



## **RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

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

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

#### **REGULAR BOARD MEETING**

**JANUARY 18, 2017**

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

Open Session 5:00 p.m.

District Administration Building – Board Room

15160 Jackson Road

Rancho Murieta, CA 95683

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#### **BOARD MEMBERS**

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

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#### **STAFF**

Darlene J. Thiel	General Manager
Paul Wagner	Security Chief
Paul Siebensohn	Director of Field Operations
Eric Thompson	Controller
Suzanne Lindenfeld	District Secretary

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

JANUARY 18, 2017

## REGULAR BOARD MEETING

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

All persons present at District meetings will place their cellular devices in silent and/or vibrate mode (no ringing of any kind). During meetings, these devices will be used only for emergency purposes and, if used, the party called/calling will exit the meeting room for conversation. Other electronic and internet enabled devices are to be used in the "silent" mode. Under no circumstances will recording devices or problems associated with them be permitted to interrupt or delay District meetings.

## AGENDA

- |  | ESTIMATED RUNNING TIME |
|--|------------------------|
| <b>1. CALL TO ORDER</b> - Determination of Quorum – President Pecotich ( <b>Roll Call</b> )  | 4:00                   |
| <b>2. CONSIDER ADOPTION OF AGENDA</b> ( <i>Motion</i> )<br><i>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.</i>   |                        |
| <b>3. CLOSED SESSION</b><br><i>Under Government Code Section 54956.9(d)(1): Conference with Legal Counsel Regarding existing litigation, M&amp;R Investment One Company v. District.</i><br><br><i>Under Government Code 54957: Public Employee Performance Review: Title: General Manager.</i>  |                        |
| <b>4. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION</b><br><i>The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. The Board may also discuss other items that do not appear on this agenda, but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.</i><br><br><i>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. <b>TIMED ITEMS</b> as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.</i> | 5:00                   |
| <b>5. SPECIAL ANNOUNCEMENTS AND ACTIVITIES</b>   |                        |
| <b>6. COMMENTS FROM THE PUBLIC</b><br><i>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.</i><br><br><i>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.</i>  |                        |

7. **CONSENT CALENDAR** (Motion) **(Roll Call Vote)** (5 min.) All items in Agenda Item 7 will be approved as one item if they are not excluded from the motion adopting the consent calendar.
  - A. Approval of Board and Committee Meeting Minutes
    1. December 21, 2016 Board Meeting Minutes
    2. January 3, 2017 Improvements Committee Minutes
  - B. Approval of Bills Paid Listing
8. **STAFF REPORTS** (Receive and File)
  - A. General Manager's Report
  - B. Administration/Financial Report
  - C. Security Report
  - D. Water/Wastewater/Drainage Report
9. **CORRESPONDENCE**
10. **CONSIDER APPROVAL OF RECOMMENDATION FROM IMPROVEMENTS COMMITTEE REGARDING LETTER FROM MICHAEL DAVIS, ROBERT HANNAFORD, AND DAVID LEWIS ABOUT DRAINAGE IMPROVEMENTS AT/OR NEAR 4 PARK VIA DEL CERRITO** (Discussion/Action) **(Motion) (Roll Call Vote)** (5 min.)
11. **RECEIVE AND CONSIDER UPDATES** (Discussion/Action) (15 min.)
  - A. Parks Committee
    1. Review Updates to Parks Operating Guidelines
  - B. Pending and Proposed Land Development Projects
    1. Discuss Passive Recreation Use of Murieta Gardens Drainage Basin
  - C. Solar Power Installation
  - D. Twelve Inch (12") Force Main Assessment
12. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (Discussion/Action) **(Motion)**
  - A. Approve Chief Wagner attending ISC West Expo in Las Vegas, Nevada April 5 -7, 2017 (5 min.)
13. **REVIEW FEBRUARY BOARD/COMMITTEE MEETING DATES/TIMES**
  - A. Recycled Water Workshop – January 30, 2017 at 1:00 p.m.
  - B. Security – February 2, 2017 at 4:00 p.m.
  - C. Communications – February 2, 2017 at 4:30 p.m.
  - D. Improvements – February 7, 2017 at 8:30 a.m.
  - E. Finance – February 7, 2017 at 9:00 a.m.
  - F. Personnel – February 7, 2017 at 9:30 a.m.
  - G. Regular Board Meeting – February 15, 2017 - open session at 5:00 p.m.

#### 14. DIRECTOR COMMENTS/SUGGESTIONS

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

#### 15. ADJOURNMENT (Motion)

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is January 13, 2017. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Meeting

MINUTES

December 21, 2016

Closed Session at 4:00 p.m. ~ Open Session at 5:00 p.m.

The District Secretary administered the Oath of Office to Les Clark, Morrison Graf, and John Merchant.

### **1. CALL TO ORDER/ROLL CALL**

President Gerald Pasek called the regular meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Les Clark, Morrison Graf, John Merchant, and Mark Pecotich. Also present were Darlene J. Thiel, General Manager; Paul Wagner, Security Chief; Paul Siebensohn, Director of Field Operations; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel.

### **2. ADOPT AGENDA**

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

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

*Under Government Code Section 54956.9(d)(1): Conference with Legal Counsel Regarding existing litigation, M&R Investment One Company v. District.*

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

*Under Government Code Section 54956.9(d)(1): Conference with Legal Counsel Regarding existing litigation, M&R Investment One Company v. District. Nothing to report.*

### **5. CONSIDER ADOPTION OF RESOLUTION 2016-15, RESOLUTION DECLARING THE RESULTS OF THE NOVEMBER 8, 2016 ELECTION**

**Motion/Graf** to adopt Resolution 2016-15, a resolution declaring the results of the November 8, 2016 election. **Second/Pecotich. Roll Call Vote: Ayes: Pasek, Clark, Graf, Merchant, Pecotich. Noes: None. Absent: None. Abstain: None.**

### **6. CONSIDER ADOPTION OF RESOLUTION 2016-16 IN HONOR OF BETTY FERRARO, DIRECTOR, RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

**Motion/Graf** to adopt Resolution 2016-16 in honor of Betty Ferraro, Director, Rancho Murieta Community Services District. **Second/Merchant. Roll Call Vote: Ayes: Pasek, Clark, Graf, Merchant, Pecotich. Noes: None. Absent: None. Abstain: None.**

### **7. ELECTION OF BOARD OFFICERS**

**Motion/Pasek** to appoint Mark Pecotich as Board President. **Second/Merchant. Ayes: Pasek, Clark, Graf, Merchant, Pecotich. Noes: None. Absent: None. Abstain: None.**

**Motion/Merchant** to appoint Morrison Graf as Board Vice President. **Second/Clark. Ayes: Pasek, Clark, Graf, Merchant, Pecotich. Noes: None. Absent: None. Abstain: None.**

## **8. SPECIAL ANNOUNCEMENTS AND ACTIVITIES**

None.

## **9. COMMENTS FROM THE PUBLIC**

David Lewis commented on a letter he sent to Director Graf in January 2016 regarding flooding that has happened on Park 4. This item will be on the January Improvements Committee agenda.

## **10. CONSENT CALENDAR**

Under Agenda Item 10A, Director Clark asked if the wording for Agenda Item 10 is correct. Richard Shanahan, District General Counsel, stated that it is the correct wording.

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

## **11. STAFF REPORTS**

Under Agenda Item 11A, President Pecotich asked if the developers gave a date/time for the submittal of maps after review of the new information the County presented at the last Stakeholders meeting. Darlene Thiel stated no time was given. President Pecotich stated he was glad to see the Meet the Security Chief Open House is scheduled.

Under Agenda Item 11C, Director Pasek asked about the status of the incident map. Chief Wagner stated he is looking into tying into the program that the water department will be using.

## **12. CORRESPONDENCE**

None.

## **13. RECEIVE AND FILE THE 2015-2016 ANNUAL RANCHO MURIETA COMMUNITY SERVICES DISTRICT AUDIT REPORT, COMMUNITY FACILITIES DISTRICT #1 AUDIT REPORT, AND THE COMMUNITY FACILITIES DISTRICT #2014-1 AUDIT REPORT**

Larry Bain, CPA, gave a brief summary of the 2015-2016 audit reports. They were clean reports. A question and answer period followed.

## **14. CONSIDER APPROVAL OF PROPOSAL FROM BURNS & McDONNELL ENGINEERING COMPANY, INC., FOR SECURITY DEPARTMENT ASSESSMENT AND VIDEO SURVEILLANCE STRATEGY, REQUEST FOR PROPOSAL #2016-1002**

Darlene J. Thiel gave a brief summary of the recommendation to approve the proposal from Burns & McDonnell Engineering Company, Inc., for the Security Department Assessment and Video Surveillance Strategy. The report will provide a focused plan regarding best use of current staffing along with recommendations for best options with the future development. The report will also include a camera system recommendation, which includes type of cameras and locations to place them. A workshop will be held to allow for community input.

**Motion/Pasek** to approve proposal from Burns & McDonnell and authorize the General Manager to execute the agreement with Burns & McDonnell Engineering Company, Inc., pending successful negotiation of final terms and conditions, in an amount not to exceed \$49,350 inclusive of travel cost. Funding to come from Security Impact Fees and Security Replacement Reserves. **Second/Clark. Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None.**

## **15. RECEIVE AND CONSIDER UPDATES**

### **A. Parks Committee**

Comments from developers on the Parks Operating Guidelines have not yet been provided to the Parks Committee. A Parks Committee meeting is anticipated to be scheduled soon for discussion on the Greens Park.

