



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

April 21, 2021

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

This meeting will be held remotely in accordance with Governor Newsom Executive Order N-29-20.
See instructions on page two.

BOARD MEMBERS

Tim Maybee	President
Randy Jenco	Vice President
Linda Butler	Director
John Merchant	Director
Martin Pohll	Director

STAFF

Tom Hennig	General Manager
Paula O’Keefe	Director of Administration
Richard Shanahan	District General Counsel
Amelia Wilder	District Secretary
Tina Talamantes	Interim Security Supervisor
Paul Siebensohn	Director of Field Operations
Michelle Ammond	Interim Controller

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

April 21, 2021

REGULAR BOARD MEETING

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

This meeting will be held via ZOOM video conference only pursuant to Governor Newsom Executive Order N-29-20. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/84602812074>, entering Meeting ID no. 846 0281 2074, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 846 0281 2074. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing *67 from their phone. **PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.**

AGENDA

ESTIMATED RUNNING TIME 5:00

1. CALL TO ORDER - Determination of Quorum –President Maybee **(Roll Call)**

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. No action or discussion will be undertaken on any item not appearing on the agenda, except that (1) directors or staff may briefly respond to statements made or questions posed during public comments on non-agenda items, (2) directors or staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities, (3) a director may request staff to report back to the Board at a subsequent meeting concerning any matter or request staff to place a matter on a future Board meeting agenda, and (4) the Board may add an item to the agenda by a two-thirds vote determining that there is a need to take immediate action and that the need for action came to the District's attention after posting the 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. CLOSED SESSION

Conference with Legal Counsel – Anticipated Litigation (Gov. Code, § 54956.9(d)(2)) – Significant Exposure to Litigation: 1 case, claim by William McCarver

4. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION

*Consider Claim for Damages by William McCarver (Discussion/Action) **(Motion) (Roll Call Vote)***

5. CONSENT CALENDAR **(Motion) (Roll Call Vote)** (5 min.) All items in this agenda item will be approved as one motion if they are not excluded from the motion adopting the consent calendar.

- A. Approval of Board Meeting and Committee Meeting Minutes
 - 1. *March 17, 2021 Regular Board Meeting Minutes*
 - 2. *April 1, 2021 Special Board – Budget Meeting Minutes*
 - 3. *April 6, 2021 Personnel Committee Meeting Minutes*
 - 4. *April 6, 2021 Improvements Committee Meeting Minutes*
 - 5. *April 6, 2021 Finance Committee Meeting Minutes*
 - 6. *April 8, 2021 Special Communications and Technology Committee Meeting Minutes*
 - 7. *April 8, 2021 Special Security Committee Meeting Minutes*
- B. Approval of Bills Paid Listing

6. STAFF REPORTS (Receive and File)

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

7. REVIEW DISTRICT MEETING DATES/TIMES FOR MAY 2021

- A. Personnel – May 4, 2021 at 7:30 a.m.
- B. Improvements – May 4, 2021 at 8:00 a.m.
- C. Finance – May 4, 2021 at 10:00 a.m.
- D. Communications – May 6, 2021 at 8:30 a.m.
- E. Security – May 6, 2021 at 10:00 a.m.
- F. Regular Board Meeting – May 19, 2021- 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. REVIEW FISCAL YEAR 2021-22 PROP 218 QUESTIONS RECEIVED IN PROTEST LETTERS (Discussion/Action)

11. REVIEW SECURITY OPINION POLL TIMELINE (Discussion/Action)

12. REPORT ON THE RANCHO MURIETA ASSOCIATION'S STRATEGIC PLANNING AD HOC COMMITTEE (*Discussion/Action*)

13. CONSIDER APPROVAL OF CONTRACT WITH REDWOOD PAINTING CO. FOR RESURFACING AND PAINTING EAST AND WEST DISSOLVED AIR FLOATATION (DAF) TANKS (*Discussion/Action*) (*Motion*) (**Roll Call Vote**)

14. REVIEW UTILITY DEPARTMENT'S ANNUAL REPORT (*Discussion/Action*)

15. CONSIDER APPROVAL OF REVISIONS TO RANCHO MURIETA COUNTRY CLUB LOAN AGREEMENT FOR RECLAIMED WATER PUMP REPAIR (*Discussion/Action*) (*Motion*) (**Roll Call Vote**)

16. 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.

17. 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 24 hours prior to a special meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

In compliance with the Americans with Disabilities Act and Executive Order No. N-29-20, if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this teleconference meeting, please contact the District Office at 916-354-3700 or awilder@rmcsd.com. Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is April 16, 2021. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

March 16, 2021

CLAIM FOR DAMAGES TO PERSON OR PROPERTY

Board of Directors
Rancho Murieta Community Services District
P.O. Box 1050
Rancho Murieta, CA 95683

Re: **William David McCarver**

To Whom It May Concern:

Name of Claimant: William David McCarver

Address of Claimant: William David McCarver's address is as follows:

Date, Location and Circumstances surrounding Claim:

William David McCarver was a patrol officer with the Rancho Murieta Community Services District. On November 16, 2020, at the Rancho Murieta Community Services District offices, William David McCarver was asked by District Manager Tom Hennig to leave his badge following his refusal to write a ticket for an incident that occurred on November 10, 2020. On November 10, 2020, McCarver saw a person use a BB gun at a park, for which McCarver did not write a ticket. McCarver received a termination letter from the Rancho Murieta Community Services District on November 18, 2020.

Why the Rancho Murieta Community Services District is Responsible

McCarver was terminated for, among other things, opposing illegal activity (i.e. refusing to write an unlawful ticket for a person using a BB gun, which is not a violation.)

Description of Injuries and Damages:

William David McCarver was wrongfully terminated from his position as patrol officer by the Rancho Murieta Community Services District. McCarver's injuries and damages include, but are not limited to the following: loss of income, loss of benefits, attorney's fees, costs of suit and interest. McCarver also experienced emotional distress as a result of his wrongful termination and seeks punitive damages.

Name of Employee(s) Causing Injury

Rancho Murieta Community Services District Manager Tom Hennig. In addition the Rancho Murieta Community Services District Board did not reverse Hennig's decision.

Dollar Amount Claimed

Lost wages of approx.\$2,500 a month and continuing. Emotional distress damages of \$1,000,000.

Unlimited Case

The amount claimed is over \$25,000

If you have any questions regarding the above, please do not hesitate to contact me.

Sincerely,

William McCarver

William David McCarver






2021.03.16 - Government Tort Claim

Final Audit Report

2021-03-16

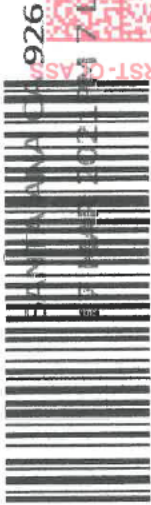
Created:	2021-03-16
By:	Lance Li [REDACTED]
Status:	Signed
Transaction ID:	CBJCHBCAABAA3J9X2gYn3hZHEzVUqkz2xbvWYM6jRVvb

"2021.03.16 - Government Tort Claim" History

-  Document created by Lance Li [REDACTED]
2021-03-16 - 11:17:41 PM GMT - IP address: 99.139.138.114
-  Document emailed to Bill McCarver [REDACTED] for signature
2021-03-16 - 11:18:03 PM GMT
-  Email viewed by Bill McCarver [REDACTED]
2021-03-16 - 11:20:52 PM GMT - IP address: 12.227.143.41
-  Document e-signed by Bill McCarver [REDACTED]
Signature Date: 2021-03-16 - 11:21:59 PM GMT - Time Source: server- IP address: 12.227.143.41
-  Agreement completed.
2021-03-16 - 11:21:59 PM GMT

BOHM WILDISH & MATSEN, LLP
LAWYERS
695 TOWN CENTER DRIVE
SUITE 700
COSTA MESA, CALIFORNIA 92626

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Board of Directors Rancho Murieta
Community Services District
P.O. Box 1050 Rancho Murieta, CA 95683

MAR22'21 10:13AM RMCSD



95683-105050



RANCHO MURIETA COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

March 17, 2021

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

1. CALL TO ORDER/ROLL CALL

President Maybee called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. via ZOOM conference per Governor Newsom's Executive Order N-29-20. Director's present were Tim Maybee, Randy Jenco, Linda Butler, John Merchant, and Martin Pohll. Also present was Tom Hennig, General Manager; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Chief, Cindy Chao, Controller; Michelle Ammond, Interim Accounting Supervisor; Richard Shanahan, District General Counsel; and Amelia Wilder, District Secretary.

2. CONSIDER ADOPTION OF AGENDA

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

3. BOARD ADJOURNED TO CLOSED SESSION AT 4:03 p.m. TO DISCUSS THE FOLLOWING ITEMS:

- A. *Conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) - Bradberry v. District.*
- B. *Under Government Code section 54957: Public Employee Performance Evaluation of the General Manager.*

4. BOARD RECONVENED TO OPEN SESSION AT 5:00 p.m. AND REPORTED THE FOLLOWING:

Richard Shanahan, District General Counsel, reported that the Board unanimously approved a settlement agreement and release of all claims with Ms. Bradberry that resolves the lawsuit and all related claims.

5. CONSENT CALENDAR

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

6. STAFF REPORTS

Under Agenda Item 6A, Tom Hennig, General Manager, gave a summary of activities during the previous month, including an update on the current COVID-19 situation noting that Sacramento County has moved from the purple tier to the red tier, but we have not received clearance to hold a meeting in person. Director Maybee said that when we can open, we should have meetings either via ZOOM or in person. There have been five cameras installed at the Village and some on Murieta Drive. Staff is continuing to look at the timing for replacing the water pipes in the Village.

He continued with an update on the Drought situation, stating that we are confident the water supply coming down the Cosumnes will maintain sufficient flow to fill our three reservoirs this year. In his update on the Sloughouse Resource Conservation District (SRCD) and Sacramento Central Groundwater Authority (SCGA) Meetings, both agencies are discussing their options for charging local agencies and groundwater users. He will continue to monitor the conversations as they take place.

He discussed the Security Opinion Poll, noting that he and Director Pohll met with True North, Inc, who will conduct the poll to develop the outline and agenda for who will attend the working group meetings. There will probably be four to five groups with ten to twelve people in every group. The groups will incorporate citizens from all parts of the community. Director Maybee asked that this topic be on the April 21, 2021 Board Meeting Agenda.

Resident Crystal Matter asked how CSD would determine who will be in the working groups, and Mr. Hennig let her know that we would rely on our consultant to determine the process. Director Merchant added that CSD Staff, and the Directors are not getting involved in the selection process so that people are chosen from random groups.

Director Maybee reminded the audience that this is a multi-fiscal year process.

Mr. Hennig reported that staff is working with Consultants.

Mr. Hennig updated the Board on other District activities, noting that we are hoping to have the Reserve Study complete in time for the Budget preparation. He continued with a staffing update, stating staff recently received public records requests which had added to the overtaxed staff's workload. We have hired a Director of Administration. We continue to recruit for Accounting Supervisor, Controller, Gate and Patrol Officer. We have hired one Patrol Officer, Gerald Ayres.

He finished by informing the Board that Cindy Chao will be leaving the District March 31, 2021.

Under Agenda Item 7B, Cindy Chao, Controller, updated the Board on the status of the District's finances. She noted that the District had zero lock-offs, one new pay agreement and zero connections during March 2021. Director Maybee asked how much time staff spends reaching out to late customers every month. He asked that Staff document the time spent on this every month.

The Finance Report now includes a line on the aging report for Commercial Accounts. She also reported that we have 516 residents receiving their bills electronically and 2,805 customers receiving paper statements via USPS.

Under Agenda Item 7C, Interim Security Chief Tina Talamantes updated the Board on the Security Report, noting that we are continuing to use PDF Security, and actively recruiting permanent employees. The VIPs truck is almost ready to be used by Security Staff, and we are continuing the upgrade of the Body Cameras system with our IT provider.

She picked up the citations from the Sacramento County Sheriff's Department and CSD Security is preparing to begin issuing citations in the Commercial areas.

There will be two cameras installed at the Calero Reservoir due to recent activities. RMA is overseeing this project.

She continued with Incidents of Note and discussed the Hit and Run and Vandalism at Lake Calero during February and the stolen golf cart. Aga Snyder, the resident involved in the Hit and Run, addressed the Board and said that she was displeased with the way CSD Security handled the incident. Director Maybee asked Tom

Hennig to reach out to her. There was a discussion about the video and why it was so difficult to figure out what the license plate was. The car was in the bike lane, and the cameras do not monitor that area.

Under Agenda Item 6D, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utility update noting that water plant #1 is offline to allow staff to perform winter maintenance. He informed the Board that the District is continuing to fill the Reservoirs and can do so until May 31, 2021.

Utility Staff cleaned the brush from the CIA Ditch and put in a new pipe on the Murieta Gardens side of Hwy. 16. Staff also opened the drain valve on Laguna Joaquin in the hopes of freezing some of the Midge Fly larvae when the weather turned cold.

Below are the Development Updates (developments not listed have had no updates since the last Board Meeting):

Murieta Gardens projects

MG – Legacy Villas & Suites (lot 7)

No update. Start pending weather.

The Murieta Gardens I & II – Infrastructure

No update.

MG - Murieta Marketplace

No update. This project has been accepted by the District to accommodate the developer to allow the grocery store to proceed with opening, however the drainage basin which is a part of this project remains active as a stormwater best management practice for the development site keeping it active.

MG – Lot 9 (Taco Bell)

No new update. Last update: The developer reports this project has been approved by CPAC, and design review updates have been submitted to Sacramento County. The lot owner intends to sell the lot to another party. At that point, when the project proceeds, we will direct the new owner to submit a project application packet and deposit for review of this project.

MG -Lot 10 (PDF Office)

No new update. The Civil plans are now approved with signatures pending the project engineer submitting mylars to Coastland Engineering.

MG – Lot 11 (Circle K Convenience/Carwash/Subway)

No new update. The project still anticipates beginning on April 1, weather dependent.

Other Development Projects:

Riverview

Riverview has three-phased plan packages currently being processed, including Water, Sewer, and Storm Drain studies. Below is the status of all three packages being processed. Coastland understands that Phase 2 submittal is being prepared, but it has not been submitted for review.

- Phase 1A: Coastland/CSD returned comment letter and redlines to Developer on February 3.
- Phase 1B: Coastland/CSD returned comment letter and redlines to Developer on December 21, 2020.

- Grading: Coastland/CSD returned comment letter and redlines to Developer on February 23.

We are continuing to wait on a sewer modeling study from the project concerning the downstream sewer manhole impacts from projected flows from their project. We may need to address the downstream manhole with a capital project to correct the issue there.

Murieta Business Park

No update. This project is nearly complete.

The Retreats East and North

The project submitted improvement plans on February 19, 2021, requesting that they be re-approved and signed off by Coastland Engineering, along with Sac Metro Fire Department and Sacramento County. Coastland responded that the previous review has expired, signature date of June 9, 2017, and needs to be reviewed. We are in the process of requesting deposit funding to continue work on this project. Coastland's review is pending the project being funded before proceeding.

Rancho Murieta North – Development Project

No update. Last update: No new information has been submitted to the District, however the project reports that they intend to complete their traffic mitigation study by the end of this month and a greenhouse gas study in January and then submit their Notice of Preparation in January. A notice of preparation (NOP) is a brief notice sent by the lead agency to notify the responsible agencies that the lead agency plans to prepare an Environmental Impact Review, commonly referred to as EIR.

John Sullivan, Developer, asked that the District review the plans they submitted ASAP.

Future possible Projects:

The Murieta Hills Estates (formerly -The Residences of Murieta Hills East)

No update. Last update: No information has been provided to the District since Tom Hennig has answered a series of questions for Bob Keil and requested that for any further District work to occur, he would need to submit a developer deposit and application to the District.

This project is listed as in the pre-application stage as on Hold with Sacramento County Planning. The County's last letter back to the project was on 1/16/21, requesting more detailed information on the lots and a Cultural Resources Study and Tree Exhibit and Arborist Report, and noting it is subject to CEQA.

The Development page on the District's website has been updated and can be found at: <https://www.rancomurietacsd.com/development-projects>.

7. REVIEW DISTRICT MEETING DATES/TIMES FOR FEBRUARY 2021

None.

8. CORRESPONDENCE

None.

9. COMMENTS FROM THE PUBLIC

Susan Snyder, a Resident, commented on the theft of a heater at the Business Park, stating that the suspects were recorded on their surveillance cameras and that this is a “low level” crime according to the District Attorney. She believes the criminals live in the community.

Jay Schneider submitted a letter concerning a proposed groundwater tax. This letter is available on the website at:

https://www.ranchomurieta.com/files/7f507df16/2021_0317_Public+Comment+to+RMCS+non+agenda+item+re+groundwater+tax+on+rancho+murieta.pdf.

10. CONSIDER APPROVAL OF SECURITY SUPERVISOR JOB SPECIFICATION

Mr. Hennig informed the Board that the Security Chief Job Specification had been revised to require a bachelor’s degree and five years of supervisory experience as a law enforcement Sergeant or above. This item went to the Personnel Committee on March 2, 2021, who recommended it be heard by the Board. **Motion/Maybee to adopt Security Supervisor Job Specification. Second/Pohll. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

11. CONSIDER APPROVAL OF CALPERS RETIRED ANNUITANT SPECIALIST POSITION

Tom Hennig introduced this generic job specification stating that it is in the District’s best interest to have the option of hiring a retired annuitant. This job specification allows us to hire retired annuitants to assist the District in various duties to include technical, administrative, and field activities, perform research activities, coordinate events in the District, and perform other related duties as assigned. This position will be classified as a Retired Annuitant position only for retired personnel who are CalPERS retirees. This item went to the Personnel Committee on March 2, 2021, who recommended it be heard by the Board. **Motion/Maybee to adopt CalPERS Retired Annuitant Specialist Position. Second/Merchant. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

12. CONSIDER APPROVAL OF CONTRACT WITH TELSTAR INSTRUMENTS FOR ON-CALL ELECTRICAL SERVICES

Mr. Siebensohn brought forward the contract with Telstar Instruments that had been heard by the Improvements Committee on March 2, 2021. This will be a three-year contract and will go into effect as soon as we can get the Services Agreement signed. **Motion/ Maybee to approve the contract with Telstar Instruments for On-Call Electrical Services. Second/Jenco. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

13. CONSIDER APPROVAL OF CONTRACT WITH DOMENICHELLI & ASSOCIATES FOR ON-CALL ENGINEERING AND CONSTRUCTION INSPECTION SERVICES

Mr. Siebensohn brought forward the contract with Domenichelli & Associates that had been heard by the Improvements Committee on March 2, 2021. This award will be a three-year contract and will go into effect as soon as we can get the Services Agreement signed. The District added Construction Inspection Services to the RFP, and Domenichelli & Associates had the highest score of the four companies that bid.

Director Pohll mentioned that at the Improvements Committee, there was a discussion about letting Coastland finish the projects they had started, and he wondered if there was any news on that. Mr. Siebensohn said that he had asked Coastland and had not received a response. **Motion/Maybee to approve the contract with Domenichelli & Associates for On-Call Engineering and Construction Inspection Services. Second/Pohll. Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.**

14. REVIEW BOARD GOALS

Mr. Hennig presented the Goals the Board agreed on during the February 9, 2021, Board Goals Workshop. The goals are:

1. Budgeting for Reserves based on Reserve Study Outcome
2. Security Service Levels and Community Objectives
3. Financial Systems Upgrade
4. Laguna Joaquin Requirements
5. CIA Ditch, Forebay, Granlees Dam

15. REVIEW ACTIONS PROPOSED FOR ADDRESSING LAGUNA JOAQUIN MANAGEMENT OPTIONS

Mr. Hennig discussed Laguna Joaquin and that it is a significant concern for everyone. He reviewed the recent events surrounding the detention basin, including the petition that was submitted to the District from residents concerned with the murky green water, cattails, weeds, odor, and Midge Flies. He reviewed the actions taken to remedy the situation and proposed solutions, including draining the basin and removing the silt where the Midge Flies lay their larvae. The District has hired a company to survey the basin and tell us how much silt is in there, and where we could get rid of this material. The Board packet includes correspondence Mr. Hennig has had with RMA's GM, Kevin Hubred.

16. REVIEW PROPOSED RECONVEYANCE OF WOODEN PEDESTRIAN BRIDGE OVER CONSUMES RIVER

Mr. Hennig recommended we pull this item from the agenda as he is still researching it.

Director Maybee asked that this item be moved to the July Agenda.

Mr. Hennig stated that this work was started by Coastland Engineering and that the work was completed.

17. DIRECTOR COMMENTS/SUGGESTIONS

Director Jenco stated that he is on an Ad Hoc Committee formed by RMA to discuss Strategic Plans. He is optimistic about the Committee and will be bringing items to the CSD Board.

Director Maybee asked that this be a regular Agenda item so that the Board can receive a report if Director Jenco has one.

Director Maybee thanked staff at all levels, noting we have some challenges, and we know we're doing the right thing.

18. ADJOURNMENT

Motion/Maybee to adjourn at 7:46 p.m. Second/Jenco. Ayes: Maybee, Jenco, Butler, Merchant, Pohl.

Noes: None. Absent: None. Abstain: None.

Respectfully submitted,

Amelia Wilder
District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
SPECIAL BOARD MEETING
April 1, 2021 – 2:00 p.m.



1. CALL TO ORDER/ROLL CALL

President Tim Maybee called the Special Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 2:00 p.m. via ZOOM video conference pursuant to Governor Newsom Executive Order N-29-20 related to COVID-19. Director's present were Tim Maybee, Randy Jenco, Linda Butler, John Merchant and Martin Pohll. Also present were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Tina Talamantes, Interim Security Supervisor; Michelle Ammond, Interim Controller and Amelia Wilder, District Secretary. Absent: Paul Siebensohn, Director of Field Operations.

2. ADOPT AGENDA

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

3. COMMENTS FROM THE PUBLIC

No comments.

4. REVIEW FISCAL YEAR 2021-2022 DRAFT BUDGET

Under agenda item 4A, Tom Hennig, General Manager, began the presentation with a reminder that we are required to Notice all ratepayers 45 days before the first reading of the budget. A letter will be mailed to property owners tomorrow.

Director Maybee pointed out for ratepayers to comment or protest the rate change; the District must receive written notice, either mailed or hand-delivered to the District Office. We cannot count electronic communication per the laws governing Prop 218.

Mr. Hennig reviewed the schedule. We will review the budget at the April 6 and May 4 Finance Committee meetings. On May 19, we will present the first reading Resolution to approve the budget at the regular Board meeting. If there is a need, we can have additional budget meetings before the June 16 Board meeting and final reading of the Budget Resolution; on July 1, the rate increases go into effect. He continued with a review of the Reserve Study that is underway, stating that the number one priority of the Board is to fund reserves adequately. He continued his detailed discussion with the Board concerning the Fiscal Year 2021/22 Budget, discussing the proposed sample increases below:

Average Monthly Customer Bill							
Residential Metered Lot				Current Monthly Rates	Proposed Monthly Rates	\$	%
				July 1, 2020	July 1, 2021	Change	Change
Water		<i>Average Usage in CF</i>		1,426	1,426		
	Residential Base (excluding reserves)			\$37.97	\$38.73	\$0.76	2.0%
	Reserve Contribution			7.75	14.00	6.25	80.6%
	Total Residential Base			\$45.72	\$52.73	\$7.01	15.3%
old rate	Water Usage	\$0.0191 per cubic foot		27.24			
new rate	Water Usage	\$0.0230 per cubic foot			32.80	5.56	20.4%
Total Water				\$72.96	\$85.53	\$12.57	17.2%
WTP Debt Service Charge (interfund borrowing)				6.00	6.00	-	0.0%
Sewer							
	Residential Base (excluding reserves)			42.77	49.01	6.24	14.6%
	Reserve Contribution			6.76	14.00	7.24	107.1%
	Total Residential Base			49.53	\$63.01	\$13.48	27.2%
Solid Waste (avg. 64 Gallon Container)				22.81	27.82	5.01	22.0%
Security Tax (Maximum Tax Ceiling \$30.93)				30.32	30.93	0.61	2.0%
Drainage Tax (Maximum Tax Ceiling \$5.43)				5.32	5.43	0.11	2.0%
Total RMCSD Bill				\$186.94	\$218.72	\$31.78	17.00%

Average Monthly Customer Bill							
Murieta Village & Murieta Gardens II				Current Monthly Rates	Proposed Monthly Rates	\$	%
				July 1, 2020	July 1, 2021	Change	Change
Water		<i>Average Usage in CF</i>		418	418		
	Residential Base			\$37.97	\$38.73	\$0.76	2.0%
	Reserve Contribution			7.75	14.00	6.25	80.6%
	Total Residential Base			\$45.72	\$52.73	\$7.01	15.3%
old rate	Water Usage	\$0.0191 per cubic foot		7.98			
new rate	Water Usage	\$0.0230 per cubic foot			9.61	1.63	20.4%
Total Water				\$53.70	\$62.34	\$8.64	16.1%
*WTP Debt Service Charge (interfund borrowing)				6.00	6.00	-	0.0%
Sewer							
	Residential Base (excluding reserves)			42.77	49.01	6.24	14.6%
	Reserve Contribution			6.76	14.00	7.24	107.1%
	Total Residential Base			\$ 49.53	\$ 63.01	\$ 13.48	27.2%
Solid Waste (avg. 38 Gallon Container)				19.73	23.40	3.67	18.6%
Security Tax (Maximum Tax Ceiling \$7.46)				7.31	7.46	0.15	2.0%
Drainage Tax (Maximum Tax Ceiling \$3.63)				3.56	3.63	0.07	2.0%
Total RMCSD Bill				\$ 139.83	\$ 165.84	\$ 26.01	18.60%
Vacant or Unmetered Lot							
	Security Tax (Maximum Tax Ceiling \$23.79)			\$23.79	\$24.27		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 \$5.43)			\$5.22	\$5.32		2.0%
				\$30.67	\$31.25		
% Change over prior year						1.89%	
* This fee is not billed for the Murieta Gardens II properties due to not being part of the debt service customer base.							
** This fee is billed annually at \$10.00 and is shown as a monthly rate for comparison purposes only.							

Director Maybee reminded the audience that last year, the Board decided due to COVID-19 not to raise the bill, and this year's bill reflects that.

Mr. Hennig also stated that he would like to move retained revenues into a reserve account.

Director Jenco noted the value of our infrastructure is \$40 million. He asked, "What is the total reserve, and how much will the total reserve contribution be in one year?"

Mr. Hennig answered, "Currently, we have \$6.2 million in reserves, and we will have \$794,000 more annually with this increase."

Director Merchant was glad to hear that we are focusing on the reserves and would like to see if there is a way to lock in the need to have funds so that the amount dedicated to these accounts won't fluctuate with the changing Boards in the future.

Director Pohll asked if the retained revenues will be moved into reserve accounts.

Mr. Hennig said that is his intention.

Resident Richard Gehrs asked how the numbers were decided.

Mr. Hennig responded that the main drivers are fixed expenditures like salaries, maintaining and delivering water and wastewater, the contract with trash, maintaining pipes and pumps. Every year we need to purchase consulting services. Last year we had one of the smallest rate increases we've had in years, which adds to this being one of the largest increases.

Director Merchant added that he has a projection based on average bills, and the rates are not increased on a level scale. He would like to see this leveled out. He continued by stating that the County waste costs are higher than what we are paying.

Director Maybee continued by noting the Board decided not to fill a vacant position, leaving the General Manager many responsibilities, and he does not foresee information coming out with so little notice in the future. He also noted that, based on the Prop 218 requirements, we could not raise the rates any higher than what we are presenting today. We can lower them but not raise them. He asked that questions be directed to the General Manager.

Gail Bullen asked if this budget supplemented Security with property taxes; if so, by how much?

Mr. Hennig replied that in FY 2020-21 we supplemented Drainage by \$62,000; for FY 2021-22, we have \$82,000 set aside from property taxes. In FY 2020-21, we supplemented Security by \$464,000; for FY 2021-22, we have \$452,000 set aside from property taxes.

Agenda Item 4B Motion/Maybee to authorizing staff to mail out the Proposition 218 Notice of Proposed Service Charge Increase & Special Tax Adjustments. Second/Merchant. Ayes: Maybee, Jenco, Merchant, Butler, Pohll. Noes: None. Absent: None. Abstain: None.

Under Agenda Item 4C, Director Maybee noted that the Budget Hearing would be an agendized item on the May 19, 2021, regular Board meeting.

5. DIRECTOR COMMENTS AND SUGGESTIONS

Director Merchant would like to understand for the next Finance Committee meeting the risks of the potential of conservation needs if we are mandated a 30% decrease. He would like to get a cash flow analysis of operating cash to see the amount of retained earnings so we can get an idea of what we could expect to put into reserves. Director Jenco agrees that we need to have a better picture of what we can put into reserves and that it may not be possible to fund reserves if we continue to fund Security.

Director Butler agreed that going to the County for waste collection is not our best option.

Director Maybee said that we could adopt a policy that says we will have funds in Reserves at a certain level in a specified number of years. He concluded by stating Staff does a great job.

6. ADJOURNMENT

Motion/Maybee to adjourn at 3:04 p.m. Second/Butler. Ayes: Maybee, Jenco, Butler, Merchant, Pohll. Noes: None. Absent: None. Abstain: None.

Respectfully submitted,

Amelia Wilder
District Secretary

DRAFT

MEMORANDUM

Date: April 9, 2021
To: Board of Directors
From: Personnel Committee Staff
Subject: April 6, 2021 Personnel Committee Meeting Minutes

1. CALL TO ORDER

Director Jenco called the meeting to order at 7:30 a.m via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present were Directors Jenco and Maybee. Present from District staff were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Chief; Michelle Ammond, Interim Controller, and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. Discuss recruitment for controller, accounting supervisor and security supervisor

Tom Hennig, General Manager, briefly discussed the critical recruitment we have for Controller, Accounting Supervisor and Security Supervisor, noting that we are recruiting in numerous locations and not having any qualified candidates apply. These positions are posted on GFOA, CSDA, CSFMO and Indeed. Director Maybee suggested having Paula O'Keefe, the District's new Director of Administration, take over recruiting.

