FROM COMMERCIAL PUMP & MECHANICAL FOR RECYCLED WATER LINE FOR DISTRICT ADMINISTRATION BUILDING CONVERSION PROJECT** (5 min.) (Discussion/Action) **(Motion) (Roll Call Vote)**
15. **DISCUSS APPROVAL PROCESS OF RESERVE FUNDS EXPENDITURES** (10 min.) (Discussion/Action)
16. **DISCUSS PENALTIES AND INTEREST IMPOSED ON DELINQUENT SERVICE CHARGES AND SPECIAL TAXES** (Discussion/Action) **(Motion)** (15 min.)
17. **CONSIDER ADOPTION OF DISTRICT CODE CHAPTER 1 RECYCLED WATER CODE, SECTION 7.04 LEVYING A RECYCLED WATER INSTALLATION FEE** (10 min.) (Time is approximate but will not be conducted before 6:00 p.m.)
 - A. Presentation by Staff.
 - B. The Board President will open the Public Hearing for public comment on Ordinance O2019-02, Adding Section 7.04 to Chapter 17 of the District Code, Relating to Recycled Water Code Water.
 - C. The Board President will close the Public Hearing on Ordinance O2019-02, Adding Section 7.04 to Chapter 17 of the District Code, Relating to Recycled Water Code Water.
 - D. Board Discussion/Introduction of Ordinance O2019-02, Adding Section 7.04 to Chapter 17 of the District Code, Relating to Recycled Water Code Water. (Discussion/Action) **(Motion) (Roll Call Vote)**
18. **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.*
19. **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 June 14, 2019. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.



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

May 15, 2019

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

1. CALL TO ORDER/ROLL CALL

President Les Clark 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 Les Clark, Randy Jenco, Tim Maybee, and John Merchant. Director Linda Butler was absent. Also, present were Mark Martin, General Manager; Tom Hennig, Director of Administration; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; Richard Shanahan, District General Counsel; and Suzanne Lindenfeld, District Secretary. Director Linda Butler participated in Agenda Item 12 by teleconference.

2. CONSIDER ADOPTION OF AGENDA

Motion/Maybee to adopt the agenda. Second/Clark. Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.

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

Under Government Code 54956.9(a): Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation: One Potential Case.

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

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

Under Government Code 54956.9(a): Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to Litigation: One Potential Case. No action to report back.

Under Government Code 54957: Public Employee Performance Evaluation of the General Manager. No action to report back.

5. CONSENT CALENDAR

Motion/Clark to adopt the consent calendar. Second/Maybee. Roll Call Vote: Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.

6. STAFF REPORTS

Under Agenda Item 6a, Mark Martin, General Manager, gave a brief update on the proposed water tax to supplement struggling water districts to provide clean water. This item went to the Senate Budget Committee this morning but have not heard the outcome.

Director Maybee asked if Rancho Murieta Association (RMA) has provided their expectations and priorities yet. Mr. Martin stated no and that a reminder email was sent earlier today. Director Maybee asked about the District's position on sharing the costs with RMA for road repairs. Mr. Martin stated that the District is not stating one way or another until the cause of the road issue is discovered.

Under Agenda Item 6b, Director Merchant asked about the delinquent accounts and asked what the best way to collect on them. Richard Shanahan, District General Counsel, stated that the County's Teeter Plan is the best way for the District to collect on the delinquencies. Director Merchant asked if the District is collecting

reserves for the new water treatment plant in addition to interfund loan pay back and asked for this to be on a future Finance Committee meeting agenda for discussion.

Under Agenda Item 6c, Chief Werblun gave a brief overview of the rules and process for registering golf carts and getting a yellow tag. Resident Jeff Gibson stated that he had never heard about the yellow tag before and the community should be notified. Chief Werblun stated that it is published in the Pipeline regularly with the last time being in the April Pipeline. It is also on the District's website and posted on the District's Facebook page.

Chief Werblun stated that he has received nine (9) responses back from residents regarding their top five (5) security concerns.

Under Agenda Item 6d, Paul Siebensohn, Director of Field Operations, commented on Rancho Murieta Country Club's Operations Manual and stated that District staff does help out when possible to be sure they are in compliance.

Paul Siebensohn stated that staff received a bid today for the Administration Building Recycled Water Tie-In Project and will be moving forward to complete the project by the June 30, 2019 grant deadline.

7. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

Director Clark received a SDLF Kohnen Scholarship from California Special Districts Association (CSDA) to cover his registration fees for the upcoming Special District Leadership Academy.

8. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS

None.

9. REVIEW APRIL 2019 BOARD/COMMITTEE MEETING DATES/TIMES

No discussion.

10. CORRESPONDENCE

Mark Martin, General Manager, stated he received two (2) additional letters protesting the developer request.

11. COMMENTS FROM THE PUBLIC

Ted Hart commented on his feeling that when the community was originally developed, the intention was to operate it like a city, one governing agency over the entire community and requested the Board give full consideration to the request made by John Sullivan and that he feels it would greatly benefit the entire community.

12. CONSIDER REQUEST BY DEVELOPER TO UTILIZE \$540,000 PHASE 2 WATER TREATMENT PLANT RESERVED FUNDS AS A ONE-TIME SOURCE TO COVER A PORTION OF MELLO-ROOS CFD No. 2014-1 SPECIAL TAX DELINQUENCIES ON SELECTED PARCELS (Director Linda Butler participated by teleconference.)

Mark Martin, General Manager, gave a brief overview of the recommendation to decline the request by John Sullivan to redirect \$540,000 Phase 2 Water Treatment Plant Expansion Reserved Acquisition and Construction Funds as a one-time source to cover a portion of Mello-Roos CFD No. 2014-1 Special Tax delinquencies on selected parcels.

Director Maybee commented on his concerns with the cost to the District for administration time spent and changing what the previous Board approved.

Director Merchant commented on the Finance and Services Agreement (FSA) requiring the money be held and is not comfortable with changing that.

Director Jenco commented his concern that if land is used to secure a bond, there is a chance the District could lose money if the developer goes bankrupt or if the property goes down in value.

President Clark commented on his concern of whether or not it is legal and/or appropriate, what issues granting this can cause with the other bond holders who are current on their payments, and is not in favor of granting this request.

Director Butler commented that she sees no benefit to the community in granting the request and recommends declining.

John Sullivan stated that he is withdrawing the request.

13. PRESENTATION AND DISCUSSION OF GENERAL MANAGER'S ACTION PLANS

Mark Martin, General Manager, gave a brief overview of the action plan the Board had given him as a condition of a salary adjustment which will be retro-active to September 30, 2018. President Clark stated that he feels Mr. Martin has met the requirements. Director Merchant agreed. ***By consensus, the Board agreed to accept the General Manager's action plans.***

14. CONSIDER APPROVAL OF CO-OP INTERNSHIP PROGRAM HOURLY PAY RATE

Tom Hennig, Director of Administration, gave a brief summary of the recommendation to approve the proposed UOP CO-OP Internship Program hourly rate of pay. The duties of the first intern will be to scan escrow files into the document management system and update operational management procedures. Both tasks will improve District operations by leveraging existing technologies such as Electronic Document Management and Microsoft SharePoint.

Motion/Jenco to approve the UOP CO-OP Internship Program pay rate of \$20.00 an hour. **Second/Clark. Roll Call Vote: Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.**

15. CONSIDER APPROVAL OF ANNUAL FINANCIAL AUDIT ENGAGEMENT LETTER

Tom Hennig, Director of Administration, gave a brief overview of the request to approve the annual audit engagement letter with Larry Bain, CPA for the 2018-19 financial audits. Next year, the District will be going out to bid for this service.

Motion/Clark to approve the annual audit engagement letter with Larry Bain, CPA for the 2018-2019 financial audit and authorize the General Manager to sign the engagement letter. The not-to-exceed fee for the District audits is \$16,275 and \$2,500 for the CFD 2014-1. The District audit is paid from Operating Budget and the CFD 2014-1 audit is paid from administration fees collected in the Special Assessment Levy. **Second/Maybee. Call Vote: Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.**

16. CONSIDER ADOPTION OF RESOLUTION R2019-04 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2019-20, INCLUDING CAPITAL PROJECTS

Tom Hennig, Director of Administration, gave a PowerPoint presentation. The proposed budget results in a 5.41% increase or \$9.54 per month, on the average monthly bill for a residential metered lot. Adoption of the 2018-2019 budget will occur at the June 19, 2019 Regular Board Meeting.

Motion/Clark to introduce Resolution R2019-04, waive the full reading and continue to the June 19, 2019 Board meeting for adoption. **Second/Merchant. Roll Call Vote: Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.**

17. PUBLIC HEARING TO CONSIDER ADOPTION OF THE PROPOSED SERVICE CHARGE INCREASES AND SPECIAL TAX ADJUSTMENTS

Tom Hennig, Director of Administration gave a brief overview of the proposed rate changes. Only eight (8) letters objecting to the rate increase were received.

President Clark opened the public hearing at 7:43 p.m.

There were no comments.

President Clark closed the public hearing at 7:44 p.m.

Motion/Clark to introduce Ordinance O2019-01, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 14 of the District Code relating to Water Service Charges; amending Chapter 15 of the District Code relating to Sewer Service Charges; amending Chapter 16 of the District Code relating to Drainage Service Charges; amending Chapter 16A of the District Code relating to Drainage Special Tax; amending Chapter 21 of the District Code relating to Security Special Tax; and amending Chapter 31 of the District Code relating to Solid Waste Collection and Disposal Service Charges, waive the full reading of the Ordinance and continue to the June 19, 2019 Regular Board Meeting for adoption. **Second/Maybee. Roll Call Vote: Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.**

18. DIRECTOR COMMENTS

Director Maybee commented a phone call that was made to the District and his perspective that staff could have perhaps provided better customer service.

President Clark thanked staff for all they do.

19. ADJOURNMENT

Motion/Maybee to adjourn at 7:52 p.m. **Second/Merchant. Ayes: Clark, Jenco, Maybee, Merchant. Noes: None. Absent: Butler. Abstain: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: June 4, 2019
To: Board of Directors
From: Improvements Committee Staff
Subject: June 4, 2019 Improvements Committee Meeting Minutes

1. CALL TO ORDER

Director Clark called the meeting to order at 8:30 a.m. Present was Director Clark. Director Jenco was absent. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; and Suzanne Lindenfeld, District Secretary. Also in attendance was Laurie Loaiza, Coastland Engineering, the District's Engineer.

2. PUBLIC COMMENT

None.

3. MONTHLY UPDATES

Paul Siebensohn, Director of Field Operations, gave an overview of the project updates. Murieta Gardens II had several additional water services added to the commercial lot area and the contractor is working on completing the outstanding items; the draft deposit agreement for Rancho Murieta North Development Project has been resent to the developer; Project 1a is essentially complete; Project 1b work has begun. On Project 3 – recycled water commercial loop, the District's contractor began work to install the 6" recycled on water line and ran into two (2) unmarked lines. District staff stepped in with the assistance of OE3's maintenance staff to figure out what the lines were. Fencing for the Cantova lift station forcemain re-route has been completed. A discussion followed.

4. REVIEW REMOVAL OF REPOWER SEWER JETTER ENGINE FROM THE FY 2019=20 BUDGET CAPITAL IMPROVEMENT/REPLACEMENT PROJECT LISTING

Paul Siebensohn, Director of Field Operations, gave an overview of the regulation change that allows the District to continue to use the existing motor. This would require the District to re-permit the jetter's engine to allow it to operate up to 200 hours a year for a cost of a little under \$1,000/year, versus an approximately \$25,000 cost to repower the engine. The Committee agreed.

5. REVIEW PROPOSITION 84 PROJECTS AND COSTS

Paul Siebensohn, Director of Field Operations, stated that additional costs will be incurred and reported back to the Board once the project is completed.

6. REVIEW COMMERCIAL PUMP AND MECHANICAL COSTS FOR PROP 84 PROJECT 2

Paul Siebensohn, Director of Field Operations, gave an overview of the recommendation to approve payment of the invoice from Commercial Pump & Mechanical for the recycled water line for the District's Administration Building Conversion Project. ***This item will be on the June 19, 2019 Board Meeting agenda.***

7. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

Paul Siebensohn stated that if the Committee wants more detailed information, he is happy to provide it. Director Clark stated that what is presented to the Committee and Board is sufficient. Directors can meet with staff to get more detailed information.

8. ADJOURNMENT

The meeting was adjourned at 9:12 a.m.

DRAFT

MEMORANDUM

Date: June 6, 2019
To: Board of Directors
From: Finance Committee Staff
Subject: June 6, 2019 Finance Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 8:30 a.m. Present were Directors Merchant and Maybee. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. REVIEW LATE FEE CHARGE

Tom Hennig, Director of Administration, gave an overview of the late fee penalties and interest the District charges. The District currently charges .5% interest. The maximum we are legally allowed to charge is 1.0%. After a discussion, the Committee agreed to have this item brought to the Board for discussion and decision on moving forward with increasing our interest rate charge from 0.5% to 1.0%. ***This item will be on the June 19, 2019 Regular Board Meeting agenda.***

4. RECEIVE FY 2019-20 BUDGET UPDATE

Tom Hennig, Director of Administration, gave a brief update on the FY 2019-20 budget. Both the Workers Comp rate and the solid waste fees has gone down since the May 2019 presentation of the budget. Staff recommends allocating these reductions in funds to offset Solid Waste expenses in the amount of \$2,000 and the intern program in the amount of \$21,047. Director Tim Maybee suggested staff determine if the safety training budget for the operational departments would be a better place to allocate the funds. Staff will review the plans for these accounts. The Committee agreed.

5. REVIEW FY 2018-19 FEBRUARY YEAR TO DATE FINANCIALS

Tom Hennig, Director of Administration, gave an overview of the updated budget reports that will replace the current financial summary the Board receives monthly in the Board packet. The updated reports simplify the monthly and other periodic reporting. Both Directors agreed the new format met their expectations and suggested the summary budget report was their choice for reporting budget status at the monthly Board meetings.

6. RECEIVE FINANCIAL ACCOUNTING SERVICES REPORT UPDATE

Tom Hennig, Director of Administration, gave an overview of the progress the Pun Group has made regarding the review of the District's financial reporting processes and procedures. Currently, the Pun Group has a list of 21 matters for consideration and possible action by the District. The next step is for staff to evaluate the various matters and consolidate into groups. Once prepared staff will determine the level of effort and cost for each matter and then to prioritize and set a schedule for completion.

Mark Martin, General Manager, stated he plans to have a Special Board meeting to allow enough time for the Board to review the reports and help prioritize the suggested actions.

Director Maybee suggested a mid-year report be provided prior to the start of working on the new budget.

Director Merchant commented on his concern regarding keeping the data safe from being hacked.

Mr. Hennig commented that he would evaluate the IT Controls review conducted by The Pun Group and report back to the Finance Committee.

7. RECEIVE WORKERS COMPENSATION COST UPDATE

This item was addressed in Agenda Item 4, Budget Review.

8. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

Director Merchant again voiced his concern regarding keeping the District's information secure. Tom Hennig stated that A Leap Ahead, District's IT consultants, do a good job on keeping up on the security of our systems and stated he would check with The Pun Group to see if they have any findings or concern from their IT Controls review conducted as part of their phase one work.

9. ADJOURNMENT

The meeting was adjourned at 9:44 a.m.

MEMORANDUM

Date: June 6, 2019
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: June 6, 2019 Communication & Technology Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 9:50 a.m. Present were Directors Merchant and Butler. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

Richard Gehr commented on not being notified of the change in the Security Committee meeting and that the website does not show all five (5) committee meeting dates/times on the home page, per the Brown Act. Staff will look into it.

3. COMMUNICATING AND ENGAGING THE COMMUNITY

Director Butler commented on how Ranchomurieta.com and River Valley Times do a good job at getting information out to the community, but the District needs to improve. Director Butler gave an overview of how she would like the Pipeline Newsletter to be restructured and suggested some restructuring of information the District's website page. Mark Martin, General Manager, stated that staff will focus on accommodating the suggestions.

4. ESCROW FILE SCANNING PROJECT PRESENTATION

Bradley Merry, University of the Pacific Engineering Management Co-op Student Intern, gave a brief presentation on the process and status of the District's Escrow File Scanning Project. This project is estimated to be completed in three months.

5. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Director Butler thanked staff for all their efforts and stated it was nice that things are getting done.

Director Merchant commented on the District developing instructional/how to videos in the future to link to our website. Mr. Martin stated that they are already in the process of developing one on how to use the gateaccess.net System for residents to change/update their account and visitor information.

6. ADJOURNMENT

The meeting was adjourned at 10:54 a.m.

MEMORANDUM

Date: June 7, 2019
To: Board of Directors
From: Security Committee Staff
Subject: June 7, 2019 Security Committee Meeting Minutes

1. CALL TO ORDER

President Maybee called the meeting to order at 9:00 a.m. Present were Directors Clark and Maybee. Present from District staff were Mark Martin, General Manager; Tom Hennig, Director of Administration; Jeff Werblun, Security Chief; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

Richard Gehr asked why the Security Committee meeting was changed. Director Maybee stated it was to accommodate a Director that was not available on the regularly scheduled date.

Barb Vaith, General Manager Murieta Village, commented on her concern regarding a response from Security Gate Officer to an incident reported from Murieta Village. Director Maybee stated that the incident will be looked into. Mark Martin, General Manager, stated that monthly meetings are being scheduled between the District and Murieta Village to discuss issues and concerns.

3. MONTHLY UPDATES

Chief Werblun gave a brief overview of the operations updates, incidents of note, contract security, and the Joint Security Committee meeting.

Director Clark stated that the community responses to the Security Survey Feedback will be compiled and presented to the public either at a Joint Security Committee meeting or release directly from the District.

Director Maybee commented on Patrol using body cameras for all interactions and can be viewed by the party if requested. The current camera policy will need to be updated.

4. RANCHO MURIETA ASSOCIATION ENFORCEMENT REQUESTS/PRIORITIES

Chief Werblun stated Rancho Murieta Association (RMA) provided a list of 12 items, with the top 5 priorities being how to enforce. Staff will be addressing those concerns. Director Maybee stated he feels the list from RMA should go to the District Board of Directors for approval before staff acts on them. President Clark stated that the Board approves policies not procedures.

5. UP-DATE ON COMMUNITY SECURITY SURVEY/MATRIX FEEDBACK ON SECURITY PRIORITIES

This item was discussed under Agenda Item 3.

6. DRIVEWAY PARKING CITATIONS

Director Maybee commented on his concern regarding a residence receiving two (2) driveway parking citations within a 72-hour period. Chief Werblun stated that the issue has already been addressed. Director Maybee stated he will further discuss his concerns with the Chief directly. Director Clark stated that if a complaint is received by a Director, it should be forwarded to staff to address.

7. DISCUSS RANCHO MURIETA ASSOCIATIONS PROPOSAL TO INCREASE MOTORCYCLE ESCORTS IN MURIETA NORTH

Director Clark commented on the possible impact this will have on the Security Department. Danise Hetland, RMA Assistant General Manager, stated that she had checked with Chief Werblun and was told that 12 escorts would be the maximum with no impact on Security. Director Maybee suggested that RMA Compliance Officer provide the escorts during their regular office hours. To be clear, 12 escorts means 12 one-way escorts.

Richard Gehr asked why Security is responsible for motorcycle escorts when the CC&R states no motorcycles allowed. Director Clark and Maybee stated that it falls under the CC&R enforcement the District provides for RMA.

8. DISCUSS MURIETA GARDENS "78" HOMES IMPACT OF POTENTIAL ANNEXATION TO DISTRICT SECURITY

Mark Martin, General Manager, commented on how the monthly rates for these homes will be based on annexing into the RMA and the access inside the gates the homeowners will be allowed.

Danise Hetland, RMA Assistant General Manager, stated that Murieta Gardens are not subject to RMA's Mutual Benefits Agreement (MBA) and that 60% of the RMA voting power is needed for approval of the annexation.

9. DISCUSS SCHEDULE FOR IMPLEMENTATION OF IMPROVED GATE ACCESS TECHNOLOGY

Chief Werblun stated that he has checked with the vendor and installation of the software for the electronic passes can be installed before July 4, 2019. Director Maybee suggested staff begin to work with RMA on this project.

10. DIRECTOR & STAFF COMMENTS

Director Maybee thanked staff for accommodating the requested change for meeting date and time.

Mark Martin, General Manager, stated the District will be participating in the Rancho Murieta Country Club's Community Day scheduled for July 27.

11. ADJOURNMENT

The meeting adjourned at 10:14 a.m.