### **B. Pending and Proposed Land Development Projects**

The owners of River View and Murietta Residences East are evaluating moving forward with development of those two (2) parcels. Staff met with representatives on December 15, 2016 for preliminary discussion.

### **C. Solar Power Installation**

#### **Wastewater Treatment Plant Site**

Bockman Woody's subcontractor, Diede Construction, has bored and pulled in the two (2) 4" conduits from Jackson Road to inside the wastewater facility gate and from there to the wastewater plant control room site where a new transformer is to be located. There has not been any word back from SMUD yet as to when they will deliver the new transformer, therefore the project is currently on hold for Bockman Woody to remobilize and complete the electrical connections. Paul Siebensohn confirmed that fire department access to the back area undeveloped properties is available through the solar site.

#### **Water Treatment Plant Site**

Construction has begun with Solar City driving in the piers and beginning the assembly for the solar arrays. There was a bit of a hiccup with approval from Sacramento County Permit Office as their plan reviewer said the project cannot begin until the District grants itself an easement to allow the underground electric lines to cross from the solar array parcel onto and through the Water Treatment Plant parcel. As granting an easement to ourselves does not make sense, we are considering a boundary line adjustment to combine the parcels into one, which the plan reviewer was ok with.

### **D. 12" Force Main Assessment**

Soil samples and pipe pieces are being sent out to be tested, per Kennedy Jenks suggestions, for the force main assessment.

## **16. CONSIDER NOMINATIONS FOR MEMBERSHIP ON THE SACRAMENTO LOCAL FORMATION COMMISSION'S SPECIAL DISTRICT ADVISORY COMMITTEE**

No nominations.

## **17. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES**

President Pecotich and Directors Clark, Graf, and Merchant will be attending the California Special District Association (CSDA) Board Member Best Practices in Sacramento on February 3, 2017.

## **18. COMMITTEE ASSIGNMENTS**

All elected Directors had previously submitted their requests for various committee assignments. With due consideration for the requests, President Pecotich made the following committee assignments:

Communication/Technology Committee:	Mark Pecotich and John Merchant
Finance Committee:	Gerald Pasek and John Merchant
Improvements Committee:	Morrison Graf and Les Clark
Joint Security Committee:	Mark Pecotich and Les Clark

Personnel Committee:	Morrison Graf and Gerald Pasek
Parks Committee:	Mark Pecotich, Morrison Graf (alternate)
Security Committee:	Mark Pecotich and Les Clark
Regional Water Authority:	Gerald Pasek

**19. REVIEW MEETING DATES/TIMES**

Suzanne Lindenfeld will coordinate the Committee meeting schedule with the Directors.

**20. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF**

Paul Siebensohn wished everyone happy holidays.

Chief Wagner stated that the updates have been completed and around 500 bar codes were shut off.

Director Clark thanked Paul Siebensohn for the tour of the water department facilities.

**21. ADJOURNMENT**

**Motion/Pasek** to adjourn at 6:32 p.m. **Second/Graf. Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Suzanne Lindenfeld  
District Secretary



## MEMORANDUM

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

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### 1. CALL TO ORDER

Director Graf called the meeting to order at 8:30 a.m. Present were Directors Graf and Clark. Present from District staff were Darlene Thiel, General Manager; Paul Siebensohn, Director of Field Operations; and Eric Thompson, Controller.

### 2. PUBLIC COMMENT

None.

### 3. MONTHLY UPDATES

#### Solar Power Update

Paul Siebensohn reported that the WWTP panels and inverters are set up. The two (2) four inch (4") conduits from the front pole at Murieta Parkway to inside our gate and up to where the new transformer is located has been completed. SMUD and Bachman Woody were out last week to investigate the transformer pad. Bachman Woody's goal is to wrap it up by the end of the month.

WTP site, the majority of panels were up by the end of the year. The ones left off were to allow for electrical inspection. Solar City is okay with routing the power along the outside of our fence line and then going into a pad where our switch gear panel would be.

Director Clark commented on an email he sent Darlene regarding a resident's comment about a gap in the fence that people could just walk through. Darlene stated she forwarded it on to Paul who has forwarded it on to Solar City.

### 4. CORRESPONDENCE FROM MICHAEL DAVIS, ROBERT HANNAFORD, AND DAVID LEWIS

Paul Siebensohn gave a brief summary of the letter received at the December Board meeting and an overview of the previous work that the District performed in 2008 on the Park 4 Via Del Cerrito drainage channel.

The Improvements Committee discussed the issue and determined that the drainage channel should be restored to its original design. Director Clark added that he does not believe a 100 year flood plain was established at the time originally done. Darlene stated that this matter will go forward to the Board for discussion after the District engineering firm has been out to review the site.

Director Clark suggested the District develop all the background knowledge that we can and have it ready for the residents who are concerned but the recommendation to the full Board would be to take the drainage channel back to original design condition.

## **5. DIRECTORS & STAFF COMMENTS/SUGGESTIONS**

Director Clark commented on a GIS developed for the community and would like to sit down with Paul Siebensohn to show how it works and then approach engineers that have done designs out here to get their CAB files and any other information that they generated for their designs so that it is available to us. Security can be included.

## **6. ADJOURNMENT**

The meeting was adjourned at 9:16 a.m.

DRAFT

## MEMORANDUM

**Date:** January 6, 2016  
**To:** Board of Directors  
**From:** Eric Thompson, Controller  
**Subject:** Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **December 2016**. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

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

<u>Vendor</u>	<u>Project / Purpose</u>	<u>Amount</u>	<u>Funding</u>
Coastland Civil Engineering	Consulting / Engineering	\$ 6,229.96	Operating Expense
USA Blue Book	Repairs & Maintenance	\$ 5,418.13	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services	\$ 10,473.95	Operating Expense
Biosolids Recycling, Inc	Biosolids Removal	\$ 7,142.61	Operating Expense
California Waste Recovery Systems	Solid Waste Monthly Contract	\$ 46,417.18	Operating Expense
County of Sacramento	Election Costs	\$ 5,452.22	Operating Expense
EDCO Enterprises	Repairs & Maintenance	\$ 8,960.00	Operating Expense
State Water Resources Control Board	Permits	\$ 17,017.00	Operating Expense
AECOM Technical Services, Inc	Recycled Water Program Report	\$ 19,892.50	Water Augmentation Reserves
Brenntag Pacific	Chemicals	\$ 5,397.05	Operating Expense
Kennedy/Jenks Consultants, Inc	Recycled Water Program Report	\$ 19,648.05	Water Augmentation Reserves
Rancho Murieta 205, LP	Prior Infrastructure Reimbursement	\$ 16,520.00	Connection Fees
Roebbelen Construction Mgmt	WTP#1 Expansion	\$ 152,438.85	Construction Account Funding
S.M.U.D.	Purchased Power	\$ 26,639.98	Operating Expense

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  District Treasurer

## Rancho Murieta Community Services District Bills Paid Listing for December 2016

Ck Number	Date	Vendor	Amount	Purpose
CM31505	12/2/2016	Accounting & Association Software Group	\$165.00	IT Support
CM31506	12/2/2016	Action Rubber Stamps, Inc	\$26.72	Office Supplies
CM31507	12/2/2016	American Family Life Assurance Co.	\$523.39	Payroll
CM31508	12/2/2016	Aramark Uniform & Career Apparel, LLC	\$118.76	Uniform Service - Water
CM31509	12/2/2016	Arnolds For Awards	\$31.83	Director Expenses
CM31510	12/2/2016	AT&T	\$69.00	Monthly Internet Bill
CM31511	12/2/2016	AT&T	\$283.97	Monthly Phone Bill
CM31512	12/2/2016	Backflow Distributors Inc	\$642.60	Repairs & Maintenance
CM31513	12/2/2016	Bank of America	\$76.12	Bank Fees
CM31514	12/2/2016	Bay Area Process, Inc.	\$517.66	Repairs & Maintenance
CM31515	12/2/2016	Borges & Mahoney	\$770.00	Repairs & Maintenance
CM31516	12/2/2016	California Public Employees' Retirement Sys	\$37,717.28	Payroll
CM31517	12/2/2016	California Public Employees' Retirement Sys	\$22,298.84	Payroll
CM31518	12/2/2016	California State Disbursement Unit	\$238.61	Payroll
CM31519	12/2/2016	Coastland Civil Engineering	\$6,229.96	Consulting/Engineering
CM31520	12/2/2016	Employment Development Department	\$3,929.80	Payroll
CM31521	12/2/2016	Gempler's, Inc.	\$1,049.67	Safety Supplies
CM31522	12/2/2016	Groeniger & Company	\$1,509.84	Repairs & Maintenance
CM31523	12/2/2016	Guardian Life Insurance	\$5,580.64	Payroll
CM31524	12/2/2016	Halliday Products	\$631.70	Repairs & Maintenance
CM31525	12/2/2016	HDS White Cap Const Supply	\$1,865.16	Repairs & Maintenance
CM31526	12/2/2016	Howe It's Done	\$230.40	Board Meeting Expenses
CM31527	12/2/2016	Legal Shield	\$43.21	Payroll
CM31528	12/2/2016	Robert Musick	\$100.00	Conservation
CM31529	12/2/2016	Nationwide Retirement Solution	\$1,857.00	Payroll
CM31530	12/2/2016	Operating Engineers Local Union No. 3	\$598.08	Payroll
CM31531	12/2/2016	PDF Tactical	\$2,129.34	Contract Security
CM31532	12/2/2016	Romo Landscaping	\$385.00	Landscaping
CM31533	12/2/2016	Santander Leasing	\$240.00	Security Vehicle Lease
CM31534	12/2/2016	State Board of Equalization	\$2,271.25	Permits
CM31535	12/2/2016	State Water Resources Control Board	\$6,513.00	Permits
CM31536	12/2/2016	Rhett Stemmler	\$275.37	Conservation
CM31537	12/2/2016	Syneco Systems Inc	\$1,652.84	Small Tools
CM31538	12/2/2016	TASC	\$783.37	Payroll
CM31539	12/2/2016	UPS	\$41.91	Postage
CM31540	12/2/2016	USA Blue Book	\$5,418.13	Repairs & Maintenance
CM31541	12/2/2016	Vision Service Plan (CA)	\$456.63	Payroll
CM31542	12/2/2016	W.W. Grainger Inc.	\$718.91	Safety Supplies
EFT	12/2/2016	EFTPS	\$11,351.29	Payroll
EFT	12/2/2016	EFTPS	\$3,458.28	Payroll