4. DISCUSS POTENTIAL REORGANIZATION IDEAS

Tom Hennig discussed the idea of reorganizing the job positions by creating a position that will encompass many of the Accounting Supervisor and Controller Positions. This will leave enough money to fund another Accounting Assistant position. Paula O'Keefe commented on her experience reorganizing jobs and personnel to better fit the organizations she was with. The HR duties that now lie with the Accounting Supervisor will be shifted to the Director of Administration. Directors Maybee and Jenco thought this sounded like a good plan. Director Jenco reminded the Committee that we need to have separation of duties for check writing.

5. DIRECTOR AND STAFF COMMENTS

None.

6. Adjournment

The meeting was adjourned at 7:56 a.m.

MEMORANDUM

Date: April 9, 2021
To: Board of Directors
From: Improvements Committee Staff
Subject: April 6, 2021 Improvements Committee Meeting Minutes

1. CALL TO ORDER

Director Jenco called the meeting to order at 8:00 a.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present were Director Jenco and Director Pohll. Present from District staff were Tom Hennig, General Manager; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Supervisor; Michelle Ammond, Interim Controller; and Amelia Wilder, District Secretary.

2. PUBLIC COMMENT

None.

3. MONTHLY UPDATES

Paul Siebensohn, Director of Field Operations, gave a brief overview of the project updates. He began by discussing a meeting he attended with the Sloughhouse Resource Conservation District (SRCD), noting they are in the process of preparing a Groundwater Sustainability Plan (GSP). He continued with an update on the Reserve Study he has been assisting with. Association Reserves has provided a draft update.

Tom Hennig, General Manager, added that we are in the early stages of reviewing all of our assets. This will guide the Board on its decisions concerning increasing Reserve funding.

Mr. Siebensohn answered Committee member's questions concerning how major components of large infrastructure are broken out of larger facilities.

Next, he discussed the Sodium Hypochlorite conversion project, noting that when the tanks were partially filled with the vendor onsite, some additional telemetry wiring was needed. District Staff is in the process of adding the wiring.

He continued with the Development Update, which included:

DEVELOPMENT PROJECTS

The Retreats East & North

The project reports that K-Hovnanian is still in the due diligence period. They have requested that Coastland sign off on plans that had expired are now resubmitted. District staff has asked for additional deposit funding before being able to continue work.

Rancho Murieta North – Development Project

The project reports that the Traffic study is now complete, and the Green House Gas study will be finished this week. They are waiting for CSD comments on studies to complete all submittals to the County. However, we do not have enough deposit funding at this time to continue the review. Tom Hennig has requested additional deposit funding and noted that Domenichelli & Associates (D&A) would be taking over the review of the development.

We met internally with Coastland, Directors Pohll and Merchant, and new District engineering firm D&A to discuss the status of the project's review. Coastland reported they had reviewed the drainage study and commented back to the project on 12/11/2012 with no response received back yet. Sacramento County had also provided a comment letter to the project on 3/16/20. Their reviews of the Water and Sewer studies are not complete as the District had put a hold on the project. The former General Manager had provided a letter to Mr. Sullivan on 2/10/20 noting that the review of the project was on hold with the County and therefore on hold with the District. I recently reached out to Sacramento County planning, and they noted that this project is still registered as being on hold with them at this time.

MG - Murieta Marketplace

No update.

MG – Legacy Villas & Suites (lot 7)

No update.

The Murieta Gardens I & II – Infrastructure

No update.

MG - Murieta Marketplace

No update. The drainage basin, which is a part of this project, remains active as a stormwater best management practice for the development site keeping it active.

MG – Lot 9 (Taco Bell)

The project reported that they should be submitting to RMCSO soon. At that point, when the project proceeds, we will direct the new owner to submit a project application packet and deposit for review of this project. Last update: The developer reports this project has been approved by CPAC, and design review updates have been submitted to Sacramento County.

MG -Lot 10 (PDF Office)

I provided information to the project owner, Paul Frank, that the Civil plans are now approved with signatures pending the project engineer submitting mylars to Coastland Engineering and that Coastland's contract with the District is expiring on April 21 of this year.

MG – Lot 11 (Circle K Convenience/Carwash/Subway)

The project plans are approved, and the project anticipates beginning on April 1 but has not provided any communications confirming this. I have reached out to the project owner requesting a start date notification to be prepared for District inspections related to our services.

Other Development Projects:

Riverview

Coastland is continuing the review of Riverview's three-phased plan packages, including Water, Sewer, and Storm Drain studies. Below is the status of all three packages that are being processed. Coastland understands that Phase 2 submittal is being prepared, but it has not been submitted for review.

- Phase 1A: Coastland/CSD returned comment letter and redlines to Developer on February 3, 2021.
- Phase 1B: Coastland/CSD returned comment letter and redlines to Developer on December 21, 2020.
- Grading: Coastland/CSD returned comment letter and redlines to Developer on February 23, 2021.

Murieta Business Park

No update.

The Retreats East and North

The project submitted improvement plans on February 19, 2021, requesting that they be re-approved and signed off by Coastland Engineering, along with Sac Metro Fire Department and Sacramento County. Coastland responded that the previous review has expired, signature date of 6/9/17, and needs to be reviewed. We are in the process of requesting deposit funding to continue work on this project.

Planned Projects:

The Murieta Hills Estates (formerly -The Residences of Murieta Hills East)

Last update: This project is listed as in the pre-application stage as on Hold with Sacramento County Planning. Their last letter back to the project was on 1/16/21, requesting more detailed information on the lots and a Cultural Resources Study and Tree Exhibit and Arborist Report, and noting it is subject to CEQA.

Director Jenco asked if he had any indication from the Developer from Rancho North if we would continue. Mr. Hennig replied that we would not do any work until we have additional deposits. The deposits previously submitted were exhausted, reviewing previous plans.

4. DISCUSS LAGUNA JOAQUIN RELATED ACTIVITY

Mr. Hennig gave a brief update on Laguna Joaquin, stating the RMA had started treatments last week for the Midge Flies. The silt was tested for the number of Midge Fly larvae, and they were plentiful. The highest concentration is in the middle of the basin. The District is working on planning maintenance of the detention basin. There are canals and basins throughout the District, which crews regularly clean. The exception of Laguna Joaquin. We are working with RMA to set a time when we could drain it and remove as much of the silt as we can. Our next step is to have someone come out and look at how much silt there is and give us an idea of where we can put this material. We will investigate this further in the summer, pending the RMA's work.

Director Pohll asked if we have any resolution on irrigating for RMA. Mr. Hennig said that we are looking at pumping water from Clementia or delivering recycled water. Our focus is taking care of the Midge flies.

Mr. Siebensohn commented that the existing irrigation system from Chesbro to RMA is not feasible. He has an estimate of the costs to install new pipes and pumps (\$40,000) plus an estimated \$10,000 - \$15,000 a year for power.

Mr. Jenco confirmed that we take the money to clean out other drainage systems with general funds and asked if we should have a line item with Association Reserves to set money aside to clean this out periodically.

Mr. Siebensohn said that we are looking at this.

5. CONSIDER APPROVAL FOR DAF PAINTING CONTRACTOR

Mr. Siebensohn gave the committee a brief overview of the Dissolved Air Filtration (DAF) system, stating that the chlorine and diffused air used in the tanks is highly corrosive, causing the corrosion of the tanks. The cost to replace them would be over \$900,000, so the District released an RFP to solicit bids to resurface and paint the East DAF tank with the option of resurfacing and painting the West DAF tank as well. Redwood Painting Co. met the requirements of the bid packet and provided the lowest bid to resurface and paint both the East and West DAF, with a total cost not to exceed \$99,112. The committee recommended moving this item to the Board for approval. ***This item will be on the April 21, 2021 Board Meeting Agenda.***

6. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Mr. Hennig stated that last Thursday and Friday, April 1 and 2, the CIA group rented a small excavator to do maintenance on the CIA Ditch just east of the Wooden Bridge. While they were doing this, the landowner and

the Golf Course agreed to remove a small bridge that had been placed there. It was agreed by them that it was no longer desirable to have trespassers on the bridge moving from two parcels of private property. This had nothing to do with the District, as we are not one of the landowners. As part of maintaining the ditch, they rented an excavator and removed the bridge.

Director Pohll asked for an update on the CIA culvert at the Murieta Gardens.

Mr. Siebensohn stated that there are rocks placed in the area, and there will not be any concrete. He does not know if there would be any road work done for access to the County park site.

Mr. Hennig said he heard the District's cost-share would be about \$3,000 and will include the total amount in his GM Report at the Board Meeting.

Director Pohll asked about our discussion to reimburse the RMA's Exclusive Use Permits.

Mr. Siebensohn reviewed the current situation that CSD reviews any Exclusive Use Permits to ensure the plans do not interfere with our utilities. The discussion about reimbursement is on a "To Do List."

7. ADJOURNMENT

Director Jenco adjourned the meeting at 8:54 a.m.

DRAFT

MEMORANDUM

Date: April 12, 2021
To: Board of Directors
From: Finance Committee Staff
Subject: April 6, 2021 Finance Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 10:00 a.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present were Director Merchant and Director Pohll. Present from District staff were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Supervisor; Michelle Ammond, Interim Controller; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. INTRODUCE PAULA O'KEEFE, DIRECTOR OF ADMINISTRATION

Tom Hennig, General Manager, introduced Paula O'Keefe, the District's new Director of Administration. Ms. O'Keefe comes to the District with 25 years of government experience working most recently with the City of Manteca as the Budget Manager. She will oversee the Finance Department at the District and work on the organizational structure of the Finance Department. We are pleased to have her expertise and leadership!

4. REVIEW FISCAL YEAR 2019-20 ANNUAL AUDIT

Paula O'Keefe, Director of Administration, informed the Committee that Staff is continuing to work with Richardson and Company on the FY 2019-20 Audit, and there are two items left outstanding. We hope to have the Audit complete for a presentation to the Board at the May 19, 2021 Board meeting.

5. DISCUSS APRIL BUDGET ACTIVITIES

Mr. Hennig informed the Committee that we are proposing a rate increase. The Prop 218 Notice was mailed to rate payers on April 2, 2021, and they have until May 19, 2021 to mail or hand deliver letters in protest of the proposed increase to the District office. The schedule is as follows:

May 19, 2021 – Regular Board Meeting – Review Proposed Budget (Introduce Resolution to adopt the Budget);
Public Hearing – Review Proposed Rate Increase (Introduce Ordinance to adopt the to adopt Rate Increase)

June 16, 2021 – Regular Board Meeting - Review Proposed Budget (Approve Resolution to adopt the Budget);
Review Proposed Rate Increase (Approve Ordinance to adopt the to adopt Rate Increase)

District finance staff hopes to have the Budget nearly complete by the May 4, 2021 Finance Committee meeting. He noted that District expenses are going up by 7%, represented employees are set to receive a 3.5% pay increase, reserve funding is increasing along with increases to solid waste fees. Security and Drainage fees will increase 2%.

Director Pohll asked if Staff could give him a strategy for reserve funds.

6. DISCUSS RESERVE STUDY UPDATE

Mr. Hennig updated Committee on the progress with the Reserve Study. He has received the first draft and is reviewing the replacement schedules to determine what we think replacement costs will be. He is planning to have it complete for the May Finance Committee meeting.

7. DISCUSS SECURITY SERVICE OPINION SURVEY UPDATE

Mr. Hennig updated the Committee and stated that if we find it feasible, we will have a referendum. We are currently setting up working groups at the recommendation of True North, Inc. the consulting firm we have hired to conduct the poll. There has been talk of having a town hall meeting where all citizens will have a place to voice their opinion. Tina Talamantes, Interim Security Supervisor, has agreed to stay on with the District to spearhead the effort.

Director Merchant agreed with the idea of having a town hall meeting and noted that the District will allocate approximately the same amount of money next year from property taxes as it did this year. Measure J was passed with the intention of covering the cost of Security. It specifically states the staffing that is required.

8. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

Tom Hennig welcomed Paula again.

Director Merchant stated that last year the Board made a decision not to raise rates based on the unknown. It was not implied that this would continue to be the case and unfortunately by minimizing the increase we set ourselves up for a bigger increase now. He is comfortable with this decision.

9. ADJOURNMENT

The meeting was adjourned at 10:45 a.m.

MEMORANDUM

Date: April 13, 2021
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: April 8, 2021, Communication & Technology Committee Meeting Minutes

1. CALL TO ORDER

Director Butler called the meeting to order at 8:30 a.m via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present was Director Butler. Present from District staff were Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Supervisor; Michelle Ammond, Interim Controller, and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY WEBSITE AND SOCIAL MEDIA UPDATE

Amelia Wilder, District Secretary, gave an update of the statistics related to the number of visits per page to Facebook and RMCS.com.

4. DISCUSS SECURITY ISSUANCE OF COUNTY CITATIONS

Tina Talamantes, Interim Security Supervisor, updated the Committee on the issuance of County citations. Our District legal council is looking to see if this is in our scope of authority. Examples of these citations include fire lane violations, illegal handicapped zone parking, and no-parking zone violations. Once we receive clarification to ensure we can do this, we will inform the community through the website, the District's Pipeline newsletter and inform the River Valley Times that we plan to start issuing citations starting July 1, 2021.

Mr. Hennig added that this is in response to the increased traffic at the Bel Air center. We will work with the Commercial organization to inform them.

Ms. Talamantes continued that she is trying to plan a meeting with the Sacramento Sherriff's Department to have them come out and do an in-person presentation. She is waiting to see if they are allowed due to Covid- 19 restrictions.

5. DISCUSS FISCAL YEAR 2021-22 INFORMATION TECHNOLOGY PLANS

Mr. Hennig stated that we are planning to increase the IT budget by about \$20,000 over last year to expand our Cyber Security efforts. We don't want to wind up being held hostage by hackers for our data. We will start with a strong campaign to teach employees not to click on Malware, plus add two-factor authentication when logging on to District devices. This will be an ongoing increase in the budget.

6. REVIEW STATUS FOR LIVE BOARD AND COMMITTEE MEETINGS

Mr. Hennig discussed District plans for reopening to live meetings, noting that we are monitoring the situation closely, and it looks like the State is opening back up. We will have the April Board meeting on ZOOM, and hope to have the Directors together in May. We may then consider broadcasting the meeting

on ZOOM because the Board room is not big enough to social distance with all of the audience that may be present. We will let the County Health Department make that decision for us.

7. DISCUSS MEETING APRIL 14, 2021 WITH ANNUAL DEER CREEK LAW ENFORCEMENT/EMS

Ms. Talamantes let the Committee know that she would attend the meeting and find out what it is all about.

8. DIRECTOR AND STAFF COMMENTS

Director Butler commented that RMA had issued their Preparedness Plan, and she has requested extra copies for the District. She also volunteered to join a LAFCo Advisory Committee and missed the first meeting, but one of the topics discussed was their attempts to get financial assistance for Special Districts. She continued by stating that John Merchant had done a tremendous job to get us noticed to receive state funds for road improvement at the White Rock and Scott Road intersection. Now the bypass will be built, which will make the drive from Folsom to Rancho Murieta much safer.

9. Adjournment

The meeting was adjourned at 8:53 a.m.

DRAFT

MEMORANDUM

Date: April 13, 2021
To: Board of Directors
From: Security Committee Staff
Subject: April 8, 2021 Special Security Committee Meeting Minutes

1. CALL TO ORDER

Director Maybee called the meeting to order at 1:00 p.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present was Director Maybee. Present from District staff were, Tom Hennig, General Manager; Paula O'Keefe, Director of Administration; Paul Siebensohn, Director of Field Operations; Tina Talamantes, Interim Security Supervisor; Michelle Ammond, Interim Controller; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

Resident Richard Gehrs asked about the status of the Surveillance Camera Policy. Director Maybee said that he was not sure, we will circle back on that. Mr. Gehrs asked what the status of the Denied Entry Log is. Director Maybee said that he believes this is a part of the presentation.

3. MONTHLY UPDATES

Tina Talamantes, Interim Security Chief, began with the Operations Updates, noting that we will continue to use PDF until new Officers can be hired. We continue to recruit for Security Supervisor, Gate and Patrol Officers. She met with Sacramento Sheriff's Department (SSD) and got the citations that the District will hopefully begin issuing in July. We are having our District Counsel do research to see if this is in the District's scope of authority. She noted that we are looking at adding extra patrol for special summer events like the 4th of July. We will work with RMA so they understand our expectations.

She continued by updating the Committee on the RFP the District has issued for Contract Security Services. Director Maybee pointed out that we are not looking to replace anyone, our contract with PDF has run out and they can bid for the contract.

Ms. Talamantes has contacted SSD to request a Crime Prevention Event in the Community due to increased activity. The Sheriff's Department has to confirm they came come out. She noted that SSD has not seen an increase in reports, because residents are not calling them to report activity.

Crystal Matter asked if we send our reports to SSD. Ms. Talamantes explained that we only call SSD if we need them to come out.

We ordered two AED's, one for the office and one for the Patrol vehicle. License Plate Readers will be installed to monitor the bike lane and 2nd lane at the South Gate. We currently have license plate readers at the gates, but we are extending their view.

Richard Gehrs asked about the Security Cameras by the Village, and Ms. Talamantes explained that the cameras are the same ones that monitor Murieta Drive.

She continued with the Incidents of Note, the full incidents log for March and the monthly spreadsheets stating there has been a spike in citations because RMA has expectations and asked us to issue more citations.

To clarify Richard Gehrs question during Public Comment, he would like the denied gate entries to be included in the daily incident log.

Resident Heather Gonzalez received clarification on how the Case Summary Report is calculated. Each item on the Complete Listing of Prior Month's Incidents is only counted once in the report.

4. DISCUSS SECURITY OPINION SURVEY SCHEDULE

Mr. Hennig updated the Committee on the progress on the Security Opinion Poll, stating that he and Director Martin Pohll met with Timothy McLarney, President of True North, Inc., to discuss the schedule for the Opinion Survey. There will be four to five working groups comprised of members of the Community. Instead of having groups which represent the same section of the Community, it was decided that the groups would have a variety of representatives. For example, instead of one of the groups being made up of Commercial Community Members, each group will have representatives from all the associations of the Community. He is hopeful to add a town hall meeting so that all citizens can voice their opinion.

5. DISCUSS SUMMER STAFFING OPTIONS

Ms. Talamantes said that in Summer especially during events we will look at supplementing our Security Department with contract security and SSD.

6. DISCUSS BOARD ROOM MAXIMUM OCCUPANCY

Mr. Hennig stated that Sacramento County has changed from the purple tier to the red tier, and we are looking at having meetings in the Board room again. We are trying to figure out what our Board room capacity is. Crystal Matter stated that many residents would like to have meetings during the evening.

Director Maybee stated that we will not be making changes to Staff schedules and paying overtime. The meeting schedule will remain the same.

7. DIRECTOR & STAFF COMMENTS

Mr. Hennig thanked Security Staff for all their efforts.

6. ADJOURNMENT

The meeting adjourned at 11:06 a.m.

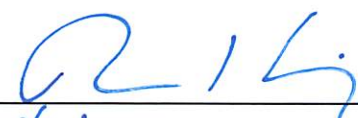
MEMORANDUM

Date: April 12, 2021
 To: Board of Directors
 From: Paula O'Keefe, Director of Administration
 Prepared by: Michelle Ammond, Interim Controller
 Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for March 2021. 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 are major expense items for March:

Vendor	Purpose	Amount	Funding Source
California Waste Recovery Systems	Solid Waste Monthly Contract	\$54,821.43	400 - Solid Waste
California Public Employees' Retirement System	Payroll-Medical	42,831.41	100- Administration- \$11,491.90 200- Water \$12,306.79 500 - Security \$19,032.72
S. M. U. D.	Utilities	\$26,488.91	200 - Water - \$21,446.95 250 - Wastewater - \$4,015.51 260 - Drainage - \$800.93 500 - Security - \$225.52
Bobo Construction, Inc.	Repair/Renovation/Maint. RMCS D	\$18,697.50	100 - Administration - \$9,177.00 200 - Wastewater - \$7,568.00 500 - Security - \$1,952.50
Richardson & Company, LLP	Audit	\$13,780.00	100 - Administration
RingCentral Inc	Annual Phone Serv 2021-22	\$13,556.86	100 - Administration - \$6,650.08 200 - Water - \$1,385.43 250 - Wastewater - \$1,385.43 500 - Security - \$4,433.39
California Public Employees' Retirement System	Payroll-PERS Retirement	\$10,879.64	100 - Administration - \$2,324.25 200 - Water - \$5,899.50 500 - Security - \$2,654.89
California Public Employees' Retirement System	Payroll-PERS Retirement	\$10,808.29	100 - Administration - \$2,294.00 200 - Water - \$5,789.97 500 - Security - \$2,724.32
AccounTemps	Contract Staffing - Admin	\$9,980.06	100 - Administration
J B Bostick Company	Water Leak Ppr Asphalt Patching	\$9,820.13	200 - Water - \$8,596.70 260 - Drainage - \$1,223.43
Domino Solar LTD	Solar WWTP & WTP February 2021	\$8,790.53	200 - Water - \$2,866.84 250 - Wastewater - \$5,923.69

REVIEWED BY:  District Treasurer
 4/16/21


Rancho Murieta Community Services District
Bills Paid Listing for March 2021

Check	Date	Vendor	Amount	Purpose
Check	3/5/2021	ABS Direct	\$1,100.00	Postage for Mar 2021 Statement
Check	3/5/2021	American Family Life Assurance Co.	\$640.72	Payroll-AFLAC
Check	3/5/2021	California Laboratory Services	\$2,065.00	Lab Testing
Check	3/5/2021	California Waste Recovery Systems	\$54,821.43	Solid Waste Monthly Contract
Check	3/5/2021	Chrysler Capital	\$156.80	Patrol Vehicle Lease Payment
Check	3/5/2021	CIT	\$493.33	Copier Lease
Check	3/5/2021	Guardian Life Insurance	\$4,464.09	Payroll-Dental/Life
Check	3/5/2021	Legal Shield	\$11.95	Payroll-Legal
Check	3/5/2021	Operating Engineers Local Union No. 3	\$319.88	Payroll-Union Due
Check	3/5/2021	Vision Service Plan (CA)	\$435.58	Payroll-Vision
EFT	3/5/2021	California Public Employees' Retirement System	10,808.29	Payroll-PERS Retirement
EFT	3/8/2021	Nationwide Retirement Solution	2,421.75	Payroll-Def Comp
EFT	3/10/2021	California Public Employees' Retirement System	42,831.41	Payroll-Medical
Check	3/19/2021	A Leap Ahead IT	\$5,889.69	IT Services
Check	3/19/2021	A&D Automatic Gate and Access	\$232.50	Inspect/Adj Gate Reader N Gate
Check	3/19/2021	ABS Direct	\$1,581.91	Feb 2021 Statement Run
Check	3/19/2021	Accountemps	\$6,996.78	Contract Staffing - Admin
Check	3/19/2021	Accounting & Association Software Group	\$123.75	Accounting Software Consulting
Check	3/19/2021	Action Cleaning	\$1,445.00	Janitorial Services
Check	3/19/2021	American Family Life Assurance Co.	\$640.72	Payroll-AFLAC
Check	3/19/2021	American Water Works Association	\$459.00	Membership Dues 3/1/21-2/28/22
Check	3/19/2021	Applications By Design, Inc.	\$1,085.00	Security Host Server
Check	3/19/2021	Aramark Uniform & Career Apparel, LLC	\$305.71	Uniform
Check	3/19/2021	AT&T	\$796.01	Cell Phone Bill
Check	3/19/2021	AT&T	\$5,700.71	Telephone
Check	3/19/2021	Bartkiewicz, Kronick & Shanahan	\$3,650.00	Legal
Check	3/19/2021	Bobo Construction, Inc.	\$18,697.50	Repair/Renovation/Maint RMCS D
Check	3/19/2021	Caltronics Business Systems	\$296.01	Copier - Warehouse
Check	3/19/2021	Cisco Air Systems, Inc	\$2,095.50	Air comp Care maint
Check	3/19/2021	Coastland Civil Engineering	\$3,968.75	Engineering Services
Check	3/19/2021	Concentra DBA Occupational Health Centers	\$265.00	Recruitment
Check	3/19/2021	County of Sacramento	\$210.00	Recruitment
Check	3/19/2021	CWEA	\$91.00	Lab Analyst Renewal
Check	3/19/2021	Delta Wireless	\$45.00	Repair & Maint
Check	3/19/2021	Domenichelli and Associates, Inc	\$3,675.00	Dam Inundation Study & Emergency Plan
Check	3/19/2021	Ferguson Enterprises LLC #3326	\$278.53	Tools
Check	3/19/2021	Gill Consulting Group	\$510.00	Contract Staffing - Admin
Check	3/19/2021	Greenfield Communications	\$448.99	Internet
Check	3/19/2021	J B Bostick Company	\$9,820.13	Wtr Leak Ppr Asphalt Patching
Check	3/19/2021	Legal Shield	\$11.95	Payroll-Legal
Check	3/19/2021	Operating Engineers Local Union No. 3	\$319.88	Payroll-Union Due
Check	3/19/2021	Pace Supply Corp	\$4,215.29	Maint/Rep Parts
Check	3/19/2021	PDF Tactical	\$5,068.55	Contract Staffing - Security
Check	3/19/2021	Public Agency Retirement Services	\$519.12	Trust Admin Fees - Jan 2021
Check	3/19/2021	Rancho Murieta Association	\$150.00	Landscaping
Check	3/19/2021	Rancho Murieta Association	\$530.41	SMUD @ N.Gate 12/11/20-1/12/21
Check	3/19/2021	Richard Dubey	\$300.00	Rebate
Check	3/19/2021	Richardson & Company, LLP	\$4,300.00	Audit
Check	3/19/2021	RingCentral Inc	\$13,556.86	Annual Phone Serv 2021-22
Check	3/19/2021	Sprint	\$189.95	Monthly Air Card Bill
Check	3/19/2021	State of California	\$98.00	Pre-employment Screening
Check	3/19/2021	Streamline	\$300.00	Website Hosting
Check	3/19/2021	Tuff Shed, Inc.	\$6,764.57	Tuffshed for WTF
Check	3/19/2021	USA Blue Book	\$4,636.58	Repairs & Maintenance Supplies
Check	3/19/2021	Ueware, Inc.	\$1,057.50	Feb 2021 Utility Billing Services
Check	3/19/2021	Wagner & Bonsignore Consulting Civil Engine	\$190.00	Water Rights Renewal
Check	3/19/2021	Walker's Office Supplies, Inc	\$1,552.05	Office Supplies
Check	3/19/2021	Watchdogs Surveillance	\$2,859.73	Maint/Rep WT
Check	3/19/2021	WECybr, LLC	\$1,500.00	Virtual CSO
EFT	3/19/2021	Nationwide Retirement Solution	2,185.32	Payroll-Def Comp

Rancho Murieta Community Services District
Bills Paid Listing for March 2021

Check	Date	Vendor	Amount	Purpose
Check	3/22/2021	Carol Gustafson	\$100.00	Rebate
EFT	3/24/2021	California Public Employees' Retirement System	10,879.64	Payroll-PERS Retirement
Check	3/31/2021	Accountemps	\$9,980.06	Contract Staffing - Admin
Check	3/31/2021	Accounting & Association Software Group	\$41.25	Accounting Software Consulting
Check	3/31/2021	Aramark Uniform & Career Apparel, LLC	\$449.46	Uniform
Check	3/31/2021	Arnolds For Awards	\$21.89	Nameplate
Check	3/31/2021	Clark Pest Control	\$723.66	Pest Control
Check	3/31/2021	Concentra DBA Occupational Health Centers	\$230.50	Recruitment
Check	3/31/2021	Domino Solar LTD	\$8,790.53	Solar WWTP & WTP February 2021
Check	3/31/2021	EVO-Emergency Vehicle Outfitters	\$4,496.59	Install Emerg Lighting Pat #523
Check	3/31/2021	GM Crane Services, Inc	\$475.00	Qrtly Overhead Crane Insp
Check	3/31/2021	Hach Company	\$784.51	Annual Calibration Service
Check	3/31/2021	Lee's Automotive Repair Inc	\$2,275.97	Vehicle Maint
Check	3/31/2021	Pace Supply Corp	\$1,088.28	Maint/Rep Parts
Check	3/31/2021	PDF Tactical	\$5,057.33	Contract Staffing -Security
Check	3/31/2021	Rancho Murieta Ace Hardware	\$126.37	Repairs & Maintenance Supplies
Check	3/31/2021	Richardson & Company, LLP	\$13,780.00	Audit
Check	3/31/2021	Rogers Machinery Company, Inc	\$417.50	Repair & Maint
Check	3/31/2021	Romo Landscaping	\$385.00	Landscaping - March 2021
Check	3/31/2021	S. M. U. D.	\$26,488.91	Utilities
Check	3/31/2021	Sierra Foothill Fire Extinguisher Service	\$790.76	Maintenance
Check	3/31/2021	Sparling Instruments, LLC	\$96.88	Maint/Rep Parts
Check	3/31/2021	U.S. Bank Corp. Payment System	\$4,652.00	Monthly Fuel and Other Office Supplies
Check	3/31/2021	UPS	\$70.09	Postage
Check	3/31/2021	USA Blue Book	\$2,511.91	Repairs & Maintenance Supplies
Check	3/31/2021	W.W. Grainger Inc.	\$103.61	Maint/Rep Parts
Check	3/31/2021	Walker's Office Supplies, Inc	\$351.41	Office Supplies
Check	3/31/2021	Wayne Steving	\$100.00	Rebate
		Total	\$335,453.29	
		CFD 2014-1 Bank of America Checking		
Check	3/19/2021	Corelogic Solutions, LLC	\$212.18	CFD 2014-1 Adm Cost Jan 2021
Check	3/31/2021	NBS	\$1,750.75	CFD 2014-1 Fees
		Total	1,962.93	
		El Dorado Payoll		
		Payroll March 2021	\$119,037.01	
		Total	119,037.01	

Prepared by: Michelle Ammond, Interim Controller

Reviewed by:  District Treasurer
 4/16/21

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
INVESTMENT REPORT**

<i>CASH BALANCE AS OF MARCH 31, 2021</i>	
<i>INSTITUTION</i>	<i>BALANCE</i>

CSD FUNDS

EL DORADO SAVINGS BANK

SAVINGS	\$	754,460
CHECKING	\$	600,924
PAYROLL	\$	141,879
<i>BANNER BANK EFT PAYMENTS ACCOUNT</i>	\$	469,145
<i>LOCAL AGENCY INVESTMENT FUND (LAIF)</i>	\$	8,298,645
<i>CALIFORNIA ASSET MGMT PROGRAM (CAMP)</i>	\$	640,260

TOTAL	\$	10,905,312
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CSD RESERVE OBLIGATIONS

CURRENT RESERVE BALANCE

RESTRICTED	\$	6,755,301
UNRESTRICTED	\$	124,426

TOTAL	\$	6,879,727
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CSD OPERATING CAPITAL

TOTAL AVAILABLE CASH

\$	4,025,585
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MELLO ROOS BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)

<i>BANK OF AMERICA</i>	\$	128,710
<i>WILMINGTON TRUST</i>		
BOND SPECIAL TAX FUND	\$	186,553
BOND REDEMPTION ACCOUNT	\$	-
BOND ACQ & CONSTRUCTION	\$	17,308
BOND RESERVE FUND	\$	391,824
BOND SURPLUS	\$	16,800
BOND ADMIN EXPENSE	\$	22,005
BOND INTEREST	\$	-

\$	763,199
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**Investments comply with the CSD adopted investment policy.*

PREPARED BY: Michelle Ammond, Interim Controller

REVIEWED BY:  District Treasurer

6A General Manager's Report - Pending

MEMORANDUM

Date: April 16, 2021
To: Board of Directors
From: Paula O'Keefe, Director of Administration
Prepared by: Michelle Ammond, Interim Controller
Subject: Administration / Financial Update

Finance Committee Summary – On April 12, 2021, the Finance Committee discussed the following items:

- FY 2019-20 audit updates – two items still outstanding
- Prop 218 notification discussion regarding community protest letters deadlines
- Request from Director Pohll regarding a strategy for reserve funds
- Reserve study updates
- Planning to hold a town hall meeting to discuss the Security Service opinion survey

The following is the summary of the March 2021 monthly Board Financial Report. The following are highlights from various internal financial reports. Please feel free to call me before the Board meeting regarding any questions you may have relating to these reports.