MEMORANDUM

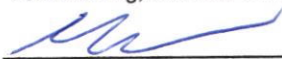
Date: June 12, 2019
 To: Board of Directors
 From: Tom Hennig, Director of Administration
 Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for May 2019. 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 for May (excluding payroll-related items) are listed *in order as they appear* on the Bills Paid Listing Report:

Vendor	Project / Purpose	Amount	Funding
Caltronics Business Systems	Annual Global Search (EDMS) License	\$8,982.08	Operating Expense
Coastland Civil Engineering	Engineering	\$10,203.70	Operating Expense, Developer Deposits
N.J McCutchen, Inc.,	WWRP West DAF Saturation Tank	\$27,494.63	Capital Replacement
PDF Tactical	Contract Staffing - Security	\$10,642.11	Operating Expense
State of California	Dam Fees	\$63,442.00	Operating Expense
Account Temps	Contract Staffing	\$8,287.50	Operating Expense
California Waste Recovery Sy	Solid Waste Contract	\$49,229.70	Operating Expense
RingCentral	Annual Phone Service	\$13,679.18	Operating Expense
Domino Solar LTD	Solar - WTP & WWTP	\$12,640.13	Operating Expense
Prodigy Electric & Controls	Repair & Maintenance - Water Treatment	\$19,936.04	Operating Expense
S. M. U. D.	Utilities	\$13,162.58	Operating Expense
Coastland Civil Engineering	Engineering	\$30,988.65	Operating Expense, Developer Deposits

PREPARED BY: Tom Hennig, Director of Administration

REVIEWED BY:  District Treasurer

Rancho Murieta Community Services District
Bills Paid Listing for May 2019

CHECK	Date	Vendor	Amount	Purpose
CM34657	5/3/2019	Account Temps	0.00	Void
CM34658	5/3/2019	Aramark Uniform & Career App	0.00	Void
CM34659	5/3/2019	California Special Districts	\$55.00	Training
CM34660	5/3/2019	Caltronics Business Systems	\$8,982.08	Annual Global Search (EDMS) License
CM34661	5/3/2019	Chemtrade Chemicals US LLC	\$5,796.64	Chemicals
CM34662	5/3/2019	Coastland Civil Engineering	\$10,203.70	Engineering
CM34663	5/3/2019	Core & Main	\$118.70	Repairs & Maintenance
CM34664	5/3/2019	County of Sacramento	\$601.00	North Gate Permit
CM34665	5/3/2019	County of Sacramento	\$40.00	Notice of Exemption - District HQ
CM34666	5/3/2019	County of Sacramento	\$74.00	Live Scan - New Employee
CM34667	5/3/2019	EDCO Enterprises	\$3,990.00	Repairs & Maintenance
CM34668	5/3/2019	Environmental Resource Assoc	\$906.84	Annual Lab Cert - WWRP
CM34669	5/3/2019	Ferguson Enterprises	\$1,836.55	Repairs & Maintenance
CM34670	5/3/2019	Frank A. Olsen Co.	\$326.75	Repairs & Maintenance
CM34671	5/3/2019	Galls/Quartermaster	\$73.45	Uniform - Security
CM34672	5/3/2019	GM Crane Services, Inc	\$450.00	Quarterly Crane Inspection
CM34673	5/3/2019	Guardian Life Insurance	\$6,164.74	Life Insurance
CM34674	5/3/2019	Hastie's Capitol Sand and Gr	\$1,494.23	Repairs & Maintenance
CM34675	5/3/2019	HD Supply Const. Supply LTD	\$2,162.84	Repairs & Maintenance Supplies
CM34676	5/3/2019	Howe It's Done	\$386.25	BOD Meetings
CM34677	5/3/2019	Lee's Automotive Repair Inc	\$2,865.97	Repairs & Maintenance
CM34678	5/3/2019	N.J McCutchen, Inc.,	\$27,494.63	WWRP West DAF Saturation Tank
CM34679	5/3/2019	PDF Tactical	\$10,642.11	Contract Staffing - Security
CM34680	5/3/2019	Rancho Murieta Ace Hardware	\$154.31	Repairs & Maintenance
CM34681	5/3/2019	Rancho Murieta Association	\$479.65	Landscaping
CM34682	5/3/2019	Sierra Office Supplies	\$1,106.60	Office Supplies
CM34683	5/3/2019	State of California	\$63,442.00	Dam Fees
CM34684	5/3/2019	State Water Resources Contro	\$2,741.00	ELAP Fees May 2019
CM34685	5/3/2019	Tesco Controls, Inc.	\$7,000.00	Repairs & Maintenance
CM34686	5/3/2019	USA Blue Book	\$2,702.33	Supplies
CM34687	5/3/2019	Vision Service Plan (CA)	\$450.60	Payroll - Vision
CM34688	5/3/2019	W.W. Grainger Inc.	\$321.98	Repairs & Maintenance
CM34689	5/3/2019	Walker's Office Supplies, In	\$415.52	Office Supplies
CM34690	5/3/2019	Account Temps	\$8,287.50	Contract Staffing
CM34691	5/3/2019	Aramark Uniform & Career App	\$322.49	Uniforms
CM34692	5/3/2019	A Leap Ahead IT	\$4,418.06	IT Support
CM34693	5/3/2019	American Family Life Assurance	\$383.19	Life Insurance
CM34694	5/3/2019	Applications By Design, Inc.	\$520.00	Security Barcodes
CM34695	5/3/2019	California State Disbursement	\$79.26	Payroll
CM34696	5/3/2019	California Waste Recovery Sy	\$49,229.70	Solid Waste Contract
CM34697	5/3/2019	Chrysler Capital	\$156.80	Jeep Payment
CM34698	5/3/2019	Legal Shield	\$11.95	Payroll - Legal
CM34699	5/3/2019	Nationwide Retirement Solutions	\$2,380.00	Payroll - Deferred Comp
CM34700	5/3/2019	Operating Engineers Local Un	\$553.80	Monthly Lab Tests
CM34701	5/3/2019	Rancho Murieta Ace Hardware	\$108.68	Repairs & Maintenance
CM34702	5/3/2019	RingCentral	\$13,679.18	Annual Phone Service
CM34703	5/3/2019	Santander Leasing	\$240.00	Security Vehicle Lease
CM34704	5/3/2019	TASC	\$98.07	Payroll - Beneflex
CM34705	5/3/2019	U.S. Bank Corp. Payment Syst	\$4,447.74	Monthly Gasoline Bill
CM34706	5/9/2019	Costco Membership	\$575.40	Supplies
CM34707	5/17/2019	A&D Automatic Gate and Acces	\$925.01	Repairs & Maintenance
CM34708	5/17/2019	Account Temps	\$5,174.38	Contract Staffing
CM34709	5/17/2019	American Family Life Assurance	\$383.19	Life Insurance
CM34710	5/17/2019	Aramark Uniform & Career App	\$321.20	Uniforms
CM34711	5/17/2019	Bartkiewicz, Kronick & Shanahan	\$5,124.78	Legal
CM34712	5/17/2019	California Laboratory Servic	\$1,076.04	Monthly Lab Tests
CM34713	5/17/2019	California State Disbursement	\$79.26	Payroll
CM34714	5/17/2019	Caltronics Business Systems	\$1,380.98	Copier - Warehouse
CM34715	5/17/2019	Cisco Air Systems, Inc	\$1,426.34	Repairs & Maintenance
CM34716	5/17/2019	County of Sacramento	\$40.00	Notice of Exemption - District HQ
CM34717	5/17/2019	Daily Journal Corporation	\$1,376.00	Public Notice - Budget Hearing
CM34718	5/17/2019	Domino Solar LTD	\$12,640.13	Solar - WTP & WWTP
CM34719	5/17/2019	Echelon Fine Printing	\$3,398.20	Billing Statements
CM34720	5/17/2019	Galls/Quartermaster	\$294.30	Uniform - Security

Rancho Murieta Community Services District
Bills Paid Listing for May 2019

CHECK	Date	Vendor	Amount	Purpose
CM34721	5/17/2019	Gempler's, Inc.	\$79.99	Uniforms
CM34722	5/17/2019	Home Depot	\$720.75	Supplies
CM34723	5/17/2019	Legal Shield	\$11.95	Payroll - Legal
CM34724	5/17/2019	Marion Leasing	\$526.90	Equipment Rental
CM34725	5/17/2019	Nationwide Retirement Solutions	\$2,380.00	Payroll - Deferred Comp
CM34726	5/17/2019	Operating Engineers Local Un	\$526.11	Monthly Lab Tests
CM34727	5/17/2019	PDF Tactical	\$3,524.06	Contract Staffing - Security
CM34728	5/17/2019	Prodigy Electric & Controls	\$19,936.04	Repair & Maintenance - Water Treatment
CM34729	5/17/2019	Rancho Murieta Association	\$391.50	Landscaping
CM34730	5/17/2019	S. M. U. D.	\$13,162.58	Utilities
CM34731	5/17/2019	Sierra Office Supplies	\$525.82	Office Supplies
CM34732	5/17/2019	State of California	\$3,025.00	State Land Lease Application Fee
CM34733	5/17/2019	Streamline	\$300.00	Monthly Website Hosting
CM34734	5/17/2019	TASC	\$70.82	Payroll - Beneflex
CM34735	5/17/2019	TASC	\$98.07	Payroll - Beneflex
CM34736	5/17/2019	Univar USA Inc.	\$3,613.88	Repairs & Maintenance
CM34737	5/17/2019	USA Blue Book	\$845.01	Supplies
CM34738	5/17/2019	Walker's Office Supplies, In	\$296.92	Office Supplies
CM34739	5/17/2019	Wilbur-Ellis Company	\$2,827.36	Chemicals
DAJ000006422	5/23/2019	May19 Postage	\$1,500.00	Postage
CM34740	5/31/2019	Account Temps	\$6,800.00	Contract Staffing
CM34741	5/31/2019	Accounting & Association of Sacramento	\$3,217.50	IT Support
CM34742	5/31/2019	Action Cleaning Systems Inc	\$1,445.00	Janitorial
CM34743	5/31/2019	Aestiva Software, Inc.	\$1,146.75	Purchasing System Software
CM34744	5/31/2019	American Family Life Assurance	\$383.19	Life Insurance
CM34745	5/31/2019	Analytical Technology, Inc	\$96.11	Repairs & Maintenance
CM34746	5/31/2019	Aramark Uniform & Career App	\$244.28	Uniforms
CM34747	5/31/2019	AT&T	\$961.63	Telephone
CM34748	5/31/2019	AT&T	\$3,108.47	Telephone
CM34749	5/31/2019	California State Disbursement	\$79.26	Payroll
CM34750	5/31/2019	Cell Energy Inc.	\$304.20	Vehicle Service
CM34751	5/31/2019	Clark Pest Control	\$1,447.32	District Facilities Pest Control
CM34752	5/31/2019	Coastland Civil Engineering	\$30,988.65	Engineering
CM34753	5/31/2019	Concentra DBA Occupational H	\$651.00	Pre Employment Screening
CM34754	5/31/2019	Core & Main	\$3,372.62	Repairs & Maintenance
CM34755	5/31/2019	County of Sacramento	\$2,205.00	Off Duty Sheriff
CM34756	5/31/2019	Environmental Planning Partners, Inc	\$740.00	Letter of Opinion - CEQA Augment
CM34757	5/31/2019	Gempler's, Inc.	\$1,090.85	Uniforms
CM34758	5/31/2019	Golden State Flow Measurement	\$2,437.42	Sensus Software Annual License
CM34759	5/31/2019	Greenfield Communications	\$448.99	Internet/TV
CM34760	5/31/2019	Hastie's Capitol Sand and Gr	\$1,909.56	Repairs & Maintenance
CM34761	5/31/2019	Howe It's Done	\$322.79	BOD Meetings
CM34762	5/31/2019	Hunt & Sons, Inc	\$3,514.40	Fuel
CM34763	5/31/2019	Legal Shield	\$11.95	Payroll - Legal
CM34764	5/31/2019	N.J McCutchen, Inc.,	\$1,068.00	WWRP West DAF Saturation Tank
CM34765	5/31/2019	Nationwide Retirement Solutions	\$6,430.00	Payroll - Deferred Comp
CM34766	5/31/2019	Office Depot, Inc.	\$140.05	Office Supplies
CM34767	5/31/2019	Operating Engineers Local Un	\$526.11	Monthly Lab Tests
CM34768	5/31/2019	PDF Tactical	\$184.00	Contract Staffing - Security
CM34769	5/31/2019	Public Agency Retirement Ser	\$381.87	Employee Retirement
CM34770	5/31/2019	Rancho Murieta Association	\$150.00	Landscaping
CM34771	5/31/2019	Rancho Murieta Automotive Repair	\$2,058.88	Vehicle Service
CM34772	5/31/2019	Regional Water Authority	\$642.00	RWA Imagery Project
CM34773	5/31/2019	Sprint	\$189.95	Telephone
CM34774	5/31/2019	State of California	\$110.00	Portable Equipment Registration Fee
CM34775	5/31/2019	State Water Resources Control Board	\$95.00	Operator Certificate
CM34776	5/31/2019	TASC	\$98.07	Payroll - Beneflex
CM34777	5/31/2019	Telstar Instruments, Inc.	\$3,892.25	WWRP PLC Filter Replacement
CM34778	5/31/2019	U.S. HealthWorks Medical Group	\$98.00	Employment Screening
CM34779	5/31/2019	United Rentals	\$1,705.77	Equipment Rental
CM34780	5/31/2019	Univar USA Inc.	\$1,434.15	Repairs & Maintenance
CM34781	5/31/2019	USA Blue Book	\$717.56	Supplies
CM34782	5/31/2019	Walker's Office Supplies, In	\$368.95	Office Supplies
CM34783	5/31/2019	Watchdogs Surveillance	\$350.78	North Gate Camera Repair

**Rancho Murieta Community Services District
Bills Paid Listing for May 2019**

CHECK	Date	Vendor	Amount	Purpose
CM34784	5/31/2019	Wilbur-Ellis Company	\$7,000.95	Chemicals
		Total	431,543.14	

CFD 2014-1 Bank of America Checking				
CM2085	5/17/2019	Bartkiewicz, Kronick & Shanahan	\$2,560.00	CFD 2014-1 Legal Services
CM2084	5/3/2019	Corelogic Solutions, LLC	\$206.00	CFD 2014-1 Admin Cost
			\$206.00	
EL DORADO PAYROLL				
Checks: CM12026 to CM112045 and Direct Deposits: DD11185 to DD11266			\$180,306.51	Payroll
EFT	Various	National Payment Corp	\$111.50	Payroll
TOTAL			\$180,418.01	

PREPARED BY: Tom Hennig, Director of Administration

REVIEWED BY:  , District Treasurer

MEMORANDUM

Date: June 17, 2019
To: Board of Directors
From: Mark Martin, General Manager
Subject: General Manager's Report

OUTREACH/ADVOCACY

May 21-22, 2019 – **California Special Districts Association (CSDA) Legislative Advocacy Days** - Attended both days of sessions. Discovered that meetings with legislators are 15 minutes maximum and focus on a maximum of two bills which have been determined to be of highest priority across all CSDA membership. After gaining this knowledge, it became clear that focused interaction with our local state legislators would be more effective if we wish to engage on more thorough advocacy on a number of topics.

The items placed before legislators during the conference were Assembly Constitutional Amendment - **ACA 1**, CSDA Supported, which would allow localities to lower the voter approval threshold for public works general obligation bonds and special taxes for certain infrastructure to the same level as school bonds – 55% approval. An important provision is that a locale can maintain the current two-thirds voter approval requirement if it chooses. As of May 20, 2019, the bill was ordered for a third reading with no other updates provided. The second item, **SB 13**, CSDA Opposed, would restrict or place limits on fees local agencies could charge for infrastructure related impacts from new Accessory Dwelling Units (ADUs). The bill was read a second time on June 6, 2019 and was referred to the Committee on Housing and Community Development on a vote of 34-2. The current bill as it reads would permit no fees for ADUs less than 750 square feet and only 25% of fees for ADUs greater than 750 square feet.

Of additional interest were presentations by the State's Legislative Analyst Office and State Department of Finance heads. The Legislative Analyst discussed the State's expected \$22M surplus and their recommendations for constrained expenditures tied to more rapidly paying down past debt and future liabilities, including PERS unfunded liability for State agencies. The question remains whether the District as part of the overall unfunded liability pool, will see any benefit to its PERS unfunded liability rates from such an action. The Governor's budget, as described by the Director of Finance, proposed a number of one-time expenditures and was less directed to paying down debt and future liabilities.

May 30, 2019 – **CSD/RMA General Manager's Meeting** – Discussed Security and assessment of infrastructure related to possible cost sharing of pavement failures in a few spots due to possible utility subsidence. The District continues to work to have this infrastructure assessed amid other higher priority concerns.

June 10, 2019 – **Sacramento Central Groundwater Authority (SCGA): Monthly Meeting and Strategic Planning Workshop** – A five-year Strategic Planning Workshop was held to set the direction for the organization over the next number of years. The SCGA was originally formed in 2006 as an offshoot of the Water Forum Agreement as a Joint Powers Authority (JPA) tasked to oversee development of the basin's groundwater management plan.

During the workshop, attendees fine-tuned the organization's Vision, Mission Statement, and Goals. Member agencies brought forward concerns about proper governance, transparency, methodology of setting contributions, and the perceived dominance of the primary signatories of the agreement over smaller interests. The primary signatories are Sacramento County, City of Sacramento, City of Elk Grove, City of Rancho Cordova and City of Folsom. In fact, Rancho Murieta's appointment to the Board is made by recommendation of the Sacramento County Board of Supervisors.

One important point of contention is how the organization is staffed. As it stands, Sacramento County provides staffing and legal counsel to the organization. It is not illogical to question if County employees can maintain objectivity in their overall role at the same time the County sits as an interested member of the Board. In contrast, the SCGA's sister agency, Sacramento Groundwater Authority (SGA), is independently staffed by Regional Water Authority (RWA). Some participating agencies have advocated that SCGA likewise move under RWA to accomplish a more neutral staff and administration of the function.

June 13, 2019 – **Regional Water Authority (RWA) Monthly Board Meeting** – The primary purpose of this meeting was to approve a new Executive Committee member and vote on the contract and appointment of a new Executive Director for RWA. Jim Peifer, formerly Policy and Legislation Manager for City of Sacramento Utilities, was unanimously appointed new Executive Director. My observations of Jim as a past fellow board member was that Jim was heavily engaged, thoughtful, and proactive on regional water issues. I believe he will do a great job in his new role.

July 27, 2019 – **RMCC Community Day – RMCCSD Outreach Opportunity** – I, along with District Security and Utilities staff, plan to attend this future Saturday event as part of the District's outreach to the community.

LEGISLATIVE UPDATE

Water Tax - A Senate budget subcommittee rejected Governor Gavin Newsom's water tax plan on May 15, 2019, instead recommending finding \$150 million elsewhere to finance a safe and affordable drinking water fund. On June 9, 2019, a budget deal was struck between the Governor and heads of both legislative houses that would spend \$133.4 million on clean water projects, with most of the funding coming from proceeds raised by the sale of greenhouse gas emission credits — a major component of California's cap-and-trade program. The expectation is that drinking water programs will continue to be funded from the climate change program, possibly avoiding an additional burden on the state's general fund.

GM ACTION PLANS UPDATE

Stakeholder Outreach - I continue to meet monthly with the Rancho Murieta Association (RMA) General Manager on topics of coordination across a number of functions and have established regular monthly meetings with the Rancho Murieta Country Club (RMCC) and Murieta Village Association (MVA). I reached out the Murieta Equestrian Center (MEC) leadership and have yet to receive a response.

Developer Meetings – We have established monthly meetings for administrative and project coordination purposes. The last meeting was held June 7, 2019.

COMMUNITY OUTREACH IMPROVEMENTS

Website – Suzanne Lindenfeld, District Secretary has done an excellent job reformatting our website to implement a new top-level menu item called "Customer Service." This menu option consolidates and makes

more readily accessible what had been multiple customer service-related topics found throughout the website's menu structure.

DRAINAGE CONCERNS RESPONSE

On June 14, 2019 District legal staff completed and mailed out the District's response letter regarding Mr. Zieour's drainage concerns at 14704 Guadalupe Drive.

MEMORANDUM

Date: June 14, 2019
 To: Board of Directors
 From: Tom Hennig, Director of Administration
 Subject: Administration / Financial Update

For your review is the summary of the February 2019, monthly Board financial report. This report reflects the financial position of the District through the end of February 2019. This financial summary was presented to the Finance Committee on June 5, 2019 and is the first official financial report provided to the Board since January 2019. The reason for the gap in providing reports is related to unplanned staffing issues and the overall confidence in the accuracy of the financial system. This issue was identified by staff in March, which resulted in the District entering into a consulting agreement with The Pun Group to provide financial accounting services. The Pun Group began their work on Wednesday, April 3, 2019. Staff has worked hundreds of hours with The Pun Group to establish sustainable accounting practices and procedures throughout District operations. Our goal of solidifying the financial reporting position through the end of February has been achieved, which has resulted in the summary report provide with this update.

Financials for the balance of the fiscal year are currently being completed with the continued utilization of temporary, professional accounting staff. Our goals will now include completing the financial closing process for all the Fiscal Year 2018-19 months and then to begin the new fiscal year with managing the finances as designed by the consulting team. We are also continuing our recruitment efforts for bring a full-time Controller to the District office.

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.

Residential Water Consumption – Year-to-date residential water usage was approximately 7% below budget through May. Listed below are year-to-date water consumption numbers using weighted averages.

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Residences	0.2%	2,542	2,542	2,542	2,543	2,545	2,545	2,546	2,546	2,541	2,546	2,547	
	Weighted Average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1,560	2,672	2,659	2,566	1,930	1,522	797	678	584	569	837	1528	
Gallons per day	396	666	663	640	481	379	199	169	146	142	209	381	
Planned Usage GPD	627												

Commercial/Other Water Consumption – Year-to-date commercial water usage was approximately 1% below budget. Listed below are year-to-date water consumption numbers in cubic feet.

	YTD Totals	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Commercial	495,036	136,243	134,170	128,218	96,405	74,880	50,290	39,726	45,277	39,987	53,880	86,611	
Parks	240,537	88,540	68,739	50,519	32,739	16,480	878	501	758	602	3,561	36,481	
Raw Water	308,351	37,475	126,163	93,612	51,101	10,110	100	-	100	15,622	611	18,376	
CSD	74,863	21,501	19,548	18,782	15,032	12,703	11,057	11,663	10,925	9,269	5,330	7,632	
Totals	1,118,787	283,859	348,620	291,131	195,277	114,173	62,325	51,890	56,985	53,700	63,382	149,100	

Lock-Offs – During the month of May 2019, there were seven (7), new lock-offs which resulted in reconnection fee payments. There are also six properties within the District which have remained locked off from services for an extended period of time. These properties are either vacant homes or empty lots with water meters.

Connection Fees – There were no connection fees received in May 2019. We are also correcting the report of no connection fees in April to two fees being paid. Our previous report listed zero.

Aging Report – Accounts past due of more than sixty (60) days totals \$191,624. Of the total amount of the sixty (60) days past due, \$176,569, 92%, is attributed to four (4) undeveloped commercial properties. The amount due represents fees for Security, Drainage, and late payment penalties.

Summary of Reserve Accounts as of February 28, 2019 – The District’s reserve accounts began the 2018-19 fiscal year with a balance of \$5,825,224 and have a net increase of \$271,210 through the end of May 2019. Staff continues to validate all reserve contributions and expects there will be additional adjustments as we continue to identify past practices for allocation of monthly interest and sales revenue. Staff is also working to complete a detailed analysis of all reserve funds and plans to prepare a report for a future Finance Committee review.