**Rancho Murieta Community Services District**  
**Bills Paid Listing for December 2016**

Ck Number	Date	Vendor	Amount	Purpose
CM31543	12/16/2016	A Leap Ahead IT	\$3,736.38	Monthly IT Support
CM31544	12/16/2016	ADKO Engineering	\$500.00	Permits
CM31545	12/16/2016	American Family Life Assurance Co.	\$523.39	Payroll
CM31546	12/16/2016	Applications By Design, Inc.	\$225.00	IT Support
CM31547	12/16/2016	Aramark Uniform & Career Apparel, LLC	\$545.40	Uniform Service - Water
CM31548	12/16/2016	Bartkiewicz, Kronick & Shanahan	\$10,473.95	Legal Services
CM31549	12/16/2016	Biosolids Recycling, Inc.	\$7,142.61	Biosolids Removal
CM31550	12/16/2016	Edward Bufford	\$67.78	Conservation
CM31551	12/16/2016	California Public Employees' Retirement Sys	\$10,149.59	Payroll
CM31552	12/16/2016	California Public Employees' Retirement Sys	\$11,029.74	Payroll
CM31553	12/16/2016	California State Disbursement Unit	\$238.61	Payroll
CM31554	12/16/2016	California Waste Recovery Systems	\$46,417.18	Solid Waste Monthly Contract
CM31555	12/16/2016	CDW Government Inc.	\$181.72	Repairs & Maintenance
CM31556	12/16/2016	Chrysler Capital	\$156.80	Security Vehicle Lease
CM31557	12/16/2016	City of Sacramento PHHWCF/CESQG	\$148.19	Repairs & Maintenance
CM31558	12/16/2016	Olen Cole	\$100.00	Conservation
CM31559	12/16/2016	Condor Earth Technologies	\$2,310.00	Permits
CM31560	12/16/2016	Corrpro Companies, Inc.	\$660.00	Permits
CM31561	12/16/2016	Capital One Commercial	\$1,436.63	Monthly Supplies
CM31562	12/16/2016	County of Sacramento	\$440.90	Off duty Sheriff
CM31563	12/16/2016	County of Sacramento	\$275.00	Supplies
CM31564	12/16/2016	County of Sacramento	\$5,452.22	Election Costs
CM31565	12/16/2016	County of Sacramento	\$54.00	Pre Employment Screening
CM31566	12/16/2016	Dave Bunfill ( DBA) Dave Bunfill Blacktop S	\$2,800.00	Repairs & Maintenance
CM31567	12/16/2016	Delta Wireless Sacramento	\$230.00	Equipment Repairs
CM31568	12/16/2016	Ping Doug	\$300.00	VOIDED
CM31569	12/16/2016	EDCO Enterprises	\$8,960.00	Repairs & Maintenance
CM31570	12/16/2016	Edward R. Bacon Company, Inc.	\$406.58	Repairs & Maintenance
CM31571	12/16/2016	Employment Development Department	\$2,531.40	Payroll
CM31572	12/16/2016	Express Office Products, Inc.	\$497.49	Office Supplies
CM31573	12/16/2016	Bonnie Foley	\$100.00	Conservation
CM31574	12/16/2016	Mark Friedrich	\$200.00	Conservation
CM31575	12/16/2016	Hach Company	\$3,116.21	Equipment Repairs
CM31576	12/16/2016	Legal Shield	\$43.21	Payroll
CM31577	12/16/2016	Les Schwab Tires	\$98.00	Vehicle Repairs - Bobcat
CM31578	12/16/2016	McMaster-Carr Supply Co.	\$818.69	Repairs & Maintenance
CM31579	12/16/2016	MEI Charlton Inc	\$3,200.00	Testing - MLN to Stonehouse
CM31580	12/16/2016	Nationwide Retirement Solution	\$1,857.00	Payroll
CM31581	12/16/2016	Operating Engineers Local Union No. 3	\$623.00	Payroll
CM31582	12/16/2016	Quincy Compressor LLC	\$666.66	Repairs & Maintenance



## Rancho Murieta Community Services District

### Bills Paid Listing for December 2016

Ck Number	Date	Vendor	Amount	Purpose
CM31583	12/16/2016	Ramos Environmental Services	\$77.25	Repairs & Maintenance
CM31584	12/16/2016	Rancho Murieta Ace Hardware	\$179.59	Monthly Supplies
CM31585	12/16/2016	State of California	\$64.00	Pre Employment Screening
CM31586	12/16/2016	State Water Resources Control Board	\$17,017.00	Permits
CM31587	12/16/2016	TASC	\$783.37	Payroll
CM31588	12/16/2016	Jamie Taylor	\$100.00	Conservation
CM31589	12/16/2016	Teichert Aggregates	\$201.96	Repairs & Maintenance
CM31590	12/16/2016	TelePacific Communications	\$606.55	Monthly Phone Bill
CM31591	12/16/2016	U.S. Bank Corp. Payment System	\$2,952.59	Monthly Gasoline Bill & Supplies
CM31592	12/16/2016	U.S. HealthWorks Medical Group, PC	\$836.00	Pre Employment Screening
CM31593	12/16/2016	U.S. Postmaster	\$170.00	Postage
CM31594	12/16/2016	UPS	\$70.77	Office Supplies
CM31595	12/16/2016	W.W. Grainger Inc.	\$2,319.21	Repairs & Maintenance
CM31596	12/16/2016	Waterwise Consulting, INC	\$140.00	Waterwise Call
CM31597	12/16/2016	Chester Winn	\$100.00	Conservation
EFT	12/16/2016	EFTPS	\$9,987.24	Payroll
EFT	12/22/2016	Pitney Bowes	\$1,500.00	Postage Machine Refill
CM31598	12/30/2016	A&D Automatic Gate and Access	\$1,200.86	VOIDED
CM31599	12/30/2016	Action Cleaning Systems	\$1,172.00	VOIDED
CM31600	12/30/2016	AECOM Technical Services, Inc.	\$19,892.50	Recycled Water Distribution System
CM31601	12/30/2016	American Water Works Association	\$420.00	Membership
CM31602	12/30/2016	Aramark Uniform & Career Apparel, LLC	\$200.74	Uniform Service - Water
CM31603	12/30/2016	AT&T	\$115.00	Monthly Internet Bill
CM31604	12/30/2016	AT&T	\$962.57	Monthly Cell Phone Bill
CM31605	12/30/2016	AT&T	\$323.65	Monthly Phone Bill
CM31606	12/30/2016	Brenntag Pacific	\$5,397.05	Chemicals
CM31607	12/30/2016	California Laboratory Services	\$2,363.76	Monthly Lab Tests
CM31608	12/30/2016	California Public Employees' Retirement Sys	\$11,136.39	Payroll
CM31609	12/30/2016	California Special Districts Association	\$200.00	Director Expenses
CM31610	12/30/2016	California State Disbursement Unit	\$290.76	Payroll
CM31611	12/30/2016	Caltronics Business Systems	\$846.78	Copier - Admin.
CM31612	12/30/2016	Coastland Civil Engineering	\$3,795.00	Consulting/Engineering
CM31613	12/30/2016	Condor Earth Technologies	\$990.00	Permits
CM31614	12/30/2016	Cummins Pacific LLC	\$1,276.20	Repairs & Maintenance
CM31615	12/30/2016	Dave Bunfill ( DBA) Dave Bunfill Blacktop S	\$2,200.00	Repairs & Maintenance
CM31616	12/30/2016	Ping Dong	\$300.00	Conservation
CM31617	12/30/2016	EDCO Enterprises	\$1,160.00	Repairs & Maintenance
CM31618	12/30/2016	Employment Development Department	\$2,884.49	Payroll
CM31619	12/30/2016	Express Office Products, Inc.	\$254.74	Office Supplies
CM31620	12/30/2016	Galls/Quartermaster	\$892.94	Uniforms - Security