Lock-Offs – During March 2021, there were zero (0) lock-offs.

Pay Agreements – We have three (3) pay agreements set up, of which one is not complying and will be removed. District accounting staff estimate they are spending approximately two hours per week making calls to customers behind their payments.

Connection Fees – There were zero (0) connections in March 2021.

Aging Report – As of April 15, 2021, the District has seventy-one (71) delinquent metered accounts with a current outstanding balance of \$54,623. The District has three (3) delinquent Raw Water/Commercial accounts with a current due balance of \$18,933.

Metered Accounts:

- Four (4) properties last made a payment before June 2019 (total past due \$9,902)
- Two (2) properties last made a payment in February 2020. (total past due \$4,856)
- Four (4) properties last made a payment in March 2020. (total past due \$6,844)
- Two (2) properties last made a payment in April 2020. (total past due \$2,414)
- Two (2) properties last made a payment in June 2020. (total past due \$3,715)
- Two (2) properties last made a payment in July 2020. (total past due \$2,777)
- Four (4) properties last made a payment in August 2020. (total past due \$2,970)
- Five (5) properties last made a payment in September 2020. (total past due \$5,498)
- Two (2) properties last made a payment in October 2020. (total past due \$1,602)
- One (1) property last made a payment in November 2020. (total past due \$1,038)

- Seven (7) properties last made a payment in December 2020. (total past due \$3,192)
- Thirteen (13) properties last made a payment in January 2021. (total past due \$3,473)
- Seven (7) properties last made a payment in February 2021. (total past due \$2,450)
- Eleven (11) properties last made a payment in March 2021. (total past due \$2,128)
- Five (5) properties last made a payment in April 2021. (total past due \$1,764)

Since the February 2021 bills were sent, twenty-six (26) properties have brought their delinquent bills current.

Raw Water/Commercial accounts

- One (1) property last made a payment in November 2019. (total past due \$17,739)
- Two (2) properties last made a payment in March 2021. (total past due \$1,193)

E-Bills/Paper Statements:

- There were 532 e-bills and approximately 2,409 paper statements in March 2021. Several ebills were sent back due to invalid email addresses. We work with those customers to update the email addresses as needed.
- There were 12 new sign-ups for e-bills in March 2021.

Summary of Reserve Accounts as of March 31, 2021 – The ending balance of the District’s reserve accounts is \$6,879,727 as of March 31, 2021, and it is an increase of \$58,172 compared with last month. 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.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance 7/1/2020</i>	<i>Increases</i>	<i>Decreases</i>	<i>Period End Balance 3/31/2021</i>
Water Capital Replacement (200-2505)	1,790,096	215,980	63,454	1,942,622
Sewer Capital Replacement (250-2505)	3,109,804	323,899	247,396	3,186,307
Drainage Capital Replacement (260-2505)	12,409	147	82	12,474
Security Capital Replacement (500-2505)	84,523	810	27,989	57,344
Admin Capital Replacement (xxx-2505-99)	87,210	0	0	87,210
Sewer Capital Improvement Connection (250-2500)	4,308	39	22	4,326
Capital Improvement (xxx-2510)	745,286	55,735	2,995	798,027
Water Supply Augmentation (200-2511)	1,436,292	113,785	6,318	1,543,759
WTP Construction Fund Reserve (200-2513)	-782,858	143,796	151,569	-790,631
Security Impact Fee Reserves (500-2513)	37,827	6,235	5,772	38,289
Total Reserves	6,524,898	860,426	505,597	6,879,727

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance 7/1/2020</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance 31-Mar-21</i>
WTP Construction Loan from Sewer	714,876	3,014	105,705	620,907
WTP Construction Loan from WSA	238,298	1,005	35,235	206,975
Security N. Gate Loan from Drainage Fund	0	0	0	0
<i>Total Inter-fund Borrowing</i>	<i>953,174</i>	<i>4,019</i>	<i>140,940</i>	<i>827,881</i>

Budget to Actual Comparison Details (year-to-date through March 31, 2021)

Revenues

Water Charges, year-to-date, are **over** budget \$24,538 or 1.33%

Sewer Charges, year-to-date, are **under** budget \$4,421 or **(0.40%)**

Drainage Charges, year-to-date, are **over** budget \$1,789 or 0.09%

Solid Waste Charges, year-to-date, are **over** budget \$11,611 or 2.11%

Security Charges, year-to-date, are **under** budget \$18,281 or **(1.34%)**

Expenses

The District's overall expenditures for FY 2020-21 are \$895,173 under budget through March 2021.

Reserve Fund Purchases authorized by the General Manager

- No reserve fund purchases authorized by the General Manager in March 2021.

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Nine Months Ending 3/31/2021
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Charges for Services - Residential	\$422,806	\$430,331	\$4,288,028	\$4,278,151	\$9,877	\$5,701,410
Charges for Services - Commercial	40,538	46,049	493,858	484,875	8,983	652,196
Availability Charges	420	0	420	0	420	420
Sales Other	700	725	6,300	7,352	(1,052)	8,400
CIA Ditch Service Charges	485	0	5,565	0	5,565	7,920
Property Taxes	0	0	378,945	423,379	(44,434)	701,750
Total General Income	464,949	477,105	5,173,115	5,193,756	(20,641)	7,072,096
Interest Income	20	0	5,730	1,340	4,390	8,840
Total Earnings Income	20	0	5,730	1,340	4,390	8,840
Meter Installation Fee	6,800	0	6,800	10,600	(3,800)	6,800
Inspection Fees	4,807	0	4,807	3,795	1,012	4,807
Telephone Line Contracts	600	0	5,400	4,850	550	7,200
Fines/Rule Enforcement	175	175	1,575	1,575	0	2,100
Late Charges	4,800	5,801	43,200	18,951	24,249	57,600
Title Transfer Fees	1,350	3,300	12,150	31,200	(19,050)	16,200
Security Gate Bar Code Income	650	1,010	5,850	7,070	(1,220)	7,800
Project Reimbursement	2,182	182	19,638	12,304	7,334	26,184
Misc Income	1,075	544	9,675	5,261	4,414	12,900
Total Other Income	22,439	11,012	109,095	95,606	13,489	141,591
TOTAL REVENUE	487,408	488,117	5,287,940	5,290,702	(2,762)	7,222,527
Salaries & Wages	185,951	0	1,828,533	1,282,500	546,032	2,486,091
Employer Costs	57,747	43,445	494,986	376,680	118,306	668,226
Payroll Taxes	15,155	0	149,337	27,094	122,243	200,314
Other Employer Costs	14,837	98	136,279	103,398	32,880	182,438
Pension Expense	39,693	12,336	363,573	292,304	71,269	491,733
Tuition Reimbursement	0	0	1,435	90	1,345	2,870
Total Employee Services	313,383	55,880	2,974,142	2,082,067	892,075	4,031,672
Clerical Services	5,100	27,103	46,050	251,152	(205,102)	61,350
Recruitment	1,505	1,768	13,545	7,680	5,865	18,060
Travel/Meetings	2,240	0	16,660	831	15,829	21,880
Office Supplies	2,420	3,649	24,380	39,330	(14,950)	31,640
CWRS Contract Charges	56,162	0	505,460	433,531	71,929	673,947
Mail Machine Lease	0	0	2,100	1,013	1,087	2,800
Copy Machine Maintenance	1,520	789	13,030	6,697	6,333	17,590
Insurance	12,796	0	115,165	122,382	(7,218)	153,553
Postage	1,500	1,100	13,500	10,623	2,877	18,000
Telephones	4,528	6,687	40,755	63,110	(22,355)	54,339
Memberships	1,730	550	15,120	13,908	1,212	17,370
Audit	0	18,080	25,000	19,280	5,720	25,000
Legal	6,400	3,650	79,350	57,991	21,359	98,550
Training/Safety	2,550	175	33,850	9,881	23,969	47,800
Community Communications	100	0	8,000	1,574	6,427	13,700
Equipment Maint	250	1,953	5,200	2,032	3,168	5,950
Consulting	6,500	1,384	125,500	100,750	24,750	145,750
CIA Ditch Operations	500	0	36,500	31,142	5,358	38,000
Total Administrative Services	105,802	66,887	1,119,165	1,173,409	(54,244)	1,445,279
Election	0	0	10,000	1,887	8,113	10,000
Uniforms	1,058	755	9,725	7,812	1,913	13,100
Equipment Repairs	400	278	3,600	3,434	166	4,800
Building/Grounds Maint/Pest Cntr	2,594	2,715	23,342	34,388	(11,046)	31,122
Bar Codes	0	0	6,900	2,625	4,275	6,900
Vehicle Maint	3,750	6,773	33,750	31,796	1,954	45,000
Vehicle Fuel	4,250	2,989	38,250	31,989	6,261	51,000
Vehicle Lease	397	143	3,571	1,283	2,288	4,762
Off Duty Sheriff	0	0	8,000	2,563	5,437	8,000
Power	31,734	28,065	233,132	236,448	(3,316)	329,812

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Nine Months Ending 3/31/2021
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Information System Maint	14,758	9,272	132,824	138,154	(5,330)	177,099
Supplies	1,658	2,203	14,925	21,239	(6,314)	19,900
Equipment Rental	450	0	7,050	4,001	3,049	11,400
Road Paving	1,500	8,597	13,500	31,238	(17,738)	18,000
Maintenance/Repairs	27,267	26,995	247,150	268,691	(21,541)	329,450
Non-routine Maint/Repair	3,250	0	29,250	10,167	19,083	39,000
Permits	0	0	5,750	5,994	(244)	5,750
Chemicals	0	0	93,500	94,561	(1,061)	148,000
Chemicals - T&O	0	0	1,500	3,756	(2,256)	3,000
Lab Tests	3,000	2,065	32,000	19,321	12,679	41,000
Removal (Hazardous Waste)	0	0	24,000	880	23,120	24,000
Permits	0	0	56,800	61,526	(4,726)	81,550
Tools	1,800	279	8,800	11,423	(2,623)	11,200
Dam Inspection Costs	0	0	65,000	66,055	(1,055)	65,000
Water Meters/Boxes	0	0	33,750	56,155	(22,405)	45,000
Drainage Improvements	1,500	0	1,700	0	1,700	1,700
Total Operational Costs	99,366	91,129	1,137,769	1,147,388	(9,619)	1,525,545
Miscellaneous	7,609	8,001	68,733	54,573	14,160	92,061
Admin Contingency	0	0	6,688	0	6,688	35,000
Director Exp/Reimbursements	450	15	4,050	155	3,895	5,400
Director Meeting Payments	1,500	0	13,500	0	13,500	18,000
Conservation	600	400	11,320	8,431	2,889	13,260
SACTO Regional Water Authority	0	0	18,000	9,628	8,372	18,000
SCGA Ground Water Authority	0	0	13,980	11,000	2,980	13,980
Interest Expense	2,103	228	17,843	3,366	14,476	24,330
Total Other Expenses	12,262	8,644	154,114	87,153	66,961	220,031
Total Operating Costs	530,812	222,539	5,385,189	4,490,016	895,173	7,222,527

RANCHO MURIETA CSD
ADMIN
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
CIA Ditch Service Charges	\$485		\$5,565		\$5,565	\$7,920
Property Taxes			378,945	423,379	(44,434)	701,750
Property Tax Allocation			(285,389)	(318,853)	33,464	(528,498)
Interest Income	20		180	321	(141)	240
Title Transfer Fees	900	2,200	8,100	20,800	(12,700)	10,800
Project Reimbursement				135	(135)	
Misc Income	125	199	1,125	1,321	(196)	1,500
TOTAL REVENUE	1,530	2,399	108,526	127,103	(18,576)	193,712

EXPENDITURES

Administration

Salaries & Wages	50,300		529,600	336,500	193,100	710,300
Employer Costs	16,162	12,454	138,023	105,271	32,752	186,509
Payroll Taxes	3,963		39,620	6,734	32,885	53,787
Other Employer Costs	6,539		60,901	5,512	55,389	81,668
Pension Expense	11,904	2,441	109,835	35,426	74,409	148,944
Clerical Services	4,250	16,977	38,250	150,794	(112,544)	51,000
Recruitment	800	1,443	7,200	4,331	2,869	9,600
Travel/Meetings	1,500		13,500	850	12,650	18,000
Office Supplies	1,400	2,079	15,200	18,481	(3,281)	19,400
Mail Machine Lease			2,100	1,013	1,087	2,800
Copy Machine Maintenance	1,500	783	12,850	6,596	6,254	17,350
Insurance	11,879		106,915	116,882	(9,968)	142,553
Postage	1,500	1,100	13,500	10,623	2,877	18,000
Telephones	775	503	6,975	6,992	(17)	9,299
Memberships	750		8,500	9,239	(739)	10,750
Audit		18,080	25,000	19,280	5,720	25,000
Legal	5,000	341	45,000	25,877	19,123	60,000
Training/Safety	1,250	175	11,250	2,365	8,885	15,000
Community Communications	100		4,000	1,574	2,427	5,700
Equipment Maint			2,950	680	2,270	2,950
Consulting		805		59,806	(59,806)	
Election			10,000	1,887	8,113	10,000
Building/Grounds Maint/Pest Cntr	1,594	1,421	14,342	16,109	(1,768)	19,122
Power	125		1,375		1,375	1,900
Information System Maint	10,314	7,921	92,830	120,550	(27,721)	123,773
Miscellaneous	2,008	1,158	18,075	10,630	7,445	24,100
Admin Contingency			6,688		6,688	35,000
Director Exp/Reimbursements	450	15	4,050	155	3,895	5,400
Director Meeting Payments	1,500		13,500		13,500	18,000
Administration Operating Costs	135,563	67,696	1,352,029	1,074,157	277,868	1,825,905

**RANCHO MURIETA CSD
WATER
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21**

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Sales Residential	\$128,045	\$141,368	\$1,638,131	\$1,682,327	(\$44,196)	\$2,167,231
Sales Commercial	8,210	10,536	202,907	182,397	20,510	264,262
Availability Charges	200		200		200	200
Sales Other	700	725	6,300	7,352	(1,052)	8,400
Interest Income			1,900	(1,122)	3,022	3,800
Meter Installation Fee	6,800		6,800	5,600	1,200	6,800
Inspection Fees	3,036		3,036	1,771	1,265	3,036
Telephone Line Contracts	600		5,400	4,850	550	7,200
Late Charges	1,300	1,450	11,700	4,738	6,962	15,600
Project Reimbursement	2,000		18,000	10,531	7,469	24,000
Misc Income	600		5,400	703	4,697	7,200
TOTAL REVENUE	151,491	154,079	1,899,774	1,899,146	628	2,507,729

EXPENDITURES

Water - SOS

Salaries & Wages	1,636		15,358	8,695	6,663	21,122
Employer Costs	329		2,823	1,800	1,022	3,809
Payroll Taxes	125		1,266	190	1,077	1,707
Other Employer Costs	73		653		653	870
Pension Expense	331		3,025	1,710	1,315	4,093
Clerical Services			150		150	150
Power	11,284	16,385	40,727	42,871	(2,144)	62,634
Supplies	625		5,625	646	4,979	7,500
Equipment Rental						3,000
Maintenance/Repairs	2,500	1,198	22,500	7,294	15,206	30,000
Chemicals			2,000	700	1,300	3,000
Chemicals - T&O			1,500	3,756	(2,256)	3,000
Dam Inspection Costs			51,300	52,132	(832)	51,300
Miscellaneous						250
Admin Allocation	5,934	2,640	53,408	41,892	11,515	71,210
Subtotal	22,837	20,222	200,334	161,687	38,647	263,646

Water - WT

Salaries & Wages	17,178		161,259	103,346	57,913	221,781
Employer Costs	3,454		29,640	19,989	9,651	40,002
Payroll Taxes	1,314		13,302	2,048	11,254	17,932
Other Employer Costs	714		6,426		6,426	8,568
Pension Expense	3,476		31,764	10,987	20,777	42,979
Power	4,386	1,991	43,903	52,681	(8,778)	65,698
Supplies	100	1,770	900	4,069	(3,169)	1,200
Equipment Rental	50		450		450	600
Maintenance/Repairs	5,833	6,767	52,500	91,663	(39,163)	70,000
Chemicals			59,000	47,000	12,000	79,000
Lab Tests	1,000	1,492	18,500	9,569	8,931	23,000
Miscellaneous	400		3,600	(4)	3,604	4,800
Interest Expense	2,040	215	17,280	3,238	14,042	23,580
Admin Allocation	18,716	8,326	168,440	132,122	36,318	224,586
Subtotal	58,661	20,561	606,964	476,707	130,257	823,726

Water - WT & D

Salaries & Wages	17,178		161,259	89,119	72,140	221,781
Employer Costs	3,454		29,640	17,623	12,017	40,002

**RANCHO MURIETA CSD
WATER
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21**

<u>Description</u>	<u>Period Budget</u>	<u>Period Actual</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget (Over)/Under</u>	<u>Annual Budget</u>
Payroll Taxes	1,314		13,302	1,823	11,479	17,932
Other Employer Costs	714		6,426		6,426	8,568
Pension Expense	3,476		31,764	8,562	23,202	42,979
Power	2,985	3,395	31,864	31,591	273	41,353
Supplies	333		3,000	2,538	462	4,000
Equipment Rental	200		1,800		1,800	2,400
Road Paving	1,500	8,597	13,500	31,238	(17,738)	18,000
Maintenance/Repairs	3,000	4,363	27,000	31,332	(4,332)	36,000
Removal (Hazardous Waste)			16,000		16,000	16,000
Water Meters/Boxes			33,750	56,155	(22,405)	45,000
Miscellaneous	50		450	1,457	(1,007)	600
Admin Allocation	15,368	6,837	138,312	108,490	29,822	184,416
Subtotal	49,572	23,192	508,067	379,930	128,138	679,032
Water Admin						
Salaries & Wages	8,180		89,290	188,272	(98,982)	118,110
Employer Costs	1,645	12,713	14,115	51,136	(37,021)	19,050
Payroll Taxes	626		6,335	4,125	2,210	8,539
Other Employer Costs	348		3,132	36,504	(33,372)	4,176
Pension Expense	1,655	6,881	15,124	86,770	(71,646)	20,210
Tuition Reimbursement			405	90	315	810
Clerical Services	750		6,750		6,750	9,000
Recruitment	215		1,935	718	1,217	2,580
Travel/Meetings	140		1,260	(8)	1,268	1,680
Office Supplies	250	452	2,250	3,905	(1,655)	3,000
Copy Machine Maintenance	10	3	90	50	40	120
Insurance	917		8,250	5,500	2,750	11,000
Telephones	1,708	2,976	15,375	25,781	(10,406)	20,500
Memberships	580	459	5,395	3,899	1,496	5,395
Legal		330	20,000	11,288	8,712	20,000
Training/Safety	500		9,000	2,798	6,202	13,200
Consulting	4,000	320	37,500	14,429	23,071	50,000
CIA Ditch Operations	500		36,500	31,142	5,358	38,000
Uniforms	400	378	3,600	3,168	432	4,800
Building/Grounds Maint/Pest Cntr	175	550	1,575	6,293	(4,718)	2,100
Vehicle Maint	1,750		15,750	1,744	14,006	21,000
Vehicle Fuel	950	824	8,550	6,682	1,868	11,400
Information System Maint	2,055	102	18,491	3,481	15,010	24,655
Maintenance/Repairs	600	188	5,400	693	4,707	7,200
Non-routine Maint/Repair	2,000		18,000	10,167	7,833	24,000
Removal (Hazardous Waste)				880	(880)	
Permits			15,800	14,228	1,572	30,300
Tools	500	279	4,500	4,378	122	6,000
Miscellaneous	725	6,765	6,525	6,563	(38)	8,700
Conservation	600	400	11,320	8,431	2,889	13,260
Sacto Water Authority			18,000	9,628	8,372	18,000
CGWA/SE Area Water			13,980	11,000	2,980	13,980
Admin Allocation	16,585	7,379	149,268	117,083	32,184	199,023
Subtotal	48,364	40,997	563,465	670,820	(107,355)	729,788
TOTAL COSTS	179,434	104,973	1,878,829	1,689,143	189,686	2,496,192

RANCHO MURIETA CSD
SEWER
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21

<u>Description</u>	<u>Period Budget</u>	<u>Period Actual</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget (Over)/Under</u>	<u>Annual Budget</u>
Sales Residential	\$112,518	\$111,386	\$1,009,707	\$1,001,599	\$8,108	\$1,347,259
Sales Commercial	11,803	12,311	106,227	110,134	(3,907)	141,636
Availability Charges	220		220		220	220
Interest Income			2,500	1,190	1,310	2,500
Inspection Fees	1,771		1,771	1,012	759	1,771
Late Charges	1,500	1,450	13,500	4,738	8,762	18,000
Project Reimbursement	182	182	1,638	1,638		2,184
Misc Income				57	(57)	
TOTAL REVENUE	127,994	125,329	1,135,563	1,120,368	15,195	1,513,570

EXPENDITURES

Sewer - SC

Salaries & Wages	11,452		107,506	19,486	88,020	147,854
Employer Costs	2,302		19,758	2,924	16,834	26,664
Payroll Taxes	876		8,870	445	8,425	11,957
Other Employer Costs	478		4,302		4,302	5,736
Pension Expense	2,317		21,174	1,941	19,233	28,651
Power	2,134	1,853	14,623	12,178	2,445	18,291
Supplies	100		900	15	885	1,200
Equipment Rental	100		900		900	1,200
Maintenance/Repairs	6,667	516	60,000	23,332	36,668	80,000
Miscellaneous	50		450	38	412	600
Admin Allocation	9,738	4,332	87,643	68,746	18,897	116,858
Subtotal	36,214	6,702	326,126	129,106	197,020	439,011

Sewer - ST & D

Salaries & Wages	14,151		132,847	129,496	3,351	182,705
Employer Costs	2,482		22,305	14,594	7,711	29,751
Payroll Taxes	1,083		10,959	2,562	8,397	14,773
Other Employer Costs	589		5,301		5,301	7,068
Pension Expense	2,864		26,167	12,772	13,395	35,407
Power	9,024	2,884	86,884	84,287	2,597	121,707
Supplies	500	434	4,500	13,970	(9,470)	6,000
Equipment Rental	100		900	4,001	(3,101)	1,200
Maintenance/Repairs	6,667	423	60,000	86,879	(26,879)	80,000
Chemicals			31,000	35,522	(4,522)	54,000
Lab Tests	1,250	573	11,250	9,753	1,497	15,000
Removal (Hazardous Waste)			8,000		8,000	8,000
Miscellaneous		73	250	5,250	(5,000)	500
Admin Allocation	16,737	7,446	150,637	118,158	32,479	200,849
Subtotal	55,448	11,832	551,000	517,244	33,756	756,960

Sewer Admin

Salaries & Wages	4,908		46,074	24,088	21,986	63,366
Employer Costs	987		8,469	3,458	5,011	11,430
Payroll Taxes	375		3,801	497	3,304	5,125
Other Employer Costs	203	98	2,352	24,213	(21,861)	3,211
Pension Expense	993		9,075	38,225	(29,150)	12,280
Tuition Reimbursement			280		280	560
Recruitment	200		1,800	134	1,666	2,400

**RANCHO MURIETA CSD
SEWER
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21**

<u>Description</u>	<u>Period</u> <u>Budget</u>	<u>Period</u> <u>Actual</u>	<u>YTD</u> <u>Budget</u>	<u>YTD</u> <u>Actual</u>	<u>YTD Budget</u> <u>(Over)/Under</u>	<u>Annual</u> <u>Budget</u>
Travel/Meetings	100		900	(6)	906	1,200
Office Supplies	250	452	2,250	4,010	(1,760)	3,000
Copy Machine Maintenance	10	3	90	50	40	120
Telephones	1,750	2,976	15,750	26,327	(10,577)	21,000
Memberships	400	91	1,225	770	455	1,225
Legal	1,000		9,000	2,970	6,030	12,000
Training/Safety	500		10,100	1,745	8,355	15,000
Consulting	2,500	83	45,800	15,909	29,891	53,300
Uniforms	400	378	3,600	2,568	1,032	4,800
Building/Grounds Maint/Pest Cntr	175	173	1,575	1,970	(395)	2,100
Vehicle Maint	1,250	2,276	11,250	11,922	(672)	15,000
Vehicle Fuel	2,000	824	18,000	13,772	4,228	24,000
Information System Maint	801		7,213	1,096	6,117	9,617
Maintenance/Repairs	2,000	11,213	18,000	20,805	(2,805)	24,000
Non-routine Maint/Repair	1,250		11,250		11,250	15,000
Permits			41,000	47,298	(6,298)	51,250
Tools	300		2,700	3,455	(755)	3,600
Dam Inspection Costs			13,700	13,923	(223)	13,700
Miscellaneous	192		1,725	709	1,017	2,300
Admin Allocation	11,260	5,009	101,338	79,488	21,850	135,117
Subtotal	33,804	23,577	388,316	339,896	48,421	505,701
TOTAL COSTS	125,465	42,111	1,265,442	986,245	279,197	1,701,672

**RANCHO MURIETA CSD
DRAINAGE
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21**

<u>Description</u>	<u>Period Budget</u>	<u>Period Actual</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget (Over)/Under</u>	<u>Annual Budget</u>
Sales Residential	\$15,071	\$14,849	\$135,635	\$133,735	\$1,899	\$180,846
Sales Commercial	3,029	4,529	27,259	26,902	357	36,345
Property Tax Allocation			34,498	38,544	(4,045)	63,886
Interest Income				242	(242)	
Meter Installation Fee				5,000	(5,000)	
Inspection Fees				1,012	(1,012)	
Misc Income				6	(6)	
TOTAL REVENUE	18,099	19,378	197,392	205,441	(8,048)	281,078

EXPENDITURES

Drainage

Salaries & Wages	7,117		66,808	35,427	31,381	91,882
Employer Costs	1,431		12,279	3,850	8,429	16,572
Payroll Taxes	544		5,511	820	4,691	7,429
Other Employer Costs	294		2,646	4,164	(1,518)	3,528
Pension Expense	1,440		13,158	9,938	3,220	17,805
Travel/Meetings				(1)	1	
Legal			1,750		1,750	1,750
Training/Safety			800	1,145	(345)	1,000
Community Communications			4,000		4,000	8,000
Consulting		16	17,200	9,260	7,940	17,450
Uniforms			200		200	400
Power	1,005	801	7,200	6,295	905	9,662
Information System Maint				(39)	39	
Equipment Rental			3,000		3,000	3,000
Maintenance/Repairs		2,328	1,750	6,693	(4,943)	2,250
Permits			5,750	5,994	(244)	5,750
Chemicals			1,500	11,338	(9,838)	12,000
Lab Tests	750		2,250		2,250	3,000
Tools	1,000		1,600	3,590	(1,990)	1,600
Drainage Improvements	1,500		1,700		1,700	1,700
Miscellaneous				334	(334)	
Admin Allocation	6,391	2,843	57,516	45,115	12,401	76,688
TOTAL COSTS	21,471	5,987	206,618	143,921	62,696	281,466

**RANCHO MURIETA CSD
SOLID WASTE
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 - 21**

<u>Description</u>	<u>Period Budget</u>	<u>Period Actual</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget (Over)/Under</u>	<u>Annual Budget</u>
Sales Residential	\$61,198	\$63,046	\$550,784	\$562,395	(\$11,611)	\$734,379
Interest Income			550	781	(231)	1,100
Misc Income				28	(28)	
TOTAL REVENUE	61,198	63,046	551,334	563,204	(11,870)	735,479

EXPENDITURES

Solid Waste

Salaries & Wages				(855)	855	
Employer Costs				(17)	17	
Payroll Taxes				(13)	13	
Other Employer Costs				1,906	(1,906)	
Pension Expense				2,926	(2,926)	
Travel/Meetings				(1)	1	
CWRS Contract Charges	56,162		505,460	433,531	71,929	673,947
Legal				6,645	(6,645)	
Information System Maint				(32)	32	
Miscellaneous	3,480		31,321	28,541	2,780	41,761
Admin Allocation	3,043	1,354	27,389	21,483	5,905	36,518
TOTAL COSTS	62,686	1,354	564,170	494,114	70,056	752,226