Reserve Fund Balances

Reserve Descriptions	Fiscal Yr Beg Balance			Period End Balance
	1-Jul-18	Increases	Decreases	31-May-19
Water Capital Replacement (200-2505)	1,375,775	263,366	78,981	1,560,160
Sewer Capital Replacement (250-2505)	2,745,922	449,068	351,930	2,843,060
Drainage Capital Replacement (260-2505)	108,771	21,103	87,635	42,239
Security Capital Replacement (500-2505)	121,869	36,652	56,667	101,854
Admin Capital Replacement (xxx-2505-99)	87,096	75	0	87,171
Sewer Capital Improvement Connection (250-2500)	4,134	68	19	4,183
Capital Improvement (xxx-2510)	349,075	57,101	21,927	384,249
Water Supply Augmentation (200-2511)	1,744,938	108,388	36,021	1,817,305
WTP Construction Fund Reserve (200-2513)	(702,387)	231,610	265,623	(736,400)
Security Impact Fee Reserves (500-2513)	(9,969)	3,946	1,364	(7,387)
Total Reserves	5,825,224	1,171,377	900,167	6,096,434

Inter-fund Borrowing Balances

Inter-fund Borrowing	Fiscal Yr Beg Balance			Period End Balance
	1-Jul-18	YTD Interest	YTD Repayment	31-May-19
WTP Construction Loan from Sewer	996,749	19,270	128,994	867,755
WTP Construction Loan from WSA	332,250	6,423	42,992	289,258
Security N. Gate Loan from Drainage Fund	40,367	626	20,933	19,434
Total Inter-fund Borrowing	1,369,366	26,319	192,919	1,176,447

Budget to Actual Comparison Details (year-to-date through February 28, 2019)

Revenues

Water Charges, year-to-date, are **below** budget \$43,912 or (0.03%)

Sewer Charges, year-to-date, are **above** budget \$955 or 0.001%

Drainage Charges, year-to-date, are **below** budget \$1,351 or (0.06%)

Solid Waste Charges, year-to-date, are **above** budget \$3,849 or 0.009%

Security Charges, year-to-date, are **below** budget \$1,149 or (0.02%)

Expenses

Overall expenditures are below budget through February and the preliminary, non-audited, numbers through May appear to confirm the same results. With the confirmation of the February financial status, we are now able to focus on closing the remaining months of the 2018-19 Fiscal Year.

Finance Committee Update

Staff reviewed the February Summary Financial reports with Directors' Maybee and Merchant. This was the first time the Board members have received the financials in a new format that is generated directly from the Great Plains Finance System. Both Committee members suggested the summary report offered would be the preferred format for presenting the monthly budget status at Board meetings. Staff also updated Committee members of the status for the FY 2019-20 budget and the proposed plans for review of findings and action plans from The Pun Group for their Financial Accounting Services work.

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Eight Months Ending 2/28/2019
Budget to Actual Comparison Detail

Account	Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
3000	Charges for Services - Residential	\$393,483	\$384,349	\$3,502,449	\$3,451,203	\$51,246	\$5,173,430
3010	Charges for Services - Commercial	38,706	37,388	387,353	395,923	(8,570)	566,859
3020	Availability Charges	0	0	0	0	0	680
3050	Sales Other	700	701	5,600	6,667	(1,067)	8,400
3060	CIA Ditch Service Charges	0	0	0	0	0	1,800
3070	Property Taxes	54,167	372,467	433,336	378,104	55,232	650,000
3071	Property Taxes (Reserve Alloc)	(6,833)	0	(54,664)	0	(54,664)	(82,000)
	Total General Income	480,223	794,905	4,274,074	4,231,898	42,176	6,319,169
3180	Interest Income	20	243	3,625	8,014	(4,389)	7,219
	Total Earnings Income	20	243	3,625	8,014	(4,389)	7,219
3210	Meter Installation Fee	0	0	1,200	1,200	0	1,600
3220	Inspection Fees	0	0	886	759	127	1,265
3230	Telephone Line Contracts	518	572	4,144	4,577	(434)	6,215
3240	Fines/Rule Enforcement	175	175	1,400	1,400	0	2,100
3250	Late Charges	6,000	6,587	48,000	55,244	(7,244)	72,800
3300	Title Transfer Fees	1,350	300	10,800	6,900	3,900	16,200
3400	Security Gate Bar Code Income	650	1,220	5,200	6,280	(1,080)	7,800
3477	Project Reimbursement	382	1,773	3,056	19,246	(16,190)	4,584
3500	Misc Income	825	700	6,600	7,009	(409)	12,100
	Total Other Income	9,900	11,327	81,285	102,614	(21,329)	124,664
	TOTAL REVENUE	490,142	806,475	4,358,984	4,342,526	16,458	6,451,052
4000	Salaries & Wages	189,615	156,854	1,551,069	1,329,607	221,462	2,386,102
4010	Wages - Contra Account	0	0	0	(155)	155	0
4050	Employer Costs	57,129	38,146	431,887	356,822	75,065	660,405
4052	Payroll Taxes	14,099	11,433	107,445	84,643	22,802	160,248
4053	Other Employer Costs	13,489	13,043	111,719	103,570	8,149	166,775
4051	Pension Expense	28,990	33,438	234,579	218,001	16,578	357,243
4080	Tuition Reimbursement	0	0	1,435	0	1,435	2,870
	Total Employee Services	303,322	252,913	2,438,135	2,092,488	345,646	3,733,643
4100	Clerical Services	0	14,637	15,000	103,205	(88,205)	15,000
4150	Recruitment	820	0	14,560	6,757	7,804	17,840
4200	Travel/Meetings	725	189	13,160	3,635	9,525	16,555
4250	Office Supplies	3,045	5,050	24,660	22,225	2,435	37,090
4300	CWRS Contract Charges	48,311	49,217	386,356	392,946	(6,590)	579,691
4350	Mail Machine Lease	0	0	2,100	1,614	486	2,800
4400	Copy Machine Maintenance	1,622	1,546	12,976	10,669	2,307	19,464
4450	Insurance	10,332	6,347	82,658	81,178	1,481	123,988
4500	Postage	1,680	1,500	13,440	12,743	697	20,160
4550	Telephones	2,633	5,176	23,653	38,554	(14,901)	34,183

.CSD.BUDGET-ACTUAL MO_YTD DETAIL BY FUND

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Eight Months Ending 2/28/2019
Budget to Actual Comparison Detail

Account	Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
4600	Memberships	0	438	16,716	11,213	5,503	17,846
4650	Audit	0	0	15,000	15,500	(500)	15,000
4700	Legal	7,750	3,292	92,000	40,477	51,523	124,000
4750	Training/Safety	1,225	514	23,625	13,507	10,118	31,260
4800	Community Communications	100	0	4,000	567	3,433	8,200
4850	Equipment Maint	50	1,510	3,350	4,481	(1,131)	3,550
4900	Consulting	5,200	5,382	43,300	41,798	1,502	64,850
4950	CIA Ditch Operations	300	1,048	2,400	(36,226)	38,626	3,600
	Total Administrative Services	83,793	95,846	788,954	764,839	24,115	1,135,077
5050	Election	0	0	6,000	5,934	66	6,000
5100	Uniforms	1,300	1,129	10,600	12,156	(1,556)	16,000
5150	Equipment Repairs	400	591	3,200	1,386	1,814	4,800
5200	Building/Grounds Maint/Pest Cntr	2,850	2,086	22,238	23,364	(1,127)	33,383
5225	Bar Codes	500	0	4,000	4,625	(625)	6,000
5250	Vehicle Maint	3,750	6,708	30,000	33,579	(3,579)	45,000
5300	Vehicle Fuel	2,900	2,656	29,400	28,420	980	44,500
5310	Vehicle Lease	348	0	2,736	0	2,736	4,145
5315	Off Duty Sheriff	0	(2,923)	8,000	3,051	4,949	8,000
5375	Power	28,446	26,293	211,676	192,319	19,357	325,732
5400	Information System Maint	6,679	3,445	93,700	93,473	228	122,016
5450	Supplies	2,325	8,076	18,600	32,091	(13,491)	27,900
5500	Equipment Rental	1,300	0	13,400	0	13,400	21,600
5525	Road Paving	3,000	0	24,000	13,372	10,628	36,000
5550	Maintenance/Repairs	27,300	5,635	230,050	173,123	56,927	356,814
5555	Non-routine Maint/Repair	3,000	0	24,000	412	23,588	36,000
5575	Permits	0	0	6,500	5,692	808	6,500
5600	Chemicals	9,553	0	93,924	78,537	15,387	148,948
5605	Chemicals - T&O	0	0	5,500	2,661	2,839	10,000
5650	Lab Tests	2,750	2,808	21,000	17,256	3,744	32,000
5700	Removal (Hazardous Waste)	0	0	7,500	6,537	963	11,000
5725	Permits	100	0	54,086	59,264	(5,179)	69,536
5750	Tools	800	0	7,400	2,394	5,006	14,144
5800	Dam Inspection Costs	0	0	52,877	52,877	0	52,877
5850	Water Meters/Boxes	3,000	0	24,000	10,677	13,323	36,000
5950	Drainage Improvements	0	0	3,000	0	3,000	5,000
	Total Operational Costs	100,301	56,503	1,007,387	853,201	154,185	1,479,894
6000	Miscellaneous	4,635	2,944	37,172	30,889	6,283	56,643
6001	Admin Contingency	0	0	0	0	0	35,000
6002	Director Exp/Reimbursements	450	1,572	3,600	3,346	254	5,400
6003	Director Meeting Payments	1,500	1,000	12,000	5,900	6,100	18,000
7002	Conservation	600	500	10,720	9,748	972	13,260
7003	Sacto Water Authority	0	0	9,500	9,555	(55)	9,500

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Eight Months Ending 2/28/2019
Budget to Actual Comparison Detail

Account	Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
7005	CGWA/SE Area Water	0	0	0	12,000	(12,000)	0
7010	Interest Expense	1,713	1,926	12,681	14,748	(2,067)	19,926
	Total Other Expenses	8,897	7,942	85,673	86,186	(513)	157,729
	Total Operating Costs	496,313	413,204	4,320,148	3,796,714	523,434	6,506,342
	Net Income (Loss) before depreciation	(15,068)	385,329	(46,838)	459,625	(506,463)	(213,019)
9000	Depreciation	120,000	117,366	960,000	938,926	21,074	1,440,000
	Net Income (Loss) after depreciation	(135,068)	267,963	(1,006,838)	(479,301)	(527,537)	(1,653,019)

PREPARED BY: Tom Hennig, Director of Administration

REVIEWED BY:  _____, District Treasurer

MEMORANDUM

Date: June 11, 2019
To: Board of Directors
From: Jeffery Werblun, Security Chief
Subject: Security Update Report for the Month of May 2019

OPERATIONS UPDATE

May is Peace Officer Memorial Month. May 6, 2019 honored California Officers who gave the ultimate sacrifice. May 15, 2019 was National Peace Officer Memorial Day. Staff was authorized to wear mourning bands or blue ribbons in honor and flags were flown at half-staff on those two (2) days.

May 3, 2019, I attended the 19th Annual Public Safety and Community Appreciation Luncheon hosted by Sacramento County District Attorney Anne Marie Schubert. I was personally invited by Assemblyman Ken Cooley as the Public Safety representative of Rancho Murieta, which is in Assemblyman Cooley's district. There were well over 500 people in attendance at the event held in Sacramento. Members of law enforcement and the community were recognized for their community involvement and work. Family members of fallen public safety members were also in attendance and were recognized.

We are in the process of setting up meetings and training. I will be meeting monthly with Danise Hetland, Rancho Mureita Association (RMA) Assistant General Manager to discuss and address RMA/Security enforcement issues. Dates to be determined.

District Security will be setting up training sessions on Customer Service and Dealing with Upset/Difficult People with techniques to effectively communicate and disengage if necessary. This training will be mandatory for all Security Department staff. We will also be having an all staff meeting during one of these sessions. Training is expected to begin in July.

The new "Written Advisory Notification" form or warning notice, was placed into use. The Patrol Officers were provided with the intent of the form and direction on when to use it. The next day, Patrol Officers issued several notices for being in the park after hours. The design of the form and process was a collaborative effort between RMA and myself. The Patrol Officers were also given direction on how to use the technology we currently have available to them to log these warning contacts so Patrol Officers and Gate Officers/Dispatchers can search the database and determine if any prior warnings were issued.

We conducted a 60 day trial period for a new body camera for the Patrol Officers. The camera is color day and night, 1080p quality with the ability to take still pictures, record audio with no video, motion or manual activation, pre-record capabilities and 170-degree field of view, to name the highlights. All Patrol Officers had time to use the camera. The results of the demo were very positive. We are looking at purchasing some new cameras to replace our old outdated and more expensive cameras. The old cameras work but are not repairable, so we are looking to begin to replace them with newer technology and at a cheaper cost per camera with this company; a 2:1 cost difference with more options including the infra-red night camera. We also do not need specific software to download and view the images and video from the cameras, unlike the

current cameras. The goal is to begin purchasing new cameras and issue each Patrol Officer a camera as per our body camera policy, which currently we do not.

We hired a full-time Gate Officer and a Patrol Officer. Both Officers are currently in training. This brings our staffing at the gates and patrol to full staffing levels.

Volunteers have spent approximately 44 hours on graffiti cleanup around the community.

INCIDENTS OF NOTE

May 11, 2019, 1159 hours. A resident was pulling into the middle resident lane at the North Gate when for unknown reasons, she drifted to the right, straddled the raised lane divider and struck a "Resident Only" sign, the license plate reader camera and pole and the barrier pole. The collision knocked down the sign and camera pole and came to rest up against the barrier pole. The driver then proceeded to drive away and continue home. Her vehicle suffered major damage. Another resident that saw the accident, followed the crashed vehicle, and notified District Security as to where the vehicle parked. District Patrol and California Highway Patrol (CHP) responded. Sacramento Metro Fire was called to respond to evaluate the female driver for injuries. CHP took a report. The driver said the accident was possibly caused by a new medication she was on.

Olaf, from Watchdogs Surveillance, arrived on Monday, May 13, 2019 to assess the damage to the camera and pole. He was able to reinstall the pole. The camera appeared to still work so it was reinstalled as well. RMA was notified of the damage to their "Resident Only" sign and pole.

May 17, 2019. I received an email from a resident praising Patrol Officer Brandon Owen's calm professionalism and conduct regarding a disturbance call involving two residents on Guadalupe Drive; one that had her dog off leash and the dog scared the other resident who was out for a walk. The owner of the dog proceeded to curse and yell at the other resident after he asked her to get her dog. A few minutes later, the dog owner returned to the area in her car and began following the resident all the while yelling and harassing the resident. Officer Owen responded and mediated the situation.

May 24, 2019, at 2024 hours. We received a call of a disturbance in the area of 150xx Reynosa Drive. There was a report of a male suspect in a cream-colored golf cart that brandished a silver revolver handgun at the reporting party (R/P). The suspect was upset over vehicle noise from the R/P's house. The suspect was gone, and the R/P was advised to call Sacramento County Sheriff's Department (SSD) for a report.

May 27, 2019, at 1320 hours. Patrol responded to shots fired call. The victims were working on the Van Vleck cabin across the river from the beach area of Rancho Murieta. The victims heard what sounded like small caliber or pellet gunfire along with rounds hitting the brick side of the cabin where they were working. The victims yelled at the unknown suspect(s) that was doing the shooting. The suspect(s) yelled back racial slurs towards the workers and then fired more shots. Patrol checked the area and did not locate anything. Patrol did locate some suspicious items that appeared to be related to an attempt to start a fire. Unknown if this was related to the shots call. That information was forwarded to Sac Metro Fire. There was no suspect information in either of these incidents.

May 27, 2019, at 0010 hours, Patrol Officer Tyler was driving on Stonehouse Rd. at the RMA maintenance yard when a deer ran across the road in front of him. He tried to stop in time but struck the deer. The deer suffered fatal injuries and the patrol vehicle sustained minor damage to the bumper and fender.

May 30, 2019, at 2115 hours, a vehicle was stolen out of the driveway at 147xx Plano Drive. Area was checked with negative results. Owners called CHP for a report. The vehicle was seen on camera leaving through the Lago gate around 9:00 p.m.

RANCHO MURIETA ASSOCIATION COMPLIANCE MEETING

My appearance was canceled this month by the RMA Chairperson.

CONTRACT SECURITY

We are still using PDF on a limited basis for the gate and patrol.

JOINT SECURITY MEETING

I received 13 responses back from residents regarding their top 5 security concerns.

2019 RMA Rule Violation Warnings by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident				1	2								3
Basketball Standard													
Barking Dog	14	10	9	12	6								51
Open Garage Doors		1	6	8	8								23
Curfew													
Driveway Parking													
Fishing License/Fish & Wildlife				2									2
Guest Parking													
Loose/Off Leash Dog	8	4	13	2	3								30
Motorcycle North Streets				1									1
Overloaded Golf Cart													
Overnight Street Parking			3										3
Park Hours	1			3	16								20
Speeding	12		5	4	3								24
Stop Sign	3	1	1										5
Unauthorized Vehicle													
Unlicensed Driver	1	2	1	1									5
Unsafe Driving	5	2	5	2	1								15
Intereference													
Gate Refusals	16	47	29	43	66								201
Total	60	67	72	79	105								383

2019 RMA Rule Violation Citations by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident				1									1
Basketball Standard													
Commercial Vehicle Signage													
Construction Hours/Days													
Curfew													
Driveway Parking	30	5	2		20								57
Fishing License/Fish & Wildlife													
Guest Parking													
Loose/Off Leash Dog		1											1
Motorcycle North Streets													
Overloaded Golf Cart													
Overnight Street Parking	7	9			4								20
Park Hours					2								2
Speeding	39	39	5	4	7								94
Stop Sign	6	7	1	1	1								16
Unauthorized Vehicle													
Unlicensed Driver													
Unsafe Driving	1				2								3
Intereference													
Parking Citations			12	13	3								28
Total	83	61	20	19	39								222



Rancho Murieta Community Services District

RMA Rule Violation Sections Enforced by RMCS Security Department

RULE I SECTION 5: IDENTIFICATION

RULE I SECTION 6: INTERFERENCE WITH CSD/RMA EMPLOYEE

RULE II SECTION 1: USE OF STREETS

RULE II SECTION 2: UNLICENSED DRIVER

RULE II SECTION 3: SPEED LIMIT VIOLATION

RULE II SECTION 4: ENHANCED SPEED

RULE II SECTION 5: STOP SIGN VIOLATION

RULE II SECTION 6: BUS STOP

RULE II SECTION 8: NO BARCODE

RULE II SECTION 9: TRAILERS AND COMMERCIAL VEHICLE PARKING

RULE II SECTION 10: OVERNIGHT STREET PARKING

RULE II SECTION 11: STORING OF VEHICLES

RULE II SECTION 12: MOTOR VEHICLE REPAIRS

RULE II SECTION 14: CARRYING OF PASSENGERS

RULE II SECTION 15: UNAUTHORIZED VEHICLES, NO 24 HR. PASS

RULE III SECTION 2: UNLEASHED PETS

RULE III SECTION 5: PET NOISE

RULE VI SECTION 1: COMMERCIAL SIGNAGE

RULE VII SECTION 6: BASKET BALL STANDARDS

RULE VII SECTION 9: NOXIOUS ACTIVITIES

RULE IX SECTION 1: GUEST WITHOUT RESIDENT

RULE IX SECTION 2: SWIMMING IN CHESBRO/CALERO

RULE IX SECTION 3: PARK HOURS

RULE IX SECTION 5: FISHING VIOLATIONS

RULE IX SECTION 6: FIREWORKS

RULE IX SECTION 8: SKATEBOARDING/SCOOTERS

RULE IX SECTION 9: CURFEW

RULE IX SECTION 10: VANDALISM

RULE XIII SECTION 1: DRIVEWAY PARKING

ARTICLE VII SECTION 12(B): GUEST PARKING

ARTICLE VII SECTION 13: BON FIRE

Rancho Murieta Association

Violation Item Summary Report -- 2019

(This report includes RMA and CSD issued violations)

Violation Item Summary Report	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Motor vehicle violations:													
Motorcycle													0
No drivers license			2										2
Speeding	38	32	28	27	7								132
Speeding - twice speed limit													0
Stop signs	19	7	7	0									33
Bus stop signs					1								1
Use of streets													0
Parking:													
Driveway parking	36	16	18	8	53								131
Guest parking	6	7	1	9	4								27
Overnight street parking	2	6	7	13	20								48
Unauthorized Vehicle (24 hr pass)			2	5	5								12
Accumulation/dumping of debris													0
Advertising signs													0
Barbeques, open fires, bonfires													0
Carrying passengers/overloaded cart													0
Clothes lines													0
Commercial vehicle lettering													0
Construction overnight parking													0
Park hours / curfew					1								1
Decorative lights													0
Discharge of firearm													0
Dog park investigations													0
Dwelling exterior alterations													0
Failure to identify													0
Fences, screens & enclosures													0
Guest w/o resident in comm areas				1									1
Home business activities		1											1
Noxious activities													0
Open garage doors													0
Pets - off leash / teathered / noise													0
Property maintenance				22									22
Sign rules													0
Skating in common area													0
Sports equip/trampoline/basketball													0
Storage of building materials													0
Stored vehicles	1	5		2									8
Trash containers													0
Use of common areas & facilities													0
Vandalism													0
Vehicle repair or maintenance													0
Village/Villas violations													0
Working days & hours													0
Total Violations	102	74	65	87	91	0	0	0	0	0	0	0	419
Citations written by RMCSD	81	44	30	12	25								192
Citations written by RMA	21	30	35	75	66								227
Total Violations	102	74	65	87	91	0	0	0	0	0	0	0	419