## Rancho Murieta Community Services District

### Bills Paid Listing for December 2016

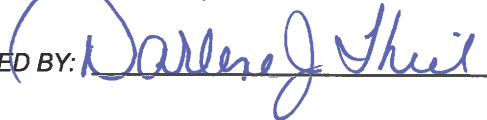
Ck Number	Date	Vendor	Amount	Purpose
CM31621	12/30/2016	Gempler's, Inc.	\$920.61	Safety Supplies
CM31622	12/30/2016	Greenfield Communications	\$142.97	Internet/TV
CM31623	12/30/2016	Harrold Ford	\$61.88	Vehicle Service #214
CM31624	12/30/2016	Hastie's Capitol Sand and Gravel Co.	\$381.02	Repairs & Maintenance
CM31625	12/30/2016	Howe It's Done	\$996.74	Employee Holiday Lunch & Board Meeting
CM31626	12/30/2016	Kennedy/Jenks Consultants, Inc.	\$19,648.05	Recycled Water Distribution System
CM31627	12/30/2016	Lehr Auto Electric	\$170.17	Vehicle Repairs
CM31628	12/30/2016	Anne H Long (DBA) Marion Leasing	\$528.13	Copier - Admin.
CM31629	12/30/2016	Public Agency Retirement Services	\$300.00	Payroll
CM31630	12/30/2016	Quincy Compressor LLC	\$4,410.52	Small Tools
CM31631	12/30/2016	Ramos Environmental Services	\$311.02	Repairs & Maintenance
CM31632	12/30/2016	Rancho Murieta 205, LP	\$16,520.00	Prior Infrastructure Reimbursement
CM31633	12/30/2016	Rancho Murieta Association	\$150.00	Landscaping
CM31634	12/30/2016	Rancho Murieta Association	\$440.54	Purchased Power - N Gate
CM31635	12/30/2016	Roebbelen Construction Management Services	\$152,438.85	WTP #1 Expansion
CM31636	12/30/2016	S. M. U. D.	\$26,639.98	Purchased Power
CM31637	12/30/2016	Norman Paul Morgan, (DBA) Sierra Foothill F	\$25.00	Safety Supplies
CM31638	12/30/2016	Sierra Office Supplies	\$1,755.00	Office Supplies
CM31639	12/30/2016	Sprint	\$189.95	Monthly Air Cards Bill
CM31640	12/30/2016	Streamline	\$300.00	Website Hosting
CM31641	12/30/2016	Sweet Septic, Inc.	\$1,050.00	Repairs & Maintenance
CM31642	12/30/2016	TASC	\$64.91	Payroll
CM31643	12/30/2016	U.S. HealthWorks Medical Group, PC	\$97.00	Pre Employment Screening
CM31644	12/30/2016	U.S. Jetting, LLC	\$2,047.60	Repairs & Maintenance
CM31645	12/30/2016	Univar USA Inc.	\$1,197.28	Chemicals
CM31646	12/30/2016	W.W. Grainger Inc.	\$413.15	Repairs & Maintenance
CM31647	12/30/2016	WaterReuse Association	\$695.50	Membership
CM31648	12/30/2016	Western Exterminator Co.	\$494.00	Monthly Service & Rodent Control
CM31649	12/30/2016	A&D Automatic Gate and Access	\$1,200.86	Repairs & Maintenance
CM31650	12/30/2016	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
EFT	12/30/2016	EFTPS	\$11,404.01	Payroll
		<b>TOTAL</b>	<b>\$590,388.73</b>	
		<b>CFD#1 Bank of America Checking</b>		
		<b>--- ACCOUNT CLOSED ---</b>		
		<b>TOTAL</b>	<b>\$0.00</b>	

## Rancho Murieta Community Services District

### Bills Paid Listing for December 2016

Ck Number	Date	Vendor	Amount	Purpose
		<b>CFD 2014-1 Bank of America Checking</b>		
CM2032	12/16/2016	Corelogic Solutions, LLC	\$165.00	CFD 2014-1 Admin Fee
CM2033	12/30/2016	Corelogic Solutions, LLC	\$165.00	CFD 2014-1 Admin Fee
		<b>TOTAL</b>	<b>\$330.00</b>	
		<b>EL DORADO PAYROLL</b>		
Checks: CM11543 to CM11566 and Direct Deposits: DD09323 to DD09425			\$ 202,336.00	Payroll
EFT	12/31/2016	National Payment Corp	\$246.65	Payroll
		<b>TOTAL</b>	<b>\$202,582.65</b>	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  \_\_\_\_\_, District Treasurer



## MEMORANDUM

Date: January 13, 2017  
To: Board of Directors  
From: Darlene J. Thiel, General Manager  
Subject: General Manager's Report

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Following are highlights since our last Board Meeting:

### **SECURITY DEPARTMENT ASSESSMENT AND VIDEO SURVEILLANCE STRATEGY PROPOSAL - UPDATE**

Burns and McDonnell provided a redline version of our standard professional services agreement with their requested revisions, which I forwarded on January 13 to Richard Shanahan, District General Counsel, for review. Upon successful negotiation of the contract terms, we will sign the agreement and give Burns and McDonnell the Notice to Proceed. At the December 2016 Board of Directors meeting, the Board expressed interest in including a public workshop to gather community input on Security services in the scope of work. I will discuss this change in scope with Burns and McDonnell once we get the agreement in place.

### **WATER CONSERVATION**

In December 2016, the community's residential gallons per capita per day (R-GPCD) usage was 85 gallons; a reduction of 19% from November R-GPCD. The annual average R-GPCD for 2016 was 167 gallons; a 9% increase from the 2015 annual average. This is not surprising since the District eased the conservation restriction on outside irrigation from two (2) days per week to three (3) days per week. Calendar year to date residential conservation through December as compared to the same period in 2013 is 27%; well above our voluntary conservation goal of 10% for 2016. Total year to date potable use, which includes commercial and District usage, is 21% lower than the same time-period in 2013.

### **OPEN HOUSE TO MEET THE NEW SECURITY CHIEF**

Chief Wagner is working on a brief bio and his thoughts on providing Security to the community for the Open House/Meet the New Security Chief scheduled for January 31, 2017 from 4:00 p.m. to 7:00 p.m. at the District's Administration Building.

### **GE WATER TREATMENT PLANT #1 CONTRACT CLOSEOUT**

Roebbelen did not receive a response from GE regarding the most recent exchange of information on the GE Scope Change Request. Jeff Dees, Roebbelen, has requested that GE respond by the first of February for the item to be considered at the February Board of Directors meeting.

### **EMPLOYEE CONTRIBUTION TO PERS RETIREMENT – CLASSIC MEMBERS**

Effective in the pay period that contains January 1, 2017, the employee contribution to PERS for classic members increased to 7%. This means that the District's Employer Paid Member Contribution for classic PERS members is now 0%.

## MEMORANDUM

Date: January 16, 2016  
 To: Board of Directors  
 From: Eric Thompson, Controller  
 Subject: Administration / Financial Reports

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Enclosed is a combined financial summary report for **December 2016**. Following are highlights from various internal financial reports. Please feel free to call me before the Board meeting regarding any questions you may have relating to these reports.

*This information is provided to the Board to assist in answering possible questions regarding under or over-budget items. In addition, other informational items of interest are included.*

**Water Consumption** - Listed below are year-to-date water consumption numbers using weighted averages:

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>Residences</b>	0.6%	2,524	2,531	2,531	2,534	2,534	2,534						
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>Cubic Feet</b>	1,759	2,489	2,545	2,188	1,814	850	668						
<b>Gallons per day</b>	439	621	635	545	452	212	167						
<b>Planning Usage GPD</b>	<b>583</b>												

**Lock-Offs** – For the month of December, there were 23 lock-offs.

**Connection Fees** – There were 4 new service connections from the Retreats West development in December.

**Aging Report** – Delinquent accounts totaled \$146,285 which was 24.2% of the total accounts receivable balance of \$603,904. Past due receivables increased 12.7% or \$16,482 from the prior month. This increase is due primarily to billings on undeveloped parcels.

**Summary of Reserve Accounts as of December, 2016** – The District’s reserve accounts decreased \$124,895 during the month of December and have increased \$145,306 since the beginning of the fiscal year. In addition to normal inter-fund borrowing repayments, there were 4 new connection fees received from the Retreats West development which added: \$1,836 to Water Capital Improvement Reserves, \$7,448 to Water Augmentation Reserves, \$1,402 to Sewer Capital Improvement Reserves, \$297 to Drainage Capital Improvement Reserves, \$1,185 to Security Improvement Reserves, and \$4,800 to Security Impact Fee Reserves. Reserve reimbursements to operations were made for Roebbelen application#21, the testing of the 12” pipe running from MLN to Stonehouse, and AECOM/Kennedy Jenks for recycled water program expenditures. The total amount of reserves held by the District on December 31, 2016 was \$4,933,230. See the table below for information by specific reserve account.

## Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2016</i>	<i>YTD Collected &amp; Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance Dec 31, 2016</i>
Water Capital Replacement (200-2505)	826,443	121,188	(0)	947,631
Sewer Capital Replacement (250-2505)	1,915,904	195,374	(38)	2,111,240
Drainage Capital Replacement (260-2505)	71,601	119	(0)	71,720
Security Capital Replacement (500-2505)	90,972	22,990	(27,281)	86,681
Admin Capital Replacement (xxx-2505-99)	57,174	0	(0)	57,174
Sewer Capital Improvement Connection (250-2500)	4,045	6	(0)	4,051
Capital Improvement (xxx-2510)	331,445	22,815	(0)	354,260
Water Supply Augmentation (200-2511)	1,758,673	42,355	(95,912)	1,705,116
WTP Construction Fund Reserve (200-2513)	(281,547)	93,716	(251,972)	(439,803)
Security Impact Fee Reserves (500-2513)	13,214	21,946	(0)	35,160
<b>Total Reserves</b>	<b>4,787,924</b>	<b>520,509</b>	<b>(375,203)</b>	<b>4,933,230</b>

## Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance July 1, 2016</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance Dec 31, 2016</i>
Sewer Loan to WTP Construction Fund	1,277,709	4,040	(74,327)	1,207,422
WSA Loan to WTP Construction Fund	425,903	1,347	(24,776)	402,474
N. Gate Security Loan from Drainage Fund	86,039	263	(11,681)	74,621
<b>Total Inter-fund Borrowing</b>	<b>1,789,651</b>	<b>5,650</b>	<b>(110,784)</b>	<b>1,684,517</b>

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

Period ended October 31, 2016		
1-Month	3-Months	1-Year
-1.61%	-1.21%	4.36%

## Financial Summary Report (year-to-date through December 31, 2016)

### Revenues:

Water Charges, year-to-date, are **above** budget \$29,684 or 2.8%

Sewer Charges, year-to-date, are **below** budget \$3,255 or (0.5%)

Drainage Charges, year-to-date, are **below** budget \$625 or (0.7%)

**Security Charges**, year-to-date, are **below budget \$3,813 or (0.6%)**

**Solid Waste Charges**, year-to-date, are **above budget \$944 or 0.3%**

**Total Revenue**, which includes other income, property taxes, and interest income year-to-date, is **above budget \$62,487 or 2.0%** (Water Conservation Efforts - YTD residential water usage is up 4.4% versus budget).