**RANCHO MURIETA CSD
SECURITY
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 -21**

<u>Description</u>	<u>Period Budget</u>	<u>Period Actual</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget (Over)/Under</u>	<u>Annual Budget</u>
Sales Residential	\$105,975	\$99,682	\$953,771	\$898,094	\$55,676	\$1,271,694
Sales Commercial	17,496	18,673	157,465	165,442	(7,977)	209,953
Property Tax Allocation			250,890	280,309	(29,419)	464,612
Interest Income			600	(71)	671	1,200
Fines/Rule Enforcement	175	175	1,575	1,575		2,100
Late Charges	2,000	2,900	18,000	9,475	8,525	24,000
Title Transfer Fees	450	1,100	4,050	10,400	(6,350)	5,400
Security Gate Bar Code Income	650	1,010	5,850	7,070	(1,220)	7,800
Misc Income	350	346	3,150	3,146	4	4,200
TOTAL REVENUE	127,096	123,886	1,395,351	1,375,441	19,910	1,990,959

EXPENDITURES

Security - Gate

Salaries & Wages	25,185		237,076	191,829	45,247	325,042
Employer Costs	10,382	11,009	89,165	84,254	4,911	120,311
Payroll Taxes	2,742		22,801	4,606	18,195	29,860
Other Employer Costs	1,885		16,965		16,965	22,620
Pension Expense	5,241	1,906	47,612	16,423	31,189	64,316
Clerical Services	50	4,147	450	48,698	(48,248)	600
Recruitment	175	42	1,575	385	1,190	2,100
Office Supplies	10		90	5,311	(5,221)	120
Telephones	30	20	270	562	(292)	360
Training/Safety	100		900	1,063	(163)	1,200
Uniforms	83		750	1,316	(566)	1,000
Equipment Repairs	300	278	2,700	3,184	(484)	3,600
Building/Grounds Maint/Pest Cntr	300	332	2,700	5,821	(3,121)	3,600
Bar Codes			6,900	2,625	4,275	6,900
Power	791	756	6,556	6,544	12	8,567
Information System Maint	1,249	1,199	11,241	10,791	450	14,988
Miscellaneous	604		5,438	783	4,655	7,250
Interest Expense	29		263		263	350
Admin Allocation	20,998	9,342	188,981	148,234	40,747	251,975
Subtotal	70,155	29,031	642,432	532,427	110,004	864,759

Security - Patrol

Salaries & Wages	22,007		214,694	134,946	79,748	292,078
Employer Costs	11,658	6,456	99,426	50,440	48,986	134,400
Payroll Taxes	1,683		18,397	2,510	15,887	24,316
Other Employer Costs	2,260		20,340		20,340	27,120
Pension Expense	4,632	1,108	42,342	13,722	28,620	57,187
Tuition Reimbursement			750		750	1,500
Clerical Services	50	5,978	450	29,674	(29,224)	600
Recruitment	115	283	1,035	595	440	1,380
Office Supplies	10	659	90	7,468	(7,378)	120
Telephones	230	163	2,070	2,979	(909)	2,760
Training/Safety	100		900	766	134	1,200

**RANCHO MURIETA CSD
SECURITY
For the Nine Months Ending Wednesday, March 31, 2021
FISCAL YEAR 2020 -21**

<u>Description</u>	<u>Period</u> <u>Budget</u>	<u>Period</u> <u>Actual</u>	<u>YTD</u> <u>Budget</u>	<u>YTD</u> <u>Actual</u>	<u>YTD Budget</u> <u>(Over)/Under</u>	<u>Annual</u> <u>Budget</u>
Uniforms	125		1,125	760	365	1,500
Equipment Repairs	100		900	250	650	1,200
Building/Grounds Maint/Pest Cntr	350	239	3,150	4,195	(1,045)	4,200
Vehicle Maint	750	4,497	6,750	18,130	(11,380)	9,000
Vehicle Fuel	1,300	1,341	11,700	11,534	166	15,600
Vehicle Lease	397	143	3,571	1,283	2,288	4,762
Off Duty Sheriff			8,000	2,563	5,437	8,000
Information System Maint	289		2,599	670	1,929	3,466
Miscellaneous		6		226	(226)	
Interest Expense	33	14	300	128	172	400
Admin Allocation	20,237	9,003	182,134	142,863	39,271	242,845
Subtotal	66,326	29,889	620,723	425,702	195,021	833,633
Security Admin						
Salaries & Wages	6,659		66,762	22,152	44,610	90,070
Employer Costs	3,461	814	29,343	21,358	7,985	39,726
Payroll Taxes	510		5,173	748	4,425	6,957
Other Employer Costs	740		6,835	31,099	(24,264)	9,305
Pension Expense	1,364		12,533	52,903	(40,370)	16,882
Clerical Services				21,987	(21,987)	
Recruitment				1,518	(1,518)	
Travel/Meetings	500		1,000	(4)	1,004	1,000
Office Supplies	500	7	4,500	156	4,344	6,000
Telephones	35	49	315	469	(154)	420
Legal	400	2,979	3,600	11,211	(7,611)	4,800
Training/Safety	100		900		900	1,200
Equipment Maint	250	1,953	2,250	1,352	899	3,000
Consulting		161	25,000	1,346	23,654	25,000
Uniforms	50		450		450	600
Information System Maint	50	50	450	1,637	(1,187)	600
Miscellaneous	100		900	48	852	1,200
Admin Allocation	7,151	3,182	64,363	50,486	13,878	85,817
Subtotal	21,871	9,194	224,374	218,463	5,911	292,577
TOTAL COSTS	158,351	68,114	1,487,529	1,176,592	310,937	1,990,970

MEMORANDUM

Date: April 15, 2020
To: Board of Directors
From: Tina Talamantes, Interim Security Chief
Subject: Security Update Report for the Month of March

SUMMARY OF APRIL SECURITY COMMITTEE MEETING

The Security Committee met on April 8, 2021 and discussed the following:

- Security Service Opinion Survey Schedule: Mr. Hennig updated the Committee on the progress on the Security Opinion Poll, stating that he and Director Martin Pohll met with Timothy McLarney, President of True North, Inc., to discuss the schedule for the Opinion Survey. A townhall meeting will be scheduled with the community first. Then there will be four to five working groups comprised of members of the Community. Instead of having groups which represent the same section of the Community, it was decided that the groups would have a variety of representatives. For example, instead of one of the groups being made up of Commercial Community Members, each group will have representatives from all of the sections of the Community.
- Summer Staffing Schedule: The Security Department will have supplemental staffing provided by Contract Security and the Off-Duty SSD program.
- Board Room Maximum Occupancy: Sacramento County has changed from the purple tier to the red tier (COVID guidelines), and we are looking at having meetings in the CSD Board room again. We are trying to figure out what our Board room capacity is.
- Security Supervisor Recruitment: We are currently recruiting for the Security Supervisor position. We have received several applications, and they are under review.

OPERATIONS UPDATES

The Department is currently working on the following projects:

- Additional PDF Staff to support Security Gate & Patrol until vacancies are filled
- Recruitment for the Security Supervisor position has begun – Applications currently under review
- Continuing Recruitment for Gate and Patrol Officers: Received several applications for positions and the applications are under review; one Gate Officer position was offered/accepted by applicant – now in background phase.
- Reinstating program for issuing County citations for parking, handicap, fire zone and other allowable violations: Phase 1 - Met with SSD for updates on county citations and fees schedule; awaiting final approval from SSD and review by the Attorney for the District; Phase 2 – Education; Phase 3 – Implementation on July 1
- Summer Events Planning: We are looking at options for additional patrol with our Contract Security and hire back of Off-Duty SSD for weekends and upcoming summer events. SSD began Off-Duty hire back April 16 and 17.
- RFP for Contract Security Services – Only to SUPPLEMENT Security as needed when we are short-staffed
- Community Event with SSD – We are trying to organize a Crime Prevention event at CSD
- AEDs received – one for the office and one for Patrol; training will be scheduled for Security, Operations and Administrative staff.

Rancho Murieta Association activity:

We continue to work with the RMA Leadership on a regular basis. Our focus is to improve our level of service while attempting to live within the budget as much as possible. We have stressed with our Gate and Patrol Officers the need to follow their training and to stay safe. If there are incidents where there is a safety concern, they notify Security Dispatch to call the Sacramento Sheriff's Department. The following list is the current focus of our meetings.

- General calls for service
- General non-architectural enforcement
- Stop Sign enforcement – enforcement missions conducted each week; other citations issued during regular patrol
- Speed enforcement –enforcement missions conducted each week during the daytime hours only; other citations issued during regular patrol
- License Plate Reader (LPR) cameras at North and South gates: we will be installing LPR cameras for the outbound/exit #2 lane/bike lane at the North gate and repairing the LPRs at the South gate exit.

Murieta Village activity:

- Village entry cameras: Installation complete. Cameras are working and ready for Security to view.
- Regular patrol activity

Rancho Murieta Commercial Owners Association activity:

- Installing two surveillance cameras on Murieta Drive: Installation complete. Cameras are working and ready for Security to view.

INCIDENTS OF NOTE

March 1-31, 2020

March 4, 2021: Vandalism

Laguna Joaquin Park – A resident reported that kids skateboarding at the Laguna Joaquin Park had knocked over a part of the retaining wall. Patrol responded and located several juveniles, who stated the wall was like that when they arrived. Sgt. Tompkins reviewed video and found that one of the juveniles was skateboarding and then purposely kicked the retaining wall, knocking off several blocks. The blocks were put back in place. Citation issued.

March 8, 2021: Auto Burglary

6800 block Terreno Drive – a vehicle was burglarized and a backpack containing a .40 caliber loaded handgun was stolen. No known suspects reported. SSD responded for the report.

March 12, 2021: Hit and Run Accident

Murieta Village/Murieta Drive – Patrol responded to a report of a hit and run accident. Sgt. Tompkins reviewed video and identified the vehicle and driver. The driver was located and interviewed. Photos taken and information was forwarded to CHP.

March 15, 2021: Stolen Golf Cart

Murieta Inn and Spa – Patrol was flagged down by personnel of the location, who reported a stolen golf cart (green Yamaha) that was taken in the early morning hours. A review of video footage revealed five subjects wearing face masks taking the cart. The golf cart was later recovered behind Bel Air at the loading dock with approximately \$1000 in damage.



Patrol Coverage:

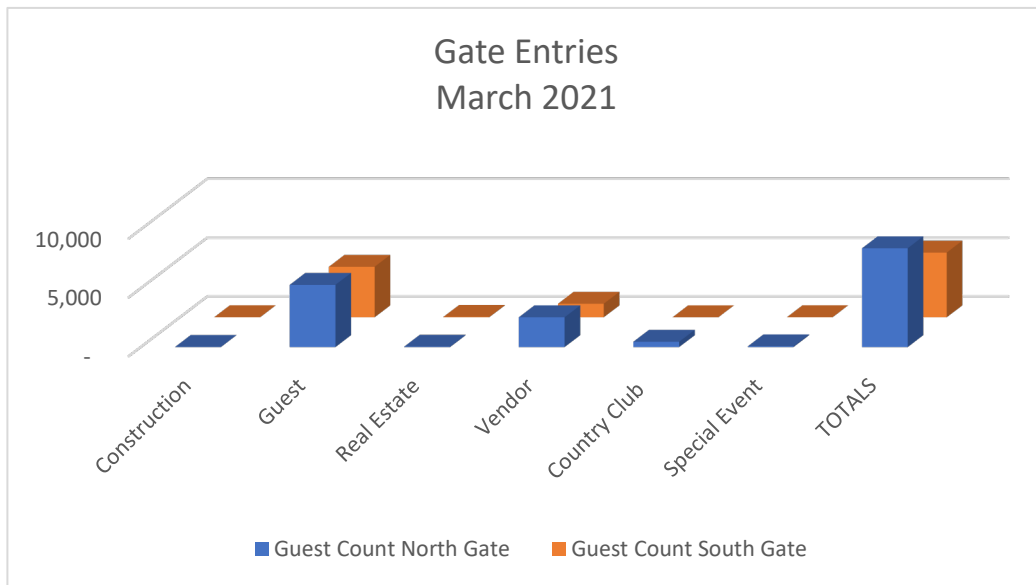
All shifts were covered during the month of March 2021.

Gate Entries by Type

March 1-31, 2021

Pass Type	Guest Count North Gate	Guest Count South Gate	Count by Pass Type
Construction	16	11	27
Guest	5,289	4,292	9,581
Real Estate	40	33	73
Vendor	2,533	1,152	3,685
Country Club	456	4	460
Special Event	67	7	74
TOTALS	8,401	5,499	13,900

Prior Month Totals: 8,485 4,044 12,529



Gate Entries Denied

March 1-31, 2021

	Lookers	Resident Refused	Vendor After Hours	No Answer at Resident	Other	TOTAL
All Gates	14	1	9	1	3	28

Prior Month Totals:

17

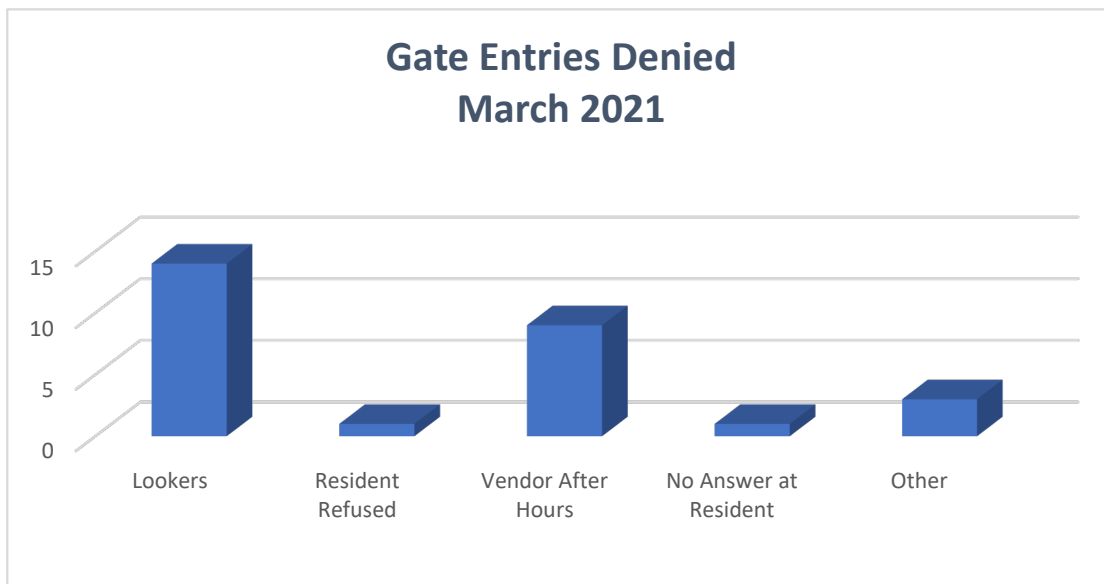
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2

61





Rancho Murieta CSD Security

15160 Jackson Rd
Rancho Murieta, CA 95662

Cases - Breakdown by Type

ABANDONED DISABLED VEH	4
ALARM	7
ANIMAL COMPLAINT	10
ASSIST OTHER AGENCY	6
BURGLARY	2
CITATION	15
DEATH	1
DISTURBANCE	12
ESCORT	3
EXTRA PATROL	1
FOLLOW UP	9
GUN SHOTS	2
INTOXICATED PERSON	3
JUVENILE DELIQUENCY	6
LOST/FOUND PROPERTY	4
MEDICAL AID	8
MISCELLANEOUS	19
New Call Type	1
OPEN DOOR	7
PARKING	51
PATROL DETAIL	1
PETTY THEFT	2
REFUSED ENTRY	28
RESIDENT COMPLAINT	31

RMA RULE VIOLATION	19
SAFETY ADVISAL	1
SPEEDING COMPLAINT	12
STOLEN/MISSING VEHICLE	1
STOP SIGN VIOLATION	1
SUSPICIOUS ACTIVITY	7
SUSPICIOUS PERSON	7
SUSPICIOUS VEHICLE	13
TRAFFIC ENFORCEMENT	11
TRASH-PICK UP	1
TRESPASSING	7
VANDALISM	10
VEHICLE ACCIDENT	6
WATER LEAK	2
WELFARE CHECK	6
Total	337



MEMORANDUM

Date: April 16, 2021
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Field Operations Monthly Update

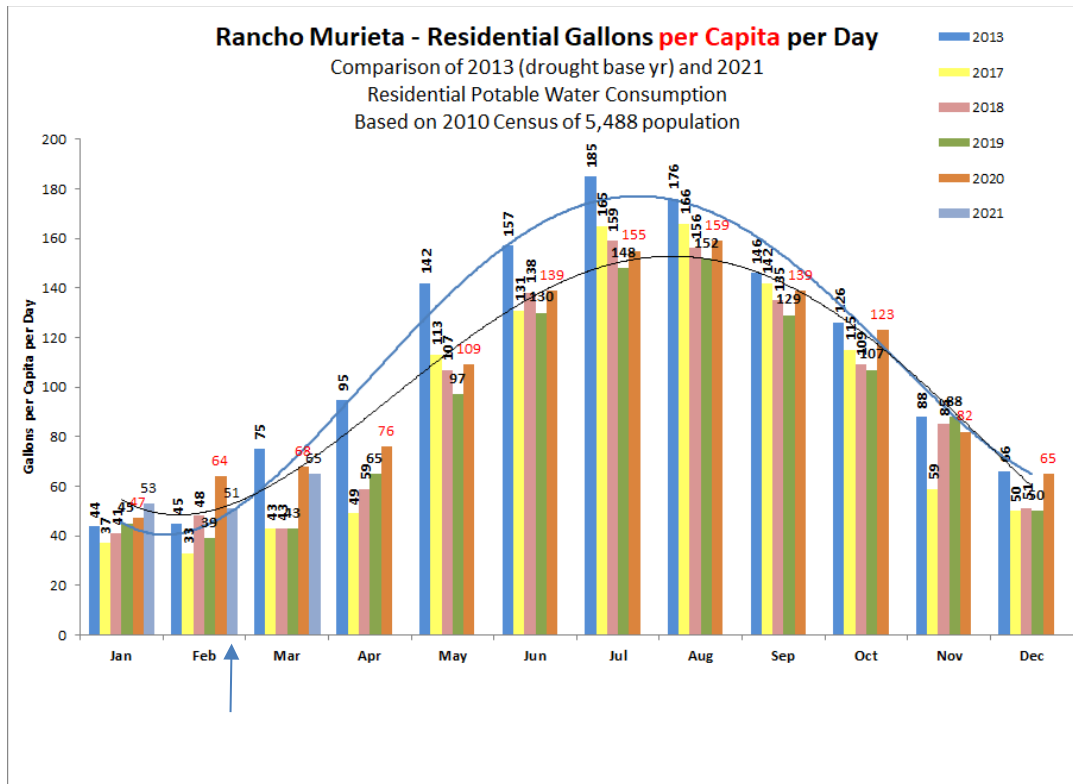
Improvements Committee summary

The Improvements Committee met on April 6, 2021 and discussed the following:

- Current and projected development projects
- Ongoing work for the Reserve Study
- Staff tested out the hypochlorite tanks, feed lines and pump system with the chemical pump system vendor with water. During this test it was determined that additional backpressure valves be installed at the points of chemical injection and that additional telemetry wiring was needed for the full functionality of the chemical pump skids.
- Requested that Redwood Painting Co. be approved as the lowest cost and best proposal submitted for epoxy coating the East and West DAF units, which was approved to be included in this Board packet for approval.

WATER TREATMENT

Plant #2 remains in sole operation to meet daily demands producing a current average of 1.46 million gallons per day (MGD). Plant #1 is being prepared to be turned on with water demands increasing due to longer and warmer days. The water plant produced 29.681 million gallons (MG), or 91.09 acre-feet (AF) of potable water in March. The production value per connection was 351 gallons per connection per day for March. The water used was 18,083,902 gallons, 55.5 AF. This equates to 65 gallons of water used per capita per day vs 75 in 2013, a 13.3% decrease in use in the base comparison year of 2013 as shown in the updated graph below.



Below is the water use data provided from Administration, with last month's data outlined in red.

												Last FY	Last FY	Last FY	Last FY Same Period
12 month rolling % increase		2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	
		Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul	Jun	May	Apr	Mar	
Residences		2,616	2,615	2,615	2,612	2,607	2,669	2,660	2,662	2,659	2,657	2,647	2,643	2,632	
Weighted Average															
Cubic Feet	1,740	727	687	711	970	1,650	2,016	2,518	2,802	2,565	2,502	1,668	1,054	1,042	
Gallons Per Day	435	181	171	177	242	411	503	628	699	648	624	386	263	260	
Same Period Last FY	435														
												Last FY	Last FY	Last FY	Last FY
YTD Totals		2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	
		Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul	Jun	May	Apr	Mar	
Commercial	1,042,423	68,900	62,896	40,624	38,314	81,890	98,366	128,118	147,140	159,116	123,662	61,508	31,889	55,829	
Parks	384,981	742	1,219	1,239	6,662	21,818	38,398	55,279	80,900	75,722	72,521	28,660	1,821	11,799	
Raw Water	764,098	0	0	0	1,648	12,349	17,699	24,602	68,651	231,249	272,250	133,548	2,102	49,701	
CSD	35,566	2,426	1,532	1,336	854	1,917	2,683	3,008	3,686	4,095	5,218	6,537	2,274	1,492	
Totals	2,227,068	72,068	65,647	43,199	47,478	117,974	157,146	211,007	300,377	470,182	473,651	230,253	38,086	118,821	

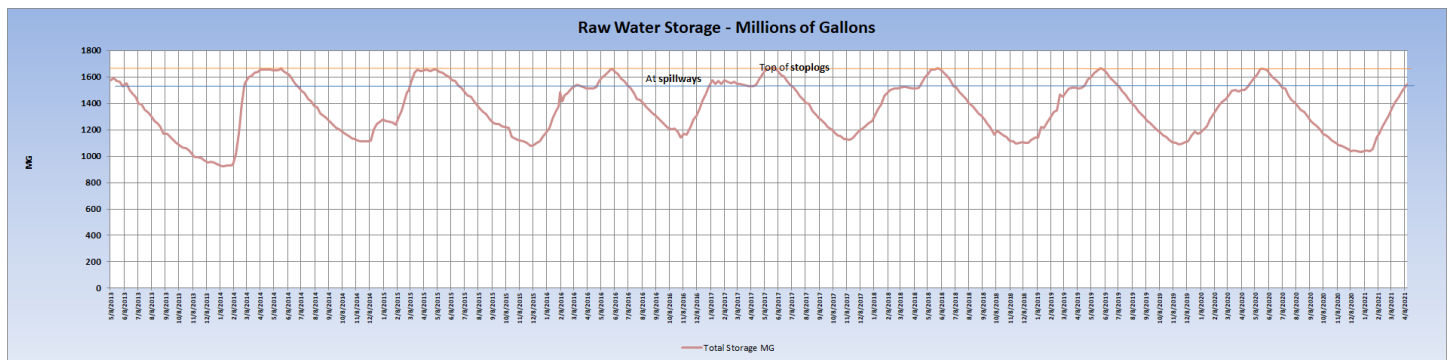
WATER SOURCE OF SUPPLY

On April 13, 2021, all raw water storage for Calero, Chesbro, and Clementia Reservoirs volume measured 1,545.9 million gallons (4,744.43 acre-feet [AF]) Total volume of Calero and Chesbro is 1,243.3 MG (3,815.72 AF). Total usable volume of all 3 reservoirs accounting for dead storage in the reservoirs is 1,381.9 MG (4,241.3 AF). In April only 1.89 inches of rain was received, and evaporation measured at 3.80 inches. Based on our current pumping rate from the river to storage minus water system demand the storage reservoirs should be filled in another 25 days.

Our current reservoir levels are as shown here:

	WTP Flow Rate Setting MGD	Granlee Production MGD	Calero Elevation	Calero Ac-ft	Calero MG	Chesbro Elevation	Chesbro Ac-ft	Chesbro MG	Clementia Elevation	Clementia Ac-ft	Clementia MG	Spillway Raw Water % Full	Splashboards Raw Water % Full	Total Storage MG	Total Storage Ac-Ft	Total Usable Volume MG	Total Usable Volume AF	Calero & Chesbro total MG	Calero & Chesbro ac-ft	Cal.-Ches.Total Usable Volume MG	Cal.-Ches.Total Usable Volume AF	% full top of stoplogs	% full to spillways
Full Volume at Spillway			278.00	2622.50	854.487	260.70	1130.70	368.415	185.00	907.10	295.559	4660.3	1664.0	1518.461	4660.30	1381.948313	4241.33	1243.27	3815.72	1193.91	3362.72	92.8987	101.642
4/13/2021	1.5	7.0	279.02	2734	890.82	259.58	1081.72	352.46	185.31	928.71	302.60	101.8	92.9	1545.87	4744.43	1381.948313	4241.33	1243.27	3815.72	1193.91	3362.72	92.8987	101.642

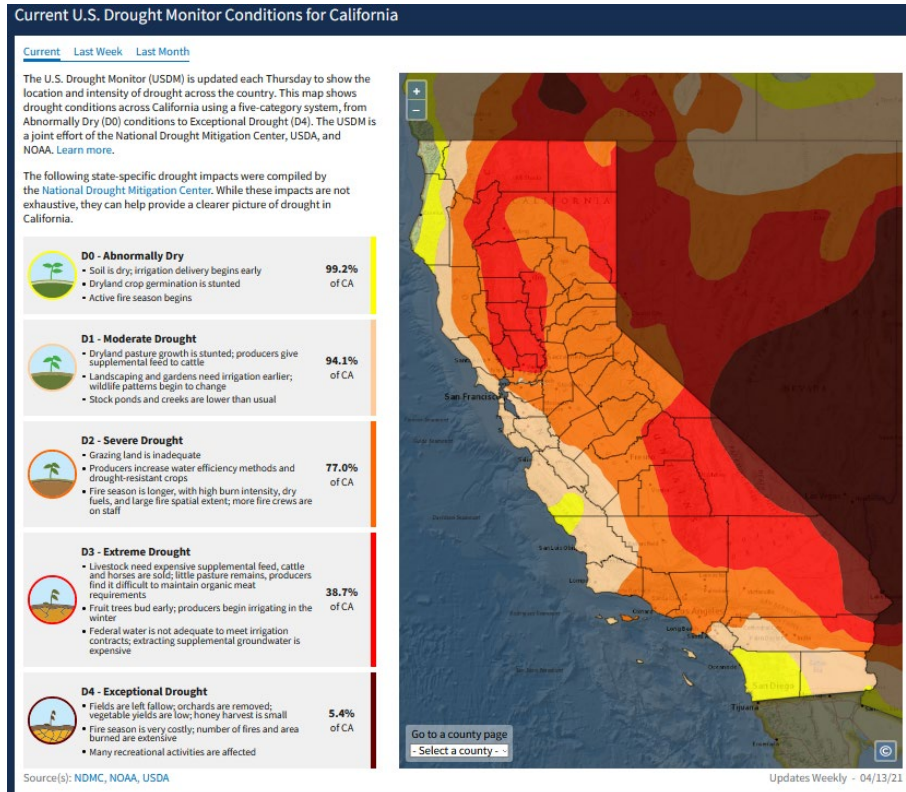
A graph of the raw water storage volumes is shown below. We have managed to pump 576 MG (1,768 AF) to storage so far this season.



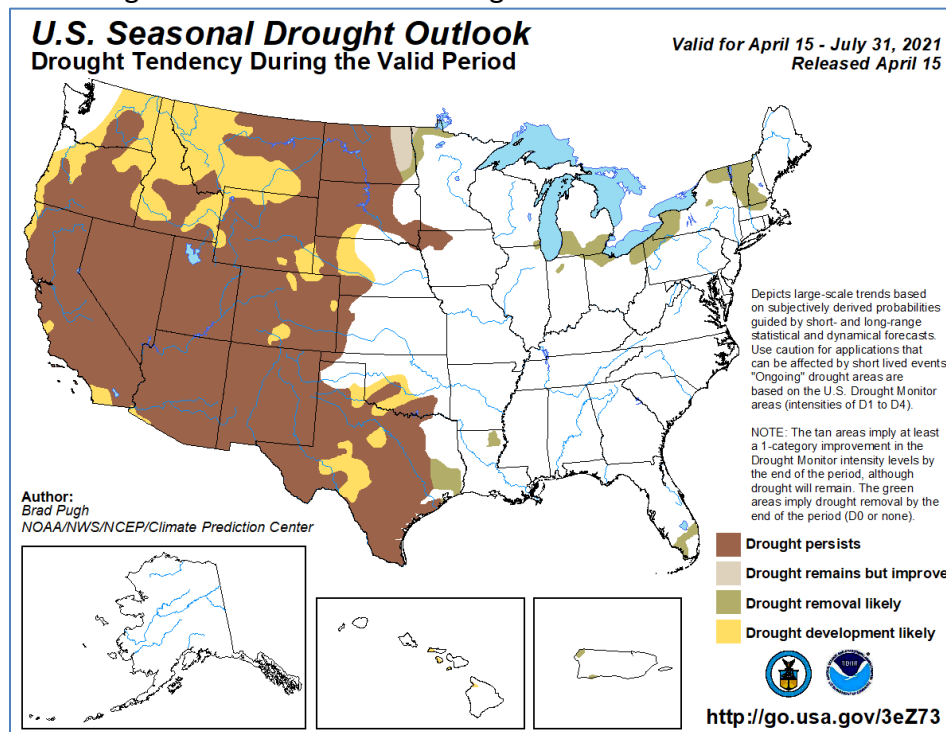
WATER FORECAST:

Below are updated images of the current drought condition and outlook. Sacramento region is continuing to be noted as being in a Severe Drought stage. It may be requirement to implement a higher drought stage beyond our current declaration of Normal. Here is the weblink to our Water Shortage Contingency Plan:

<https://www.ranchomurieta.com/water-conservation> I have directed staff to tag water wasters with our Water Conservation Notice tags.