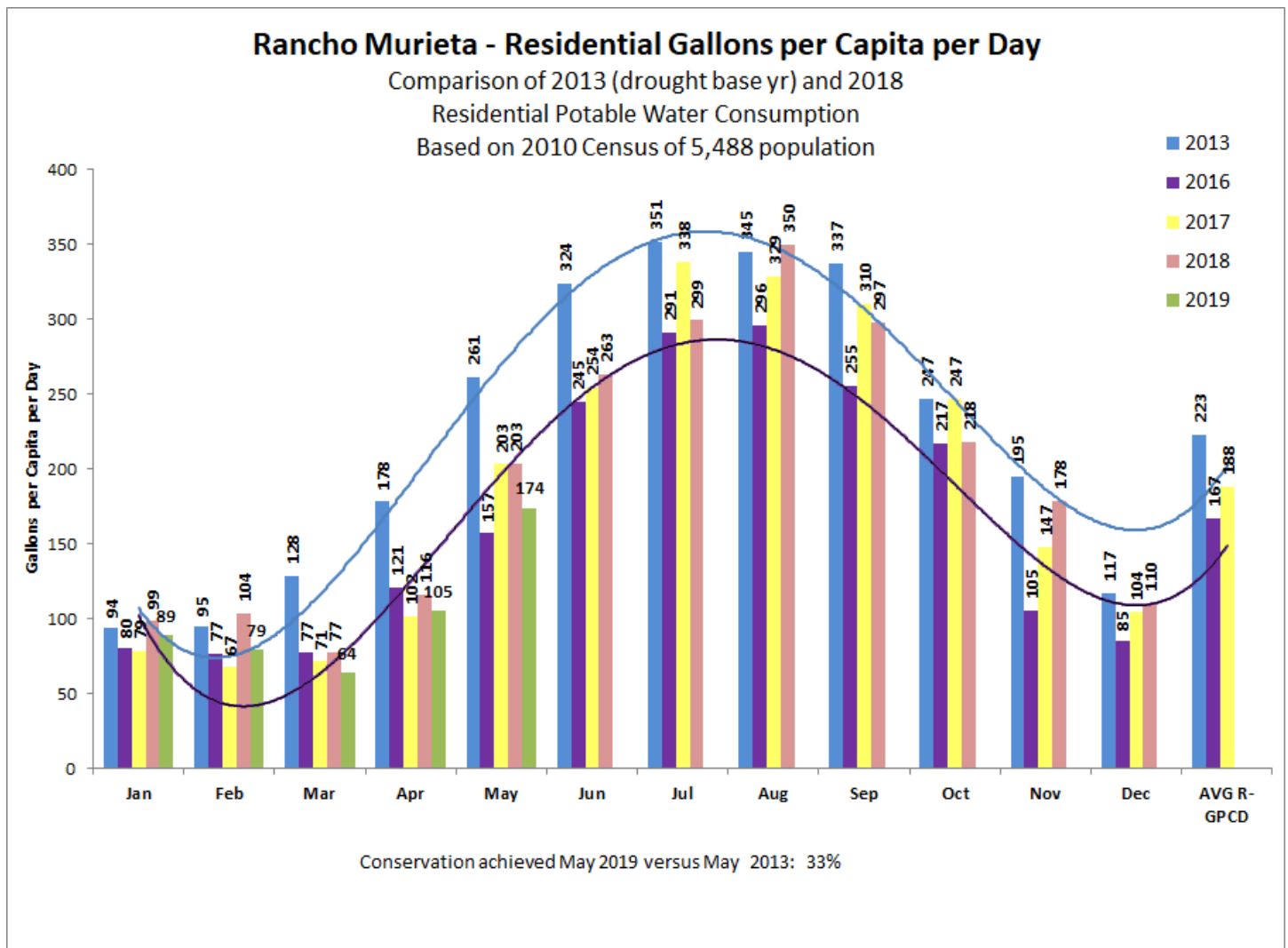
MEMORANDUM

Date: June 12, 2019
 To: Board of Directors
 From: Paul Siebensohn, Director of Field Operations
 Subject: Utilities Update Report

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

WATER TREATMENT

Water Treatment Plant (WTP) #1 is in operation at 2.6 million gallons per day (mgd), producing an average of 1.9 mgd to meet the community's water demand. WTP #2 is being brought online to assist with anticipated water system demands and for improved water quality. Total water production for May 2019 was 42.922 million gallons (131.73 acre-feet). Gallons per capita per day for May was 174 vs 261 in 2013, shown in graph below.



WATER SOURCE OF SUPPLY

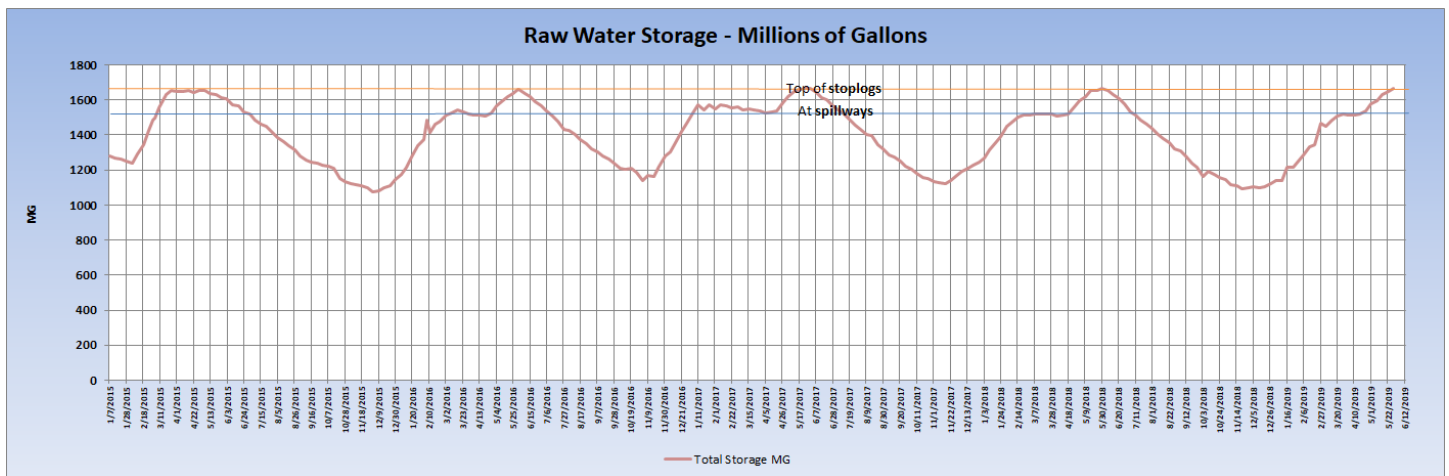
On May 31, 2019, all raw water storage for Calero, Chesbro, and Clementia Reservoirs were completely full to the top of their stoplogs, photos below.



Diversion to storage from the Cosumnes River totaled 653,488,000 gallons (2,005.6 AF) for the season, along with direct rainfall received into our reservoirs.

In May 2019 there was 2.64” of rainfall received and evaporation was 5.22”.

Below is a graphic representation of the water storage reservoir levels from January 2015 to June 2019.

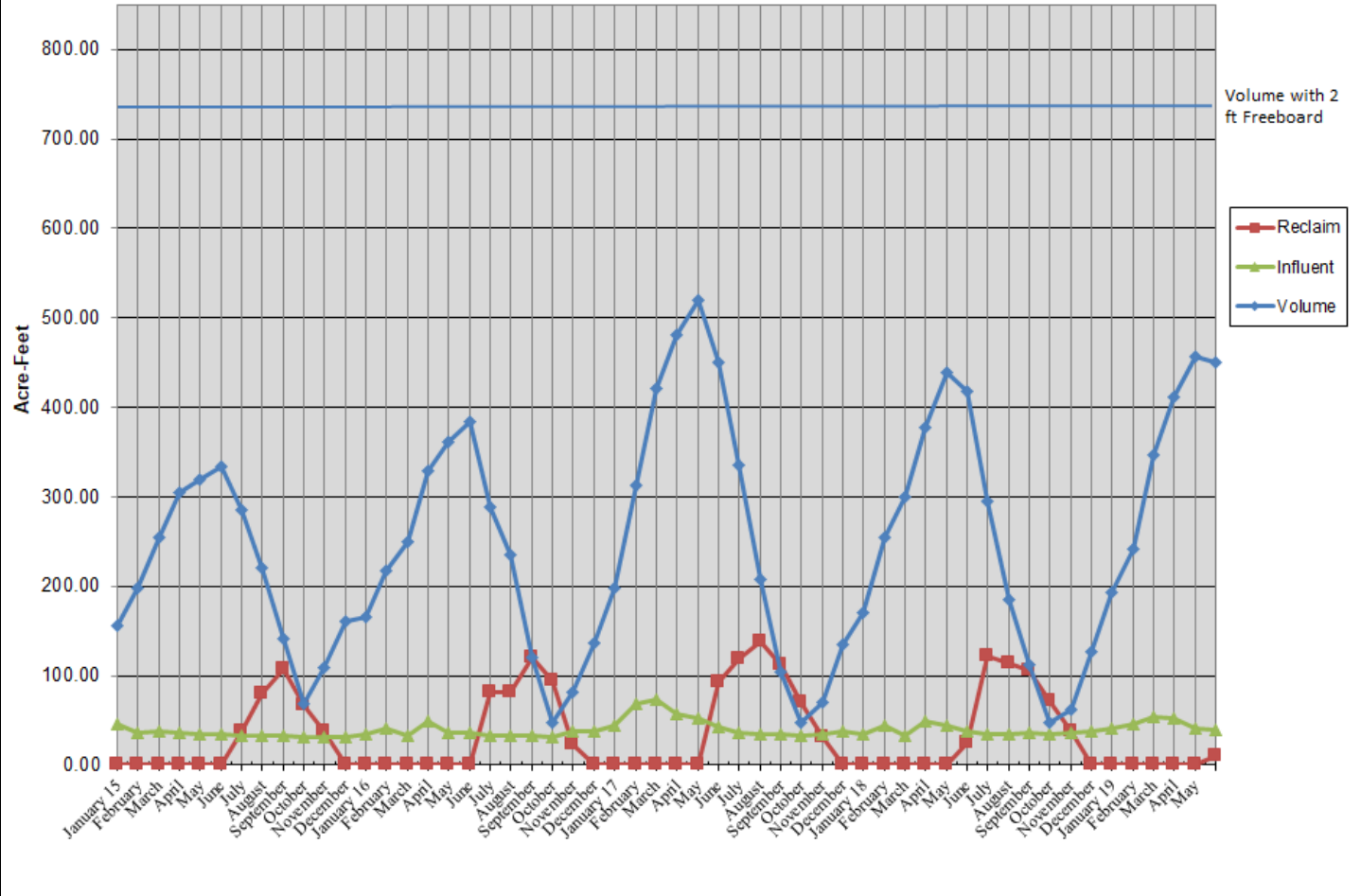


WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

In May 2019, influent wastewater flow averaged 419,129 gallons a day, for a total of 12.99 MG, (39.87 AF). This is approximately 162 gpd per sewer connection. On June 12, 2019, secondary wastewater storage measured 146.6 MG (450 AF), of which 141.7 MG (435 AF) is usable for reclamation due to dead storage. Despite an inflowing pipeline being blown out and an issue with a chlorinator during the first day of operation, staff quickly got these items fixed within the day and the Wastewater Reclamation Plant is now in operation to supply the Ranch Murieta Country Club (RMCC) needs for recycled water.

Below is a graph of the secondary wastewater storage volumes where the reservoirs will fill up to until we begin reclamation deliveries which have been targeted for May 20, 2019.

Volume of Secondary Wastewater in Reservoirs 2015-2019



SEWER COLLECTION

Staff cleaned 8,852 feet of sewer collection lines in the month of May, systematically cleaning the South community’s sewer system as part of routine maintenance to ensure the sewer lines stay free flowing. Staff continues to routinely check an area in the South Parkway which continues to accumulate flushable wipes and cleaning it to prevent backups in the system. We are contracting with a vendor to inspect the South’s sewer collection system and some drainage lines to see if they have any sagging or concerns. This is due to the known issues with the expansive soils that have been experienced in the south, especially in the areas of where roadway subsidence is seen.

DRAINAGE / STORMWATER

Utilities staff continues weed abatement by weed whacking areas of the drainage system and around the water and wastewater plants.

The Laguna Joaquin drainage detention basin was treated for midge fly prevention on May 28th using the pellet product Bactimos, with the next treatment scheduled for June 25th using a liquid product called Vectobac. Water is being diverted from the Cosumnes Irrigation Association (CIA) ditch at around its 0.28 cubic feet per second allowable allocation through September 1, 2019. Anderson Ranch interests have noted that they believe

RMA is overusing the allocated water to Laguna Joaquin and the CIA needs to be compensated for it. We will be looking into this further.

WATER METERING AND UTILITY STAFF WORK

In May 2019, nine (9) ¾" meter and two (1) inch meters were replaced. Twelve (12) Utility Star reports and fifteen (15) underground service alerts (USAs) were also completed. Four (4) new water services were installed and inspected. Utility staff also spent time assisting with all three of the Prop 84 projects.

PROJECTS

Development

The Retreats East and North

No new update.

The Retreats West

This project is complete and no further updates will be provided.

The Murieta Gardens

The Murieta Gardens - Murieta Marketplace

The project is finishing up utilities in the area. They anticipate beginning on the vertical portions of the BelAir project in mid-July. Design for a Shell Station is looking to be brought forward to the Planning Commission in June.

The Murieta Gardens – Highway 16 Off-Site Improvements

No update.

The Murieta Gardens II – Infrastructure at “Utility A”

The project has drafted amended plans for two new water services within the project, which were reviewed and approved by Coastland. The project is planning to finish paving the Utility A drive isle out to Murieta Drive and will stub in the fire hydrant and fire service line as approved on plan/profile sheet 20 for lots 4 & 5.

The Murieta Gardens II – Subdivision

K Hovnanian homes (KHOV) is continuing the process of completing two model homes at lots 27 & 28, has paid their fees, and have requested inspections for water and sewer service installations.

Rancho Murieta North – Development Project

No Update. A continued issue for all of us is that review requires deposit funding or funding agreements from the developer before proceeding. The Developer provided a signed deposit agreement and deposit check on June 7, 2019.

FAA Business Park

Only minor grubbing work is proceeding as the project is waiting on a building permit before proceeding.

District Projects

Proposition 84 – Recycled Water Projects

For all three projects, we have been working with a labor compliance firm from the Regional Water Authority to get the projects and contractors for the projects registered with the Department of Industrial Relations to ensure that prevailing wage rules are being followed.

Summary table of current recycled water projects:

	Projects
1a	Bore and casing installation & Caltrans encroachment permit
1b	12" pipe and appurtenance installations
2	District office area irrigation conversion
3	Cantova Commercial loop – 6" recycled water service

Project 1a & 1b – Bore Under Highway 16 and Recycled Pipeline Installation

The 1a portion of the project is complete, the bore casing with the 12-inch recycled water line, 3-inch and 2-inch conduits are installed. One of 2-inch conduits failed and despite several attempts to clear it or run a smaller conduit through it, it would not work. Therefore, the project has said they will subtract this item from the project invoicing.

Project 1b began with the developer's contractor digging the trench for the routing of the 12-inch recycled water pipe. In completing this work, on May 29, 2019 at approximately 12:00 p.m. (noon) they hit an unmarked and unused portion of Rancho Murieta Country Club's (RMCC) irrigation system that was tied in at Hole 10 on the North Course. Utility Supervisor Ron Greenfield and I worked with RMCC to isolate that section of the course within 15 minutes of the break. It was discovered to be a relic supply line that runs from a river pump located near the Yellow Bridge that used to feed through this 8-inch line directly into the RMCC's irrigation system. District staff mobilized and called out a vendor to capture and cleanup the reclaimed water that was pooled in the construction area. No reclaimed water reached the river. To resolve this issue, I received permission from John Sullivan, owner of the line, to have District staff cap it off. In the meantime, I notified RMCC of what was occurring. Staff scrambled around to area vendors to get the necessary parts that night and completed the repair first thing the following morning. To allow the concrete thrust block that was poured to restrain the cap to set up properly, it was being allowed to remain off until the morning of May 31, 2019. It is now capped and work continued.

The "T" into the North Course reclamation line has been completed, however, instead of automated valves, manually operated valves have been installed due to the long lead time of automated valves, see photo below.



Installation of 12-inch recycled water pipeline running towards Murieta Gardens and commercial areas

Project 2 – Administration Building Recycled Water Tie-in

Staff has been in the process of working on this project, procuring recycled water irrigation parts and installing a standpipe for the irrigation pump in the District's equalization basin wet well. Commercial Pump and Mechanical have been out and have installed the irrigation pump. They will finish up the installation of a variable drive control for it on Tuesday, June 18, 2019.

Project 3-Recycled Water Commercial Loop

The District's contractor began work to install the 6" recycled water line and ran into two (2) unmarked lines. District staff stepped in with the assistance OE3's maintenance staff to figure out what the lines were. One was a 3-inch grey schedule 40 live irrigation line that was abandoned years ago by OE3 that appears to have been used to irrigate around their shop areas before they put cobbled rocks in there instead. It was still tied into their existing irrigation system and had pressure to it. The other line was discovered to be a relic of the old raw water irrigation system that ran throughout that area and was in use around 40 years ago. That line was valved off but could be made active by turning one of OE3s irrigation valves, so it was repaired after being damaged. As the 3-inch line is in the way of the routing of the 6-inch pipe, I asked OE3 if we could remove it. After a lot of prodding they said yes, contingent that we provide them a service at no cost tapped off the newly installed line. The service tap and line will be a 2-inch with a corporation stop at the service saddle and a 2-inch capped gate valve set in a traffic rated box for future connection, if needed.





Cantova Sewer Lift Station – Forcemain re-Route

The fencing replacement around the Cantova lift station was completed along with some landscaping repairs. This project is now complete, and we will review the invoicing for it.

Wastewater Reclamation Plant – PLC replacement

The District's IT consultant, A Leap Ahead IT, has provided our contractor access to the system network to allow them to continue completion of the project. TELSTAR has since been out to finalize the SCADA control of portion of the project and make some minor programming changes. So far, it is working very well and allowing staff better control of the facility.

CONFERENCE/EDUCATION SCHEDULE

Date: June 7, 2019
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)

2019 Special District Leadership Academy	July 7 - 10, 2019	Napa
Human Resources Boot Camp for Special Districts	August 7, 2019	El Dorado Hills
Financial Management for Special Districts	August 8, 2019	El Dorado Hills
So You Want to be a General Manager	October 23, 2019	Sacramento
2019 Board Secretary/Clerk Conference	November 12, 2019	Seaside

GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)

No Information Currently Available on Upcoming Conferences.

AMERICAN WATER WORKS ASSOCIATION (AWWA)

No Information Currently Available on Upcoming Conferences.

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

No Information Currently Available on Upcoming Conferences.

Today, while out for a walk, I had an encounter with a woman and her large unleashed dog over on Guadalupe. The encounter was particularly unpleasant as I have a fear of dogs, particularly when they're running directly at me. The woman insisted that the loose dog wasn't the problem, but my apparent unreasonable insistence that the dog be leashed and physically restrained. After an exchange of words which are not suitable for this note, I moved on with my walk. Shortly thereafter, I discovered the woman following me in her car and refusing to leave me alone. More words were exchanged and we both called RM Security.

Without rehashing the details, I wanted to tell you that the officer's (Owen) calm, professional conduct was very much appreciated, particularly after being harassed by a crazy lady. The officer told me he would return to the lady's home and advise her to stop bothering me and to leash her dog.

After 30 years in Rancho Murieta, I believe that RM Security doesn't get enough credit for having to deal with a lot of self-involved, self-important and emotionally "challenged" residents.

So, at least for myself, let me say thank you.

David Monti Sr
Rancho Murieta

RESOLUTION 2019-05

IN HONOR OF THOMAS COYLE

WHEREAS, Thomas Coyle worked with Rancho Murieta Community Services District from 2003 to 2019; and

WHEREAS, Tom became a permanent employee with Rancho Murieta Community Services District on September 22, 2003 as a Patrol Officer; and

WHEREAS, Thomas has been a part of the success of the Community Services District; and

WHEREAS, Thomas has endeared himself with many friends and acquaintances in the District and Rancho Murieta community; and

WHEREAS, Thomas will retire on June 30, 2019 after sixteen (16) years of service to the residents and employees of the Rancho Murieta Community Services District; and

NOW THEREFORE BE IT PROCLAIMED, this 19th day of June in the year 2019, that the Board of Directors of the Rancho Murieta Community Services District, recognizes, appreciates, and commends Thomas for his sixteen (16) years of service to the community and District, and wishes him well in his future endeavors.

Les Clark, Board President

Randy Jenco, Vice - President

Linda Butler, Director

John Merchant, Director

Tim Maybee, Director

Rancho Murieta Community Services District

JULY 2019

Board/Committee Meeting Schedule

July 2, 2019

Personnel

7:30 a.m.

Improvements

8:00 a.m.

Finance

10:00 a.m.



July 11, 2019

Communications/Technology

9:00 a.m.

Security

10:00 a.m.

July 17, 2019

Regular Board Meeting - Open Session @ 5:00 p.m.





June 12, 2019

Mark Martin
General Manager
Rancho Murieta Community Services District
P.O. Box 1050
Rancho Murieta, CA 95683

Subject: 2018 Diversion Report

Dear Mark:

Each year California Waste Recovery Systems is required to prepare and submit an annual diversion report for the residential collection services we provide through our Collection Services Contract with the Rancho Murieta Community Services District. This report summarizes the tons of solid waste collected and disposed, as well as the tons of materials recycled or otherwise diverted from disposal.

This report is for the period 1/1/18 through 12/31/18 and is prepared per the guidelines of Article 5, Diversion Requirements, and Article 14, Record Keeping and Reporting Requirements of the Collection Services Contract. Enclosed are the monthly detailed tonnage and diversion reports for all materials we collected through our Rancho Murieta Collection Services Contract in 2018.

As we have related in prior years, neither our Collection Services Contract with Rancho Murieta nor the Agreement executed between the CSD and Sacramento County require that any action be taken with this information or for you to report these results to any other agency. We already furnish quarterly tonnage reports directly to the Sacramento County Solid Waste Authority (SWA) and will continue to do so through the duration of the Contract because diversion is measured regionally for the unincorporated County. The tons collected in Rancho Murieta are part of that consolidated result.