**Expenses:** Year-to-date total operating expenses are **below budget \$159,798 or (5.4%)**. There have been no operational reserve expenditures so far this year. Operational reserve expenditures cover projects funded from reserves which are also recorded as operational expenses through the income statement as required by Generally Accepted Accounting Principles (GAAP).

**Water Expenses** (including wages & employer costs) year-to-date, are **below budget \$24,464 or (2.9%)**. Water Department wages and employer costs are over budget by \$49,388 or 13.7% so far this year (primarily in Water Treatment). Savings have been seen across most other expense categories. Permits and non-routine maintenance were two largest expense categories that were over budget and this was primarily due to timing differences between budgeted and actual expenditures.

**Sewer Expenses**, year-to-date, are **below budget by \$102,515 or (18.9%)**. The Sewer Department continues to see savings across most expense categories, with the largest savings coming from repairs and maintenance, consulting, chemicals, wages, and employer costs. Sewer wages are under budget 16.1% so far this year due to personnel allocating more time to the Water Department. Purchased power is the Sewer Department's largest expense overage, but this should normalize once the Solar City power project is completed.

**Drainage Expenses**, year-to-date, are **below budget by \$494 or (0.7%)**. Wages and employer costs are the Drainage Department's largest budget overruns due to additional personnel being allocated to the department during this year's rainy season. Despite the overage in wages and employer costs, the department is under budget on consulting, equipment rental, and improvements.

**Combined Water/Sewer/Drainage Wages & Employer Costs**, year-to-date, are **above budget by \$11,075 or 1.7%** (which is down from 2.7% YTD through November). Utility personnel at the District allocate their time between the Water, Sewer and Drainage departments as needed and as directed. This section is being reported to help gauge overall utility personnel expenses versus budget.

**Security Expenses**, year-to-date, are **below budget by \$244 or (0.0%)**. Security Gate expenses so far this year are **below** budget by \$2,219, with wages being the biggest savings but with an offsetting overage in contract security personnel. Security Patrol expenses are **below** budget by \$3,124 year-to-date. General Security expenses are **above** budget by \$5,100 through the month of December. This overage is primarily due to the transition of personnel in the Security Chief position earlier this fiscal year.

**Solid Waste Expenses**, year-to-date, are **above budget by \$1,663 or 0.6%**. Solid waste revenues and expenses are both slightly over budget through the end of December.

**General Expenses**, year-to-date, are **below budget by \$33,746 or (5.4%)**. The District received and paid its 2015/16 audit expenses in December, which eliminated a \$14,000 budget-to-actual discrepancy. Insurance, equipment maintenance, and legal expenses are the biggest line items that are over budget so far this year, but are more than made up for in other expense categories.

**Net Income:** Year-to-date unadjusted net income, before depreciation, is \$341,928 versus a budget of \$119,643. Net income/(Loss) adjusted for estimated depreciation expense is (\$396,543). The full-year expected net operating income (loss) before depreciation, per the 2016-2017 budget is (\$110).

**Rancho Murieta Community Services District**  
**Budget Performance Report by FUND**  
**YTD THROUGH DECEMBER 2016**

	% of Annual		% of YTD		YTD		YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	% of Total	Amount	%
<b>WATER</b>								
<b>REVENUES</b>								
Water Charges	98.4%	\$1,939,830	98.7%	\$1,053,220	\$1,082,904	96.7%	\$29,684	2.8%
Interest Earnings	0.1%	2,530	0.1%	875	1,303	0.1%	428	48.9%
Other Income	1.4%	28,160	1.2%	12,630	35,689	3.2%	23,059	182.6%
<b>Total Water Revenues</b>	<b>100.0%</b>	<b>1,970,520</b>	<b>100.0%</b>	<b>1,066,725</b>	<b>1,119,896</b>	<b>100.0%</b>	<b>53,171</b>	<b>5.0%</b>
<b>EXPENSES (excluding depreciation)</b>								
Wages	28.8%	491,940	29.1%	243,810	283,574	34.9%	39,764	16.3%
Employer Costs	14.1%	240,620	14.1%	118,254	127,127	15.6%	8,873	7.5%
Power	14.9%	254,240	13.1%	109,742	89,917	11.1%	(19,825)	(18.1%)
Chemicals	7.3%	124,100	7.4%	62,085	35,699	4.4%	(26,386)	(42.5%)
T&O - Chemicals/Treatment	0.4%	7,200	0.4%	3,600	7,375	0.9%	3,775	104.9%
Maint & Repair	8.3%	142,000	7.7%	64,370	88,107	10.8%	23,737	36.9%
Meters/Boxes	3.2%	54,000	2.8%	23,500	8,243	1.0%	(15,257)	(64.9%)
Lab Tests	1.6%	28,000	1.4%	12,000	7,078	0.9%	(4,922)	(41.0%)
Permits	1.9%	32,000	1.8%	15,000	32,299	4.0%	17,299	115.3%
Training/Safety	0.5%	9,300	0.4%	3,700	1,981	0.2%	(1,719)	(46.5%)
Equipment Rental	1.2%	21,000	1.1%	9,000		0.0%	(9,000)	(100.0%)
Other Direct Costs	17.7%	301,140	20.5%	171,840	131,037	16.1%	(40,803)	(23.7%)
<b>Operational Expenses</b>	<b>100.0%</b>	<b>1,705,540</b>	<b>100.0%</b>	<b>836,901</b>	<b>812,437</b>	<b>100.0%</b>	<b>(24,464)</b>	<b>(2.9%)</b>
<b>Water Income (Loss)</b>	<b>15.5%</b>	<b>264,980</b>	<b>27.5%</b>	<b>229,824</b>	<b>307,459</b>	<b>37.8%</b>	<b>77,635</b>	<b>33.8%</b>
<b>38.9% Net Admin Alloc</b>	<b>15.5%</b>	<b>265,061</b>	<b>16.6%</b>	<b>139,054</b>	<b>125,282</b>	<b>15.4%</b>	<b>(13,772)</b>	<b>(9.9%)</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>(81)</b>	<b>10.8%</b>	<b>90,770</b>	<b>182,177</b>	<b>22.4%</b>	<b>91,407</b>	<b>100.7%</b>
<b>SEWER</b>								
<b>REVENUES</b>								
Sewer Charges	98.6%	1,312,546	98.7%	655,824	652,569	98.0%	(3,255)	(0.5%)
Interest Earnings	0.0%	180	0.0%	90	1,231	0.2%	1,141	1,267.8%
Other Income	1.4%	18,500	1.3%	8,592	12,349	1.9%	3,757	43.7%
<b>Total Sewer Revenues</b>	<b>100.0%</b>	<b>1,331,226</b>	<b>100.0%</b>	<b>664,506</b>	<b>666,149</b>	<b>100.0%</b>	<b>1,643</b>	<b>0.2%</b>
<b>EXPENSES (excluding depreciation)</b>								
Wages	31.9%	355,290	32.5%	176,085	147,797	33.7%	(28,288)	(16.1%)
Employer Costs	15.6%	173,280	15.7%	85,157	70,605	16.1%	(14,552)	(17.1%)
Power	10.4%	115,500	9.9%	53,600	64,043	14.6%	10,443	19.5%
Chemicals	5.2%	58,040	4.3%	23,500	15,565	3.5%	(7,935)	(33.8%)
Maint & Repair	16.7%	186,250	15.2%	82,000	57,439	13.1%	(24,561)	(30.0%)
Lab Tests	1.5%	16,200	1.5%	8,100	8,019	1.8%	(81)	(1.0%)
Permits	3.2%	35,100	6.4%	34,517	31,901	7.3%	(2,616)	(7.6%)
Training/Safety	1.1%	12,200	1.4%	7,475	3,879	0.9%	(3,596)	(48.1%)
Equipment Rental	0.9%	10,200	0.9%	5,100		0.0%	(5,100)	(100.0%)
Other Direct Costs	13.5%	149,960	12.1%	65,636	39,407	9.0%	(26,229)	(40.0%)
<b>Operational Expenses</b>	<b>100.0%</b>	<b>1,112,020</b>	<b>100.0%</b>	<b>541,170</b>	<b>438,655</b>	<b>100.0%</b>	<b>(102,515)</b>	<b>(18.9%)</b>
<b>Sewer Income (Loss)</b>	<b>19.7%</b>	<b>219,206</b>	<b>22.8%</b>	<b>123,336</b>	<b>227,494</b>	<b>51.9%</b>	<b>104,158</b>	<b>84.5%</b>
<b>29.7% Net Admin Alloc</b>	<b>18.2%</b>	<b>202,373</b>	<b>19.6%</b>	<b>106,167</b>	<b>95,652</b>	<b>21.8%</b>	<b>(10,515)</b>	<b>(9.9%)</b>
<b>Reserve Expenditures</b>	<b>1.5%</b>	<b>16,836</b>	<b>0.0%</b>			<b>0.0%</b>		<b>0.0%</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>(3)</b>	<b>3.2%</b>	<b>17,169</b>	<b>131,842</b>	<b>30.1%</b>	<b>114,673</b>	<b>667.9%</b>
<b>DRAINAGE</b>								
<b>REVENUES</b>								
Drainage Charges	100.0%	189,270	100.0%	94,638	94,013	100.0%	(625)	(0.7%)
Interest Earnings	0.0%	50	0.0%	25	24	0.0%	(1)	(4.0%)
<b>Total Drainage Revenues</b>	<b>100.0%</b>	<b>189,320</b>	<b>100.0%</b>	<b>94,663</b>	<b>94,037</b>	<b>100.0%</b>	<b>(626)</b>	<b>(0.7%)</b>
<b>EXPENSES (excluding depreciation)</b>								
Wages	43.2%	63,770	44.0%	31,605	34,348	48.1%	2,743	8.7%
Employer Costs	21.1%	31,110	21.3%	15,285	16,724	23.4%	1,439	9.4%
Power	6.6%	9,800	4.7%	3,400	4,169	5.8%	769	22.6%
Chemicals	3.4%	5,000	2.1%	1,500	1,158	1.6%	(342)	(22.8%)
Maint & Repair	8.1%	11,900	8.3%	6,000	6,960	9.8%	960	16.0%
Permits	4.1%	6,000	8.3%	8,000	6,513	9.1%	513	8.6%
Equipment Rental	3.2%	4,730	1.4%	1,000		0.0%	(1,000)	(100.0%)
Other Direct Costs	10.5%	15,450	9.8%	7,070	1,494	2.1%	(5,576)	(78.9%)
<b>Operational Expenses</b>	<b>100.0%</b>	<b>147,760</b>	<b>100.0%</b>	<b>71,860</b>	<b>71,366</b>	<b>100.0%</b>	<b>(494)</b>	<b>(0.7%)</b>
<b>Drainage Income (Loss)</b>	<b>28.1%</b>	<b>41,560</b>	<b>31.7%</b>	<b>22,803</b>	<b>22,671</b>	<b>31.8%</b>	<b>(132)</b>	<b>(0.6%)</b>
<b>6.1% Net Admin Alloc</b>	<b>28.1%</b>	<b>41,565</b>	<b>30.3%</b>	<b>21,805</b>	<b>19,646</b>	<b>27.5%</b>	<b>(2,159)</b>	<b>(9.9%)</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>(5)</b>	<b>1.4%</b>	<b>998</b>	<b>3,025</b>	<b>4.2%</b>	<b>2,027</b>	<b>203.1%</b>
<b>SECURITY</b>								
<b>REVENUES</b>								
Security Charges	94.8%	1,268,890	94.8%	634,440	630,627	93.6%	(3,813)	(0.6%)
Interest Earnings	0.0%	400	0.0%	200	232	0.0%	32	16.0%
Property Tax	1.4%	19,360	1.4%	9,678	32,520	4.8%	22,842	236.0%
Property Tax (Reserve Alloc)	0.0%		0.0%		(22,840)	-3.4%	(22,840)	0.0%