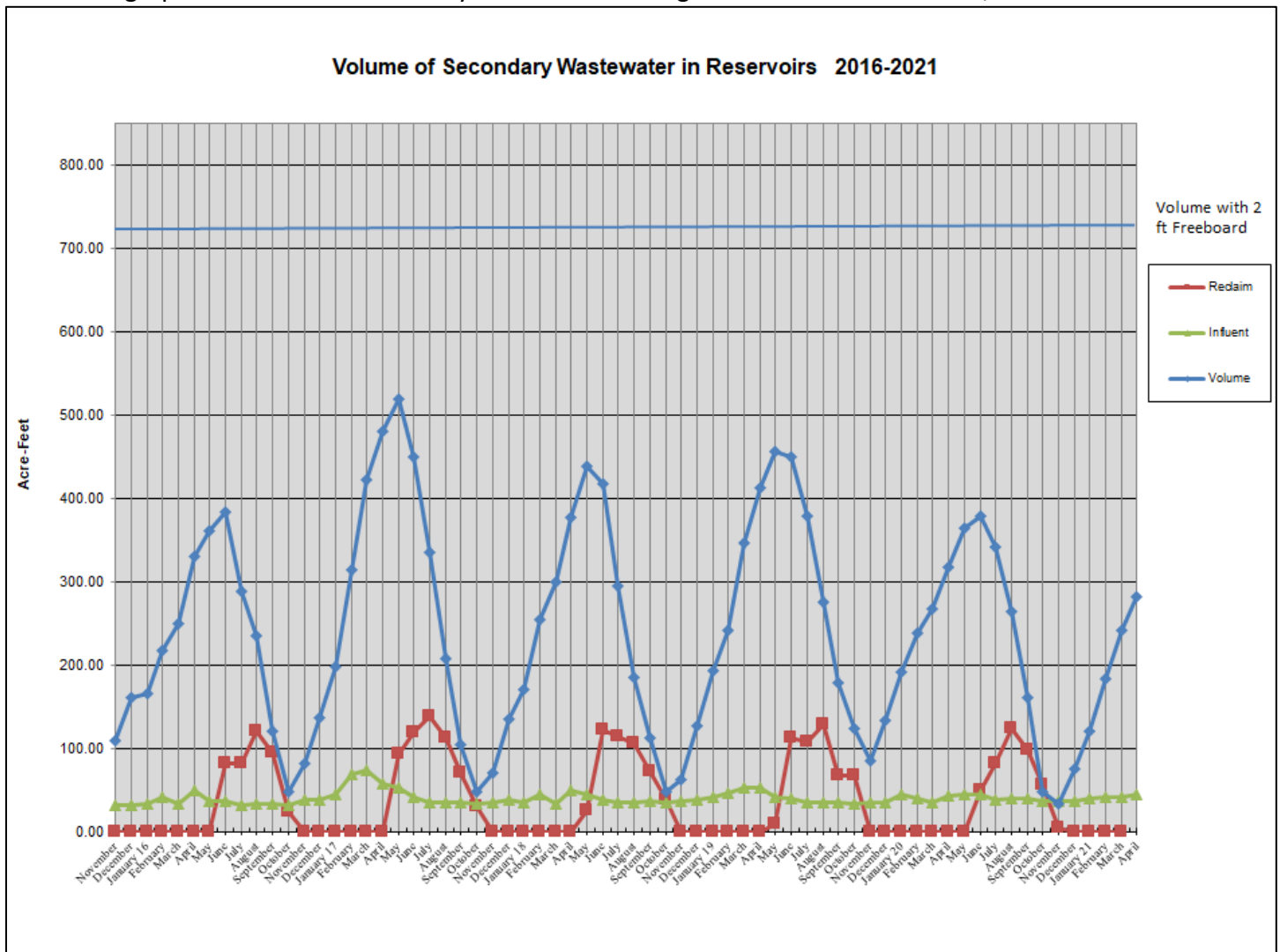
The drought outlook remains unchanged for our area.



WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

For February the influent wastewater flow averaged 465,000 gallons a day, for a total of 14.416 MG, (44.24 AF). This is approximately 175 GPD per sewer connection. On April 13, 2020, secondary wastewater storage measured 93.22 MG (286.1 AF), of which 83.4 MG (271.2 AF) is usable for reclamation due to dead storage. This is a lower volume that in the past several years, most likely due to the disappointing amount of rain received. For the calendar year of 2020, only 12.04 inches was received and there was a total of 68.02 inches of evaporation. I called and spoke with the RMCC course superintendent again to let him know they would probably need to utilize river water until early June to offset the shortfall of wastewater we have in storage that would be processed in to reclaimed water for their irrigation use. The RMCC may utilize river water under various water rights; riparian Statement 9697, Application 16142, as well as Application 23416.

Below is a graph of the recent secondary wastewater storage volumes as of March 10, 2020.



SEWER COLLECTION

Utilities staff had a call for one sewer issue which was determined to be the homeowner's responsibility. With permission of the homeowner, I had staff assist them in trying to clear their line. Roots in their private sewer lateral were removed. No issues occurred in the District's sewer collection system this past month.

DRAINAGE

With the little rainfall and previous work done in drainage, there were no issues of concern in the drainage system in February.

WATER METERING AND UTILITY STAFF WORK

In March nine (9) ¾ -inch meters and two (2) one-inch meters were replaced for maintenance and five (5) new meters were added to homes being built. Also completed were nine (9) Underground Service Alert markings and twenty-three (23) utility star service orders for the administration department.

In March Utilities staff repaired three (3) water service line leaks. One of the leaks was at Hole 10 of the north golf course in a pvc line. They also had six (6) homeowner calls for various water related complaints this last month as people began irrigating.

CIA Ditch

The CIA ditch is in operation with day to day decisions being handled now by John Sullivan and Tom Hennig. Staff are measuring the level of water in Laguna Joaquin and reporting it them daily as requested. Staff and I were not involved or aware of the pathway bridge that was removed below the CIA ditch just east of the wooden pedestrian bridge. Because the bridge location is on private property, it is not within the purview of District's operations. Apparently, most residents were made aware via social media.



Photo of pathway bridge demolished by Rancher leasing lands from Anderson Ranch, on behalf of controlling interest of CIA

General Update

Sloughhouse Resource Conservation District (SRCD) – GSP development

The SRCD met on Monday March 22 to continue their efforts of forming a Groundwater Sustainability Plan (GSP) to comply with Sustainable Groundwater Management Act (SGMA). There was continuing discussions regarding their authority, the various groundwater basins, and their public engagement event for the following Wednesday. I sat in on their Cosumnes Subbasin Public Meeting, and they did an excellent job explaining their background as to why they are becoming a Groundwater Sustainability Agency (GSA) to give local authority over their local basin vs having the state step in which would be more expensive and provided a detailed presentation of what it is all about.

Asset Updates / Association Reserves reserve review

I have been continuing to supply information to work to provide requested information to Association Reserves to help in completing their reserve update for the District. Association Reserves provided a draft update via their “Client Center” weblink for our review. We are in the continuing process of reviewing life cycle and maintenance cycles and costs and descriptions of listed assets, and adding additional items not listed.

Sodium Hypochlorite Conversion Project

Staff partially filled the two new hypochlorite tanks and tested out the pumping systems with the chemical pump vendor onsite to set the systems up. We discovered that additional telemetry wiring needs to be routed from the pump skids to the PLC for additional alarm and control integration. The vendor also noted the need for additional backpressure valves to installed as close to the chemical injection points as possible. Staff is in the process of working to get these additional items taken care of.

DEVELOPMENT PROJECTS

The Retreats East & North

The project reports that K Hovnanian Builders is still in due-diligence period and anticipates being closed by June of this year. The project submitted improvement plans on February 19 requesting that they be re-approved and signed off by Coastland Engineering, along with Sac Metro Fire Department and Sacramento County. Coastland responded that the previous review has expired, signature date of 6/9/17, and needs to be reviewed. District staff has requested past due and additional deposit funding before being able to continue work.

Rancho Murieta North – Development Project

On April 12, Tom and I, representing RMCSD, Joe Dominichelli our new District engineer, and developers of the Rancho North project, John Sullivan, Cindy Moreno, and their engineer Mike Robertson, met to discuss this development and their other developments. They noted they want their past submittals for water, sewer, and drainage reviewed as soon as possible so they may continue towards submitting their EIR. Initial drainage review was already submitted by Coastland to the project and the project acknowledged this.

The project reports that the Traffic study is now complete, and the Green House Gas study will be completed this week. They are waiting for CSD comments on studies to complete all submittals to the County, however we do not have enough deposit funding at this time to continue review. Tom Hennig is requesting additional deposit funding and noted that D&A will be taking over review.

We met internally with Coastland, directors Pohll and Merchant, and new District engineering firm D&A to discuss the status of the project's review. Coastland reported they had reviewed the drainage study and had provided comments back to the project 12/11/2012 with no response received back yet. Sacramento County had also provided a comment letter to the project on 3/16/20. Their reviews of the Water and Sewer studies are not complete as the District had put a hold on the project. Former General Manager Mark Martin had provided a letter to Mr. Sullivan on 2/10/20 noting that the projects review was on hold with the County and therefore on hold with the District. I recently reached out to Sacramento County planning and they noted that this project is still registered as being on hold with them at this time.

MG - Murieta Marketplace

No update.

MG – Legacy Villas & Suites (lot 7)

No update.

The Murieta Gardens I & II – Infrastructure

No update.

MG - Murieta Marketplace

No update. The drainage basin which is a part of this project remains active as a stormwater best management practice for the development site keeping it active.

MG – Lot 9 (Taco Bell)

The project reported that they should be submitting to RMCSO soon. At that point when the project proceeds, we will direct the new owner to submit a project application packet and deposit for review of this project. Last update: The developer reports this project has been approved by CPAC and design review updates have been submitted to Sacramento County. At that point when the project proceeds, we will direct the new owner to submit a project application packet and deposit for review of this project.

MG -Lot 10 (PDF Office)

I provided information to the project owner, Paul Frank, that the Civil plans are now approved with signatures pending the project engineer submitting mylars to Coastland Engineering and that Coastland's contract with the District is expiring on April 21st of this year.

MG – Lot 11 (Circle K Convenience/Carwash/Subway)

The project plans are approved, and the project anticipates beginning on April 1, but has not provided any communications confirming this. I have reached out the project owner requesting notification of a start date to be prepared for District inspections related to our services.

Other Development Projects:

Riverview

Coastland submitted comments on the 3rd submittal of the grading plans. Coastland is continuing review of Riverview's three phased plan packages, including Water, Sewer and Storm Drain studies. Below is a status of all three packages that are being processed. Coastland understands that Phase 2 submittal is being prepared, but it has not been submitted for review.

- Phase 1A: Coastland/CSD returned comment letter and redlines to Developer on February 3.
- Phase 1B: Coastland/CSD returned comment letter and redlines to Developer on December 21, 2020.

- Grading: Coastland/CSD returned comment letter and redlines to Developer on February 23.

Murieta Business Park

No update.

Planned Projects:

The Residences of Murieta Hills East

We have met with Bob Keil, the owner/developer of the East portion of this project who is interested in proceeding with it possible very soon. Both maps (PLNP2017-00151, Residences of Murieta Hills West Vesting Tentative Subdivision Map and PLNP2017-00183, Residences of Murieta Hills East Vesting Tentative Subdivision Map) are currently active with Sacramento County, and were extended on February 27, 2018 by the County Board to allow a 5-year extension from the date of approval. New expiration date for these maps are February 27, 2023. Conditions for both projects can be viewed:

<http://www2.agendonet.saccounty.net/BoardOfSupervisors/Meetings/ViewMeeting?id=3572&doctype=1>

Rancho Murieta Community Services District

May 2021

Board/Committee Meeting Schedule

May 4, 2021

Personnel	7:30 a.m.
Improvements	8:00 a.m.
Finance Meeting	10:00 a.m.

May 6, 2021

Communications/Technology	8:30 a.m.
Security	10:00 a.m.

May 19, 2021

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



10. FY 2021-22 Prop 218 FAQ - Pending

MEMORANDUM

Date: April 16, 2021
To: Board of Directors
From: Tina Talamantes, Interim Security Supervisor
Subject: RFQ Update – Security Service Opinion Poll

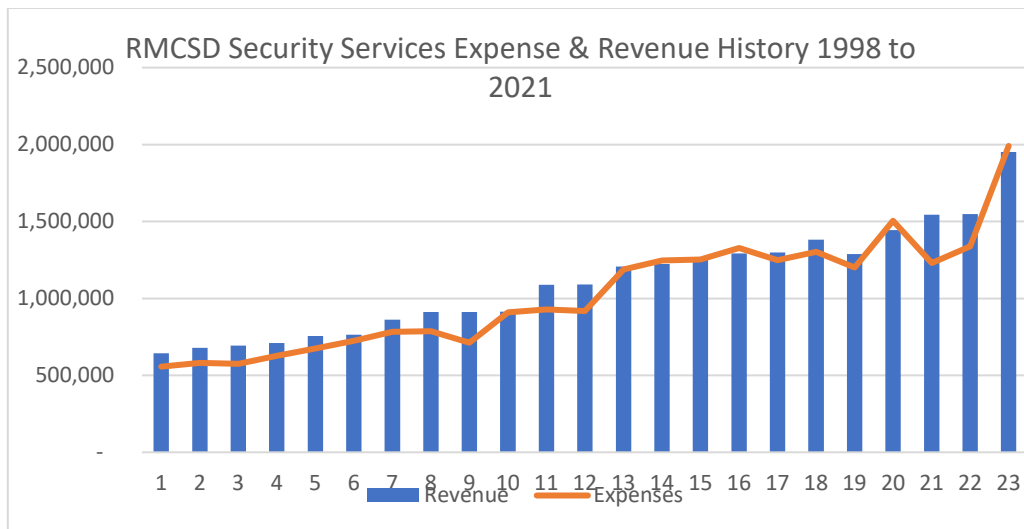
BACKGROUND

Security services in Rancho Murieta are funded by Measure J Special Tax, as approved by the voters in 1998. When the voters approved, Measure J, they established methods for setting monthly rates for commercial, residential, and undeveloped property, security services. Measure J provided funding for two (2) gate officers and one (1) patrol officer working 24/7/365. Initially, the base-year rates provided sufficient funds to support the twenty-four hour per day operations. During the first few years, rates were set below the baseline due to lower budgetary needs. Approximately ten years later, the rates needed to increase to keep up with the rising costs. As the years progressed, costs have since surpassed the available rate increases.

Over the past five years, the District began to supplement Security special taxes with general-purpose property tax. This practice became necessary as the cost of security services has outpaced revenue growth (see chart below). For fiscal year 2020-21, the District has allocated sixty-five percent (65%) of property tax revenue to support Security. Without a significant change in the level of services or an influx of new ratepayers, the District cannot sustain the practice of spending property taxes on Security.

Given these circumstances, a representative survey was found to be needed in order to provide a quantitative assessment of the views, priorities, and perceptions of this issue among the Rancho Murieta community. This survey will inform District leadership whether sufficient support exists among RMCS D voters for a new parcel tax to be viable, and if so, what sort of measure is likely to generate the broadest consensus considering such factors as tax rate, the level of services provided, and the outlook for security services. An RFQ was released for a Security Service Opinion Poll in November 2020, and several companies submitted proposals.

On February 17, 2021, the Board of Directors approved the final award of the RFQ Security Service Opinion Poll contract to True North Research, Inc. The purpose of the contract is to establish a plan to conduct a Community Opinion Survey regarding Security Services. This poll will survey Rancho Murieta residents, landowners, and businesses to determine the potential for replacing or supplementing Measure J, which was passed by the voters in 1998.



DISCUSSION

We have met with the consultant Timothy McLarney, PhD, from True North, Inc., on two occasions via Zoom and discussed the work that needs to be done on this project. A key component of the first phase of this project will be to hold stakeholder meetings with the various groups within the District. We have established the below schedule for implementing this project:

Phase 1: Planning and Design

- Kick-off meeting/confirmation of research needs and goals
- Review background materials, demographics and key stakeholders
- Meetings/workshops with stakeholder groups
- Develop a survey questionnaire
- Prepare data collection instrument
- Identify population and sampling parameters
- Test the survey questionnaire

Phase 2: Survey the Community

- Ensure participation reflects community demographics
- Finalize the target population, invite participation
- Conduct the survey (phone interviews, online – optimal media to be proposed)
- Monitor progress, identify and address issues
- Populate the data collection instrument

Phase 3: Analyze and Report the Results

- Tabulate the direct responses
- Cross-tabulate results, variables
- Perform statistical analysis
- Identify key findings, conclusions, and recommendations
- Draft final report, with summary
- Deliver findings to the District; present findings to the Board of Directors

TIMELINE

1. Contract awarded to True North Research February 17, 2021
2. Townhall meeting with the community at the RMCC Ballroom from 6-8 pm mid-May 2021
3. Stakeholder working groups/meetings June 2021
4. Survey questions to be finalized and presented to BOD July 2021
5. Conduct polling activities August/September 2021
6. Present polling results to Finance Committee October/November 2021
7. Presentation to the Board November/December 2021
8. Possible voter referendum in June 2022

MEMORANDUM

Date: April 15, 2021
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Consider Approval for DAF Coating

RECOMMENDED ACTION

Approve proposal from Redwood Painting Co., Inc. for East and West DAF coating, funding to come from Sewer reserves.

BACKGROUND

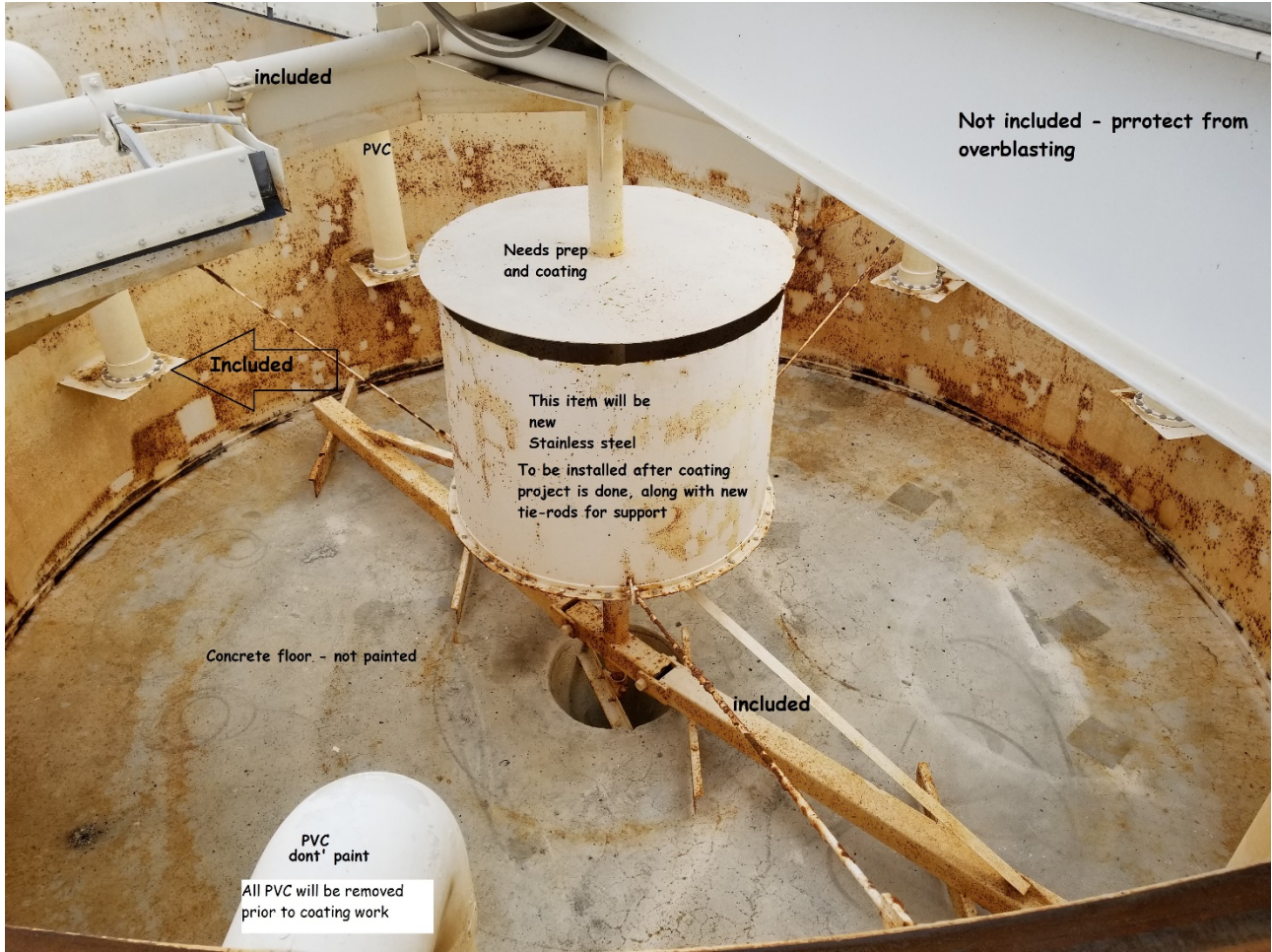
Redwood Painting Co., Inc. met the requirements of the bid packet posted, attending the mandatory site meeting, maintaining a NACE certification, provided the packet requirements, as well as provided the lowest bid.

The Dissolved Air Flootation (DAF) tanks are steel and need a specialty coating to protect them from the extremely corrosive waters that flow through them. Due to age and wear it is time to coat the DAFs to protect the steel from corrosion. (See picture below that was labeled for contractors.) The bid packet included the option to paint the West DAF in case time and cost was a limiting factor. From discussions with coating contractors at the mandatory site meeting time would not be a significant issue as each DAF would be coated in subsequent projects.

As costs came in lower than expected we recommend painting both this year, which also saves money in the long run as the mobilization cost for the contractor is saved doing the work for two vs one. The cost to paint each DAF is \$49,556. The total cost for this non-CIP project will not exceed \$99,112.

This item was heard by the Improvements Committee April 6, 2021, and they recommended it be moved to the Board for approval.

Sewer Replacement reserves are currently at \$3,154,402.



**REQUEST FOR PROPOSAL
for
Dissolved Air Flotation (DAF) Coating**



District Contact:
Paul Siebensohn
Director of Field Operations

Proposals Due By:
March 26, 2021
At 11:00 a.m.
Late proposals will not be accepted.

1. INTRODUCTION

A. General Information

Rancho Murieta Community Services District (District) is requesting proposals for epoxy coating of the interior of our Wastewater Reclamation Plant's – East Dissolved Air Flotation (DAF) unit and painting of the exterior of the DAF. An additive alternate bid would be to also coat our West DAF and its exterior as well.

Any inquiries concerning this request for proposals should be addressed to Paul Siebensohn, Director of Field Operations via email at psiebensohn@rmcsd.com. Any Q/A related to this proposal may be posted on our website for transparency.

2. NATURE OF SERVICES REQUIRED

Scope of Work to be Performed

The District is seeking proposals from NACE qualified Coating Services firms to perform coating of:

East DAF Tank Interior

Sandblasted to SSPC-SP10 / NACE 2 near white blast.

Painted with:

one coat of Tnemec N140-1255, 4 to 6 mils DFT, and

one coat of Tnemec N140-Color Tank White 15BL Pota Pox® Plus, 4 to 6 mils DFT.

All paint shall be applied per manufacturer datasheets.

East DAF Tank Exterior

Painted with:

Sandblasted to SSPC-SP6 / NACE 3 commercial blast, painted with

one coat of Tnemec N140-1255, 4 to 6 mils DFT, and

one coat of Tnemec 1075 Polyurethane-Color Water Front 18BL Pota Pox® Plus, 2 to 3 mils DFT. All paint shall be applied per manufacturer datasheets.

*Equal substitution of coating system may be permitted with prior approval by District or their representative.

3. GENERAL INFORMATION

A. Rancho Murieta Community Services District Background

Rancho Murieta Community Services District (District) was formed in 1982 by State Government Code 61000 to provide essential services in Rancho Murieta. The District provides essential services to an area of 3,500 acres (covering roughly five and a half square miles) located in the beautiful, wooded hills of eastern Sacramento County. The approved master plan calls for residential development on 1,920 acres

with single-family residences, townhouses, apartments, and mobile homes for a total of 5,189 units. Current estimates indicate Rancho Murieta has 2,700 households with a population of approximately 6,000 persons. The community is a balanced blend of both custom and production homes, townhouses, mobile homes, and a thriving retail complex. In addition, an airport, office building, fire station, and equestrian center are located in the District.

The District is an independent Special District which provides the following services:

- Water supply collection, treatment, and distribution
- Wastewater collection, treatment, and reuse (reclamation)
- Storm drainage collection, disposal, and flood control
- Security
- Solid Waste collection

While each service maintains and operates under its own separate budget, a combination of taxes and user fees fund these services.

The District is determined to deliver superior community services efficiently and professionally at a reasonable cost while responding to and sustaining the enhanced quality of life the community desires. Information about the Rancho Murieta community and the District is available on the District website at <https://www.ranchomurieta.com>.

4. PROPOSAL SUBMITTAL AND SELECTION

All proposals must be received no later than 11:00 a.m. on March 26, 2021. **Late or incomplete proposals will not be considered.**

Deliver proposals via email in pdf format to: psiebensohn@rmcsd.com

Rate Schedules (costs) via email in pdf format to: awilder@rmcsd.com

- A.** This request does not constitute an offer of employment or contract for services.
- B.** All proposals submitted shall become District property.
- C.** All proposals shall remain firm for ninety (90) days following the closing date for receipt of proposals.
- D.** The District reserves the right to award the contract to the firm who represents the proposal which in the judgment of the District best accomplishes the desired results and shall include but not be limited to a consideration of the professional service fee.
- E.** Selection will be made based on the proposals submitted.

5. PROPOSAL FORMAT

A qualifying proposal must address all the following points:

- A.** Project Title
- B.** Applicant or Firm Name, address, contact information and website
- C.** Statement of the proposer's understanding of the work to be done
- D.** Firm Qualifications

1. Type of organization, size, professional engineer's registration number and any other affiliations or certifications.
 2. Table of Contents identifying the materials submitted by section and page number. Cross-referencing to section and page number in the RFP would be helpful.
Names and qualifications of personnel to be assigned to this project.
- E.** Existing client references, minimum of three (3), from recent related projects including name, address, email, and phone number of individuals to contact for reference.
- F.** Rates
- a. Send separately in pdf format to awilder@rmcsd.com

6. PROPOSAL REQUIREMENTS

A. General Requirements

1. Inquiries concerning the RFP and the subject of the RFP shall be made to:

Paul Siebensohn
Director of Field Operations
P.O. Box 1050
Rancho Murieta, CA 95683
916-354-3700
psiebensohn@rmcsd.com

2. Submission of Proposal.

One (1) pdf electronic copy of the Proposal shall be received via email at psiebensohn@rmcsd.com and one (1) pdf of the rate schedule to awilder@rmcsd.com by 11:00 a.m. on March 26, 2021 for the proposal to be considered.

The proposal should address the items listed in the sections below.

During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information or clarification from Proposers, to allow corrections of errors or omissions, and to negotiate terms.

The District reserves the right to retain all proposals submitted and to use any idea(s) in a proposal regardless of whether that proposing firm is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted, and confirmed in the contract between the District and the firm selected.

The District reserves the right to reject any or all proposals, to waive any non-material irregularities or information in any proposal, and to accept, negotiate, or reject any items or combination of items.

B. Format for Technical Proposal

1. Title Page showing the RFP subject; the firm's name; the name, address and telephone number and email address of the primary contact person, and the date of the proposal.
2. The commitment to perform the work within the time period; the name(s) of the person(s) authorized to represent the Proposer along with title, address, email address and telephone number.
3. Detailed proposal following the order set forth in Section C and D below.

C. Contents for Technical Proposal

The purpose of the Technical Proposal is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake the project in conformity with the requirements of this Request for Proposals (RFP). As such, the Technical Proposal should demonstrate the qualifications of the firm and of the staff to be assigned to this engagement. It should also specify an approach that will meet the RFP requirements.

1. Insurance

Attached to the RFP is a blank copy of the District's Services Agreement (Attached) which contains the insurance requirements. These requirements include Commercial General Liability, Workers' Compensation, Automotive Insurance and Professional Liability or Error and Omissions.

The selected firm will be required to maintain the minimum insurance requirements during the entire time of the engagement.

NO DOLLAR AMOUNTS SHOULD BE INCLUDED IN THE TECHNICAL PROPOSAL

D. Cost Proposal

1. Cost proposals must include a lump sum cost in an amount not to exceed for completion of the project.

2. Manner of Payment

Invoicing to follow completion of project and guidelines of District's Service Agreement.

3. Non-Disclosure and Disclosure of Proposals

Proposals will be held in confidence during the evaluation process until District staff issues the Notice of Intent to Award a contract for professional services. Thereafter, all proposals will be treated as documents subject to disclosure under the California Public Records Act (the "Act").

If proposer believes any portion of its proposal contains confidential or proprietary information that is exempt from public disclosure under the Act, proposer must submit that information with its proposal in a separate document labeled "Confidential Information." Except as compelled by court process, the District

will not release any such documentation claimed to be exempt that is submitted in said manner without prior notice to the proposer.

Section 3 – Project Team

Identify each individual you expect to work on the project team, including who the main point of contact will be for the District functioning as the Project foreman, and subconsultants, if any.

Section 4 – Quality Assurance and Control; Conflicts

Describe your approach to Quality Assurance and Control for your firm's work product. Identify all current and reasonably foreseeable actual or potential professional conflicts that could hinder the provision of the requested services and propose means of managing any such conflicts.

Section 5 – Client References

Provide contact information, full name, email, and phone number, for representatives of three (3) former or current clients for whom your firm have performed similar services.

Section 6 – Contract Requirements

Provide evidence of acknowledgment and understanding that the services will be provided under and subject to the terms and conditions of the District's Standard Services Agreement, Attachment A. If the proposer is unable to execute the District's standard agreement without modification, suggested modifications to the standard agreement must be detailed in the proposal. The District will consider any proposed deviations to the standard agreement in the evaluation of the proposal.

Section 7 – Insurance Requirements

Provide a summary of the firm's insurance coverage being in compliance with District's Service agreement. Summary should include a statement that the proposer's insurance meets or exceeds the District's requirements. Minimum limits and types of insurance that are required to be maintained throughout the term of the project are identified in District's Service agreement.