The table on Page 2 summarizes the tons we collected in 2018 compared to those tons we collected in years 2012 thru 2017. Year-to-year comparison of 2012 and 2018 shows that the overall tons we collect have increased 6% since 2012. Trash tons have increased by 10%, while the Recyclables tons have increased by 3%. Greenwaste tons increased by 1%. This year, bulky waste service requests increased by almost 55% when comparing 2012 to 2018. This upsurge contributes to more trash tons and thus reduces the diversion rate.



Mark Martin
General Manager
Rancho Murieta Community Services District
June 12, 2019
Page 2

Annual Tons	2012	2013	2014	2015	2016	2017	2018
Trash	1891	1963	1788	1879	1971	2097	1980
Recyclables	639	601	735	745	734	726	693
Greenwaste	1088	1085	976	939	1091	1137	1107
Total	3618	3649	3499	3563	3796	3960	3780
Diversion Rate	48%	46%	49%	47%	48%	47%	48%

We are looking forward to presenting and discussing the 2018 Diversion Report results with you and the Board of Directors at the CSD Board meeting on June 19, 2019. Thank you again for the opportunity to provide residential solid waste and recyclables collection in Rancho Murieta.

Sincerely,



Rudy Vaccarezza
Director of Business Development

Enclosure

	A	B	AB	AF	AH	AI	AL	BQ	BR	BS	BT	BU
1	RANCHO MURIETA											
2	Jan - Mar 2018											
3		AB	FWD	HPC	KIEFER	LD	MR	VO	Totals			
4	R/O - TRASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
27	RESI - TRASH	0.00	19.15	0.00	446.47	0.00	0.00	0.00				465.62
28	RESI - RECYCLING	0.00	0.00	0.00	0.00	0.00	162.07	0.00				162.07
29	RESI - YARD & GARDEN	0.00	0.00	0.00	0.00	257.12	0.00	0.00				257.12
30		0.00	19.15	0.00	446.47	257.12	162.07	0.00				884.81
31												884.81
32												
33	April - June 2018											
34		AB	FWD	HPC	KIEFER	LD	MR	VO	TOTALS			
35	R/O - TRASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
58	RESI - TRASH	0.00	36.58	0.00	479.24	0.00	0.00	0.00				515.82
59	RESI - RECYCLING	0.00	0.00	0.00	0.00	0.00	191.77	0.00				191.77
60	RESI - YARD & GARDEN	0.00	0.00	4.23	0.00	291.20	0.00	0.00				295.43
61		0.00	36.58	4.23	479.24	291.20	191.77	0.00				1003.03
62												1003.03
63												
64	July - Sept 2018											
65		AB	FWD	HPC	KIEFER	LD	MR	VO	TOTALS			
66	R/O - TRASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
89	RESI - TRASH	0.00	76.64	0.00	423.93	0.00	0.00	0.00				500.57
90	RESI - RECYCLING	0.00	0.00	0.00	0.00	0.00	140.81	0.00				140.81
91	RESI - YARD & GARDEN	0.00	0.00	0.46	6.99	220.58	0.00	0.00				228.03
92		0.00	76.64	0.46	430.92	220.58	140.81	0.00				869.41
93												869.41
94	Oct - Dec 2018											
95		Rancho Murieta										
96		AB	FWD	HPC	KIEFER	LD	MR	VO	TOTALS			
96	R/O - TRASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
119	RESI - TRASH	0.00	60.17	0.00	437.37	0.00	0.00	0.00				497.57
120	RESI - RECYCLING	0.00	0.00	0.00	0.00	0.00	198.06	0.00				198.06
121	RESI - YARD & GARDEN	0.00	0.00	10.45	0.00	315.95	0.00	0.00				326.40
122		0.00	60.17	10.45	437.37	315.95	198.06	0.00				1022.03
123												1022.03
124	Jan - Dec 2018											
125		Rancho Murieta Year End Totals 2018										
126		AB	FWD	HPC	KIEFER	LD	MR	VO	TOTALS			
126	R/O - TRASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
149	RESI - TRASH	0.00	192.54	0.00	1787.02	0.00	0.00	0.00				1979.59
150	RESI - RECYCLING	0.00	0.00	0.00	0.00	0.00	692.71	0.00				692.71
151	RESI - YARD & GARDEN	0.00	0.00	15.14	6.99	1084.85	0.00	0.00				1106.98
152		0.00	192.54	15.14	1794.01	1084.85	692.71	0.00				3779.28
153												3779.28

MEMORANDUM

Date: June 12, 2019
To: Board of Directors
From: Tom Hennig, Director of Administration
Subject: Consider Approval of Sixth Amendment to California Waste Recovery Systems 2013 Contract

RECOMMENDED ACTION

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

BACKGROUND

California Waste Recovery Systems (CalWaste) has been providing refuse services for Rancho Murieta since November 2005. The current contract amendment for fiscal year 2018-2019 rates expires on June 30, 2019. The CalWaste contract specifies the calculation of any rate increase based on the combination of several industry indices. The rate adjustment for the 2019-2020 fiscal year reflects an increase of 3.6%. The amended contract between Rancho Murieta Community Services District (District) and CWRS will be effective July 1, 2019 through June 30, 2020.

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

The Sixth Amendment to the Contract titled above (Collection Services Contract for the provision of Solid Waste, Recyclables, Materials and Green Waste Collection Services), executed as of June 19, 2019 by the between the Rancho Murieta Community Services District (District) and California Waste Recovery Systems, LLC. (Contractor) is made and entered into by the District and the Contractor as of the latter date written below.

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

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

1. Exhibit 1 (attached), the Contractor Collection Services Rates, effective July 1, 2019 to June 30, 2020, is substituted and amended in this Sixth Amendment.

Except for the amendments and/or additions stated in the First Amendment, effective on July 1, 2014 thru June 30, 2015; the Second Amendment, effective July 1, 2015 thru June 30, 2016; the Third Amendment effective July 1, 2016 thru June 30, 2017, the Fourth Amendment effective July 1, 2017 thru June 2018; and the Fifth Amendment July 1, 2018 thru June 30, 2019; all other provisions of the agreement remain in full force and effect, effective July 1, 2019 thru June 30, 2020.

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

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

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Mark Martin, General Manager

Les Clark, Board President

Date

Date

CALIFORNIA WASTE RECOVERY SYSTEMS, LLC

Dave Vaccarezza, Owner

Date

Exhibit 1
**CONTRACTOR COLLECTION SERVICE RATES WITHOUT
FRANCHISE FEES**
EFFECTIVE 07/01/2019 - 06/30/2020

A. COLLECTION SERVICES

1	Garbage Cart Sizes (gallons)	38	64	96
2	Disposal Charge Per Ton – Solid Waste	\$30.00		
3	Monthly Per Unit Solid Waste Generation Factor	0.03	0.08	0.2
	Franchise Fee	1.84	1.96	2.23
4	Disposal Element	\$1.02	\$2.22	\$5.23
5	Monthly Collection Element	\$16.54	\$17.01	\$24.06
6 TOTAL MONTHLY COLLECTION RATE (Lines A4 + A5)		\$19.40	\$21.19	\$31.52

B. ADDITIONAL CARTS

1	Garbage Cart Sizes (gallons)	38	64	96
2 MONTHLY COST FOR EACH ADDITIONAL GARBAGE CART		\$8.61	\$10.67	\$22.60
3 MONTHLY COST FOR EACH ADDITIONAL RECYCLING CART IN EXCESS OF ONE(1) RECYCLING CART		N/A	\$6.86	\$6.86
4 MONTHLY COST FOR EACH ADDITIONAL GREEN WASTE CART IN EXCESS OF TWO (2) GREEN WASTE CARTS		N/A	\$6.86	\$6.86

C. DISCOUNT FOR GREEN WASTE EXEMPTION

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

D. ADDITIONAL LARGE ITEM COLLECTION SERVICE RATE (ON-CALL)				
1	Additional Large Item Size	1 Cu. Yd.		
2	Disposal Charge Per Ton – Large Item	\$30.00		
3	Per Unit Large Item Generation Factor	0.05		
4	Disposal Element (Line D2 multiplied by Line D3)	\$1.50		
5	Collection Element	\$39.16		
6 TOTAL LARGE ITEM COLLECTION RATE (Lines D4 + D5)		\$40.66		
E. EXCESS CART EXCHANGE SERVICE RATE (Each occurrence)				
1	Garbage Cart Sizes (gallons)	38	64	96
2 EXCESS CART DELIVERY SERVICE RATE		\$18.90		
F. EMERGENCY SERVICE RATES				
1	Laborer (per hour)	\$46.48		
2	Automated truck (Heil) with driver (per hour)	\$122.26		
3	Front loader truck (White) with driver (per hour)	\$115.47		
4	Roll off truck (White) with driver (per hour)	\$115.47		
5	Foreman and pickup (GMC) (per hour)	\$67.91		
6	Transfer truck and trailer with driver (White/Wilkins) (per hour)	\$122.26		
G. EXTRAS/SPECIAL RATES FOR DUMPING TRASH CARTS				
1	Garbage Cart Sizes (gallons)	38	64	96
2 Rate for Dumping Extra/Special Trash Cart per Occurrence		\$7.61	\$12.81	\$19.21

MEMORANDUM

Date: June 14, 2019
To: Board of Directors
From: Tom Hennig, Director of Administration
Subject: Consider Adoption of Ordinance O2019-01, Proposed Services Charge Increases and Special Tax Adjustments

RECOMMENDED ACTION

1. Acknowledge the Second Reading of Ordinance O2019-01; and
2. Adopt Ordinance O2019-01, an Ordinance adopting the proposed service charge increase and Special Tax adjustments.

BACKGROUND

At last month's Board Meeting, staff presented the proposed rate increases necessary to support funding for the 2019/20 fiscal year budget.

A Public Hearing was held at the District's May 15, 2019 Regular Board Meeting, following staff's presentation of the proposed rate increases. No comments were received on the proposed rate increases at the Public Hearing. The District received ten (10) letters of protest against the proposed rate increase.

The first reading of Ordinance O2019-01 was waived last month. Once published, no increase to the rates and maximum special taxes is allowed without republishing the Ordinance. There have been no changes in the proposed rate increase since the Ordinance was published and the Prop 218 Notices were mailed.

The budget previewed in March was the basis for the rate adjustment notices to the community. To formally adopt new rates, various Chapters of the District Code will be changed by approval of the attached Ordinance 2019-01.

The following information is provided as a brief recap of the proposed rate increase.

WATER

The proposed 2019-20 monthly bill increase for an average consumption residential metered lot is projected to be \$5.73 or 8.5%.

	Current Rate 2018-19	Proposed 2019-20
Base Charge (w/o reserve contribution)	\$34.52	\$37.97
Reserve Contribution	\$7.75	\$7.75
Total Base Charge	\$42.27	\$45.72
Debt Service Charge (repay internal borrowing)	\$8.00	\$8.00
Usage Charge (per cū)	\$0.0175	\$0.0191
<ul style="list-style-type: none"> Non-residential customers are charged one base charge per month per meter plus the reserve contribution times their Water EDU (equivalent dwelling unit) value plus usage 		

SEWER

The proposed 2019-20 monthly bill increase for a residential metered lot is projected to be \$2.36 or 5.0%.

	Current Rate 2018-19	Proposed 2019-20
Base Charge (w/o reserve contribution)	\$40.41	\$42.77
Reserve Contribution	\$8.76	\$8.76
Total Base Charge	\$47.17	\$49.53
<ul style="list-style-type: none"> Non-residential customers are charged the base charge plus the reserve contribution times their Sewer EDU (equivalent dwelling unit) value 		

DRAINAGE

The proposed 2019-20 monthly bill increase for an average consumption residential metered lot is projected to be \$0.10 or 2.0%.

Developed Property	Current 2018-19	Proposed 2019-20	Max Rate 2019-20
Residential (per lot)			
Metered	\$5.12	\$5.22	\$5.22
Unmetered	\$5.12	\$5.22	\$5.22
The Villas	\$3.42	\$3.49	\$3.49
Murieta Village	\$3.42	\$3.49	\$3.49
Non-Residential (per acre)			
1 Retail	\$25.591	\$26.103	\$26.103
2 Industrial/Whse	\$27.188	\$27.732	\$27.732
3 Light Industrial	\$20.790	\$21.206	\$21.206
4 Office	\$23.891	\$24.471	\$24.471
5 Landscape (golf course/park sites)	\$4.799	\$4.895	\$4.895
6 Murieta Equestrian Center	\$1.852	\$1.889	\$1.889
7 RMCC (club house and parking)	\$0.000	\$0.000	\$0.000
8 Airport	\$2.132	\$2.175	\$2.175
9 Geyer Property	\$15.993	\$16.313	\$16.313
10 Hotel/Ext Stay	\$25.591	\$26.103	\$26.103
Undeveloped Property			
Residential & Non-Residential	\$3.020	\$3.080	\$3.080

SECURITY

The proposed 2019-20 monthly bill increase for a residential metered lot inside the RMA gates is projected to be \$0.58 or 2.0%.

Developed Property	Current 2018-19	Proposed 2019-20	Max Rate 2019-20
Residential (per lot)			
Inside Gates			
Metered	\$29.15	\$29.73	\$29.73
Unmetered	\$23.32	\$23.79	\$23.79
Outside Gates	\$7.03	\$7.17	\$7.17
Non-Residential (per Building square foot)			
1 Highway Retail	\$0.2828	\$0.2881	\$0.2881
2 Other Retail/Comm	\$0.0283	\$0.0289	\$0.0289
3 Industrial/Whse/Lt Industrial	\$0.0818	\$0.0830	\$0.0830
4 Office	\$0.0149	\$0.0152	\$0.0152
5 Institutional	\$0.0149	\$0.0152	\$0.0152
6 Public Utility	\$0.0471	\$0.0480	\$0.0480
7 Murieta Equestrian Center	\$0.0044	\$0.0045	\$0.0045
8 RMCC	\$0.0740	\$0.0755	\$0.0755
9 Airport	\$0.0188	\$0.0192	\$0.0192
10 Hotel/Ext Stay	\$0.0283	\$0.0289	\$0.0289
Undeveloped Property (per acre)			
Inside Gates	\$24.6563	\$25.1494	\$25.1494
Outside Gates	\$3.6742	\$3.7477	\$3.7477

SOLID WASTE

The proposed 2019-20 monthly bill increase for a 64 gallon container is projected to be \$0.77 (0.74 for the container and \$0.03 for the Sacramento County Surcharge) or 2.8%. This increase is due to operational cost increases per contract with California Waste Recovery Services and anticipated increases in Sacramento County's landfill surcharges.

	Current Rate 2018-19	Proposed 2019-20
38 gallon container (T38)	\$18.64	19.40
64 gallon container (T64)	\$20.44	21.19
96 gallon container (T96)	\$30.42	31.52
Extra Cart (38 gallon)	\$8.43	8.62
Extra Cart (64 gallon)	\$10.49	10.67
Extra Cart (96 gallon)	\$22.25	22.55
Extra Recycle Cart	\$6.72	6.89
Extra Yard Waste Cart	\$6.75	6.89
Yard Waste Exemption	(\$2.00)	(2.00)
Sac County Surcharge	\$1.23	1.25

ORDINANCE NO. O2019-01

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

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

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

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

- (a) As calculated and demonstrated in the FY 2019-20 District budget, the increased service charges implemented by this ordinance have been fixed in amounts sufficient to pay the operating expenses of the District's water, sewer and solid waste operations, provide for and fund repairs and replacement of utility system works and equipment, provide for increased costs of regulatory compliance, fund financial reserves, and pay debt service and other costs.
- (b) The increased service charges are reasonably related to, and do not exceed, the District's cost of providing each of the services.
- (c) The revenues derived from the service charges do not exceed the funds required to provide the services and will not be used for any purpose other than the listed services.
- (d) The amount of the service charges imposed on each customer's parcel does not exceed the proportional cost of the particular service attributable to that parcel.
- (e) The District water, sewer and solid waste services are services that are actually used by and immediately available to the owner of each customer parcel.
- (f) No portion of these service charge increases are imposed for general governmental services.
- (g) As calculated and demonstrated in the FY 2019-20 District budget, the increased drainage and security special taxes implemented by this ordinance have been fixed in amounts as calculated and determined consistent with the annual tax adjustments as set forth in District Code chapters 16A and 21 and as authorized by the voters at the time of the approval of the special taxes.

- (h) The establishment, modification, structuring, restructuring and approval of the service charges and taxes as set forth in this ordinance are necessary and appropriate to continue to meet the District's costs for operation and maintenance, supplies and equipment, financial reserves, and capital replacement needs, and to maintain a satisfactory level of services within the District service area.
- (i) The District Board of Directors has conducted a duly noticed public hearing on the proposed service charge increases in accordance with California Constitution article XIII D, section 6, and the Board did not receive a majority protest against any of the proposed service charge increases.

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

- I) The Water Code, Chapter 14, Section 7.00 Rates and Charges is amended as follows:
Section 7.05 Rates for Metered Service.

- (a) General metered service shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 37.97
Reserve Charge	<u>\$ 7.75</u>
Total Basic Service Charge	\$ 45.72/mo

Usage charge per cubic foot:

Basic volumetric rate per cubic foot	\$ 0.0191/cu. ft.
--------------------------------------	-------------------

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

MONTHLY CHARGES

Base Charge	\$ 37.97
Reserve Charge	<u>\$ 7.75</u>
Total Basic Service Charge	\$ 45.72/mo

Usage charge per cubic foot:

Basic volumetric rate per cubic foot	\$ 0.0191/cu. ft.
--------------------------------------	-------------------

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

MONTHLY CHARGES

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

Monthly Charges

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

Usage charge per cubic foot:

Basic volumetric rate per cubic foot	\$ 0.0191/cu. ft.
--------------------------------------	-------------------

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

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

Residential or other premises, each unit	
Base rate	\$ 42.77 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 49.53 per month

Murieta Village, per unit	
Base rate	\$ 42.77 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 49.53 per month

Non-Residential

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

III) The Drainage Code, Chapter 16, Section 7.00 Rates and Charges is amended as follows:

Section 7.01 Rates and Charges: Drainage charges for operation and maintenance of the District's system shall be as set forth in Chapter 16A, Section 3.00.

The Drainage Code, Chapter 16A, Section 3.00 Drainage Tax, is amended as follows:

Section 3.00 Rates and Charges for Operation and Maintenance of the District's system shall be: Commencing July 1, 2018, property within the District shall be assessed a monthly drainage tax as follows. The maximum monthly tax rates shown reflect annual adjustments, per Section 5.00.

LAND USE		Monthly Special Tax Rates Fiscal Year 2019-20	Monthly Special Tax Rates Maximum Ceiling Rate Year 2019-20
DEVELOPED PROPERTY			
Residential			
-Metered Developed	Per Lot	\$ 5.22	5.22
-Unmetered Developed	Per Lot	\$ 5.22	5.22
-The Villas	Per Lot	\$ 3.49	3.49
-Murieta Village	Per Lot	\$ 3.49	3.49
Non-Residential			
-Retail	Per Acre	\$ 26.103	26.103
-Industrial/Warehouse	"	\$ 27.732	27.732
-Light Industrial	"	\$ 21.206	21.206
-Office	"	\$ 24.471	24.471
-Landscaped Areas (golf course & park site)	"	\$ 4.895	4.895
-Murieta Equestrian Center	"	\$ 1.889	1.889
-RMCC (club house & parking)	"	\$ 0.000	0.000
-Airport	"	\$ 2.175	2.175
-Geyer Property	"	\$ 16.313	16.313
-Hotel/Ext. Stay		\$ 26.103	26.103

UNDEVELOPED PROPERTY

Uses Drainage System

-Residential and Non-Residential Per Acre \$ 3.080 3.080

IV) The Security Code, Chapter 21, Section 5.00 Security Tax, is amended as follows:

Commencing July 1, 2018, property within the District shall be assessed a monthly security tax as follows. The maximum tax rates shown reflect annual adjustments, per Section 5.00:

<u>LAND USE</u>		Monthly Special Tax Rates Fiscal Year 2019-20	Monthly Special Tax Rates Maximum Ceiling Rate Year 2019-20
DEVELOPED PROPERTY			
Residential			
Inside Gates			
- Metered	Per Lot	\$ 29.73	29.73
- Unmetered	Per Lot	\$ 23.79	23.79
Outside Gate	Per Lot	\$ 7.17	7.17
Non-Residential			
- Highway Retail	Per Building Sq. Ft.	\$ 0.2681	0.2681
- Other Retail/Commercial	"	\$ 0.0289	0.0289
- Industrial/Warehouse/Lt Industrial	"	\$ 0.0630	0.0630
- Office	"	\$ 0.0152	0.0152
- Institutional	"	\$ 0.0152	0.0152
- Public Utility	"	\$ 0.0480	0.0480
- Equine Complex	"	\$ 0.0045	0.0045
- RMCC	"	\$ 0.0755	0.0755
- Airport	"	\$ 0.0192	0.0192
- Hotel/Ext. Stay	"	\$ 0.0289	0.0289
UNDEVELOPED PROPERTY			
- Inside Gates	Per Acre	\$ 25.1494	25.1494
- Outside Gates	Per Acre	\$ 3.7477	3.7477

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

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

(1) Garbage Collection Services	
38-gallon cart	\$ 19.40
64-gallon cart	\$ 21.19
96-gallon cart	\$ 31.52
(2) Additional Garbage Carts	
38-gallon cart	\$ 8.62
64-gallon cart	\$ 10.67
96-gallon cart	\$ 22.55

(3) Additional Recycling Cart (in excess of 1 recycled cart)	
38-gallon cart	N/A
64-gallon cart	\$ 6.89
96-gallon cart	\$ 6.89
(4) Additional Green Waste Cart (in excess of 2 green waste carts)	
38-gallon cart	N/A
64-gallon cart	\$ 6.89
96-gallon cart	\$ 6.89
(5) Sacramento County Surcharge	\$ 1.25

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

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

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

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

INTRODUCED by the Board of Directors on the 15th day of May 2019.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on the 19th day of June 2019, by the following roll call vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Les Clark, President of the Board
Rancho Murieta Community Services District

[seal]

ATTEST:

Suzanne Lindenfeld, District Secretary

MEMORANDUM

Date: June 14, 2019
To: Board of Directors
From: Tom Hennig, Director of Administration
Subject: Consider Adoption of Resolution R2019-04, A Resolution Adopting the Proposed Budget for the 2019-2020 Fiscal Year, Including Capital Projects

RECOMMENDED ACTION

Adopt Resolution R2019-04, a Resolution adopting the proposed budget for FY 2019-20, including Capital Projects.