**Rancho Murieta Community Services District**  
**Budget Performance Report by FUND**  
**YTD THROUGH DECEMBER 2016**

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
Other Income	3.7%	\$49,160	3.7%	\$24,576	\$33,336	4.9%	\$8,760	35.6%
<b>Total Security Revenues</b>	<b>100.0%</b>	<b>1,337,810</b>	<b>100.0%</b>	<b>668,894</b>	<b>673,875</b>	<b>100.0%</b>	<b>4,981</b>	<b>0.7%</b>
<b>EXPENSES (excluding depreciation)</b>								
Wages	56.5%	677,600	56.9%	337,500	332,857	56.2%	(4,643)	(1.4%)
Employer Costs	32.5%	389,600	32.0%	189,650	199,035	33.6%	9,385	4.9%
Equipment Repairs	0.4%	4,900	0.4%	2,202	1,763	0.3%	(439)	(19.9%)
Vehicle Maintenance	0.8%	9,600	0.8%	4,800	1,688	0.3%	(3,112)	(64.8%)
Vehicle Fuel	1.4%	16,800	1.4%	8,400	8,043	1.4%	(357)	(4.3%)
Off Duty Sheriff Patrol	0.3%	4,000	0.5%	2,700	4,024	0.7%	1,324	49.0%
Other	8.1%	97,030	8.0%	47,402	45,000	7.6%	(2,402)	(5.1%)
<b>Operational Expenses</b>	<b>100.0%</b>	<b>1,199,530</b>	<b>100.0%</b>	<b>592,654</b>	<b>592,410</b>	<b>100.0%</b>	<b>(244)</b>	<b>0.0%</b>
<b>Security Income (Loss)</b>	<b>11.5%</b>	<b>138,280</b>	<b>12.9%</b>	<b>76,240</b>	<b>81,465</b>	<b>13.8%</b>	<b>5,225</b>	<b>6.9%</b>
<b>20.3% Net Admin Alloc</b>	<b>11.5%</b>	<b>138,322</b>	<b>12.2%</b>	<b>72,566</b>	<b>64,742</b>	<b>10.9%</b>	<b>(7,824)</b>	<b>(10.8%)</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>(42)</b>	<b>0.6%</b>	<b>3,674</b>	<b>16,723</b>	<b>2.8%</b>	<b>13,049</b>	<b>355.2%</b>
<b>SOLID WASTE REVENUES</b>								
Solid Waste Charges	100.0%	640,000	100.0%	320,004	320,948	99.9%	944	0.3%
Interest Earnings	0.0%	300	0.0%	150	230	0.1%	80	53.3%
<b>Total Solid Waste Revenues</b>	<b>100.0%</b>	<b>640,300</b>	<b>100.0%</b>	<b>320,154</b>	<b>321,178</b>	<b>100.0%</b>	<b>1,024</b>	<b>0.3%</b>
<b>EXPENSES (excluding depreciation)</b>								
CWRS Contract	91.7%	555,700	94.1%	277,848	279,404	94.1%	1,556	0.6%
Sacramento County Admin Fee	5.7%	34,800	5.9%	17,400	17,507	5.9%	107	0.6%
HHW Event	2.6%	15,710	0.0%			0.0%		0.0%
<b>Operational Expenses</b>	<b>100.0%</b>	<b>606,210</b>	<b>100.0%</b>	<b>295,248</b>	<b>296,911</b>	<b>100.0%</b>	<b>1,663</b>	<b>0.6%</b>
<b>Solid Waste Income (Loss)</b>	<b>5.6%</b>	<b>34,090</b>	<b>8.4%</b>	<b>24,906</b>	<b>24,267</b>	<b>8.2%</b>	<b>(639)</b>	<b>(2.6%)</b>
<b>5.0% Net Admin Alloc</b>	<b>5.6%</b>	<b>34,069</b>	<b>6.1%</b>	<b>17,873</b>	<b>16,103</b>	<b>5.4%</b>	<b>(1,770)</b>	<b>(9.9%)</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>21</b>	<b>2.4%</b>	<b>7,033</b>	<b>8,164</b>	<b>2.7%</b>	<b>1,131</b>	<b>16.1%</b>
<b>OVERALL NET INCOME(LOSS)</b>	<b>100.0%</b>	<b>(110)</b>	<b>100.0%</b>	<b>119,644</b>	<b>341,931</b>	<b>100.0%</b>	<b>222,287</b>	<b>185.8%</b>