7. Fees

A. Provide a sum of costs in an amount not to exceed in the contract bid schedule below.

CONTRACT BID SCHEDULE

ITEM #	DESCRIPTION	COST
1	East DAF interior Coating & exterior painting	
2	Add Alt. 1- West DAF interior Coating & exterior painting	

Respectfully Submitted:

Signature

Title

Company

Address

City, State

Date

Phone Number

SEAL (If Bidder is a Corporation)

Contractor License Number

Type

Exp. Date

Federal Tax ID # _____

8. TIME REQUIREMENTS

A. Proposal Calendar

Following are the key dates:

Date	Time	Event
March 5, 2021		RFP Issue Date
March 16, 2021	10:00 a.m.	Mandatory, in-person site review and meeting
March 17, 2021	4:00 p.m.	Deadline for Questions
March 26, 2021	11:00 a.m.	Proposal Due Date
April 21, 2021		Anticipated Award Date
April 23, 2021		Anticipated Notice to Proceed
May 3, 2021		Anticipated Beginning of Contract Period

The dates in this RFP are subject to change at the District's discretion, posted as addenda on the District's website. You may contact Paul Siebensohn, Director of Field Operations at psiebensohn@rmcsd.com with any questions related to the RFP.

9. EVALUATION PROCEDURES

- A.** The District will evaluate proposals based on but not limited to the following criteria:
1. Understanding of the Scope of Work to be performed.
 2. NACE Certification.
 3. Demonstrated understanding of the project objectives within given timeframe.
 4. Consultant's scheduling approach to accomplishing the scope of work.
 5. Experience and performance on projects of a similar nature.
 6. Information obtained from reference checks.

The District will evaluate all proposals received before the submittal deadline and select a consultant based on the contents and costs of the proposal. A recommendation from District staff will be presented to the District Board of Directors for consideration and final approval.

Scope of Work

SP-1. INTENT

The following modifications and additions are hereby made a part of these specifications and shall take precedence over any conflicting requirements stated elsewhere.

SP-2. TITLE OF PROJECT

The title of this project shall be **DAF coating**, and all communications, submittals, and payment invoicing connected with this project shall refer to said title.

SP-3. GENERAL

3.01 **DESCRIPTION OF WORK**

Rancho Murieta Community Service District's (RMCS D) wastewater treatment plant East DAF tank to be painted per the specifications below.

3.02 **SCOPE**

The Work to be performed under this section consists generally of furnishing all equipment, tools, materials, labor, services and operations required for cleaning, removal of loose rust, and repainting the existing East DAF tank as described in the site plan and description of work and includes all other work necessary to complete the project in accordance with Industry Standards, the General Conditions and these Special Provisions.

A. **Section includes**

- a. Painting and protective coatings.
- b. Minimum surface preparation requirements.

3.03 **QUALITY ASSURANCE**

A. **References**

The publications referred to hereinafter form a part of this specification to the extent referenced. The publications are referred to in the text by the basic designation only. The latest edition of referenced publications in effect at the time of the bid shall govern. In case of conflict between the requirements of this section and the listed standards, the requirements of this section shall prevail.

American Society for Testing and Materials (ASTM) Publication:

ASTM D2200

Pictorial Surface Preparation Standards for Painting Steel Surfaces

ASTM D3960	<i>Practice for Determining Volatile Organic Contents (VOC) of Paints and Related Coatings</i>
ASTM D4585	<i>Standard Practice for Testing Water Resistance of Coatings Using Controlled Condensation</i>
ASTM E84	<i>Test Method for Surface Burning Characteristics of Building Materials</i>

The Society for Protective Coatings; formally known as Steel Structures Painting Council (SSPC) Specifications:

SSPC-SP-1	<i>Solvent Cleaning</i>
SSPC-SP-2	<i>Hand Tool Cleaning</i>
SSPC-SP-3	<i>Power Tool Cleaning</i>
SSPC-SP-6/NACE 3	<i>Commercial Blast Cleaning</i>
SSPC-SP-7/NACE 4	<i>Brush-Off Blast Cleaning</i>
SSPC-SP 10/NACE No. 2, Near-White Blast Cleaning	

B. Experience

Coating Manufacturer's authorized representative must hold a current C-33 painting and decorating license and shall provide written statement attesting that the Applicator has been instructed on proper preparation, mixing and application procedures for coatings specified. Contractor and applicators shall have a minimum of 5 years' experience in application of similar products on similar projects. Provide three (3) references for minimum of three different projects completed in the last 8 years with similar scope of work. Include name and address of project and contact person. Authorized representative must be present during all work conducted.

3.04 SUBMITTALS

The Manufacturer shall provide a statement regarding applicator instruction on product use, Contractor and applicator experience qualifications, and Manufacturer's recommendation for barrier coat on all items to be painted.

A. Submittal packet shall include technical product data including:

1. Acknowledgement that products submitted meet requirements of standards referenced.
2. Manufacturer's application instructions and data sheets.
3. Manufacturer's surface preparation instructions.
4. If the products used are manufactured by a Company other than listed in these specifications, provide complete individual data sheet comparison of proposed products with specified products including application procedure, coverage rates and verification that the product is designed for intended use.
5. Contractor's written plan of action for containing airborne particles created by blasting operation and location of disposal of spent contaminates blasting media.
6. Coating manufacture's recommendation on abrasive blasting.

B. Color Samples:

1. Use colors as noted in SP-6. If different equal coating is utilized, submit suggested color that most closely matches specified color's for District's review and approval prior to obtaining product.

C. Completion & Payment Schedules

1. A detailed schedule of work shall be submitted to the Owner beginning with the notice to proceed through completion of the project, providing milestones for completion and payments.

3.05 DELIVERY AND STORAGE

All materials shall be delivered to the site in the Manufacturer's sealed containers. Each container shall be labeled by the Manufacturer, and the label shall be intact upon delivery. Labels shall give the Manufacturer's name, brand, type of paint, batch number, color of paint, date of manufacture, storage life, and instructions for reducing. Job mixing or job tinting may be done when approved by the Construction Manager for sample colors.

The Contractor shall store all materials and equipment in storage protected from weather and excessive heat and cold. Necessary precautions shall be taken to reduce hazards to a minimum. Materials exceeding the storage life recommended by the Manufacturer shall be removed from the site.

3.06 COMPLIANCE WITH REGULATORY REQUIREMENTS

All applicable federal, state, and local regulatory agency requirements shall be complied with during the course of the work. The Contractor's attention is directed to the following list of District requirements that generally apply to coatings work; the Contractor is responsible for identifying and complying with any other agencies or requirements not listed.

OSHA - Personnel protection during all phases of work, including exposure to airborne solvents, dust, and lead.

CAL/OSHA - Personnel protection; requirements may supersede OSHA regulations.

California Title 22 - Environmental requirements, including definition of abrasive blast materials and residue relative to hazardous waste disposal requirements.

Sacramento County Air Quality Management District – environmental requirements for limiting airborne emissions from equipment, products, and methods of operations.

3.07 **EXISTING COATINGS**

The existing two system coating is an epoxy prime coat with a urethane (gloss) finish coat. The top coat color of the exterior of tanks and piping is Horizon Blue.

SP-4. PRODUCTS

4.01 **MATERIALS**

All paint and coating materials furnished for each coating system shall be new products of a single manufacturer.

Only compatible materials shall be used in the work. Particular attention shall be directed to compatibility of primers and finish coats.

The volatile organic content (VOC) of the applied coatings, as determined in accordance with ASTM D3960, shall comply with prevailing air quality regulations.

Regulations prohibit the manufacture, sale, or application of Architectural Coatings and Specialty Coatings having greater than stipulated levels of volatile organic compounds measured in grams per liter by weight of coating as applied, after January 1, 1988.

The Contractor shall base his own bid on using the products specified. If the specified products are not available in formulations that meet applicable regulations on VOC levels at time of application, the Contractor shall submit for review products of equivalent quality and function that comply with regulations in effect at that time.

If the Contractor applies any coatings, which do not meet regulations as referred to in this Section for VOC content, or if he applies coatings that have been modified or thinned other than as recommended by manufacturer, he shall be responsible for any fines, costs, remedies, or legal actions that may result.

No request for substitution for an "or equal" will be considered which decreases the film thickness designated, the number of coats to be applied, solids content by volume, the general type of coating, paint, or primer, or the quantity, quality and type of ingredients in the coatings specified. The Contractor shall provide a list of references where coating of the same generic type has been applied on similar projects. The reference list shall give the project name, city, state, owner, phone number of owner, coating system reference and number, and year coating was applied. Paints not listed in these specifications shall be submitted with certified ingredients analysis so that a complete comparison between specified and proposed paint may be made by the Project Manager.

SP-5. EXECUTION

5.01 COATINGS

A. General

Coating products shall not be used until RMCSO or their authorized representative has reviewed and inspected the materials. No expired or previously opened materials shall be used.

B. Coating Systems

1. Field Coats: Field coats shall consist of one or more prime coats and one or more finish coats to build up the coating to the specified dry film thickness. Finish coats shall not be applied until other work in the area is complete and until the prime and intermediate coats have been inspected by RMCSO or their authorized representative.

5.02 PREPARATION

A. General

1. All surfaces to be coated or painted shall be in the proper condition to receive the material specified before any coating or painting is performed, free from moisture, dusts, oils, grease, etc. Substrates shall be prepared in strict accordance with coating system manufacturer's requirements. Primers shall

be used where coatings are not self-priming whether specified herein or not. No more abrasive blasting or surface preparation than can be coated or painted in a normal working day will be permitted unless approved in writing by RMCS D or their authorized representative. The following levels of surface preparation are subsequently referred to:

- a. Solvent Cleaning (SSPC-SP-1): Removal of all grease, oil and dirt.
- b. Hand Tool Cleaning (SSPC-SP-2): Removal of loose rust, loose mill scale and loose paint by hand chipping, scraping, sanding and wire brushing.
- c. Power Tool Cleaning (SSPC-SP-3): Removal of loose rust, loose mill scale and loose paint by power tool chipping, descaling, sanding, wire brushing, and grinding.
- d. Commercial Blast (SSPC-SP-6): Blast cleaning until at least 67% of each element of surface area is free of all visible residues.
- e. Brush-Off Blast Cleaning (SSPC-SP-7): Blast cleaning of all except tightly adhering residues of mill scale, rust, and coatings, exposing numerous evenly distributed flecks of underlying metal.
- f. Near White Blast Clean (SSPC-SP-10): A near-white metal blast cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dust, dirt, mill scale, rust, coating, oxides, corrosion products, and other foreign matter, except for staining as noted.

Clean non-colored cloths and clean fluids shall be used in solvent cleaning. Cleaning and painting shall be scheduled so that dust and spray from the cleaning process will not fall on wet, newly painted surfaces.

B. Protection

Hardware, electrical fixtures, panel controls and similar accessories shall be masked during preparation and paint operations or shall otherwise be satisfactorily protected. Special preparation is required to protect areas not to be painted from excess spray from blasting and painting operations. This would include but not be limited to pump shafts and bearings, nameplates, valve stems, rotating equipment, electrical control panel switches, flexible conduits, concrete slabs & pedestals, and various other treatment plant equipment not designated to be painted. Care should also be taken to prevent blasting abrasives from accumulating inside pipes and channels which cannot be later removed. Provide shields of polyethylene sheeting or other such barriers to confine blast materials.

C. Metallic Surfaces

Metallic surfaces shall be prepared in accordance with applicable portions of surface preparation specifications of the *Society for Protective Coatings*, formally the *Steel Structures Painting Council (SSPC)* specified in each coating system. Remove all mill scale and grind smooth any rough welds or sharp projections. The solvent in solvent cleaning operations shall be as recommended by the coating Manufacturer.

Preparation of metallic surfaces shall be based upon comparison with ASTM D2200, and as described herein. To facilitate inspection, the Contractor shall, on the first day of abrasive blasting operations, abrasive blast metal panels to the standards specified. Plates shall measure a minimum of 8-1/2 in. x 11 in. Panels shall measure a minimum of 8-1/2 in. x 11 in. Panels meeting the requirements of the specifications shall be initialized by the Contractor and the Project Manager and coated with a clear non-yellowing finish. One of these panels shall be prepared for each type of abrasive blasting or sanding and shall be used as the comparison standard throughout the project.

D. Detailed Surface Preparation

Prepare all existing surfaces exhibiting corrosion/ delamination /mud-cracking in accordance to SSPC-SP6 to achieve a minimum 1.0 to 2.0 mil surface profile. Care should be taken to ensure that all loose/un-bonded material be completely removed and that all loose rust and rust scale be completely removed prior to the application of coatings.

All existing surfaces that exhibit good adhesion with no visible delamination or surface defects to be prepared in accordance to SSPC-SP7 to achieve a 1.5 to 3.0 mil surface profile. Again, care should be taken to ensure that existing contamination and chalk be removed and that the existing coatings attain an adhesion level consistent with a "3B" when measured in accordance to ASTM D3359.

All bolted pipe flange connections and other inaccessible areas where rusting/corrosion is occurring should be cleaned and prepared in accordance to SSPC-SP3.

Electrical, instrumentation, and mechanical equipment shall be cleaned and prepared in accordance to SSPC-SP3 and SSPC-SP1 as required by material manufacture.

Interiors of DAF Units and filters should be blasted to SP-10 to achieve a 2 -3.0 mil surface profile, with care taken to remove all dusts and blast materials prior to coating.

5.03 APPLICATION

A. Workmanship

Each coat of paint shall be of the consistency as supplied by the Manufacturer, or thinned as required by Manufacture, and applied in accordance with the Manufacturer's written instructions. Each coat shall be well brushed, rolled, or sprayed to obtain a uniform and evenly applied finish. Work shall be free from "runs", "bridges", "shiners", or other imperfections due to faulty intervals. Particular care shall be taken to obtain a uniform, unbroken coating over all bolts, threads, nuts, welds, edges and corners.

B. Paint Properties, Mixing and Thinning

Paint, when applied, shall provide a satisfactory film and smooth even surface, and glossy undercoats shall be lightly sanded to provide a surface suitable for the proper application and adhesion of subsequent coats. Paints shall be thoroughly stirred, strained, and kept at a uniform consistency during application. Coatings consisting of two or more components shall be mixed in accordance with the Manufacturer's instructions. Unless otherwise specified, paint shall not be reduced more than necessary to obtain the proper application characteristics. Thinner shall be both type and amount as recommended by the coating Manufacturer.

C. Environmental Conditions

Paints shall be applied only to surfaces that are dry, and only under such atmospheric conditions as will cause evaporation rather than condensation. Paint shall not be applied during rainy, misty weather, or to surfaces upon which there is frost or moisture condensation. During damp weather, when the temperature of the surface to be coated is within 5°F of the dew point, the surfaces shall be heated to prevent moisture condensation thereon. Bare metal surfaces, except those which may be warped by heat, may be dehydrated by flame-heating devices immediately prior to paint application. During painting, and for a period of at least 8 hours after the paint has been applied, the temperature of the surfaces to be painted, the painted surfaces, and the atmosphere in contact shall be maintained at or above 50°F and not less than 10°F above the dew point or specifically at manufacturer's recommended ambient temperatures and humidity ranges.

Paint shall not be applied on surfaces hotter than 120°F.

D. Protection of Coated Surfaces

Items that have been coated shall not be handled, worked on, or otherwise

disturbed, until the paint is completely dry and hard. Completed surfaces must be protected to prevent overspray from continuing coating work.

E. Method of Paint Application

Where two or more coats are required, the alternate coats shall be of contrasting colors. Colors shall not contain lead, or any lead compound, which may be destroyed or affected by hydrogen sulfide or any other corrosive gas.

Only good, clean brushes and equipment shall be used; and all brushes, buckets, and spraying equipment shall be cleaned immediately at the end of each painting period.

If paint is applied by spray, the air pressure used shall be within the ranges / ratios recommended by both the paint and spray equipment manufacturers. Spray painting shall be conducted under controlled conditions, and the Contractor shall be fully responsible for any damage occurring from spray painting.

Care shall be exercised not to damage adjacent work during abrasive blasting operations. Stainless steel shall not be abrasive blasted. Blasted surfaces shall be coated as soon as possible after being abrasive blasted and before any rust bloom occurs. If rust bloom occurs, abrasive blasting the surface must be repeated prior to coating. All dusts etc. shall be removed from the surfaces prior to painting.

F. Film Thickness and Continuity

Coating system thickness is the total thickness of primer and finish coats and does not include passivators or sealers.

The surface area covered per gallon of paint for various types of surfaces shall not exceed or be less than those recommended by the manufacturer. The first coat (prime coat) on metal surfaces refers to the first full paint coat and not to conditioning, tie coats, sealers or other pretreatment applications. Coatings shall be applied to the thickness specified, and in accordance with manufacturer's specifications. Unless otherwise specified, the average total thickness (dry) of any completed protective coating system on exposed metal surfaces shall be not less than 4 mils per coat, and the minimum thickness at any point shall not deviate more than 25% from the required average. Unless otherwise specified, no less than 2 coats shall be applied.

In testing for continuity of coating about welds, projections (such as bolts and nuts), and crevices, RMCS D will determine the minimum conductivity for smooth areas of like coating where the dry mil thickness has been accepted. This conductivity shall then be taken as the minimum required for those rough or

irregular areas. Pinholes and holidays shall be repainted to the required coverage. Contractor shall spark test entire coating area and note areas needing touch ups, complete touch ups, and retest until all coating surfaces pass spark testing.

G. Cleanup

Upon completion of coating, the Contractor shall remove surplus materials, protective coverings, and accumulated rubbish, and thoroughly clean all surfaces and repair any overspray, blast materials or other paint related damage.

5.04 YEARLY INSPECTION & WARRANTY

The Contractor shall guarantee all work unless otherwise noted for a period of one (1) year following the date of final acceptance by RMCS D, and a 5% contract retention held to ensure follow up. The Contractor shall guarantee areas such as, but not limited to, flange connections, skip welded joints at seams, and other plate connections for a period one (1) year following the date of final acceptance by RMCS D. Roller surfaces for DAF skimmers are exempt from any coating guarantee. The Contractor is hereby notified that contractor will be notified near the 1-year (12 month) anniversary date of completion to conduct spark testing and inspect the coating project. All defects in workmanship and materials shall be repaired by the Contractor at no cost to RMCS D in accordance with this specification and to the satisfaction of RMCS D or their appointed representative. Contract retention will be released once all warranty reviewed items are repaired to satisfaction of RMCS D or their representative.

SP-6. Coating System Schedule

6.01. COATING

Tank Interior

Sandblasted to SSPC-SP10 / NACE 2 near white blast.

Painted with:

One coat of Tnemec N140-1255, 4 to 6 mils DFT, and

One coat of Tnemec N140-Color Tank White 15BL Pota Pox® Plus, 4 to 6 mils DFT.

All paint shall be applied to manufacturer datasheets.

Tank Exterior

Painted with:

Sandblasted to SSPC-SP6 / NACE 3 commercial blast, painted with

One coat of Tnemec N140-1255, 4 to 6 mils DFT, and

One coat of Tnemec 1075 Polyurethane-Water Front 18BL Pota Pox® Plus,
2 to 3 mils DFT.

All paint shall be applied to manufacturer datasheets.

Equal substitution of Tnemec coating system may be permitted with prior approval by District or their representative.

SP-7. Color Schedule

Color selection shall be approved by the submittal to RMCS D representative prior to application as noted in– Submittals.

SP-8. Items to be painted

Below is a general list of items to be painted. This list is intended as a guide only. It is the Contractors responsibility to visit the site and to meet with the appropriate RMCS D personnel to get a more detailed evaluation of the site and limits of the project.

8.01 **East DAF Tank (Alt. West DAF Tank)**

- All tank sides, piping, rim and brackets.
- **Excludes;**
 - i. Interior saturation tank and tie-rods which are being replaced and coated. Any blasting overspray damage will require touch-ups.
 - ii. Floor, which is concrete.
 - iii. Any items above rim of tank; i.e.. Walkways, staircase.

ATTACHMENT A
**Rancho Murieta Community Services District
Services Agreement**

Redwood Painting Co., Inc.

License No. 302617

Industrial Coatings • Sandblasting

620 West 10th Street

P.O. Box 1269

Pittsburg, CA 94565

(925) 432-4500 Ph.

(925) 432-6129 Fax

March 26, 2021

Rancho Murieta Community Services District
15160 Jackson Rd.
Rancho Murieta, CA 95683

Attention: Paul Siebensohn

Reference: Dissolved Air Flotation (DAF) Coating

Dear Sir:

Pursuant to your request, Redwood Painting Company's proposal for painting and coating associated with the above referenced project is as follows:

East DAF Tank

West DAF Tank (alternate)

Scope: DAF Tank Units Interior and Exterior Surfaces.

Specifications: Interior

1. Abrasive blast surfaces per SSPC-SP10, near white metal blast.
2. Remove and dispose of spent abrasive.
3. Apply one coat Tnemec V-140-1255, 4-6 mils DFT
4. Apply one coat Tnemec V-140-Tank White 15BL Pota Pox Plus, 4-6 mils DFT

Exterior

1. Pressure wash all surfaces to be coated using 5,000 P.S.I
2. Spot prepare rusted areas per SSPS-SP3, power tool cleaning.
3. Spot prime prepared areas with of Tnemec V-140 at 4-6 mils D.F.T.
4. Apply a full coat of Tnemec V-140-1255 at 4-6 mils D.F.T.
5. Apply one full finish coat of Tnemec 1095 Polyurethane at 2-3 mils D.F.T.

Exclusions:

1. Inaccessible areas
2. Concrete bottoms

Clarifications:

1. One mobilization each tank
2. All work to be performed during normal working hours.
3. Initial wash down and dewatering to be performed by others.
4. Proposal assumes existing coating to be non-hazardous.
5. Proposal excludes painting of platforms, catwalks and railings.
6. Proposal contains no provisions for heating or dehumidification.
7. Grinding of welds, if require, to be performed as additional work.
8. Any disassembly required for access to be performed by the District.
9. Based on a mutually agreeable schedule.
- 10.

If you should have any questions or desire any additional information, please do not hesitate to contact me.

Sincerely,

Redwood Painting Co., Inc.



Mitch Rizzuto

Redwood Painting Co., Inc.

License No. 302617
Industrial Coatings • Sandblasting

620 West 10th Street
P.O. Box 1269
Pittsburg, CA 94565
(925) 432-4500 Ph.
(925) 432-6129 Fax

Redwood Painting Co., Inc.
www.redwoodptg.com

Technical Proposal 3/26/2021

Project: Dissolved Air Flotation (DAF) Coating
Rancho Murieta Community Services District

- 1) Primary Contact Person (Office): Project Manager
Mitchel A. Rizzuto
620 W. 10th Street, Pittsburg, CA
Email: mitchr@redwoodptg.com
Cell: 925.890.5526

Contact Person (Jobsite): Superintendent
Joe Ortiz
Email: jortiz@redwoodptg.com
Cell: 925.890.2381

Redwood Painting Co., Inc. understands the scope of work to be done. We are an S Corporation and are QP 1 and QP 2 Certified (See attached).

Our Superintendent and Foreman are NACE Certified and Redwood Painting Co., Inc. uses detailed QAQC Inspection on projects (See attached forms).

Redwood Painting Co., Inc.'s insurance meets the District's requirements (See attached).

Client References: (See attached)

If you have any questions, please contact me.

Regards,
Redwood Painting Co., Inc.



Mitch Rizzuto

7. Fees

A. Provide a sum of costs in an amount not to exceed in the contract bid schedule below.

CONTRACT BID SCHEDULE

ITEM #	DESCRIPTION	COST
1	East DAF interior Coating & exterior painting	\$49,556
2	Add Alt. 1- West DAF interior Coating & exterior painting	\$49,556

Respectfully Submitted:

Signature *M. M. Allen*
Title PROJECT MANAGER
Company REDWOOD PAINTING
Address 620 W. 10TH ST
City, State Pittsburg, Ca.
Date 3/26/2021
Phone Number 925 432 4500

SEAL (If Bidder is a Corporation)

302617
Contractor License Number

C33
Type

1/31/2022
Exp. Date

Federal Tax ID # 94-1536490



Dissolved Air Flotation (DAF) Coating

ADDENDUM No.1

To: All prospective bidders

This addendum forms a part of the Contract Documents and modifies the original bid document.

Bidders will acknowledge receipt of this Addendum in the space below and include this page with the proposal. Failure to do so may subject the bidder to disqualification.

Approved:

DATE: 03/21/2021

BY: [Signature]

Director of Field Operations
Rancho Murieta Community Services District

I acknowledge receipt of this Addendum No. 1, consisting of two pages including this one.

Signed: [Signature]

Date: 3/26/2021

Contractor: Redwood Painting Co



Redwood Painting Company, Inc.

of

Pittsburg, CA

*has met or exceeded the requirements set forth in the
SSPC Painting Contractor Certification Program for*

INDUSTRIAL HAZARDOUS PAINT REMOVAL SSPC-QP2

"A"

Category

March 31, 2021 – March 31, 2022

Validation Period

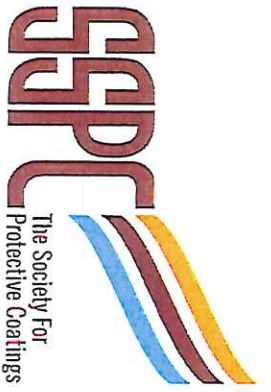
DA Whigham
President, SSPC



Certification for dates listed above to Redwood Painting Company Inc, Pittsburg, CA
Owners are advised to contact SSPC at 412-281-2311 ext. 2235 or ext. 2209 to verify authenticity of certification.

SSPC 800 Trumbull Dr, Pittsburgh, PA 15205, PCQP rules V. July 2019





Redwood Painting Company, Inc.
of
Pittsburg, CA

has met or exceeded the requirements set forth in the
SSPC Painting Contractor Certification Program for

**FIELD APPLICATION OF COATINGS
COMPLEX STRUCTURES
SSPC - QP1**



.....
JA Whigley
President, SSPC
March 31, 2021 – March 31, 2022
.....
Validation Period



Certification for dates listed above to Redwood Painting Company Inc, Pittsburg, CA
Owners are advised to contact SSPC at 412-281-2331 ext. 2235 or ext. 2209 to verify authenticity of certification.
SSPC 800 Trumbull Dr, Pittsburg, PA 15205, PCCP rules V, July 2019



IACET Provider # 1003375
Florida Board of Professional Engineers,
Provider #0004326
New York Board of Professional Engineers

CERTIFICATE OF COMPLETION

Mitch Rizzuto

*Has fulfilled the requirements of
SSPC: The Society for Protective Coatings'*

Quality Control Supervisor

And is awarded
1.5 Continuing Education Units

Course Completion Date:
02/08/2019

Location: SSPC eCourse

Instructor(s):
SSPC eCourse

Sammy D. Mancoske
SSPC President

W. Michael M. Mancoske
SSPC Executive Director



Certificate of Achievement

The NACE International Institute Recognizes

J Jesus Ortiz

As a Certified

NACE Coating Inspector Level 1 - Certified

CERTIFICATION NUMBER 72491

Alma Sulinger
Executive Director
NACE International Institute



**Awarded
October 2017**



Certificate of Achievement

The NACE International Institute Recognizes

Mitchel A Rizzuto

As a Certified

NACE Certified Coating Inspector - Level 3


Executive Director
NACE International Institute



Expires
April 2022
Cert No. 7975

Q/A Q/C Daily Inspection Report

Job No: _____ Job Name: _____ Date: _____
 Location: _____ Project Leader: _____ Day: _____
 Owner: _____ Hours: _____
 Contractor: _____ Structure: _____
 Third Party Inspector Name: _____ NACE # _____

WORK DESCRIPTION: Brief overview of tasks being completed today

HOLD POINT INSPECTIONS PERFORMED	<input type="checkbox"/> Pre Surface Prep/Condition & Cleanliness	<input type="checkbox"/> Application Monitoring/Wet Film Thickness
	<input type="checkbox"/> Surface Prep Monitoring	<input type="checkbox"/> Post Application/Application Defects
	<input type="checkbox"/> Post Surface Prep/Cleanliness & Profile	<input type="checkbox"/> Post Cure/Dry Film Thickness
	<input type="checkbox"/> Pre Application Prep/Surface Cleanliness	<input type="checkbox"/> Non-Conformance/Corrective Action

ENVIRONMENTAL CONDITIONS

Time	Dry Bulb °F	Wet Bulb °F	Depression DB-WB	Humidity %	Surface Temp °F	Dew Point °F	Surface Temp minus Dew Point	Conditions Acceptable?	NOTES
								<input type="checkbox"/> Yes <input type="checkbox"/> No	
								<input type="checkbox"/> Yes <input type="checkbox"/> No	
								<input type="checkbox"/> Yes <input type="checkbox"/> No	
								<input type="checkbox"/> Yes <input type="checkbox"/> No	
								<input type="checkbox"/> Yes <input type="checkbox"/> No	

Work area: Indoor Outdoor Weather today: Clear/Sun Partly Cloudy Cloudy Fog Rain Snow Windy Other:

QUALITY CONTROL INSTRUMENTS USED TODAY:

RPC#	Instrument Description	Manufacturer	Calibration Date	Serial Number

Calibration Check prior to measurements? Yes No Calibration Check after measurements? Yes No

SURFACE CONDITIONS/PREPARATION:

NEW EXISTING Ferrous Metal Non-Ferrous Metal Galvanized PVC Concrete CMU Other:

CSN TEST:	Chlorides: ppm	Sulfates: ppm	Nitrates: ppm	Oily? <input type="checkbox"/> Yes <input type="checkbox"/> No	pH:
SURFACE PREPARATION:	<input type="checkbox"/> SP 1 Solvent Clean	<input type="checkbox"/> SP 6 Commercial Blast	<input type="checkbox"/> SP 13 Surface Prep Concrete	<input type="checkbox"/> SP WJ-1	<input type="checkbox"/> ICRI CSP:
	<input type="checkbox"/> SP 2 Hand Clean	<input type="checkbox"/> SP 7 Brush Off Blast	<input type="checkbox"/> SP 14 Industrial Blast	<input type="checkbox"/> SP WJ-2	<input type="checkbox"/> Other:
	<input type="checkbox"/> SP 3 Power Tool Clean	<input type="checkbox"/> SP 10 Near White Blast	<input type="checkbox"/> SP 15 Commercial Power Tool	<input type="checkbox"/> SP WJ-3	
	<input type="checkbox"/> SP 5 White Metal Blast	<input type="checkbox"/> SP 11 Power Tool To Bare	<input type="checkbox"/> SP 16 Brush Blast Glav/Non-Ferrous	<input type="checkbox"/> SP WJ-4	
<input type="checkbox"/> Prep Acceptable <input type="checkbox"/> Prep Not Acceptable		Surface Defect Notes:			