BACKGROUND

On February 27, 2019, a Budget Workshop was held to discuss preliminary budget assumptions and gather input from the public and District Directors. At the following the budget workshop, March 28, 2019, the first draft budget was presented and identified the maximum cost basis for the proposed budget as required under Prop 218. Questions that were submitted by the Board were answered by staff which aided in the understanding of the budget assumptions and proposed service rates. On May 15, 2019, the public hearing for the proposed rate increases was held as part of the regular Board meeting. June 19, 2019, the Board will be requested to formally adopt the new rates and give final approval of the budget.

Budget Overview

Staff began the budget process in January 2019 for the FY 2019-20 budget. Staff has continued to work on fine tuning the proposed budget in an effort to minimize rate increases while still providing the quality of services expected by the community. Since the last Board meeting, staff have made two minor changes to the proposed FY 2019-20 budget. The first change was to reallocate funds from the General Liability account, to the Training/Safety accounts for all funds. The second was to adjust the accounts within the Solid Waste fund to reflect a minor change in charges from Cal Waste. The general budgeting focus was to limit the amount of overall changes in operations while addressing expenditure increases beyond the control of district staff. Staff also placed a higher priority on financial stability/transparency, District Security, and better communications with the ratepayers which address the Board's Goals.

Revenue budget drivers:

- 26 new residential connections phased over the year.
- Water consumption projected to remain steady over calendar year 2018 demands.
- Sacramento County property tax projected to increase \$24,370.
- Security Reserves are funded by a transfer of \$245,000 of Sacramento County property tax revenues which results in a contribution of \$49,000 for Security Reserves, same as FY 18-19.
- Drainage Reserves are funded by a transfer of \$100,000 of Sacramento County property tax revenues which results in a contribution of \$33,000 for Drainage Reserves, same as FY 18-19.
- Proposed rate increases of 2% on the residential monthly bill for Drainage and Security.

Budget expenditure assumptions:

General assumptions.

- CalPERS Retirement and Unfunded Liability Increases.
 - Classic PERS Members – hired before January 1, 2013.
 - 2% at 55 Plan.
 - 10.221% plus \$18,272/month PERS employer flat contribution rate.
 - New PERS Members – hired after January 1, 2013.
 - 2% at 62 Plan.
 - 6.985% plus \$931/month PERS employer flat contribution rate.
- Liability insurance premium increase estimated at 4.5%.
- Workers Comp rate increased from 4.5% to 5% with further increases phased in future years.
- Unrepresented salary increase pool of \$45,000

General Fund Department Assumption (projected 8.6% operating expense increase)

- Increase in Training/Safety for seasonal updates, \$6,000.
- Plotter/Scanner to support electronic document storage, \$6,500.
- Primary District Admin domain computer server, \$4,200.
- Software and programming for integration of District Financial systems, \$8,000.

Water Fund Department Assumption (projected 9.2% operating expense increase)

- Chemical cost expected to remain static due to purchases under BACC contracts and estimated production demands.
- Increase in Training/Safety for seasonal updates, \$5,300.
- Computer hardware additions for Field Staff, \$2,300.
- 50% share of adding Mobile Maintenance Management System, \$12,300.

Sewer Fund Department Assumption (projected 8.9% operating expense increase)

- 11.8% estimated reduction in overall power cost for WWTP and WTP related to Solar Power arrays.
- Increased Legal/Consulting to support proportion of Water Rights negotiations.
- Increase in Training/Safety for seasonal updates, \$6,000.
- Computer hardware additions for field staff, \$2,300.
- 50% share of adding Mobile Maintenance Management System, \$12,300.

Drainage Fund Department Assumption (projected 10.4% operating expense increase)

- Increase in Training/Safety for seasonal updates, \$400.

Solid Waste Fund Department Assumption (projected 4.4% operating expense increase)

- Solid Waste contract cost and related Sacramento County administrative fee estimated to increase 4.21% and 2.25%, respectively.

Security Fund Department Assumption (projected 10.4% operating expense increase)

- Increased cost to ABDI for Gate Access improvements, \$2,500
- Adding hardware for District Patrol operations, \$4,500

- Overall increase in Training/Safety expense for staff, \$3,600

Sample Bill:

The attached Sample Bill shows the proposed rate adjustments according to this final budget draft. The average monthly increase for a residential metered lot, based on the above proposed budget, is 5.41% or \$9.54

Budget Summaries by Fund:

Budget Summaries by fund are provided to aid in the comparison of changes in the FY 2019-20 proposed budget with the FY 2018-19 adopted budget and also the 2018-19 projected annual expenses.

Capital Projects Listing:

The Capital Project Listing for FY19-20 is attached. We have removed the project request to purchase a new motor for the District's diesel-powered sewer system jetter. Staff were able to secure a upgraded permit. This eliminates \$25,000 from the original request.

Sample Bill

The attached Sample Bill shows the effect of the proposed rate adjustments according to the most recent budget draft.

Sample Bill – Proposed Impact on Average Residential Monthly Bill

The estimated overall maximum increase is projected to be \$9.54 per month or 5.52% for an average residential customer with the proposed service charge increase and special tax adjustment beginning July 1, 2019.

Average Monthly Customer Bill		Current Monthly Rates	Proposed Monthly Rates	\$	%
<i>Residential Metered Lot</i>		July 1, 2018	July 1, 2019	Change	Change
Water	<i>Average Usage in CF</i>	<i>1,426</i>	<i>1,426</i>		
	Residential Base (excluding reserves)	\$ 34.52	\$ 37.97	\$ 3.45	10.0%
	Reserve Contribution	7.75	7.75	-	0.0%
	Total Residential Base	\$ 42.27	\$ 45.72	\$ 3.45	8.2%
old rate	Water Usage \$.0175 per cubic foot	24.96			
new rate	Water Usage \$.0191 per cubic foot		27.24	2.28	9.1%
	Total Water	\$ 67.23	\$ 72.96	\$ 5.73	8.5%
	WTP Debt Service Charge (interfund borrowing)	6.00	6.00	-	0.0%
	Sewer				
	Residential Base (excluding reserves)	40.41	42.77	2.36	5.8%
	Reserve Contribution	6.76	6.76	-	0.0%
	Total Residential Base	\$ 47.17	\$ 49.53	\$ 2.36	5.0%
	Solid Waste (avg. 64 Gallon Container)	21.67	22.44	0.77	3.6%
	Security Tax (Maximum Tax Ceiling \$29.73)	29.15	29.73	0.58	2.0%
	Drainage Tax (Maximum Tax Ceiling \$5.22)	5.12	5.22	0.10	2.0%
	Total RMCSD Bill	\$ 176.34	\$ 185.88	\$ 9.54	5.41%

Sample Bill – Proposed Impact on Average Murieta Village Monthly Bill

The estimated overall maximum increase is projected to be \$7.45 per month or 5.52% for an average Murieta Village customer with the proposed service charge increase and special tax adjustment beginning July 1, 2019.

Average Monthly Customer Bill			Current Monthly Rates	Proposed Monthly Rates	\$ Change	% Change
			July 1, 2018	July 1, 2019		
Murieta Village Lot						
Water	<i>Average Usage in CF</i>		418	418		
	Residential Base		\$ 34.52	\$ 37.97	\$ 3.45	10.0%
	Reserve Contribution		7.75	7.75	-	0.0%
	Total Residential Base		\$ 42.27	\$ 45.72	\$ 3.45	8.2%
old rate	Water Usage	\$0.0175 per cubic foot	7.32			
new rate	Water Usage	\$0.0191 per cubic foot		7.98	0.66	9.0%
	Total Water		\$ 49.59	\$ 53.70	\$ 4.11	8.3%
	WTP Debt Service Charge (interfund borrowing)		6.00	6.00	-	0.0%
	Sewer					
	Residential Base (excluding reserves)		40.41	42.77	2.36	5.8%
	Reserve Contribution		6.76	6.76	-	0.0%
	Total Residential Base		\$ 47.17	\$ 49.53	\$ 2.36	5.0%
	Solid Waste (avg. 64 Gallon Container)		21.67	22.44	0.77	3.6%
	Security Tax (Maximum Tax Ceiling \$7.31)		7.03	7.17	0.14	2.0%
	Drainage Tax (Maximum Tax Ceiling \$3.56)		3.42	3.49	0.07	2.0%
	Total RMCSD Bill		\$ 134.88	\$ 142.33	\$ 7.45	5.52%
Vacant or Unmetered Lot						
	Security Tax (Maximum Tax Ceiling \$23.32)		\$ 23.32	\$ 23.79		2.0%
*	Water Standby	\$10.00 PER YEAR	\$ 0.83	\$ 0.83		0.0%
*	Sewer Standby	\$10.00 PER YEAR	\$ 0.83	\$ 0.83		0.0%
	Drainage Tax (Maximum Tax Ceiling \$5.12)		\$ 5.12	\$ 5.22		2.0%
			\$ 30.10	\$ 30.67		1.89%
	% Change over prior year					1.89%

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



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY COMBINED FUNDS

June 14, 2019

	<i>Actual</i> 2017-18	<i>Adopted</i> <i>Budget</i> 2018-19	<i>Projected</i> 2018-19	% <i>Variance</i> 2018-19	<i>Proposed</i> <i>Budget</i> 2019-20	% <i>Change</i> <i>Budget</i> 2018-19
Revenues:						
Service Charges	5,525,483	5,759,274	5,733,487	-0.4%	6,135,885	6.5%
Property Taxes	648,133	650,000	649,998	0.0%	674,370	3.7%
Interest Earnings	5,756	5,990	7,528	25.7%	9,665	61.4%
Other Charges / Reimbursements	176,352	45,693	73,769	61.4%	82,751	81.1%
Total Revenues:	6,355,724	6,460,957	6,464,782	0.1%	6,902,671	6.8%
Expenditures:						
Total Operating Expenses	6,030,966	6,496,531	6,368,791	-2.0%	6,902,671	6.3%
Initial Overage (Deficit)	324,758	(35,574)	95,991		0	
<i>Transfer from Fund Balance</i>	<i>0</i>	<i>35,574</i>	<i>0</i>		<i>0</i>	
Reserve Collections						
Water	213,265	262,482	259,031	-1.3%	264,357	0.7%
Sewer	209,747	226,699	224,831	-0.8%	233,202	2.9%
Security	45,684	49,000	49,750	1.5%	49,000	0.0%
Drainage	37,992	33,000	33,000	0.0%	33,000	0.0%
Total Reserve Collections	506,688	571,181	566,612	-0.8%	579,559	1.5%
Add'l Transfers to Repl Reserves	360,000	0	24,471		0	
Inter-fund Borrowing Repayment	210,209	211,836	212,199	0.2%	206,724	-2.4%
Depreciation	1,374,504	1,440,000	1,440,000	0.0%	1,440,000	0.0%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - GENERAL FUND

June 14, 2019

	<i>Actual</i> 2017-18	<i>Adopted</i> <i>Budget</i> 2018-19	<i>Projected</i> 2018-19	<i>%</i> <i>Variance</i> 2018-19	<i>Proposed</i> <i>Budget</i> 2019-20	<i>% Change</i> <i>Projected</i> 2018-19
Revenues:						
Property Taxes	549,513	305,000	305,000	0.0%	329,370	8.0%
Title Transfer Fees	10,233	10,800	6,900	-36.1%	10,800	56.5%
Interest	370	240	184	-23.3%	240	30.4%
CIA Ditch Service Charges	1,800	1,800	1,800	0.0%	1,800	0.0%
Other	9,318	1,500	1,547	3.1%	1,500	-3.0%
Total Operating Revenues	571,234	319,340	315,431	-1.2%	343,710	9.0%
Expenditures:						
Wages	555,684	632,600	583,425	-7.8%	705,300	20.9%
Director Meeting Stipends	13,408	18,000	18,000	0.0%	18,000	0.0%
Employers Costs	285,542	357,880	350,900	-2.0%	372,434	6.1%
Liability Insurance	91,997	109,588	105,000	-4.2%	135,958	29.5%
Information Systems Maintenance	87,661	90,962	93,000	2.2%	96,822	4.1%
Community Communications	6,126	5,200	45,000	765.4%	5,700	-87.3%
Legal	52,951	74,400	65,000	-12.6%	60,000	-7.7%
Office Supplies	20,502	22,450	21,310	-5.1%	16,800	-21.2%
Building/Grounds Maintenance	31,673	20,560	21,000	2.1%	20,560	-2.1%
Postage	18,853	20,160	21,000	4.2%	18,000	-14.3%
Telephones	7,919	7,759	6,900	-11.1%	9,299	34.8%
New Initiatives	13,184	35,000	35,000	0.0%	35,000	0.0%
Audit	14,500	15,000	15,500	3.3%	16,275	5.0%
Consulting	16,950	5,400	5,400	0.0%	15,400	185.2%
Memberships	8,807	9,271	9,500	2.5%	10,750	13.2%
Training/Safety	7,826	8,910	7,500	-15.8%	15,000	100.0%
Power	2,400	1,285	1,200	-6.6%	925	-22.9%
Meetings	5,256	12,355	10,000	-19.1%	18,000	80.0%
Director Exp Reimbursement	3,544	5,400	5,400	0.0%	5,400	0.0%
Equipment Maint	2,796	2,950	2,750	-6.8%	2,950	7.3%
Election Costs	0	6,000	5,934	-1.1%	0	-100.0%
Mail Machine Lease	3,252	2,800	2,750	-1.8%	2,800	1.8%
Copy Machine Maintenance	18,144	19,224	18,000	-6.4%	18,000	0.0%
Clerical Services	5,504	15,000	77,000	413.3%	51,000	-33.8%
Other / IT Projects	23,123	6,683	8,000	19.7%	16,098	101.2%
Total Operating Expenses	1,297,602	1,504,837	1,534,469	2.0%	1,666,471	8.6%
Overage(Deficit)	(726,368)	(1,185,497)	(1,219,038)	2.8%	(1,322,761)	8.5%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - WATER FUND

June 14, 2019

	<i>Actual 2017-18</i>	<i>Adopted Budget 2018-19</i>	<i>Projected 2018-19</i>	<i>% Variance 2018-19</i>	<i>Proposed Budget 2019-20</i>	<i>% Change Projected 2018-19</i>
Revenues:						
Residential Sales	1,842,339	1,962,929	1,937,468	-1.3%	2,156,395	11.3%
Commercial Sales	204,085	208,512	204,693	-1.8%	205,493	0.4%
Other Sales	9,171	8,400	9,473	12.8%	8,400	-11.3%
Availability Fees	300	300	300	0.0%	230	-23.3%
Late Charges	20,916	18,000	20,800	15.6%	20,400	-1.9%
Telephone Line Contracts	8,372	6,215	6,866	10.5%	7,175	4.5%
Meter Installation Fees	2,127	1,600	6,000	275.0%	4,800	-20.0%
Interest Income	3,569	4,700	4,560	-3.0%	5,725	25.5%
Inspection Fees	633	506	506	0.0%	1,518	200.0%
Project Reimbursement	81,385	2,400	24,000	900.0%	24,000	0.0%
Other	15,474	4,800	5,256	9.5%	7,200	37.0%
Operating Revenues	2,188,371	2,218,362	2,219,922	0.1%	2,441,336	10.0%
Expenditures:						
Water Source of Supply	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	41,846	21,214	20,955	-1.2%	22,180	5.8%
Employers Costs	18,537	9,757	7,885	-19.2%	8,875	12.6%
Power	62,517	62,755	54,000	-14.0%	56,000	3.7%
Dam Inspection	29,207	52,877	52,877	0.0%	63,500	20.1%
Chemicals - Routine	1,806	6,636	5,500	-17.1%	7,000	27.3%
Chemicals - Taste & Odor	7,688	10,000	8,750	-12.5%	11,000	25.7%
Maint/Repairs	29,175	10,800	16,246	50.4%	16,800	3.4%
Equipment Rental	2,163	3,000	3,000	0.0%	3,000	0.0%
Supplies	899	1,500	850	-43.3%	600	-29.4%
Other	250	250	250	0.0%	250	0.0%
Subtotals	194,088	178,789	170,313	-4.7%	189,205	11.1%
Water Treatment	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	192,647	222,747	215,570	-3.2%	232,890	8.0%
Employers Costs	96,838	94,503	90,335	-4.4%	101,762	12.6%
Power	99,906	82,017	78,000	-4.9%	82,017	5.2%
Chemicals	80,924	90,000	87,389	-2.9%	100,000	14.4%
Maint/Repairs	114,403	120,000	115,000	-4.2%	82,000	-28.7%
Lab Tests	12,514	17,000	17,500	2.9%	12,000	-31.4%
Equipment Rental	0	4,800	4,200	-12.5%	600	-85.7%
Taste & Odor Treatment	0	0	0	0.0%	0	0.0%
Supplies	8,950	16,800	15,252	-9.2%	16,800	10.1%
Other	0	500	500	0.0%	14,400	2780.0%
Subtotals	606,182	648,367	623,746	-3.8%	642,469	3.0%
Water Transmission & Distr	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	176,980	222,747	215,570	-3.2%	232,890	8.0%
Employers Costs	81,089	94,503	82,115	-13.1%	93,194	13.5%
Maint/Repairs	32,166	50,400	49,250	-2.3%	50,400	2.3%
Meters/Box/Valve	13,509	36,000	34,000	-5.6%	36,000	5.9%
Power	43,006	48,629	46,500	-4.4%	40,800	-12.3%
Equipment Rental	1,477	6,000	6,000	0.0%	2,400	-60.0%
Post Repair Road Paving	24,700	36,000	36,000	0.0%	24,000	-33.3%
Supplies	99	1,200	1,362	13.5%	900	-33.9%
Other	0	600	450	-25.0%	600	33.3%
Subtotals	373,026	496,079	471,247	-5.0%	481,184	2.1%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - WATER FUND

June 14, 2019

Water Administration	17-18 Actual	18-19 Budget	Projected	Variance	19-20 Budget	Variance
Wages	72,756	106,070	104,500	-1.5%	116,900	11.9%
Employers Costs	37,860	47,432	46,200	-2.6%	48,339	4.6%
Permits	28,510	28,044	28,044	0.0%	30,300	8.0%
Equipment Maint	41,188	15,614	13,500	-13.5%	7,200	-46.7%
Legal/Consulting	32,057	89,650	73,616	-17.9%	135,200	83.7%
Vehicle Fuel	11,300	10,500	10,000	-4.8%	11,400	14.0%
Training/Safety	7,192	8,100	7,500	-7.4%	13,200	76.0%
Regional Water Authority	9,188	9,500	9,555	0.6%	15,000	57.0%
Central Ground Water Authority	12,000	9,500	9,500	0.0%	10,000	5.3%
Supplies	3,286	4,020	3,636	-9.6%	3,600	-1.0%
Dam Liability Coverage	11,000	14,400	11,000	-23.6%	11,000	0.0%
Telephones	12,673	6,156	5,600	-9.0%	15,600	178.6%
Information Systems Maint	5,513	8,995	8,995	0.0%	23,303	159.1%
Vehicle Maint.	21,314	21,000	21,000	0.0%	21,000	0.0%
Tools	5,116	6,000	5,000	-16.7%	6,000	20.0%
CIA Ditch Operations	2,766	3,600	3,600	0.0%	3,000	-16.7%
Uniforms	4,850	4,800	4,997	4.1%	4,800	-3.9%
Conservation	12,118	13,260	12,388	-6.6%	13,260	7.0%
Travel/Meetings	1,108	1,800	1,650	-8.3%	1,680	1.8%
Copier Maintenance	72	120	120	0.0%	120	0.0%
Memberships	4,789	5,395	5,200	-3.6%	5,395	3.8%
Maintenance/Repair	7,179	0	7,221	0.0%	7,200	-0.3%
Building Maint	2,113	1,795	1,993	11.0%	2,100	5.4%
Non-routine Maint/Repair	10,092	24,000	22,500	-6.3%	24,000	6.7%
Other / IT Hardware	40,367	8,190	29,669	262.3%	17,190	-42.1%
Subtotals	396,407	447,941	446,984	-0.2%	546,787	22.3%
Total Operating Expenses	1,569,703	1,771,176	1,712,290	-3.3%	1,859,645	8.6%
General Fund Net Alloc	(838)	461,160	461,160	0.0%	514,550	11.6%
Total Expenses	1,568,865	2,232,336	2,173,450	-2.6%	2,374,195	9.2%
Initial Overage(Deficit)	619,506	(13,973)	46,472		67,141	
<i>Transfer from Fund Balance</i>	0	13,973	0			
Net Income (Loss)	619,506	0	46,472		67,141	
Depreciation	822,408	840,000	757,920	-9.8%	840,000	10.8%
Reserves & Debt						
Reserve Expenditures	14,518	18,619	16,824	-9.6%	23,580	40.2%
Interfund Borrowing Repayment	187,373	192,000	189,363	-1.4%	183,888	-2.9%
Water Reserves Collected	213,265	262,482	259,031	-1.3%	264,357	2.1%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - SEWER FUND

June 14, 2019

	<i>Actual</i> 2017-18	<i>Adopted</i> <i>Budget</i> 2018-19	<i>Projected</i> 2018-19	<i>%</i> <i>Variance</i> 2018-19	<i>Proposed</i> <i>Budget</i> 2019-20	<i>% Change</i> <i>Projected</i> 2018-19
Revenues:						
Residential Service	1,182,886	1,222,817	1,223,610	0.1%	1,335,327	9.1%
Commercial Service	123,278	132,264	132,271	0.0%	139,992	5.8%
Availability Fees	360	380	380	0.0%	230	-39.5%
Late Charges	20,913	15,800	19,214	21.6%	18,000	-6.3%
Interest Income	720	490	1,850	277.6%	2,500	35.1%
Project Reimbursement	2,184	2,184	2,184	0.0%	2,184	0.0%
Inspection Fees	506	759	633	-16.6%	4,175	559.5%
Other	3,673	0	0	0.0%	0	0.0%
Operating Revenues	1,334,520	1,374,694	1,380,142	0.4%	1,502,408	8.9%