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: , District Treasurer



**Rancho Murieta Community Services District**  
**Summary Budget Performance Report**  
**YTD THROUGH DECEMBER 2016**

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
<b>REVENUES</b>								
Water Charges	32.4%	\$1,939,830	34.2%	\$1,053,220	\$1,082,904	34.5%	\$29,684	2.8%
Sewer Charges	21.9%	1,312,546	21.3%	655,824	652,569	20.8%	(3,255)	(0.5%)
Drainage Charges	3.2%	189,270	3.1%	94,638	94,013	3.0%	(625)	(0.7%)
Security Charges	21.2%	1,268,890	20.6%	634,440	630,627	20.1%	(3,813)	(0.6%)
Solid Waste Charges	10.7%	640,000	10.4%	320,004	320,948	10.2%	944	0.3%
Other Income	1.8%	108,420	1.7%	51,198	89,002	2.8%	37,804	73.8%
Interest Earnings	0.1%	3,580	0.0%	1,400	3,146	0.1%	1,746	124.7%
Property Taxes	8.9%	531,760	8.6%	265,878	288,720	9.2%	22,842	8.6%
Property Taxes (Reserve Alloc)	0.0%		0.0%		(22,840)	-0.7%	(22,840)	0.0%
<b>Total Revenues</b>	<b>100.0%</b>	<b>5,994,296</b>	<b>100.0%</b>	<b>3,076,602</b>	<b>3,139,089</b>	<b>100.0%</b>	<b>62,487</b>	<b>2.0%</b>
<b>OPERATING EXPENSES</b>								
<b>Water/Sewer/Drainage</b>								
Wages	15.2%	911,000	15.3%	451,500	465,719	16.6%	14,219	3.1%
Employer Costs	7.4%	445,010	7.4%	218,696	214,456	7.7%	(4,240)	(1.9%)
Power	6.3%	379,540	5.6%	166,742	158,129	5.7%	(8,613)	(5.2%)
Chemicals	3.3%	194,340	3.1%	90,685	59,797	2.1%	(30,888)	(34.1%)
Maint & Repair	5.7%	340,150	5.2%	152,370	152,506	5.5%	136	0.1%
Meters/Boxes	0.9%	54,000	0.8%	23,500	8,243	0.3%	(15,257)	(64.9%)
Lab Tests	0.7%	44,200	0.7%	20,100	15,097	0.5%	(5,003)	(24.9%)
Permits	1.2%	73,100	1.9%	55,517	70,713	2.5%	15,196	27.4%
Training/Safety	0.4%	21,500	0.4%	11,175	6,167	0.2%	(5,008)	(44.8%)
Equipment Rental	0.6%	35,930	0.5%	15,100		0.0%	(15,100)	(100.0%)
Other	7.8%	466,550	8.3%	244,546	171,631	6.1%	(72,915)	(29.8%)
<b>Subtotal Water/Sewer/Drainage</b>	<b>49.6%</b>	<b>2,965,320</b>	<b>49.0%</b>	<b>1,449,931</b>	<b>1,322,458</b>	<b>47.3%</b>	<b>(127,473)</b>	<b>(8.8%)</b>
<b>Security</b>								
Wages	11.3%	677,600	11.4%	337,500	332,857	11.9%	(4,643)	(1.4%)
Employer Costs	6.5%	389,600	6.4%	189,650	199,035	7.1%	9,385	4.9%
Off Duty Sheriff Patrol	0.1%	4,000	0.1%	2,700	4,024	0.1%	1,324	49.0%
Other	2.1%	128,330	2.1%	62,804	56,495	2.0%	(6,309)	(10.0%)
<b>Subtotal Security</b>	<b>20.1%</b>	<b>1,199,530</b>	<b>20.0%</b>	<b>592,654</b>	<b>592,411</b>	<b>21.2%</b>	<b>(243)</b>	<b>0.0%</b>
<b>Solid Waste</b>								
CWRS Contract	9.3%	555,700	9.4%	277,848	279,404	10.0%	1,556	0.6%
Sacramento County Admin Fee	0.6%	34,800	0.6%	17,400	17,507	0.6%	107	0.6%
HHW Event	0.3%	15,710	0.0%			0.0%		0.0%
<b>Subtotal Solid Waste</b>	<b>10.1%</b>	<b>606,210</b>	<b>10.0%</b>	<b>295,248</b>	<b>296,911</b>	<b>10.6%</b>	<b>1,663</b>	<b>0.6%</b>
<b>General / Admin</b>								
Wages	8.7%	518,100	8.8%	259,500	252,818	9.0%	(6,682)	(2.6%)
Employer Costs	4.6%	276,500	4.6%	136,650	128,153	4.6%	(8,497)	(6.2%)
Insurance	1.4%	86,400	1.5%	43,200	46,251	1.7%	3,051	7.1%
Legal	1.0%	60,000	1.0%	30,000	38,434	1.4%	8,434	28.1%
Office Supplies	0.4%	22,800	0.4%	11,400	10,130	0.4%	(1,270)	(11.1%)
Director Meetings	0.3%	18,000	0.3%	9,000	4,400	0.2%	(4,600)	(51.1%)
Telephones	0.1%	5,400	0.1%	2,700	3,292	0.1%	592	21.9%
Information Systems	1.3%	77,450	1.6%	48,551	31,165	1.1%	(17,386)	(35.8%)
Community Communications	0.1%	5,900	0.1%	2,700	954	0.0%	(1,746)	(64.7%)
Postage	0.4%	21,600	0.4%	10,800	9,592	0.3%	(1,208)	(11.2%)
Janitorial/Landscape Maint	0.3%	17,040	0.3%	8,520	7,089	0.3%	(1,431)	(16.8%)
Other	1.6%	97,320	1.9%	56,105	53,103	1.9%	(3,002)	(5.4%)
<b>Subtotal General / Admin</b>	<b>20.2%</b>	<b>1,206,510</b>	<b>20.9%</b>	<b>619,126</b>	<b>585,381</b>	<b>20.9%</b>	<b>(33,745)</b>	<b>(5.5%)</b>
<b>Total Operating Expenses</b>	<b>100.0%</b>	<b>5,977,570</b>	<b>100.0%</b>	<b>2,956,959</b>	<b>2,797,161</b>	<b>100.0%</b>	<b>(159,798)</b>	<b>(5.4%)</b>
<b>Operating Income (Loss)</b>	<b>100.0%</b>	<b>16,726</b>	<b>100.0%</b>	<b>119,643</b>	<b>341,928</b>	<b>100.0%</b>	<b>222,285</b>	<b>185.8%</b>
<b>Non-Operating Expenses</b>								
Sewer Reserve Expenditure	100.0%	16,836	0.0%			0.0%		0.0%
<b>Total Non-Operating Expenses</b>	<b>100.0%</b>	<b>16,836</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Net Income (Loss)</b>	<b>100.0%</b>	<b>(110)</b>	<b>100.0%</b>	<b>119,643</b>	<b>341,928</b>	<b>100.0%</b>	<b>222,285</b>	<b>185.8%</b>

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: Darlene J. Thiel, District Treasurer

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## INVESTMENT REPORT

*CASH BALANCE AS OF DECEMBER 31, 2016*

INSTITUTION	YIELD		BALANCE
<b>CSD FUNDS</b>			
<b>EL DORADO SAVINGS BANK</b>			
SAVINGS	0.03%	\$	532,593.48
CHECKING	0.02%	\$	80,302.41
PAYROLL	0.02%	\$	38,210.64
<b>BANNER BANK</b>			
EFT	0.00%	\$	5,055.49
<b>LOCAL AGENCY INVESTMENT FUND (LAIF)</b>			
UNRESTRICTED	0.72%	\$	1,145,718.87
RESTRICTED RESERVES	0.72%	\$	4,293,750.01
<b>CALIFORNIA ASSET MGMT (CAMP)</b>			
OPERATION ACCOUNT	0.72%	\$	602,287.71
<b>UNION BANK</b>			
PARS GASB45 TRUST (balance as of 11/30/16)		\$	1,206,307.88
<b>TOTAL</b>			<b>\$ 7,904,226.49</b>

### BOND FUNDS

#### **COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)**

<b>BANK OF AMERICA</b>		
CHECKING	0.00%	<b>CLOSED</b>
<b>CALIFORNIA ASSET MGMT (CAMP)</b>		
SPECIAL TAX	0.72%	<b>CLOSED</b>

#### **COMMUNITY FACILITIES DISTRICT NO. 2014-1 (CFD)**

<b>BANK OF AMERICA</b>		
CHECKING	0.00%	\$ 523,189.85
<b>WILMINGTON TRUST</b> (balance as of 11/30/16)		
BOND RESERVE FUND	0.02%	\$ 391,619.30
BOND ADMIN EXPENSE	0.02%	\$ 40,423.14
BOND SPECIAL TAX FUND	0.02%	\$ 107,675.89
BOND ACQ & CONSTRUCTION	0.02%	\$ 971.83
BOND REDEMPTION ACCOUNT	0.02%	\$ -
BOND COI	0.02%	\$ -
BOND SURPLUS	0.02%	\$ -