Profile Specified: _____ Profile Obtained: _____ Profile Acceptable? Yes No Surface preparation acceptable? Yes No

BMR: _____ mils N/A Profile measured by: Testex Tape Gage Disc CSP Coupons Free of dust, debris, oil, contaminates? Yes No

Abrasive Manufacturer _____ Size/Grade: Slag/Mineral Steel Grit Steel Sho Glas Other Abrasive Cleanliness: Pass Fail

White Blotter Test: Pass Fail N/A Water/Oil trap used: Yes No Dessicant Air Dryer: Yes No Aftercooler: Yes No

Dehumidification Equipment Used: Yes No Type: _____ Size: _____ Quantity: _____

Illumination Used: Yes No Type: _____ Acceptable: Yes No

APPLY PRESS-O-FILM HERE	APPLY PRESS-O-FILM HERE
-------------------------	-------------------------

COATING PRODUCT INFORMATION

System Components <i>(include solvents)</i>	Manufacturer Product Name	Batch Number Part 'A'	Batch Number Part 'B'	Batch Number Part 'C'	Manufacture Dates			Expiration Dates		Units used, type
					A	B	C			

System Components <i>(from above)</i>	% Solvent	Specified WFT	Average WFT	Specified DFT	Average DFT	Pass	Fail	Color
						<input type="checkbox"/>	<input type="checkbox"/>	

Wet Film Thickness Reading	1	2	3	4	5	6	7	8	9	10
Dry Film Thickness Reading	1	2	3	4	5	6	7	8	9	10

Material Storage Location: _____ Temperature Min: _____ °F Max: _____ °F OK

Is product being applied within recoat window? Yes No N/A Is a Solvent Wipe required Yes No Solvent used: _____

MIXING & APPLICATION INFORMATION

Mix Method: _____ Mix Temp: _____ °F Mix minutes: _____ Induction Yes No Induction Time: _____ minutes

Application tools: Brush Roller, Nap: _____ Airless Conventional Serrated Squeegee, size: _____ Gage rake, size: _____ Trowel

Plural Application: Yes No Product Ratio: Part A: _____ Part B: _____ Ratio Check 1: Part A: _____ oz °F Part B: _____ oz °F

Ratio Check 2: Part A: _____ oz °F Part B: _____ oz °F Ratio Check 3 Part A: _____ oz °F Part B: _____ oz °F Pass Fail

Blush Check Required: Yes No Results: _____

Adhesion Test Required: Yes No Results: _____

Holiday Detection Marked: Yes No Repaired: Yes No Type: _____ Volatage: _____

Notes: _____

DAILY SUMMARY: *(Detailed description of all activities)*

QA/QC Inspector	Name: _____	Date: _____	QCS Review Name: _____	Date: _____
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THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC PO Box 85638 San Diego, CA 92186		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: ConstructionCerts@MarshMMA.com	
INSURED Redwood Painting Co., Inc. P.O. Box 1269 Pittsburg, CA 94565		INSURER(S) AFFORDING COVERAGE INSURER A : Liberty Surplus Insurance Corporation NAIC # 10725 INSURER B : Travelers Property Casualty Co of Amer 25674 INSURER C : INSURER D : INSURER E : INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			100035933302	10/01/2020	10/01/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			8106N3396842026G	10/01/2020	10/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ZUP71M8504220NF	10/01/2020	10/01/2021	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			UB0L06381A2026G	10/01/2020	10/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Operations of the Named Insured

CERTIFICATE HOLDER Evidence of Insurance . ., ZZ	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

Project References

Project Name	Location	Owner	Contact	Telephone	Date Completed
SFPUC Groundwater Storage	San Mateo County	SFPUC	Ivy Fine	(415)-551-4603	12/31/2020
San Jose Cogeneration Facility	San Jose	City of San Jose	John Cannon	(408)-635-4006	10/31/2020
WQCP Pump Station	South San Francisco	City of South San Francisco	Peter Vorametfanti	(650)-740-7368	12/15/2020
Sausalito Sanitation District Wet Weather Flow Upgrades	Sausalito	Sausalito Marin City Sanitation District	Omar Arias-Montez	(415)-321-4716	8/31/2020
Penetencia Water Treatment Plant	San Jose	Santa Clara Valley Water District	Gary Ohea	(408)-630-3746	6/30/2017

**Rancho Murieta Community Services District
Services Agreement**

This Agreement is entered into as of the date last signed and dated below by and between Rancho Murieta Community Services District, a local government agency (“District”), and Redwood Painting Co., a California Corporation (“Contractor”), who agree as follows:

1 Scope of Work

Contractor shall perform the work and render the services described in the attached Exhibit A (the “Work”). Contractor shall provide all labor, services, equipment, tools, material and supplies required or necessary to properly, competently and completely perform the Work. Contractor shall determine the method, details and means of doing the Work.

2 Payment

2.1 District shall pay to Contractor a fee based on *[check one]*:

Contractor’s time and expenses necessarily and actually expended or incurred on the Work in accordance with Contractor’s fee schedule on the attached Exhibit A.

The fee arrangement described on the attached Exhibit A.

The total fee for the Work shall not exceed \$99,112. There shall be no compensation for extra or additional work or services by Contractor unless approved in advance in writing by District. Contractor’s fee includes all of Contractor’s costs and expenses related to the Work.

2.2 At the end of each month, Contractor shall submit to District an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), payment due, and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, District shall pay the invoice within 30 days of its receipt.

3 Term

3.1 This Agreement shall take effect on the above date and continue in effect until June 11, 2021, unless sooner terminated as provided below. Time is of the essence in this Agreement. If Exhibit A includes a Work schedule or deadline, then Contractor must complete the Work in accordance with the specified schedule or deadline, which may be extended by District for good cause shown by Contractor. If Exhibit A does not include a Work schedule or deadline, then Contractor must perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

3.2 This Agreement may be terminated at any time by District upon 10 days advance written notice to Contractor. In the event of such termination, Contractor shall be

fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this section shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Contractor's claimed benefit of the bargain.

4 Professional Ability of Contractor

4.1 Contractor represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon Contractor's training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work performed by Contractor shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Contractor's field.

4.2 The following individuals are designated as key personnel and are considered to be essential to the successful performance of the work hereunder: Mitch Rizzuto, Quality Control Supervisor and NACE Certified Coating Inspector Level 3; J. Jesus Ortiz; NACE Coating Inspector Level 1. Contractor agrees that these individuals may not be removed from the Work or replaced without compliance with the following sections:

4.2.1 If one or more of the key personnel, for whatever reason, becomes, or is expected to become, unavailable for work under this contract for a continuous period exceeding 30 work days, or is expected to devote substantially less effort to the work than indicated in the proposal or initially anticipated, Contractor shall immediately notify District and shall, subject to District's concurrence, promptly replace the personnel with personnel of at least substantially equal ability and qualifications.

4.2.2 Each request for approval of substitutions must be in writing and contain a detailed explanation of the circumstances necessitating the proposed substitutions. The request must also contain a complete resume for the proposed substitute and other information requested or needed by District to evaluate the proposed substitution. District shall evaluate Contractor's request and District shall promptly notify Contractor of its decision in writing.

5 Conflict of Interest

Contractor (including principals, associates and professional employees) represents and acknowledges that (a) it does not now have and shall not acquire any direct or indirect investment, interest in real property or source of income that would be affected in any manner or degree by the performance of Contractor's services under this agreement, and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Contractor is not a designated employee within the meaning of the Political Reform Act and District's conflict of interest code because Contractor will perform the Work independent of the control and direction of the District or of any District official, other than normal contract monitoring, and Contractor possesses no authority with respect to any District decision beyond the rendition of information, advice, recommendation or counsel.

6 Contractor Records

6.1 Contractor shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and invoice preparation and support for a minimum period of three years (or for any longer period required by law) from the date of final payment to Contractor under this Agreement. District may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

6.2 In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the California State Auditor for three years following final payment under the Agreement.

7 Ownership of Documents

All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Contractor under this Agreement and provided to District (“Work Product”) shall be the property of District, and District shall have the rights to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Contractor or any other party. Contractor may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Contractor shall not provide any Work Product to any third party without District’s prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, Contractor may copyright the same, except that, as to any Work Product that is copyrighted by Contractor, District reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then District shall hold Contractor harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to District in paper format, upon request by District at any time (including, but not limited to, at expiration or termination of this Agreement), Contractor agrees to provide the Work Product to District in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet file, AutoCAD file).

8 Confidentiality of Information

8.1 Contractor shall keep in strict confidence all confidential, privileged, trade secret, and proprietary information, data and other materials in any format generated, used or obtained by the District or created by Contractor in connection with the performance of the Work under this Agreement (the “Confidential Material”). Contractor shall not use any Confidential Material for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by District. Contractor also shall not

disclose any Confidential Material to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by District. If there is a question if Confidential Material is protected from disclosure or is a public record or in the public domain, the party considering disclosure of such materials shall consult with the other party concerning the proposed disclosure.

8.2 Contractor, and its officers, employees, agents, and subcontractors, shall at all times take all steps that are necessary to protect and preserve all Confidential Material. At no time shall Contractor, or its officers, employees, agents, or subcontractors in any manner, either directly or indirectly, use for personal benefit or divulge, disclose, or communicate in any manner, any Confidential Material to any person or entity unless specifically authorized in writing by the District or by order of a court or regulatory entity with jurisdiction over the matter. Contractor, and its officers, employees, agents, and subcontractors shall protect the Confidential Material and treat it as strictly confidential in accordance with applicable law, District policies and directives, and best industry security practices and standards.

8.3 If any person or entity, other than District or Contractor, requests or demands, by subpoena, discovery request, California Public Records Act request or otherwise, Confidential Material or its contents, the party to whom the request is made will immediately notify the other party, so that the parties may collectively consider appropriate steps to protect the disclosure of those materials. The parties agree to take all steps reasonably necessary to preserve the confidential and privileged nature of the Confidential Material and its content. In the event that the parties cannot agree whether to oppose or comply with a disclosure demand, the opposing party may oppose the demand at its sole cost and expense, in which event the party favoring disclosure will refrain from disclosing the demanded Confidential Material until such time as a final agreement regarding disclosure is reached or, if an agreement is not reached, a judicial determination is made concerning the demand.

8.4 Unless otherwise directed in writing by the District, upon contract completion or termination, Contractor must destroy all Confidential Materials (written, printed and/or electronic) and shall provide a written statement to the District that such materials have been destroyed.

9 Compliance with Laws

9.1 General. Contractor shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Contractor shall possess, maintain and comply with all federal, state and local permits, licenses and certificates that may be required for it to perform the Work. Contractor shall comply with all federal, state and local air pollution control laws and regulations applicable to the Contractor and its Work (as required by California Code of Regulations title 13, section 2022.1). Contractor shall be responsible for the safety of its workers and Contractor shall comply with applicable federal and state worker safety-related laws and regulations.

9.2 California Labor Code Compliance for Pre- and Post-Construction Related Work and Maintenance.

9.2.1 This section 9.2 applies if the Work includes either of the following:

9.2.1.1 Labor performed during the design, site assessment, feasibility study and pre-construction phases of construction, including, but not limited to, inspection and land surveying work, and labor performed during the post-construction phases of construction, including, but not limited to, cleanup work at the jobsite. (See California Labor Code section 1720(a).) If the Work includes some labor as described in the preceding sentence and other labor that is not, then this section 9.2 applies only to workers performing the pre-construction and post-construction work.

9.2.1.2 “Maintenance” work, which means (i) routine, recurring and usual work for the preservation, protection and keeping of any District facility, plant, building, structure, utility system or other property (“District Facility”) in a safe and continually usable condition, (ii) carpentry, electrical, plumbing, glazing, touchup painting, and other craft work designed to preserve any District Facility in a safe, efficient and continuously usable condition, including repairs, cleaning and other operations on District machinery and equipment, and (iii) landscape maintenance. “Maintenance” excludes (i) janitorial or custodial services of a routine, recurring or usual nature, and (ii) security, guard or other protection-related services. (See California Labor Code section 1771 and 8 California Code of Regulations section 16000.) If the Work includes some “maintenance” work and other work that is not “maintenance,” then this section 9.2 applies only to workers performing the “maintenance” work.

9.2.2 Contractor shall comply with the California Labor Code provisions concerning payment of prevailing wage rates, penalties, employment of apprentices, hours of work and overtime, keeping and retention of payroll records, and other requirements applicable to public works as may be required by the Labor Code and applicable state regulations. (See California Labor Code division 2, part 7, chapter 1 (sections 1720-1861), which is incorporated in this Agreement by this reference.) The state-approved prevailing rates of per diem wages are available at <http://www.dir.ca.gov/oprl/DPreWageDetermination.htm>. Contractor also shall comply with Labor Code sections 1775 and 1813, including provisions that require Contractor to (a) forfeit as a penalty to District up to \$200 for each calendar day or portion thereof for each worker (whether employed by Contractor or any subcontractor) paid less than the applicable prevailing wage rates for any labor done under this Agreement in violation of the Labor Code, (b) pay to each worker the difference between the prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof for which the worker was paid less than the prevailing wage, and (c) forfeit as a penalty to District the sum of \$25 for each worker (whether employed by Contractor or any subcontractor) for each calendar day during which the worker is required or permitted to work more than 8 hours in any one day and 40 hours in any one calendar week in violation of Labor Code sections 1810 through 1815.

9.2.3 If the Work includes labor during pre- or post-construction phases as defined in section 9.2.1.1 above and the amount of the fee payable to Contractor under section 2 of this Agreement exceeds \$25,000, Contractor must be registered and qualified to perform public work with the Department of Industrial Relations pursuant section 1725.5 of the Labor Code.

Contractor’s Public Works Contractor Registration Number: _____

9.2.4 If the Work includes maintenance as defined in section 9.2.1.2 above and the amount of the fee payable to Contractor under section 2 of this Agreement exceeds

\$15,000, Contractor must be registered and qualified to perform public work with the Department of Industrial Relations pursuant section 1725.5 of the Labor Code.

Contractor’s Public Works Contractor Registration Number: _____

d. Intentionally Omitted

Indemnification.

9.3 Contractor shall indemnify, defend, protect, and hold harmless District, and its officers, employees and agents (“Indemnitees”) from and against any claims, liability, losses, damages and expenses (including attorney, expert witness and Contractor fees, and litigation costs) (collectively a “Claim”) that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Contractor or its employees, agents or subcontractors. The duty to indemnify, including the duty and the cost to defend, is limited as provided in this section. However, this indemnity provision will not apply to any Claim arising from the sole negligence or willful misconduct of District or its employees or agents. Contractor’s obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

9.4 This section 10.2 applies if the Contractor is a “design professional” as that term is defined in Civil Code section 2782.8. If a court or arbitrator determines that the incident or occurrence that gave rise to the Claim was partially caused by the fault of an Indemnitee, then in no event shall Contractor’s total costs incurred pursuant to its duty to defend Indemnitees exceed Contractor’s proportionate percentage of fault as determined by a final judgment of a court or final decision of arbitrator.

10 Insurance

Types & Limits. Contractor at its sole cost and expense shall procure and maintain for the duration of this Agreement the following types and limits of insurance: ***[The general liability and automobile coverage limits may be adjusted depending on the Work’s overall risks, cost and complexity.]***

<i>Type</i>	<i>Limits</i>	<i>Scope</i>
Commercial general liability	\$2,000,000 per occurrence & \$4,000,000 aggregate	at least as broad as Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury
Automobile liability	\$1,000,000 per accident	at least as broad as ISO Business Auto Coverage (Form CA 00 01)
Workers’ compensation	Statutory limits	

Employers' liability	\$1,000,000 per accident	
Professional liability*	\$1,000,000 per claim	

*Required only if Contractor is a licensed engineer, land surveyor, geologist, architect, doctor, attorney or accountant.

10.1 **Other Requirements.** The general and automobile liability policy(ies) shall be endorsed to name District, its officers, employees, volunteers and agents as additional insureds regarding liability arising out of the Work. Contractor's coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. District's insurance or self-insurance, if any, shall be excess and shall not contribute with Contractor's insurance. Each insurance policy shall be endorsed to state that coverage shall not be canceled, except after 30 days (10 days for non-payment of premium) prior written notice to District. Insurance is to be placed with admitted insurers with a current A.M. Best's rating of A:VII or better unless otherwise acceptable to District. Workers' compensation insurance issued by the State Compensation Insurance Fund is acceptable. Contractor agrees to waive subrogation that any insurer may acquire from Contractor by virtue of the payment of any loss relating to the Work. Contractor agrees to obtain any endorsement that may be necessary to implement this subrogation waiver. The workers' compensation policy must be endorsed to contain a subrogation waiver in favor of District for the Work performed by Contractor.

10.2 **Proof of Insurance.** Upon request, Contractor shall provide to District the following proof of insurance: (a) certificate(s) of insurance evidencing this insurance; and (b) endorsement(s) on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s), and certifying the additional insured coverage.

11 General Provisions

11.1 **Entire Agreement; Amendment.** The parties intend this writing to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the Work. This Agreement supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the Work, except those other documents (if any) that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and signed by both parties.

11.2 **Independent Contractor.** Contractor's relationship to District is that of an independent contractor. All persons hired by Contractor and performing the Work shall be Contractor's employees or agents. Contractor and its officers, employees and agents are not District employees, and they are not entitled to District employment salary, wages or benefits. Contractor shall pay, and District shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Contractor's employees. Contractor shall, to the fullest extent permitted by law, indemnify District, and its officers, employees, volunteers and agents from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the federal Internal Revenue Service, California

Franchise Tax Board, other federal or state agency, or court concerning Contractor's independent contractor status or employment-related liability.

11.3 **Subcontractors.** No subcontract shall be awarded nor any subcontractor engaged by Contractor without District's prior written approval. Contractor shall be responsible for requiring and confirming that each approved subcontractor meets the minimum insurance requirements specified in section 11 of this Agreement. Any approved subcontractor shall obtain the required insurance coverages and provide proof of same to District in the manner provided in section 11 of this Agreement.

11.4 **Assignment.** This Agreement and all rights and obligations under it are personal to the parties. The Agreement may not be transferred, assigned, delegated or subcontracted in whole or in part, whether by assignment, subcontract, merger, operation of law or otherwise, by either party without the prior written consent of the other party. Any transfer, assignment, delegation, or subcontract in violation of this provision is null and void and grounds for the other party to terminate the Agreement.

11.5 **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Contractor shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

11.6 **Severability.** If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

11.7 **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where District's office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

11.8 **Notice.** Any notice, demand, invoice or other communication required or permitted to be given under this Agreement must be in writing and delivered either (a) in person, (b) by prepaid, first class U.S. mail, (c) by a nationally-recognized commercial overnight courier service that guarantees next day delivery and provides a receipt, or (d) by email with confirmed receipt. Such notices, etc. shall be addressed as follows:

District:

Rancho Murieta Community Services District
Attn: Tom Hennig
Rancho Murieta Community Services District, 15160 Jackson Road, Rancho Murieta,
CA 95683
E-mail: thennig@rmcsd.com

Contractor:

Redwood Painting Co., Inc.
Attn: Mitchel Rizzuto
Project Manager
E-mail: mitchr@redwoodptg.com

Notice given as above will be deemed given (a) when delivered in person, (b) three days after deposited in prepaid, first class U.S. mail, (c) on the date of delivery as shown on the overnight courier service receipt, or (d) upon the sender's receipt of an email from the other party confirming the delivery of the notice, etc. Any party may change its contact information by notifying the other party of the change in the manner provided above.

11.9 **Signature Authority.** Each party warrants that the person signing this Agreement is authorized to act on behalf of the party for whom that person signs. The Parties may execute and deliver this Agreement and documents necessary to perform it, including task orders and amendments, in any number of original or facsimile counterparts. When each Party has signed and delivered at least one counterpart to the other Party, each counterpart shall be deemed an original and, taken together, the counterparts shall constitute one and the same document, which shall be binding and effective.

Rancho Murieta Community Services District:

Dated: _____

By: _____

Tom Hennig
General Manager

Redwood Painting Co., Inc:

Dated: _____

By: _____

Mitchel Rizzuto
Project Manager



2020 Field Operations Year in Review

Liquid Assets Review:
from Source to Course

Source

Granlees Pumping & Diversion Station

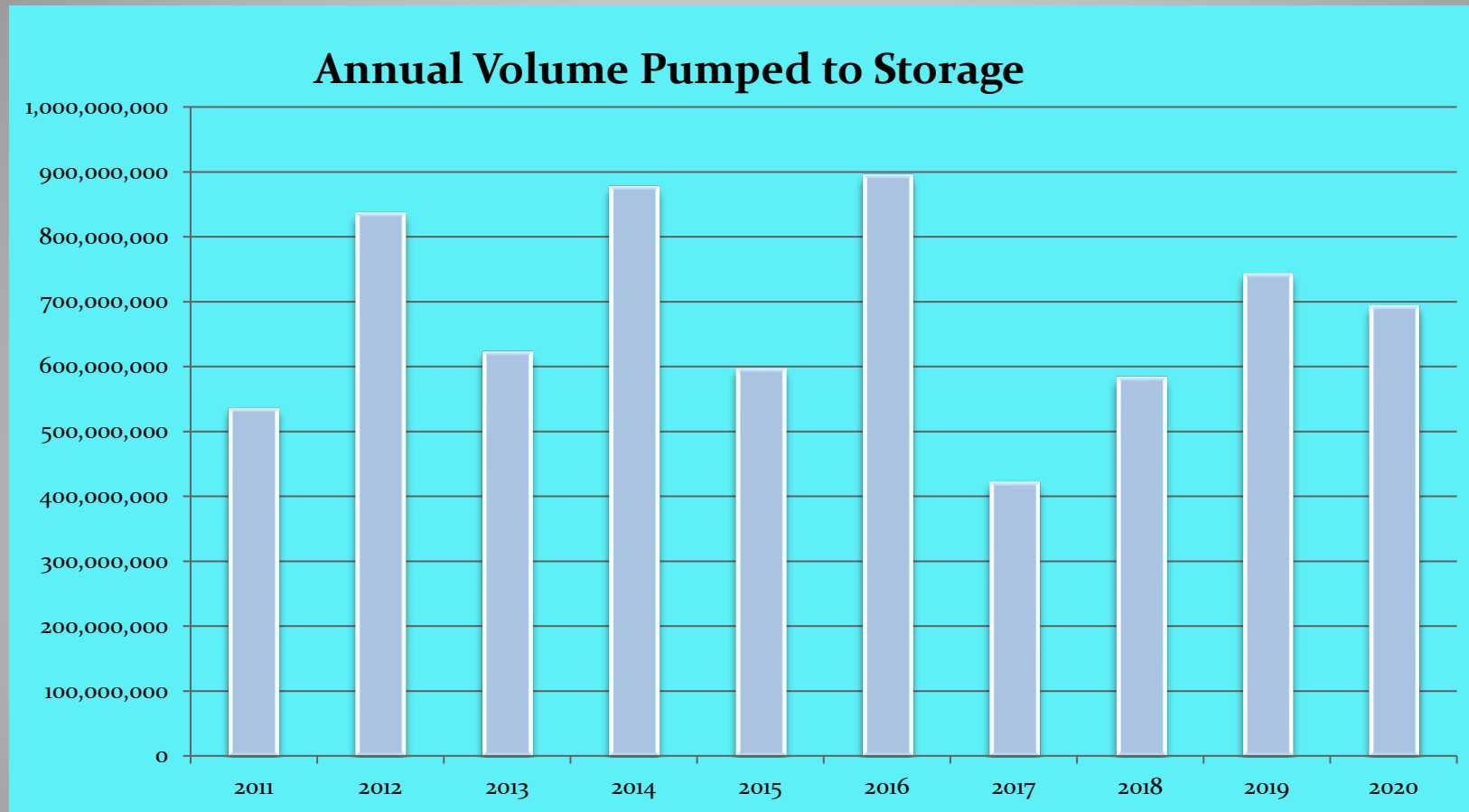
- **2019-2020 Pumping Season:** 2,132 Ac. ft. (694.64 million gallons “MG”) pumped from the Cosumnes River to our storage reservoirs
Started filling on Dec.13, 2020
- **Current Pumping Season:** 1,597 Ac. ft. (520 MG) pumped *so far* this season
(as of 4/7/21; began pumping January 4, 2021)

The District may pump water from the Cosumnes River from November 1 thru May 31 of each year for raw water storage. Amounts and times vary depending on river flow. River diversion through the Cosumnes Irrigation Association (CIA) ditch is utilized to convey water for downstream uses at Laguna Joaquin and Anderson Ranch.

Granlees Pumping & Diversion Station

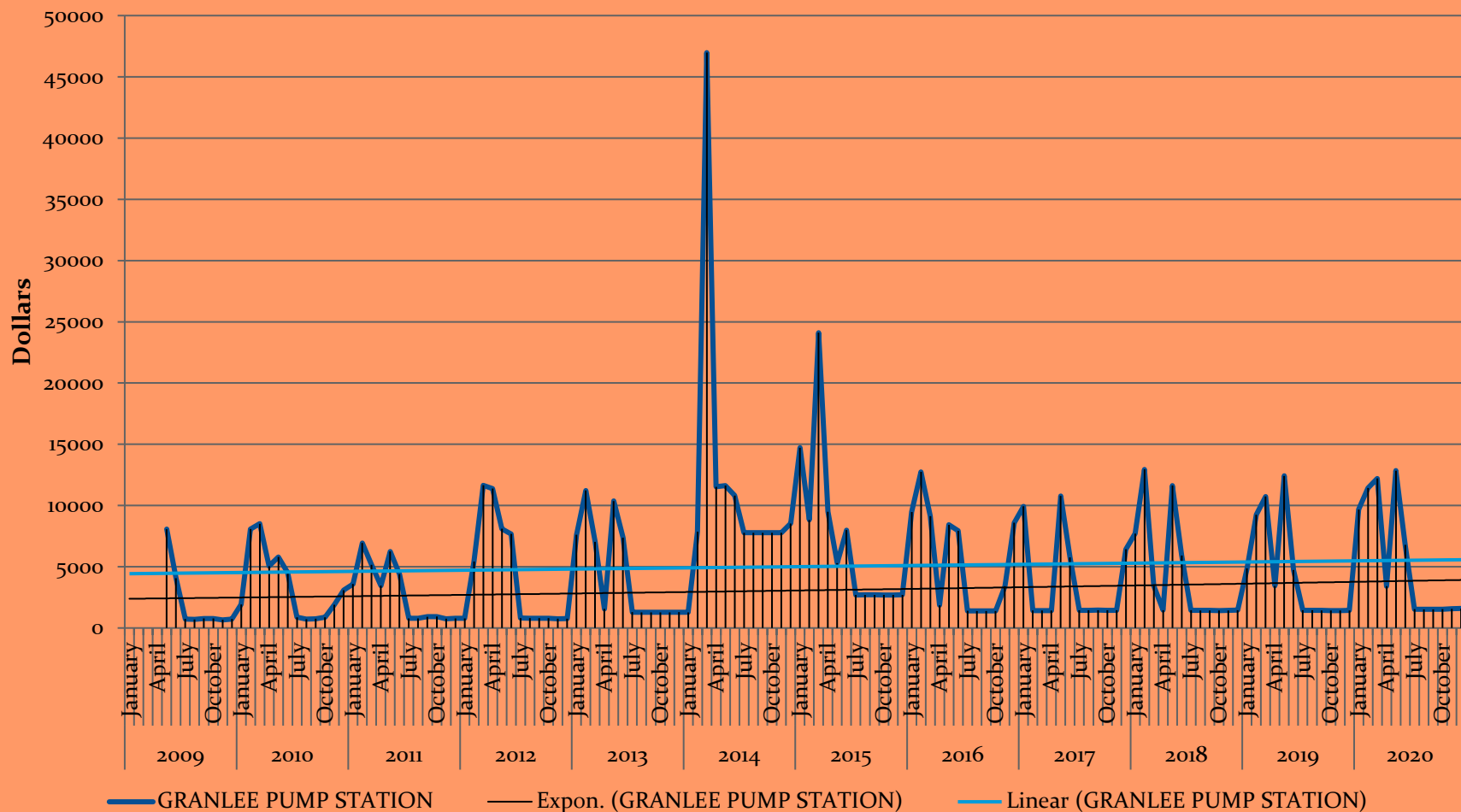


Annual Amounts Pumped from River to Storage



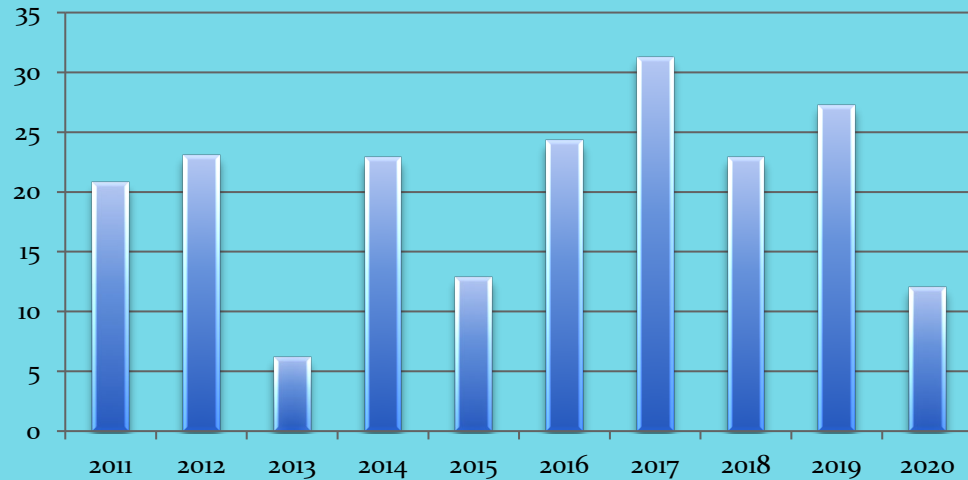
Water Pumping Costs from River

Granlee PS Electrical Cost (raw water pumping)