Expenditures:						
Sewer Collection	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	103,213	148,498	145,600	-2.0%	155,260	6.6%
Employers Costs	122,452	63,029	62,495	-0.8%	62,132	-0.6%
Power	17,554	16,221	15,500	-4.4%	16,550	6.8%
Maint/Repairs	41,005	40,000	42,500	6.3%	40,000	-5.9%
Equipment Rental	3,374	2,400	2,200	-8.3%	2,400	9.1%
Supplies	273	3,000	1,750	-41.7%	6,000	242.9%
Other	0	600	450	-25.0%	600	33.3%
Subtotals	287,871	273,748	270,495	-1.2%	282,942	4.6%

Sewer Treatment & Disposal	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	165,184	183,501	174,600	-4.9%	191,857	9.9%
Employers Costs	81,948	77,871	64,879	-16.7%	80,346	23.8%
Power	100,772	96,080	93,500	-2.7%	94,000	0.5%
Maint/Repairs	130,251	69,000	76,680	11.1%	69,000	-10.0%
Chemicals	34,652	37,500	44,474	18.6%	45,000	1.2%
Lab Tests	13,489	15,000	13,355	-11.0%	15,000	12.3%
Supplies	10,524	5,400	4,750	-12.0%	9,000	89.5%
Equipment Rental	0	2,400	2,400	0.0%	2,400	0.0%
Sludge Removal Off Site	20,737	11,000	10,037	-8.8%	10,000	-0.4%
Other / IT Hardware	278	600	250	-58.3%	500	100.0%
Subtotals	557,835	498,352	484,925	-2.7%	517,103	6.6%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - SEWER FUND

June 14, 2019

Sewer Administration	17-18 Actual	18-19 Budget	Projected	Variance	19-20 Budget	Variance
Wages	50,932	63,642	58,000	-8.9%	66,540	14.7%
Employers Costs	24,161	29,760	28,685	-3.6%	30,397	6.0%
Equipment Maint	16,807	36,000	35,716	-0.8%	19,800	-44.6%
Vehicle Fuel	17,495	17,800	18,515	4.0%	20,000	8.0%
Permits	40,165	41,492	35,411	-14.7%	41,492	17.2%
Legal/Consulting (Engineer)	4,204	11,400	11,400	0.0%	39,000	242.1%
Training/Safety	9,469	9,700	8,500	-12.4%	15,000	76.5%
Supplies	3,283	4,020	4,000	-0.5%	3,000	-25.0%
Information Systems Maint	2,107	4,885	4,500	-7.9%	2,400	-46.7%
Vehicle Maint.	12,415	15,000	17,473	16.5%	15,000	-14.2%
Tools	11,334	3,600	3,600	0.0%	3,600	0.0%
Telephones	10,283	6,156	9,500	54.3%	18,300	92.6%
Uniforms	4,850	4,800	5,005	4.3%	4,800	-4.1%
Travel/Meetings	1,108	1,800	1,500	-16.7%	1,200	-20.0%
Building Maint	2,113	1,855	1,902	2.5%	1,855	-2.5%
Copier Maintenance	72	120	95	-20.8%	120	26.3%
Memberships	1,879	3,180	2,700	-15.1%	3,180	17.8%
Maint/Repairs	17,379	0	25,191	0.0%	19,800	-21.4%
Sewer General Fine	0	0	0	0.0%	0	0.0%
Nonroutine Maint/Repair	0	12,000	12,000	0.0%	12,000	0.0%
Other / IT Hardware	19,599	4,895	10,940	123.5%	16,977	55.2%
Subtotals	249,655	272,105	294,633	8.3%	334,461	13.5%
Total Operating Expenses	1,095,361	1,044,205	1,050,053	0.6%	1,134,506	8.0%
General Fund Net Allocation	0	352,090	352,090	0.0%	392,860	11.6%
Total Expenses	1,095,361	1,396,295	1,402,143	0.4%	1,527,366	8.9%
Initial Overage(Deficit)	239,159	(21,601)	(22,001)		(24,958)	
<i>Transfer from Fund Balance</i>	0	21,601	0			
Net Income (Loss)	239,159	0	(22,001)		(24,958)	
Depreciation	552,096	558,000	0	-100.0%	558,000	0.0%
Reserves & Debt						
Reserve Expenditures	0	0	0	0.0%	0	0.0%
Sewer Reserves Collected						
Sewer Reserves Collected	209,747	226,699	224,831	-0.8%	233,202	3.7%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BUDGET SUMMARY - DRAINAGE FUND

June 14, 2019

	<i>Actual</i> 2017-18	<i>Adopted</i> <i>Budget</i> 2018-19	<i>Projected</i> 2018-19	<i>%</i> <i>Variance</i> 2018-19	<i>Proposed</i> <i>Budget</i> 2019-20	<i>% Change</i> <i>Projected</i> 2018-19
Revenues:						
Residential Special Taxes	164,007	167,422	167,360	0.0%	171,127	2.3%
Commercial Special Taxes	31,576	34,248	32,267	-5.8%	34,874	8.1%
Property Tax Allocation	33,580	100,000	100,000	0.0%	100,000	0.0%
Tax Allocation to Reserves	(31,540)	(33,000)	(33,000)	0.0%	(33,000)	0.0%
Operating Revenues	198,012	268,730	266,526	-0.8%	273,001	2.4%
Expenditures:						
Wages	80,752	92,282	79,500	-13.9%	96,336	21.2%
Employers Costs	80,343	39,233	46,314	18.0%	44,044	-4.9%
MS4 Permit	6,552	6,500	5,692	-12.4%	6,000	5.4%
MS4 Stormwater Outreach	0	3,000	3,000	0.0%	3,000	0.0%
Power	8,202	10,039	7,900	-21.3%	10,545	33.5%
Chemicals	13,199	14,812	15,500	4.6%	15,250	-1.6%
Maint/Repairs	4,227	15,000	13,500	-10.0%	15,500	14.8%
Equipment Rental	2,953	3,000	3,000	0.0%	3,000	0.0%
Training/Safety	297	600	550	-8.3%	1,000	81.8%
Improvements	86	5,000	5,000	0.0%	5,150	3.0%
Legal/Consulting	1,514	2,000	2,750	37.5%	2,750	0.0%
Uniforms	0	400	630	57.5%	400	-36.5%
Tools	1,689	4,544	4,850	6.7%	5,200	7.2%
Other / IT Hardware	350	0	1,107	0.0%	0	-100.0%
Total Operating Expenses	200,164	196,410	189,293	-3.6%	208,175	10.0%
General Fund Net Allocation	(131)	72,320	72,320	0.0%	80,690	11.6%
Total Expenses	200,033	268,730	261,613	-2.6%	288,865	10.4%
Transfer from Fund Balance	0	0	0		0	
Net Income (Loss)	(2,021)	0	4,913		(15,864)	
Reserves & Debt						
Reserve Expenditures	0	0	0	0.0%	0	0.0%
Drainage Reserves Collected	37,992	33,000	33,000	0.0%	33,000	0.0%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BUDGET SUMMARY - SOLID WASTE FUND

June 14, 2019

	<i>Actual</i> 2017-18	<i>Adopted</i> <i>Budget</i> 2018-19	<i>Projected</i> 2018-19	<i>%</i> <i>Variance</i> 2018-19	<i>Proposed</i> <i>Budget</i> 2019-20	<i>% Change</i> <i>Projected</i> 2018-19
Revenues:						
Solid Wastes Charges	653,853	673,985	679,624	0.8%	705,716	3.8%
Other	2,176	1,229	1,016	-17.4%	1,100	8.3%
Operating Revenues	656,029	675,214	680,640	0.8%	706,816	3.8%
Expenditures:						
CWRS Contract	565,974	579,691	588,739	1.6%	609,341	3.5%
Sac. County Admin. Fee	35,446	36,252	37,578	3.7%	40,000	6.4%
Subtotal	601,420	615,943	626,317	1.7%	649,341	3.7%
General Fund Net Allocation	23,257	59,270	59,270	0.0%	66,140	11.6%
Total Expenses	624,677	675,213	685,587	1.5%	715,481	4.4%
Net Income (Loss)	31,352	1	(4,947)		(8,664)	

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

BUDGET SUMMARY - SECURITY FUND

June 14, 2019

	<i>Actual</i> 2017-18	<i>Adopted</i> <i>Budget</i> 2018-19	<i>Projected</i> 2018-19	<i>%</i> <i>Variance</i> 2018-19	<i>Proposed</i> <i>Budget</i> 2019-20	<i>% Change</i> <i>Projected</i> 2018-19
Residential Special Taxes	1,125,437	1,146,274	1,148,445	0.2%	1,172,205	2.1%
Commercial Special Taxes	188,790	201,743	197,596	-2.1%	205,895	4.2%
Late Charges	41,827	39,000	41,700	6.9%	39,000	-6.5%
Title Transfer Fees	5,117	5,400	2,500	-53.7%	5,400	116.0%
Bar Code Income	9,530	7,800	8,600	10.3%	7,800	-9.3%
Fines, Enforcement	2,400	2,100	2,100	0.0%	2,100	0.0%
Interest Income	1,190	1,035	1,035	0.0%	1,200	15.9%
Property Tax Allocation	65,040	245,000	244,998	0.0%	245,000	0.0%
Tax Allocation to Reserves	(45,680)	(49,000)	(49,002)	0.0%	(49,000)	0.0%
Other	14,506	5,800	4,149	-28.5%	5,800	39.8%
Operating Revenues	1,408,157	1,605,151	1,602,121	-0.2%	1,635,400	2.1%

Expenditures:

Security Gates	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	266,251	329,635	281,900	-14.5%	332,463	17.9%
Employers Costs	304,003	234,867	243,983	3.9%	257,429	5.5%
Information Systems Maint	9,246	10,506	8,500	-19.1%	15,298	80.0%
Equipment Repairs	7,341	3,600	2,300	-36.1%	3,600	56.5%
Bar Codes	9,242	6,000	6,900	15.0%	6,900	0.0%
Telephones	5,842	6,120	2,750	-55.1%	1,550	-43.6%
Building Maint	5,843	3,600	4,300	19.4%	3,600	-16.3%
Power	7,732	8,706	6,500	-25.3%	7,100	9.2%
Uniforms	2,936	2,400	5,000	108.3%	4,200	-16.0%
Supplies	347	300	100	-66.7%	120	20.0%
Training / Safety	127	0	0	0.0%	3,000	0.0%
Other / IT Hardware	5,836	600	840	40.0%	3,900	364.3%
Subtotal	624,746	606,334	563,073	-7.1%	639,160	13.5%

Security Patrol	<i>17-18 Actual</i>	<i>18-19 Budget</i>	<i>Projected</i>	<i>Variance</i>	<i>19-20 Budget</i>	<i>Variance</i>
Wages	235,882	283,888	250,500	-11.8%	284,488	13.6%
Employers Costs	200,998	256,213	227,124	-11.4%	229,656	1.1%
Vehicle Fuel	14,113	16,200	14,500	-10.5%	15,600	7.6%
Off Duty Sheriff Patrol	6,895	8,000	6,000	-25.0%	8,000	33.3%
Vehicle Maint.	5,317	9,000	9,600	6.7%	9,000	-6.3%
Vehicle Lease	0	4,762	4,762	0.0%	5,236	9.9%
Information Systems Maint	0	600	4,422	637.0%	3,466	-21.6%
Training/Safety	3,883	1,600	900	-43.8%	3,600	300.0%
Safety Center	3,632	5,573	4,000	-28.2%	4,200	5.0%
Uniforms	4,335	3,000	2,500	-16.7%	2,160	-13.6%
Telephones	5,408	6,795	5,500	-19.1%	3,800	-30.9%
Equipment Repairs	141	1,200	1,200	0.0%	1,200	0.0%
Supplies	0	300	125	-58.3%	120	-4.0%
Other / IT Hardware	2,172	0	1,500	0.0%	5,100	240.0%
Subtotal	482,776	597,131	532,633	-10.8%	575,626	8.1%

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
BUDGET SUMMARY - SECURITY FUND

June 14, 2019

Security Administration	17-18 Actual	18-19 Budget	Projected	Variance	19-20 Budget	Variance
Wages	48,838	79,278	81,116	2.3%	87,664	8.1%
Employers Costs	38,061	55,363	54,336	-1.9%	62,190	14.5%
Legal/Consulting	31,283	6,000	6,000	0.0%	6,000	0.0%
Supplies	6,758	6,000	6,236	3.9%	6,000	-3.8%
Telephones	1,209	1,197	1,189	-0.7%	890	-25.1%
Information System Maint	3,976	6,068	6,237	2.8%	600	-90.4%
Training/Safety	3,883	2,350	2,395	1.9%	2,400	0.2%
Travel/Meetings	39	600	500	-16.7%	1,000	100.0%
Uniforms	1,094	600	600	0.0%	1,200	100.0%
Equipment Maint	212	600	396	-34.0%	600	51.5%
Other / IT Hardware	91	3,438	1,658	-51.8%	1,200	-27.6%
Subtotal	135,444	161,494	160,663	-0.5%	169,744	5.1%
Total Operating Expenses	1,242,966	1,364,959	1,256,369	-8.0%	1,384,530	10.2%
General Fund Net Allocation	0	240,660	240,660	0.0%	268,520	11.6%
Total Expenses	1,242,966	1,605,619	1,497,029	-6.8%	1,653,050	10.4%
Initial Overage(Deficit)	165,191	(468)	105,092		(17,650)	
Transfer from Fund Balance	0	0	0		0	
Net Income (Loss)	165,191	(468)	105,092		(17,650)	
Depreciation	0	42,000	41,586	-1.0%	42,000	1.0%
Reserves & Debt						
Reserve Interest Expenditures	49,266	690	0	-100.0%	630	0.0%
Internal Borrowing Repayment	22,836	22,836	22,836	0.0%	22,836	0.0%
Security Reserves	45,684	49,000	49,750	1.5%	49,000	-1.5%

Project Number	Project Description	Budget Amount	Funding Source	Status	Bid Date
Water / Sewer Department					
1	08-07-1 Bobcat Compact Track Loader	\$ 65,000	Replacement Reserves - Water & Sewer	Approved	
2	18-01-2 Cantova Pump Station Repairs - Generator	\$ 35,000	Replacement Reserves - Sewer	Approved	
3	18-07-2 WWRP Chlorine Gas to Bleach Conversion	\$ 266,140	Capital Improvement Reserves	Approved	
4	18-12-1 Rio Oso Booster Pump Replacement	\$ 50,000	Water Replacement Reserves	Approved	
5	20-01-1 Replace Calero subdrain panels (3 total)	\$ 25,000	Replacement Reserves - Water	Proposed	
6	20-02-1 Replace Truck 217	\$ 25,000	Replacement Reserves - Water	Proposed	
8	20-04-1/2 Create Water Right to Capture Stormwater at WWRP	\$ 30,000	Water Augmentation Reserves	Proposed	
9	20-05-1 WTP #1 Effluent pump rehabilitations (3 total)	\$ 65,000	Water Replacement Reserves	Proposed	
10	20-06-1 Distribution system dry-barrel fire hydrant replacements (10)	\$ 90,000	Replacement Reserves - Water	Proposed	
Department Subtotal		\$ 651,140			
Drainage Department					
11	20-07-2 North Course - Hole 14 Culvert Replacement	\$ 32,000	Drainage Replacement Reserves	Proposed	
Department Subtotal		\$ 32,000			
Security Department					
No CIP item for Security planned for FY 19-20		\$ -	Capital Improvement Reserves		
Department Subtotal		\$ -			
Admin Department					
No CIP item for Administration planned for FY 19-20		\$ -	Capital Improvement Reserves		
Department Subtotal		\$ -			
2019-20 Grand Totals		\$ 683,140			
Ongoing Projects					
18-06-1	WTP Culvert	\$ 159,880	Capital Improvement Reserves	Completion - Fall 2019	
17-03-1	Dam Inundation Study	\$ 60,000	Replacement Reserves - Water Board approved item - Domichelli and Associates	Completion - Fall 2019	
Ongoing Projects Total		\$ 219,880			
Other Optional Projects					
TBD	MLN Generator	\$ 125,000	Replacement Reserves - Sewer	On-hold	
TBD	Granlees Forebay Repairs	\$ 130,000	Replacement Reserves - Water	On-hold	
TBD	Reservoir Monitoring - Water	\$ 65,000	Capital Improvement Reserves	On-hold	
TBD	Reservoir Monitoring - Sewer	\$ 65,000	Capital Improvement Reserves	On-hold	
Other Optional Projects Total		\$ 385,000			

PROJECT TITLE: BOBCAT COMPACT TRACTOR LOADER – REPLACEMENT FUND



CAPITAL PLAN

Water / Waste Water – Replacement Reserves

CIP #

08-07-1

PROJECT BASIS:

Replace 1993 Bobcat Loader with a newer model

DESCRIPTION:

Replacement of the 1993 loader will provide staff with the proper tool to load materials for service work throughout the District and for servicing the Water & Wastewater plant drying beds sludge handling process. Having the tractor available at the Wastewater plant materials storage bins will eliminate excessive time and wear & tear on the Districts backhoe needing to drive to and from projects to load materials.

REGULATORY ISSUES:

Under California DOORS program it would need to be replaced if we didn't have a backhoe already.

RISK ASSESSMENT:

Low. Hydrostatic brake is confusing to some staff vs traditional brake. New equipment would have traditional braking system.

PROJECT BUDGET:

\$65,000

BASIS OF COST EST:

Based on review of the market for used Bobcat Compact Tractor Loaders.

PROJECT TITLE: CANTOVA GENERATOR REPLACEMENT- REPLACEMENT FUND



CAPITAL PLAN	Sewer Replacement Reserves
CIP #	18-01-2
PROJECT BASIS:	Replace 116 hp diesel fired generator with a liquid propane fired generator
DESCRIPTION:	Provided District with reliable and supportable equipment for long term use, especially in light of increasing sewer flows from the Murieta Gardens project. System would be automated vs existing one which requires manual startup and transfer of power.
REGULATORY ISSUES:	Meet current and future demands, as well as Air Quality Management District standards.
RISK ASSESSMENT:	Providing emergency backup power for the Cantova sewer pumping station.
PROJECT BUDGET:	\$35,000
BASIS OF COST EST:	Based on budgetary quote provided from Cummins Pacific and estimate for electrical tie-in.

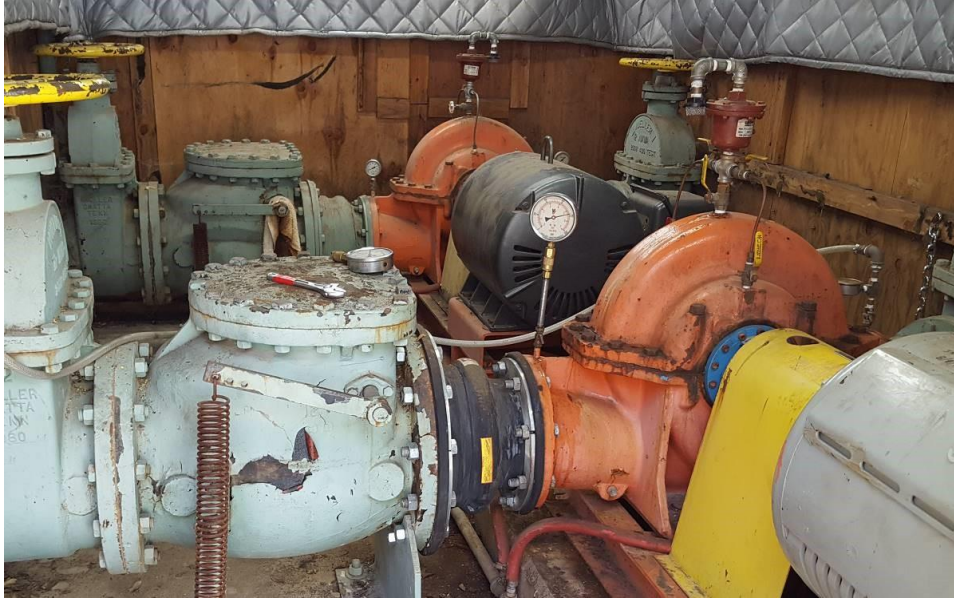
PROJECT TITLE: WWRP CHLORINE GAS TO BLEACH CONVERSION - IMPROVEMENT FUND



Ton cylinders of chlorine gas

CAPITAL PLAN	Sewer Improvement Reserves
CIP #	18-07-2
PROJECT BASIS:	System Conversion
DESCRIPTION:	Eliminate the use of chlorine gas at the Wastewater Plant for recycled water disinfection and convert to using industrial strength sodium hypochlorite (bleach) for pf staff and community.
REGULATORY ISSUES:	Safer product for staff; Substantially less regulatory oversight and required staff training; Mitigates risk to community from transport, storage and use of chlorine gas.
RISK ASSESSMENT:	Provides a safer alternative for the neighboring community vs the potential of a catastrophic chlorine gas leak.
PROJECT BUDGET:	\$266,140
BASIS OF COST EST:	Cost estimates based on removal of gas feed system, procurement and installation of chemical feed skids for bleach injection; engineering for design, plans, bid packet, submittal review and as-builts; contractor procurement of tanks, building tank pads, and installing piping and feed equipment appurtenances.

PROJECT TITLE: RIO OSO BOOSTER PUMP REPLACEMENT - REPLACEMENT FUND



CAPITAL PLAN	Water
CIP #	18-12-1
PROJECT BASIS:	Short description
DESCRIPTION:	Replacement of an obsolete system
REGULATORY ISSUES:	Provides District and its customers reliable water supply pressure and electrical cost savings in perpetuity of system operation. Estimate of operation of distribution system and jockey pump would lower annual operating costs at of \$3,400/year based on current power costs.
RISK ASSESSMENT:	Having system retrofitted on our time vs during a potential failure would eliminate excessive potential downtime from research, procurement, and installation for an obsolete system, as well as to avoid the repercussions from the downtime.
PROJECT BUDGET:	\$50,000
BASIS OF COST EST:	Based on vendor's budgetary estimate.

PROJECT TITLE: CALERO SUBDRAIN PANEL REPLACEMENT- REPLACEMENT FUND



CAPITAL PLAN	Water
CIP #	20-01-1
PROJECT BASIS:	Panel Replacement (3 total)
DESCRIPTION:	Replace 3 electrical panels and equipment that were installed in 1979 to provide reliable operations.
REGULATORY ISSUES:	Provides necessary equipment for reliable operations of equipment utilized to dewater the base of the Calero Main and East dams.
RISK ASSESSMENT:	Provides District loss of downtime of infrastructure by being able to replace equipment on its scheduled time vs emergency response.
PROJECT BUDGET:	\$25,000
BASIS OF COST EST:	Develop scope of work and solicit bids from various area electrical companies for panel replacements.

PROJECT TITLE: REPLACE TRUCK 217



CAPITAL PLAN	Water Replacement Reserves
CIP #	20-02-1
PROJECT BASIS:	Replace #217 F-150 with half ton or smaller truck for Field Operations staff
DESCRIPTION:	Obtain a replacement truck for one of the oldest and highest maintenance cost vehicles in Field Operations fleet, #217 F-150 purchased in 1997 with a current mileage of 131,047.
REGULATORY ISSUES:	Provides necessary equipment for staff to complete duties.
RISK ASSESSMENT:	Provides a safe and properly working vehicle for staff, as well as avoiding more time for maintenance and administration of repeated vehicle repairs.
PROJECT BUDGET:	\$25,000
BASIS OF COST EST:	Solicited bids from various area dealerships.

PROJECT TITLE: WATER RIGHT TO CAPTURE STORMWATER AT WWRP - IMPROVEMENT FUND



CAPITAL PLAN	Water Augmentation
CIP #	20-04-1
PROJECT BASIS:	Obtain water right to capture stormwater
DESCRIPTION:	Obtain a water right to collect to storage up to 200 acre-feet per year of rainfall. This would allow the District greater flexibility of potable water offset by having more water available through its recycled water system.
REGULATORY ISSUES:	Would provide another source of water to supplement use through the recycled water system, offsetting potable water use.
RISK ASSESSMENT:	Provides a security of water capture to storage in times where water may not always be readily available.
PROJECT BUDGET:	\$30,000
BASIS OF COST EST:	Estimate based on feedback from Water Rights attorney to accomplish the filing with the Division of Water Rights, as well as staff estimate for minor modifications to drainage ditch and pumping system.

**PROJECT TITLE: WATER TREATMENT PLANT #1 EFFLUENT PUMP
REHABILITATIONS - REPLACEMENT FUND**



CAPITAL PLAN	Water Replacement Reserves
CIP #	20-05-1
PROJECT BASIS:	Rehabilitate pumps to original specifications (3 total)
DESCRIPTION:	Restore rusting pump columns, impellers, bolts, etc., to original operating condition to extend life of pumps prior to needing replacement.
REGULATORY ISSUES:	Provides continued viability of District pumping infrastructure at Plant 1 on District's scheduled time.
RISK ASSESSMENT:	Avoidance of possible emergency downtime of pumps in a period in which they would be needed. Pumps operate in a high chlorine residual environment which subjects them to highly corrosive conditions.
PROJECT BUDGET:	\$65,000
BASIS OF COST EST:	Costs were estimated based on previous comparable repair costs plus 5%.

PROJECT TITLE: DRY BARREL FIRE HYDRANT REPLACEMENTS - REPLACEMENT FUND



CAPITAL PLAN	Water Replacement Reserves
CIP #	20-06-1
PROJECT BASIS:	Replacement of dry barrel fire hydrants (10 total)
DESCRIPTION:	Replace failing wet barrel fire hydrants that are at the end of their useful life with fire hydrants that meet District and AWWA design standards for potable water systems.
REGULATORY ISSUES:	Allows District to conduct this needed replacement work on its own scheduled time vs unanticipated failures.
RISK ASSESSMENT:	Provides reliable water supply system for fire suppression.
PROJECT BUDGET:	\$90,000
BASIS OF COST EST:	Hydrant and material costs from supplier. Staff labor not included.

PROJECT TITLE: HOLE 14 CULVERT REPLACEMENT - REPLACEMENT FUND



CAPITAL PLAN	Drainage Replacement Reserves
CIP #	20-07-2
PROJECT BASIS:	Replace North Course Hole 14 Culvert
DESCRIPTION:	Replace failing corrugated metal drainage culvert pipe running under Hole 14 North with high density polyethylene pipe during a time when drainage flows are low.
REGULATORY ISSUES:	Replace with in-kind capacity. No need to replace with a larger capacity culvert as it is a fill/spill culvert across the golf course.
RISK ASSESSMENT:	Coordination with Rancho Murieta Country Club needs to occur to minimize impacts to them when replacing the culvert.
PROJECT BUDGET:	\$32,000
BASIS OF COST EST:	Material costs and estimates of contractor labor at prevailing wage.

RESOLUTION NO. R2019-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT
APPROVING THE BUDGET FOR FISCAL YEAR 2019-20**

WHEREAS, District departments have submitted estimates of budget requirements for Fiscal Year 2019-20 and those estimates have been reviewed by the General Manager and Finance Committee; and

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

WHEREAS, the Board of Directors has reviewed and considered the proposed budget for Fiscal Year 2019-20; and

WHEREAS, a public presentation and hearing were conducted for the budget for the Fiscal Year 2019-20 on May 15, 2019 at 6:00 p.m. in the Board Room at 15160 Jackson Road, Rancho Murieta, California.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that (1) the proposed budget for Fiscal Year 2019-20, as submitted by the District General Manager and as reviewed by the Board of Directors is a proper financial program for the budget period and constitutes the budget for 2019-20; and (2) the District's 2019-20 Budget is hereby adopted in the form as presented at this meeting and ordered filed with the County Auditor of Sacramento County in accordance with Sections 53901 and 61110 of the Government Code.

INTRODUCED by the Board of Directors on the 15th day of May 2019.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on the 19th day of June 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Les Clark, President of the Board
Rancho Murieta Community Services District

[SEAL]

Attest:

Suzanne Lindenfeld, District Secretary

MEMORANDUM

Date: June 12, 2019
To: Board of Directors
From: Improvements Committee Staff
Subject: Consider Approval of Payment of Invoice from Commercial Pump & Mechanical for Recycled Water Supply System for District Administration Building Conversion Project

RECOMMENDED ACTION

Approve payment of invoice from Commercial Pump & Mechanical in an amount not to exceed \$13,248.29, which includes a 15% contingency, for the recycled water line for the District Administration Building Conversion Project, WSA Project 17-5-04, CIP 18-10-1, Proposition 84 Project 2. Funding to come from Water Supply Augmentation.

As of February, the current balance of Water Supply Augmentation funds was \$1,793,436.

BACKGROUND

At the February 20, 2019 Board meeting, the Board approved the reassigning the Proposition 84 Grant funding from an augmentation well to recycled water augmentation projects. One of those projects is Project 2 – District Administration Office area irrigation conversion, with a cost estimate of \$30,000 and will offset potable water use at an estimated 4.5 AFY. That cost includes a pump, motor and appurtenant electrical components to supply recycled water from the District’s recycled water equalization basin for irrigation. Staff worked with Commercial Pump & Mechanical to determine what is needed supply recycled water to the irrigation system. The costs for the needed equipment, tax, and installation, at prevailing wage, by Commercial Pump & Mechanical is \$11,520.25. Their quote is attached.

The table below is a summary of the approved projects.

	Rancho Murieta CSD - Recycled water projects	Est. Cost	*AFY savings
1a	175' Bore and casing installation & Caltrans (Hwy 16 Bore)	\$ 299,337	36.2
1b	610' 12" pipe, automated valve, isolation valve, installation	\$ 195,000	-
2	District office area irrigation conversion	\$ 30,000	5.4
3	330' of 6" C900 – Cantova commercial loop	\$ 64,423	26.4
	total	\$ 588,760	68

Improvements Committee recommends approval.



May 16, 2018

Ron Greenfield
Rancho Murieta CSD
P.O. Box 1050
Rancho Murieta, CA 95683

RE: Revised Quote Submersible Pump for Gray Water Irrigation Including Installation

1 – Goulds 85GS50 5 HP 85 GPM Submersible Pump	\$ 1,722.00
1 – Franklin 23432786 5 HP Submersible Motor, 460v 3 ph	\$ 1,283.00
1 – Goulds Aquavar Solo Drive, #3AS50 with Transducer	\$ 2,693.00
1 – Goulds 9K549 100' Transducer Cable	\$ 280.00
1 – SIM 1220, 12" x 2" Well Seal	\$ 211.00
1 – 1" x 26" x 26" Base Plate Machined to Fit 12" x 2" Well Seal	\$ 1,140.00
1 – Miscellaneous Electrical and Plumbing	\$ 300.00
Sales Tax (7.75%)	\$ 591.25
Incoming Freight	\$ 100.00
Labor to Deliver and Install Pump/Motor, VFD, Transducer	\$ 3,200.00

Total Price \$ 11,520.25

Lead Time – 3 - 4 Weeks ARO

Note: Stilling well to be installed by customer. All work is Prevailing Wage.

Thank you for the opportunity and for your confidence in Commercial Pump and Mechanical, Inc..

Grant Stanley
Commercial Pump & Mechanical, Inc.

MEMORANDUM

Date: June 14, 2019
To: Board of Directors
From: Mark Martin, General Manager
Subject: Approval of Reserve Fund Expenditures

RECOMMENDED ACTION

Provide direction to staff.

BACKGROUND

It has been standard practice for years to require staff to bring any amount of reserves expenditures to the Board for approval. Board members have commented that it may be more reasonable to set a limit over which staff must bring reserve expenditure requests to the Board for approval.

Staff has researched this matter extensively and have found no language in District policy or code requiring that all reserve expenditures be approved by the Board. District Operating Fund and Reserve Fund Policy #2012-07 is mute on this issue.

The District General Manager is currently authorized to expend unrestricted funds up to \$25,000 without prior Board approval.

Since the current informal policy on reserves expenditures does not appear to be a written one, one approach is for the Board to indicate their level of comfort in allowing the General Manager discretion to expend reserve funds up to a certain limit. The limit could be set the same for reserves as is currently set for unrestricted funds, \$25,000.

Staff seeks Board input.

MEMORANDUM

Date: June 13, 2019
To: Board of Directors
From: Tom Hennig, Director of Administration
Subject: Discuss Late Fee Charges and Interest

RECOMMENDED ACTION

Provide direction to staff.

BACKGROUND

The Board of Directors placed a request for staff to evaluate District interest and penalties for delinquent accounts. The focus of the request was to determine if current policies were in the best interest of the District and its rate payers. For all past due accounts, the general practice includes the following charges:

1. A one-time basic penalty of ten percent (10%) shall be added to each delinquent bill for the first month the bill is delinquent. (Amended by Ordinance # 96-3)
2. After levying the basic penalty provided in Section 9.06 (a), the District shall thereafter levy an additional penalty of one-half percent (.5%) per month to all delinquent charges and basic penalties remaining unpaid, until and unless the Board requests the County Auditor to include the amount of all delinquent rates, charges, and penalties on the bills for taxes levied against the appropriate premises as set forth in Section 9.09. (Amended by Ordinance 96-3)

The current attention to this issue is based on the fact that various rate payers have begun allowing their accounts to become delinquent with the expectation of paying their bills at a much later date. It has been regular practice for the District to place a lien on accounts which are delinquent at the end of the June billing cycle. That lien goes onto the Sacramento County tax roll, via the Teeter Program and the County collects the overdue amount in addition to normal County taxes. The Teeter program provides a method for the County to distribute taxes, which guarantees that participating agencies receive 100% of levied fees and unpaid bills as opposed to the actual amount collected. Submittal of delinquent accounts to the County's Teeter Program is approved by the Board at the August Board meeting. The payment from the County arrives approximately sixteen (16) months later.

STATE AND DISTRICT CODE

For fees and charges, the maximum penalty and interest is provided by Government Code section 61115(a)(3)(C). This authorizes "a basic penalty for the nonpayment of charges of not more than 10 percent, plus an additional penalty of not more than 1 percent per month for the nonpayment of the charges and the basic penalty." The current District penalties are set at the 10% maximum and the interest is fixed at 0.5% per month, meaning that there is room to increase the interest rate up to 1% per month. (District Code Chapter 14, Section 9.06; District Code Chapter 15, Section 7.10; and District Code Chapter 31, Section 4.03(f).)

Security and drainage special taxes are subject to the same penalties for nonpayment as the monthly District fees and charges. (Government. Code Sec. 50077(b); District Ordinance No. 98-1, Section. 4.00 and District Ordinance No. 98-2, Section. 4.00; District Code Chapter 16A, Section 4.00 and District Code Chapter 21, Section 7.01). Therefore, the maximum penalty and interest imposed on delinquent special tax payments should be the same as the penalty and interest imposed by the District on delinquent fees. The special taxes also are subject to the same 10% (one time) and potential for up to 1% per month limits set forth above.

SUMMARY

Only recently has the focus on the Teeter program become a significant issue. As reported at the District's May 15, 2019 Regular Board meeting, there is currently \$162,692 in outstanding special taxes (not related to CFD 2014-1 delinquencies) owed on large undeveloped parcels, which represents 98.3% of total past due utility/services billing accounts. By the end of the year, this number will likely exceed \$200,000. This amount represents a serious level of financial risk and requires staff to spend additional time to track the delinquencies. As reported to the Board in recent open meetings, the County has informed District staff that the Teeter program will continue to take on the risk by paying the District and collecting at a later date. However, should the County discontinue this practice, the District would then become the collector and would be negatively impacted financially from efforts to collect on the delinquent fees. Staff will continue to monitor this program as well as continue to report delinquent accounts to the Board.

MEMORANDUM

Date: June 6, 2019
To: Board of Directors
From: Mark Martin, General Manager
Subject: Recycled Water Installation and Inspection Fees – FEE REPORT

RECOMMENDED ACTION

Introduce Ordinance O2019-02, an Ordinance of the Rancho Murieta Community Services District, approving recycled water installation fee and adopting Chapter 17, (Recycled Water Code), Section 7.04 Installation fee, waive the full reading of the Ordinance and continue to the July 17, 2019 Board Meeting for adoption.

BACKGROUND

The District has maintained installation and inspection fees for potable water meters for years, however, no recycled water meter installation or inspection fee has been established to date. The exact same labor effort, meter type and minor ancillary installation hardware are used for recycled water meter installation as for regular potable water meter installation. Inspection is the same and includes not only review of the meter installation but the connections to the meter. Consequently, District staff recommends that the Board adopt a recycled water installation and inspection fee similar to the potable water fee. The new fee would apply to buildings and structures required to install a recycled water connection and meter. For a new recycled water connection, the developer or builder installs and connects the service pipe to the building or structure (subject to District inspection and approval) and the District purchases and installs the related water meter.

Staff, therefore, have evaluated the District costs to inspect a recycled water connection and to purchase and install the recycled water meter. This memo summarizes the results of that evaluation. The costs as calculated and determined by District staff are set forth below, together with a recommended fee. The evaluation is based on the District's actual labor costs based on the average time for staff to perform the particular activities and the District's actual water meter costs. These costs have been evaluated on a per recycled water connection basis to ensure that the costs of the services and material are fairly and equitably allocated among the planned new recycled water connections.

Staff is recommending the following fees be established:

SUMMARY OF RECOMMENDED RECYCLED WATER FEES

1" Recycled Water Meter

Meter installation component	\$ 400.00
Inspection component	\$ 126.50
Recycled water installation fee – 1" Meter	\$ 526.50

Greater than 1" Recycled Water Meter

Meter installation component	
Labor component	\$ 220.00
Meter hardware component	Meter Recovery Cost
Inspection component	\$ 126.50
Recycled water installation fee - >1" Meter	\$ 346.50 + Meter Recovery Cost

The Meter Recovery Cost will be the actual price to the District to purchase the recycled water meter for the particular building or structure.

FEE JUSTIFICATION

LABOR RATES

- Based on available workable hours to cover a 2,080-work year hourly rate;
- 1,888 Hours available to work - Hourly rate must be based and charged on time actually available to work to support cost for leaves/holidays;
- 24 days or 192 hours subtracted from 2,080 to calculate available work hours to support 2,080-hour rate of pay and benefits – Factors reducing available hours: 8 Regular Holidays, 4 Personal Holidays, 10 days of vacation, 2 days sick;
- Estimate of time involved includes preparation of equipment, procurement of supplies, and mobilization to/from site.

FEE BASIS ANALYSIS

RECYCLED WATER INSTALLATION COST ESTIMATE*

COUNT	UNIT	DESCRIPTION		COST	
1.5	HRS	UTIL WORKER II		\$ 92.05	
0.5	HRS	UTIL WORKER MOB.		\$ 30.68	
1	HRS	UTIL SUP		\$ 97.44	\$ 220.18
1	UNIT	METER + SUPPLIES		\$ 188.10	
			TOTAL COST	\$ 408	Labor Component

* Staff recommendation to reduce to \$400 to match current potable water meter installation rate. Total rounded. Although the Fee Report cost estimate for a recycled water connection is a few dollars off of the existing potable water meter installation and inspection fees, staff feels, for the purpose of consistency, there is enough flexibility in the fee estimate, a matter of a few dollars, to reduce the recommended fee recovery amount to match the District’s existing potable water meter installation and inspection fees.

RECYCLED WATER INSPECTION COST ESTIMATE*

COUNT	UNIT	DESCRIPTION		COST
1	HRS	UTIL SUP		\$ 97.44
0.25	HRS	DIR FIELD OPERATIONS		\$ 35.27
			TOTAL COST	\$ 133

* Staff recommendation to reduce to \$126.50 to match current potable water meter inspection rate. Total rounded.

ORDINANCE NO. O2019-02

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT, APPROVING RECYCLED WATER INSTALLATION FEE AND ADOPTING CHAPTER 17 (RECYCLED WATER CODE), SECTION 7.04, INSTALLATION FEE

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

SECTION 1. PURPOSE AND AUTHORITY. The purpose of this ordinance is to authorize, approve, and levy a new District recycled water installation fee to fund District costs relating to the installation and inspection of recycled water connections and meters. This Ordinance is adopted pursuant to Government Code sections 61060, 61100, and 61115, and other applicable law.

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

- a. District staff have prepared a memorandum dated June 5, 2019 (the "Fee Report"), that explains and sets forth the District services and material provided in connection with the installation and inspection of a recycled water connection and meter, the estimated costs of those services and material, and a fair and equitable method allocating those costs among the planned new recycled water connections. Based on this analysis, the Fee Report recommends a proposed recycled water installation fee to fund the District's costs of providing the services and material.
- b. The purpose of the recycled water installation fee is to provide funding to pay the District's costs of providing services and material in connection with the installation and inspection of new recycled water connections and meters. As explained and substantiated in the Fee Report, the proposed recycled water installation fee does not exceed the estimated reasonable costs of providing the services and material for which the fee is imposed.
- c. Prior to levying this fee, the District Board of Directors noticed and conducted a public hearing on the Fee Report and this proposed Ordinance in accordance with applicable legal requirements. The Fee Report and this Ordinance have been made available for public inspection, review, and copying for at least 10 days prior to the public hearing.

SECTION 3. CODE AMENDMENT AND FEE ADOPTION. Section 7.04 is hereby adopted and added to Chapter 17 (Recycled Water Code) of the District Code to read as follows:

Section 7.04: Installation Fee

(a) The District approves, adopts, levies, and authorizes the collection of a recycled water installation fee to fund the District costs and expenses to purchase and install a recycled water meter, inspect the recycled water connection installation and related work, and perform related services. The applicant shall pay the fee at or prior to the time of the District's issuance of a water or sewer permit for service to the premises, or the District's initial provision of service, whichever occurs first. The fee amount is based on the District's actual average costs of material, labor, consultants, and other costs for the particular type

of installation as determined from time to time by the Board of Directors. The fee amount is as follows:

1" Recycled Water Meter

Meter installation component	\$ 400.00
Inspection component	\$ 126.50
Recycled water installation fee – 1" Meter	\$ 526.50

Greater than 1" Recycled Water Meter

Meter installation component	
Labor component	\$ 220.00
Meter hardware component	Meter Recovery Cost
Inspection component	\$ 126.50
Recycled water installation fee - >1" Meter	\$ 346.50 + Meter Recovery Cost

(b) The 1" Recycled Water Meter fee shall apply to the construction of any new building or structure in the District that includes a one-inch District recycled water service connection. For any connection larger than one inch, the Greater than 1" Recycled Water Meter fee will apply. The Meter Recovery Cost shall be the actual price to the District to purchase the recycled water meter. Commencing January 1, 2021, the amount of the recycled water installation fee shall be adjusted annually each January 1 based on the previous year's change in the mean index for 20 U.S. cities in the National Engineering News Record Construction Cost Index. The General Manager shall make this adjustment and keep and maintain a current schedule of applicable fees at the District office.

(c) The recycled water installation fee revenue shall be used and applied by the District solely to pay or reimburse District costs and expenses associated with the installation and inspection of new recycled water connections and meters. The General Manager or his or her designee shall account for the fee revenue in a manner to avoid any use of the revenue for any unauthorized purpose.

SECTION 4. EFFECTIVE DATE. This ordinance and the new fee shall take effect 30 days after its final passage.

SECTION 5. SEVERABILITY. If any section or provision of this ordinance or the application of it to any person, transaction or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this ordinance that can be given effect without the invalid or unenforceable provision, and to this end the provisions of this ordinance are declared to be severable.

SECTION 6. PUBLICATION. The District Secretary is directed to publish this ordinance once in a newspaper of general circulation published in the District within 15 days after the adoption of the ordinance.

INTRODUCED by the Board of Directors on the 19th day of June 2019.

PASSED AND ADOPTED by the Board of Directors of the Rancho Murieta Community Services District at a regular meeting on the 17th day of July 2019 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Les Clark
President, Board of Directors

Attest:

Suzanne Lindenfeld, District Secretary

DRAFT