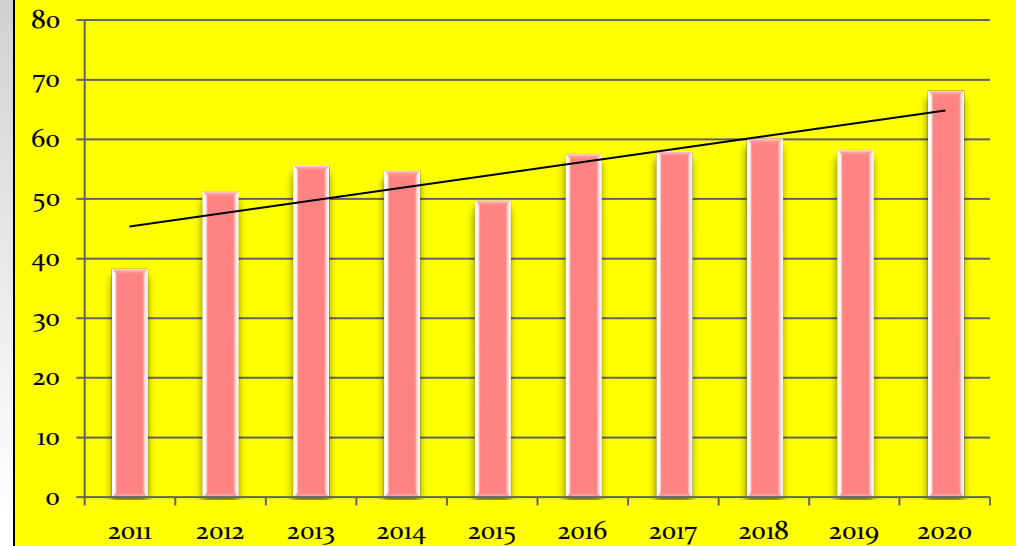


Rainfall & Evaporation

INCHES OF RAINFALL MEASURED AT WASTEWATER PLANT



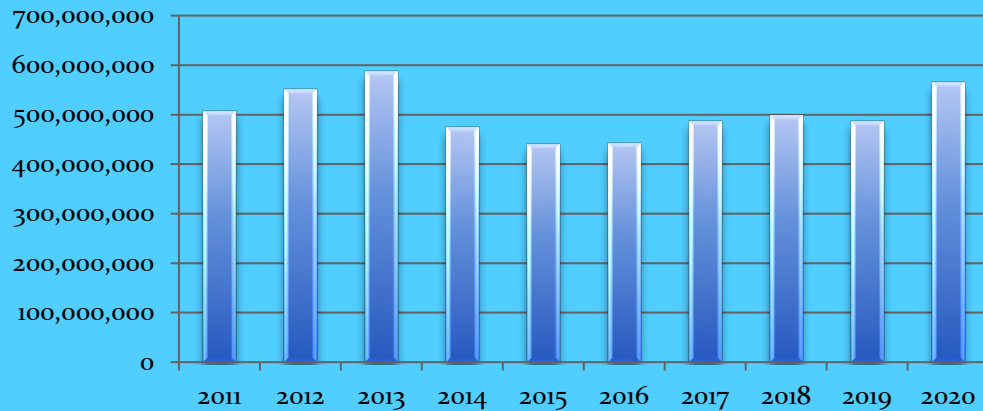
INCHES OF EVAPORATION



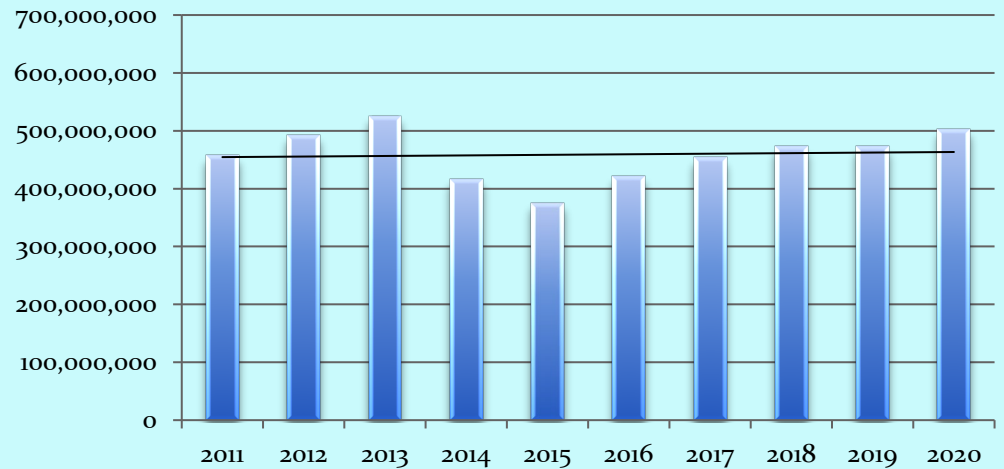


WATER

TOTAL WATER PRODUCTION FROM WATER TREATMENT PLANTS



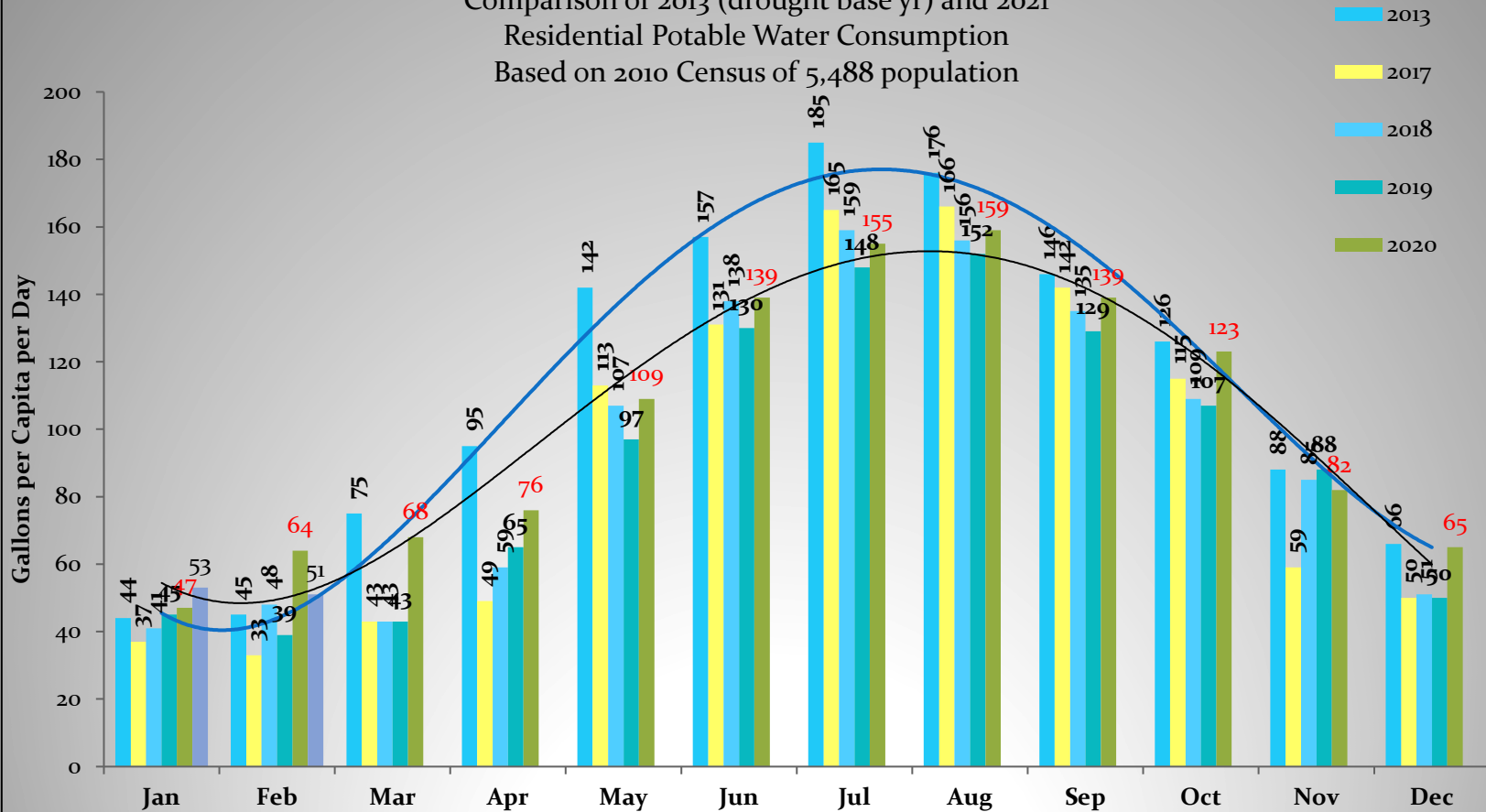
Potable Water Consumption - from Meter Use Data



Conservation

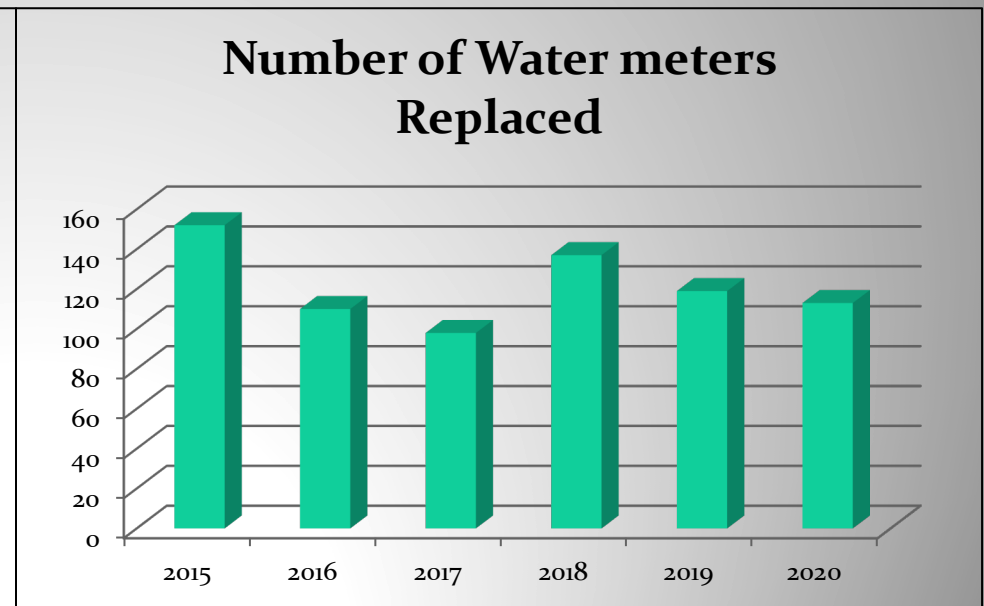
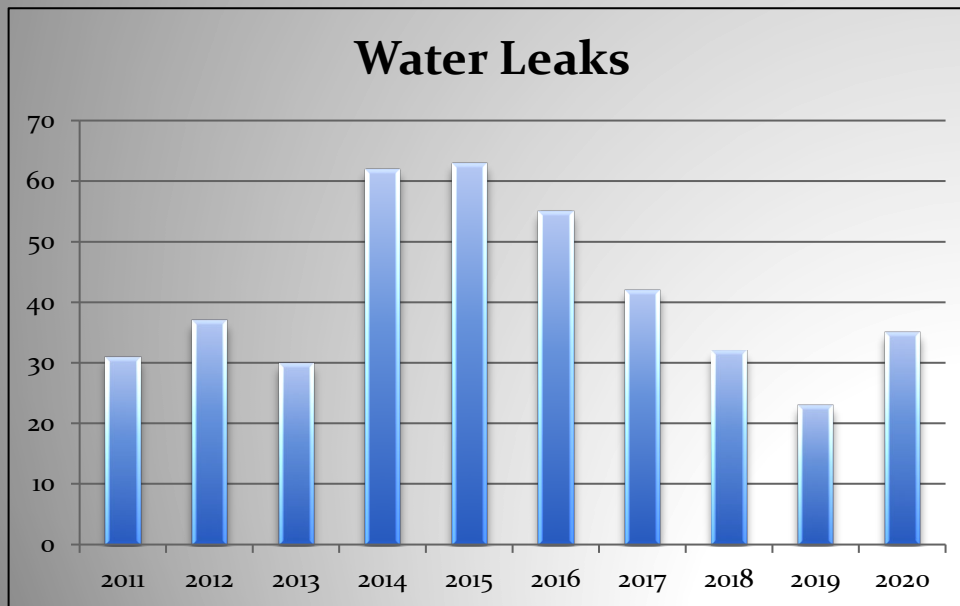
Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013 (drought base yr) and 2021
Residential Potable Water Consumption
Based on 2010 Census of 5,488 population



Water Distribution & Maintenance

- 35 Water Leak Repairs in 2020
- 113 Water Meters Replaced
- 23 Water Meter Transponder Replaced



Wastewater Treatment System Overview

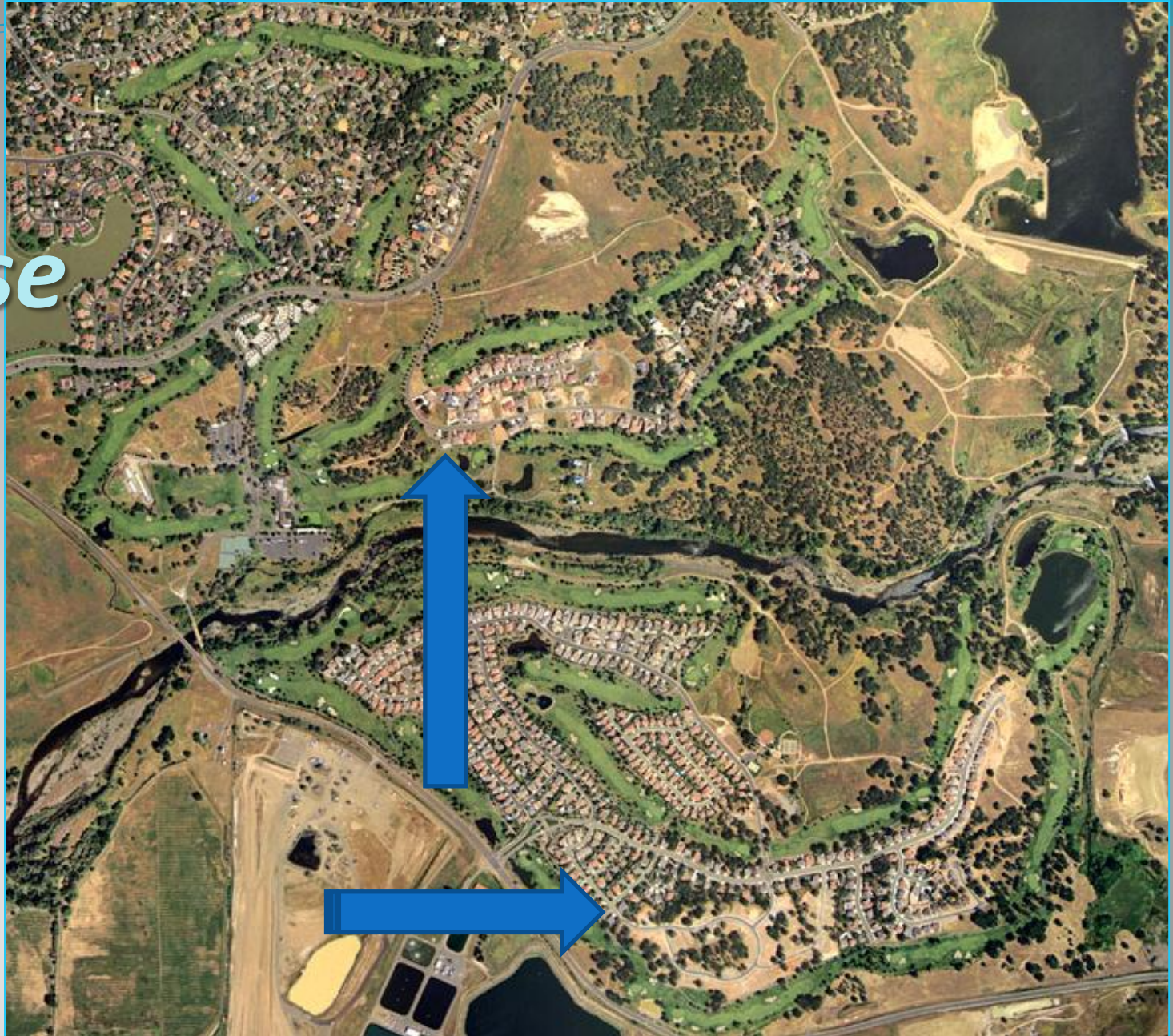
- **2020** influent flow received was **154.287 MG** (473.52 acre-feet)
- Treated wastewater is stored in two reservoirs until needed for reclamation use by RMCC during summer months.

• Stored secondary treated wastewater is pumped through a Dissolved Air Floatation system and then filtered, disinfected with chlorine, becoming tertiary treated water, and supplied to the golf courses for irrigation.



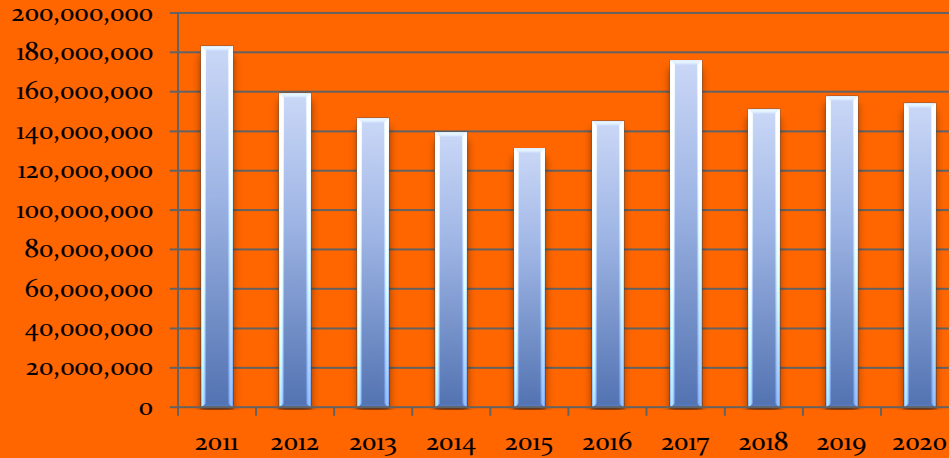
To Course

134.65 MG
(413.3 Acre-feet) of
tertiary water was
delivered in 2020 for
RMCC irrigation use.

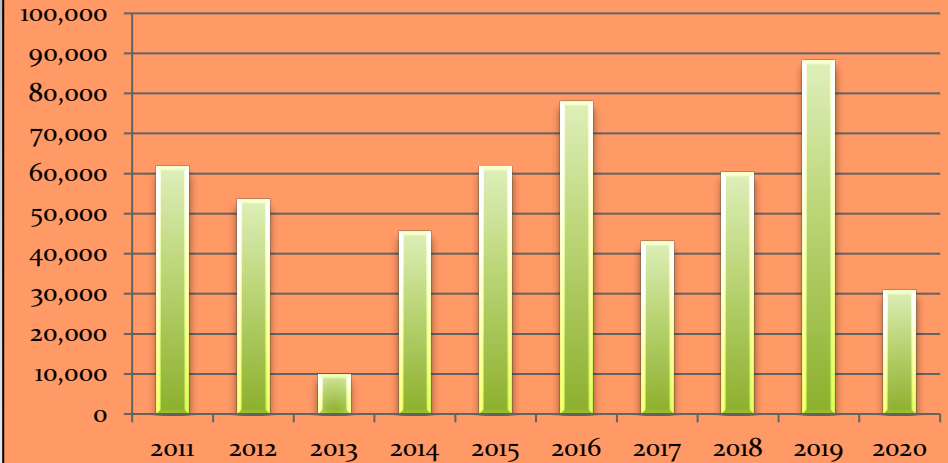


Sewer Metrics

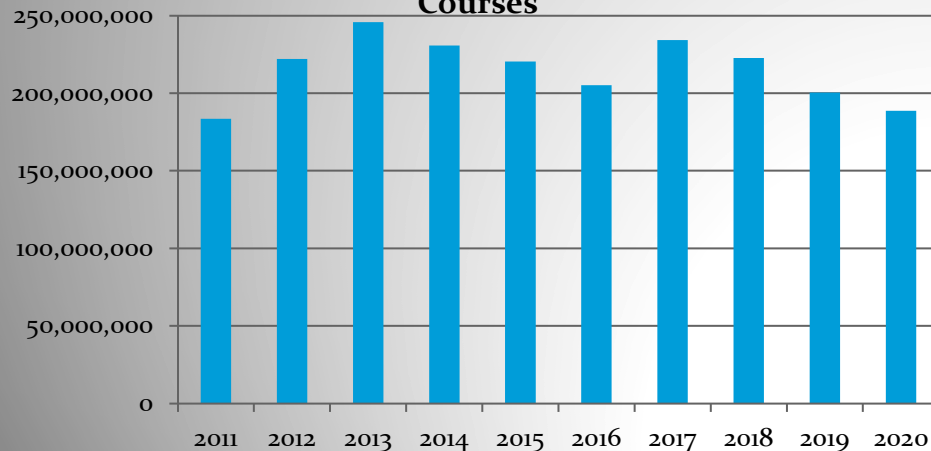
Total Wastewater Flow in to Plant



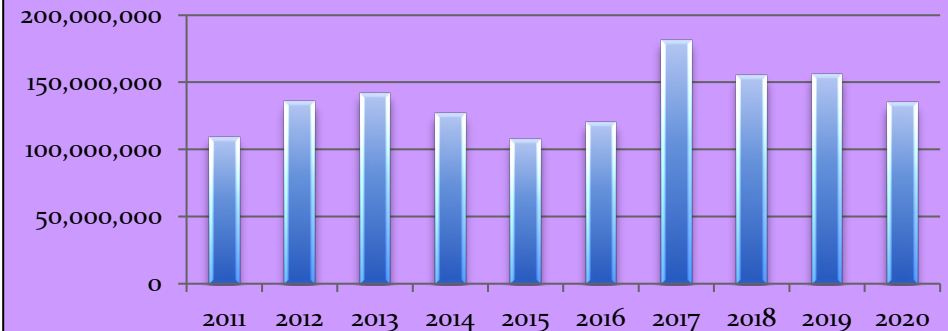
Sewer Line Cleaned - Feet



Reclaimed/Rain/ River Water used to Irrigate Golf Courses

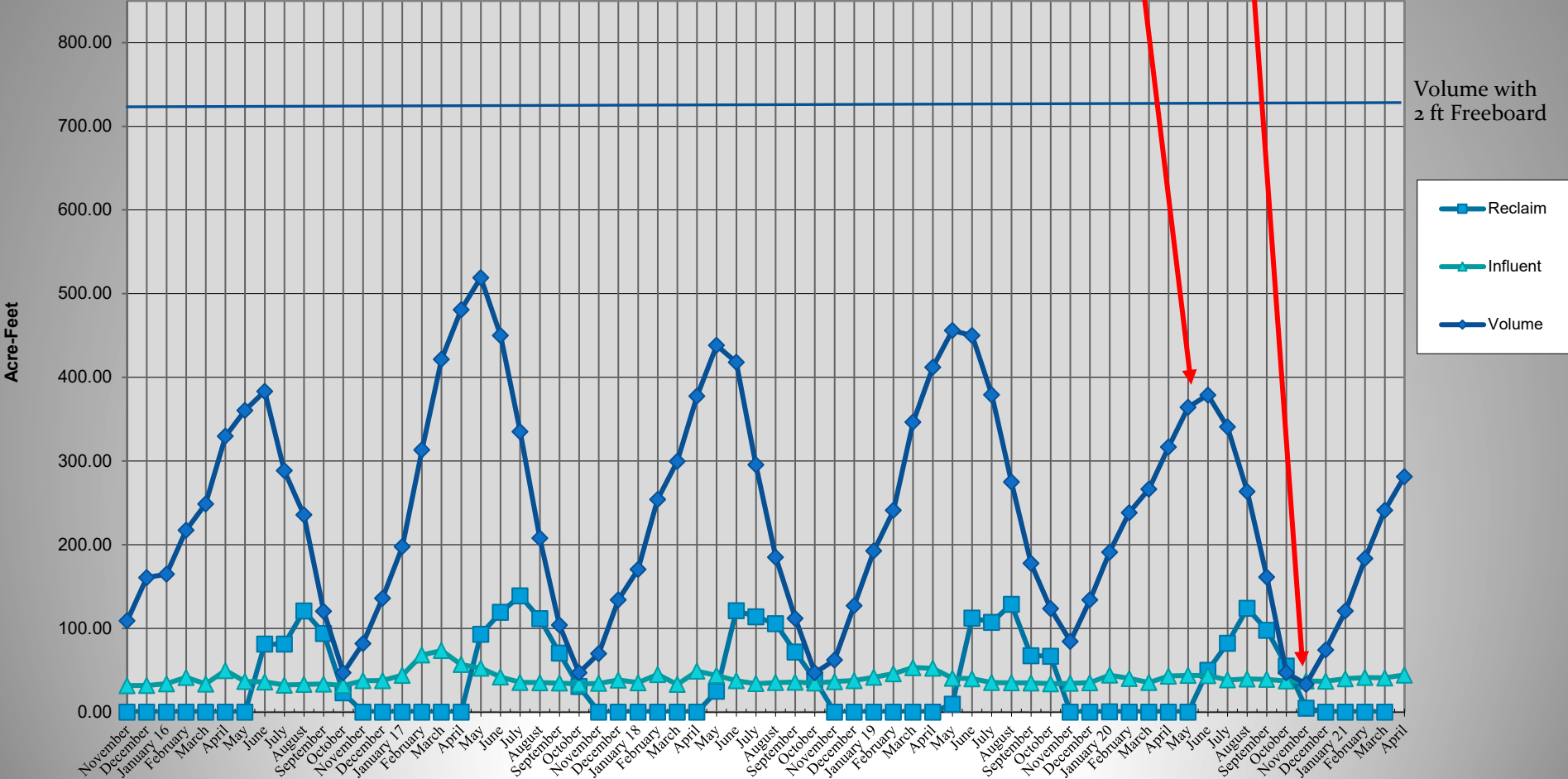


TREATED RECLAIMED WASTEWATER DELIVERED FOR GOLF COURSE IRRIGATION



We effectively lowered secondary wastewater storage to 34 acre-feet. The highest storage volume for the year was 384 acre-feet.

Volume of Secondary Wastewater in Reservoirs 2016-2021



Completed Projects in 2020-21:

- 1) Chesbro buoys and fencing around water plant intake
- 2) Replacement of truck 217 from sewer fund CRP #20-02-1
- 3) Sewer main repair in South community at Labranza
- 4) Main Lift South sewer force main pump replacement
- 5) Purchase of new loader to replace Bobcat loader; CIP #08-07-1
- 6) Water main valve repair at intersection of Lago-Pera-Lindero in North
- 7) 6B sewer pump station PLC and back panel replacement
- 8) East DAF saturation tank replacement at Tertiary treatment facility
- 9) Rehabilitation of WTP#1 three (3) effluent pumps CIP #20-05-1

Projects in Process

- Fire Hydrant replacements (10 total) CRP #20-06-1
 - 8 of 10 completed so far
- Dam Inundation Study and Emergency Action Plans CIP #17-03-1
 - Inundation studies are done and submitted to Division of Division of Safety of Dams (DSOD). EAPs are going through review process with OES
- Wastewater Reclamation Plant- Chlorine gas to Bleach conversion project CIP #18-07-2

Unfunded mandates & looming \$'s

- Drainage:
 - Sediment removal from Laguna Joaquin
 - Special tax doesn't keep up with inflation at 2%/year let alone current needs
 - Wastewater:
 - CVSalts
 - Water:
 - Urban Water Management Plan required at 3,000 connections
 - Assembly Bill 685 – Human Right to Water
- Development review and construction inspections

Thank You!

With the continued support of the Board and community, we will continue to make improvements and keep the District running with a high standard of service and operation.

MEMORANDUM

Date: April 16, 2021

To: Board of Directors

From: Tom Hennig, General Manager

Subject: Revision to Rancho Murieta Country Club Loan Agreement for Reclaimed Water Pump Repair

RECOMMENDATION:

Approve the revision to the Rancho Murieta Community Services District/Rancho Murieta Country Club Loan Agreement for Reclaimed Water Pump Repair in the form as presented at this meeting.

BACKGROUND:

The Board approved a loan to Rancho Murieta Country Club (RMCC) at the January 20, 2021 Board meeting in an amount up to \$115,816 to fund the North Course recycled water the pump station repair/upgrade work. This work was considered necessary as the District disposes of treated reclaimed water at the RMCC golf courses pursuant to the 1988 Agreement for Availability and Use of Reclaimed Wastewater. The District delivers some of the reclaimed water to Bass Lake where RMCC pumps it from the RMCC North Pump Station for irrigation use. The pump station is failing and in need of repair and upgrade. The pump station needs to be ready for the current reclaimed water delivery that began in April. The North Pump Station is a critical component of the reclaimed water system.

Since the Agreement was drafted, the leadership at RMCC has requested a change in the Section 10. Limitation of the Loan Agreement. The original language was:

10. Limitations. During the five-year Loan repayment period, Borrower shall not, without prior written consent of Lender (a) pledge, mortgage, or otherwise encumber in any manner whatsoever any of Borrower's present or after acquired property or assets, (b) borrow money or obtain a loan from any person, corporation, or any other source, (c) make or guarantee any advances or loans made to others, or (d) sell or distribute a substantial part, or all, of its assets.

RMCC has requested that the following language be added Section 10 of the Loan Agreement:

“With the exceptions of the on-going need to lease new operations equipment to maintain the golf courses such as mowers, golf cart fleet, and the like along with our Line of Credit we maintain with our bank that allows surge capacity in servicing our requirements in daily operations.”

The final Loan Agreement would read as follows:

10. Limitations. During the five-year Loan repayment period, Borrower shall not, without prior written consent of Lender (a) pledge, mortgage, or otherwise encumber in any manner whatsoever any of Borrower's present or after acquired property or assets, (b) borrow money or obtain a loan from any person, corporation, or any other source, (c) make or guarantee any advances or loans made to others, or (d) sell or distribute a substantial part, or all, of its assets.

With the exceptions of the on-going need to lease new operations equipment to maintain the golf courses such as mowers, golf cart fleet, and the like along with our Line of Credit we maintain with our bank that allows surge capacity in servicing our requirements in daily operations.

Staff is bringing this to the Board as the is a substantive change to the agreement that requires Board approval. We recommend approving this new language to allow RMCC to continue with its normal operations unrestricted.