**\$ 1,063,880.01**

#### **TOTAL ALL FUNDS**

**\$ 8,968,106.50**

*The investments comply with the CSD adopted investment policy.*

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer



# Change Order Detail ***NO CHANGES DURING DECEMBER***

## Shared Cost Change Orders (Split between CSD/CFD#1/CFD2014-1):

### Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
0.028	COMPLETE	Bid Div 28 SCADA console Allowance	\$ 1,738	\$ -
1	COMPLETE	Remove proj contingency from trade contr	\$ -	\$ -
2	COMPLETE	JDP - Drying bed extension shotcrete	\$ 5,648	\$ -
3	COMPLETE	KGW/JDP - FM change of material	\$ 2,888	\$ -
4	COMPLETE	JDP - 2" Conduit for Fiber	\$ 26,264	\$ -
5	COMPLETE	JDP - CLSM trench at lower yard	\$ 3,300	\$ -
6	COMPLETE	JDP - drying bed clean out	\$ 1,882	\$ -
7	COMPLETE	Boring of 2" FM (IBA)	\$ -	\$ -
8	COMPLETE	RFI #024, replace corroded FCA	\$ 6,623	\$ -
9	COMPLETE	RFI #009, TW Booster pump station slab	\$ 6,029	\$ -
10	COMPLETE	ASI #01, check valve/concrete fillet	\$ 7,018	\$ -
11	COMPLETE	NAOH added slab at tank yard	\$ 4,091	\$ -
14	COMPLETE	RFI #28, conduit & chem trench vault conflict	\$ 11,700	\$ -
15	COMPLETE	SWPPP Maintenance	\$ -	\$ -
16	COMPLETE	16" Water Main Repair	\$ 7,000	\$ -
17	COMPLETE	Addl gunite for drying bed extension	\$ 2,946	\$ -
18	COMPLETE	KGW - Door 302 added lockset	\$ 345	\$ -
19	COMPLETE	Zenon - GE dimension Clar.Support Grate	\$ 2,815	\$ -
21	COMPLETE	RFI #19, Transformer Relocation	\$ 1,542	\$ -
22	COMPLETE	Unsuitable soil delays	\$ 17,041	\$ -
23	COMPLETE	Temp Power Switchover	\$ 3,070	\$ -
24	DELETION	RFI #024, deleted ARV at sta 227+47	\$ (5,008)	\$ -
26	COMPLETE	SWPPP Maintenance	\$ -	\$ -
27	DELETION	Upper Tank Yard Pad Prep	\$ (492)	\$ -
30	COMPLETE	RFI #060, relocate 12" line for stair conflt	\$ 1,725	\$ -
35	COMPLETE	RFI #041, CIP Line Relocation	\$ 5,561	\$ -
36	COMPLETE	GE Upgraded Maintenance Table	\$ 5,013	\$ -
38	COMPLETE	CIP Heater Control MCC	\$ 4,415	\$ -
39	COMPLETE	FS Structural Consulting	\$ 1,093	\$ -
40	COMPLETE	Additional Spare Parts	\$ 2,600	\$ -
42	COMPLETE	RFI#043.1 Flocculation covers	\$ 29,745	\$ -
43	COMPLETE	RCMS Trailer Power Hookup	\$ -	\$ -
44	COMPLETE	Temp 3" & 4" hot tap at 16" TW	\$ 8,794	\$ -
45	COMPLETE	1" Motorized ball valves for chlorination equip	\$ 5,306	\$ -
46	COMPLETE	Temp Lab Water Connection (Operations Expense)	\$ 4,501	\$ -
47	COMPLETE	Generator Pad Size Changes	\$ 8,317	\$ -
49	COMPLETE	ASI#03 additional eyewash/shower in basin	\$ 1,855	\$ -
52	COMPLETE	BWW & reject Flow Meters	\$ 26,653	\$ -
57	COMPLETE	SWPPP Maintenance	\$ -	\$ -
58/180	COMPLETE	Temp Filter Trailer Connections (Operations Expense)	\$ 94,781	\$ -
60	COMPLETE	AER (E) Fan Demo and Plywood Vents	\$ 5,860	\$ -
61	COMPLETE	Clay Pipe at pump station	\$ 6,487	\$ -
62	COMPLETE	Unsuitable material under pump station	\$ 6,124	\$ -
63	COMPLETE	R&R Siding at West Side Plant 1	\$ 2,120	\$ -
64	COMPLETE	Additional Painting Control Room Ceiling & Walls	\$ 2,230	\$ -
65	DELETION	Delete control panels & VFD for KGW pumps	\$ (9,300)	\$ -
67	COMPLETE	Dewatering for FM at front of plant	\$ 567	\$ -
69	COMPLETE	RFI #084, Pump Station Bar Beams	\$ 286	\$ -
70	DELETION	Paint (E) Chlorine Room	\$ 3,280	\$ -

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
72	COMPLETE	Modify Crane Stops	\$ 4,700	\$ -
75	COMPLETE	RFI#037, chemical conduit trench pathway	\$ 38,430	\$ -
81	COMPLETE	Lightpole at Pump Station	\$ 4,104	\$ -
83	COMPLETE	Wall opening at backwash basins	\$ 4,939	\$ -
86	COMPLETE	Pipe gallery valves and bolts replacement	\$ 5,360	\$ -
87	DELETION	Reverse CE#70 paint (E) chlorine room	\$ (3,280)	\$ -
89	COMPLETE	RFI#102 Underdrain wall elevation descrcpancy	\$ 1,240	\$ -
90	COMPLETE	2" FM ARV at septic tank	\$ 1,483	\$ -
93	COMPLETE	Concrete fillet at backwash basin conflick with ladder	\$ 659	\$ -
94	COMPLETE	RFI#081 Waterstop at wet well	\$ 1,185	\$ -
95	COMPLETE	TW bell restrain	\$ 549	\$ -
97	COMPLETE	Slide Gates at flocc basin	\$ 10,328	\$ -
98	COMPLETE	Clean CCT basin	\$ 9,946	\$ -
99	COMPLETE	Grating at overflow channel	\$ 4,976	\$ -
100	COMPLETE	Cable Tray rack in basin (power & signal)	\$ 1,823	\$ -
102	COMPLETE	IP camera upgrade	\$ 456	\$ -
106	COMPLETE	Flocculator surrounding concrete uneven	\$ 3,966	\$ -
107	COMPLETE	Modify flocculation covers for relocated slide gates	\$ 4,025	\$ -
114	COMPLETE	Flocc motor power/signal conduit	\$ 12,533	\$ -
115	COMPLETE	Phone line from (e) termination board to (N) PLC	\$ 3,417	\$ -
116	COMPLETE	Generator Slab duck bank conflict	\$ 425	\$ -
117	COMPLETE	RFI#122 Chemical injectors	\$ 2,829	\$ -
118	COMPLETE	Temp Filter Trailer Disassembly	\$ 2,627	\$ -
119	COMPLETE	Handrail extension	\$ 1,247	\$ -
120	COMPLETE	Generator control peripheral module	\$ 2,791	\$ -
121	COMPLETE	RFI#110 safety air exhaust valves	\$ 1,724	\$ -
122	COMPLETE	Plug holes at feed channel pvc	\$ 2,142	\$ -
125	COMPLETE	RFI#145 gable end canopy supports	\$ 11,425	\$ -
127	COMPLETE	Metal studs attachment to structure	\$ 19,148	\$ -
129	COMPLETE	RFI#139 ACH & CLS chemical diffusers	\$ 1,612	\$ -
132	COMPLETE	Replace siding ancillary room & flocc basin	\$ 3,680	\$ -
133	COMPLETE	RFI#133 RW sample pump	\$ 4,119	\$ -
134	COMPLETE	Retaining Wall at pipe gallery	\$ 1,467	\$ -
135	COMPLETE	ASI#03 HCL acid fume scrubber	\$ 1,701	\$ -
136	COMPLETE	RFI#144 Neutralization tank LIT connection	\$ 916	\$ -
138	COMPLETE	Future pump pad	\$ 1,349	\$ -
139	COMPLETE	TWPS hatch drain relocation	\$ 516	\$ -
140	COMPLETE	Membrane covers modify attachment	\$ 2,504	\$ -
144	COMPLETE	Collapsed shoring hole at TWBPS	\$ 3,209	\$ -
145	COMPLETE	Unload & reorganize filters	\$ 2,630	\$ -
146	COMPLETE	Overflow through equip blackout	\$ 989	\$ -
148	COMPLETE	Replace lamps of (E) light poles with LED	\$ 2,531	\$ -
151	COMPLETE	RFI#130.1 Modify control room ductwork	\$ 2,024	\$ -
152	COMPLETE	Field fabricate weir for TWBPS	\$ 929	\$ -
153	COMPLETE	Plant 2 at (E) doorway dryrot (Operations Expense)	\$ 2,020	\$ -
154	COMPLETE	Plant 1 siding dryrot at roof line & control room window	\$ 6,005	\$ -
155	COMPLETE	Air compressor switching panel	\$ 3,664	\$ -
156	COMPLETE	2" bulkhead fitting at upper tank yard	\$ 841	\$ -
158	COMPLETE	ZO & LAC lines relocated	\$ 2,257	\$ -
159	COMPLETE	Replacement of 12" FCA in pipe gallery	\$ 8,129	\$ -
160	COMPLETE	Relocate SCADA server to hallway	\$ 2,195	\$ -
166	COMPLETE	Chemical pipe enclosures	\$ 932	\$ -
167	COMPLETE	Access hatch hold opens	\$ 1,033	\$ -
168	COMPLETE	ASI#2 added backpulse LIT	\$ 12,224	\$ -

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
169	COMPLETE	Add room id signage per submittal	\$ 758	\$ -
171	COMPLETE	Interconnect to district internet	\$ 1,165	\$ -
172	COMPLETE	RFI#168 RW pipe encasement & slab modification	\$ 10,212	\$ -
174	COMPLETE	Additional control wires to plate settler	\$ 899	\$ -
175	COMPLETE	RFI#149 PD line routing modification	\$ 5,662	\$ -
176	COMPLETE	RFI#098 Heat Trace TWBPS	\$ 12,880	\$ -
177	COMPLETE	Relocate RW cyanometer	\$ 4,477	\$ -
178	COMPLETE	Temp piping for comissioning	\$ 1,697	\$ -
181	COMPLETE	ASI#02 piping changes to system	\$ 20,066	\$ -
182	COMPLETE	20-FV-350 control wires to LCP-CON-1002	\$ 1,517	\$ -
183	COMPLETE	TW Sample Line	\$ 1,263	\$ -
184	COMPLETE	Temp CL bypass	\$ 408	\$ -
185	COMPLETE	RFI#175 High level alarm in sump pump	\$ 8,186	\$ -
187	COMPLETE	CIP heater relay box relocation	\$ 3,624	\$ -
188	COMPLETE	NaOH tank heat trace panel	\$ 2,824	\$ -
189	COMPLETE	Blower flow switch 24V POWER	\$ 1,446	\$ -
190	COMPLETE	Lower yard vermin hole exposed during pave prep	\$ 1,500	\$ -
191	COMPLETE	Screens at flash mix overflow	\$ 652	\$ -
192	COMPLETE	AIT-PH-1750, AIT-PH-101 CIF pump signal to GE Panel	\$ 3,207	\$ -
194	COMPLETE	Membrane filter installation	\$ 6,923	\$ -
195	COMPLETE	RFI#1181 relocate feed channel LIT	\$ 1,008	\$ -
196	COMPLETE	RFI#180 Existing pipe gallery sump	\$ 1,090	\$ -
197	COMPLETE	Relocate backpulse LIT	\$ 952	\$ -
203	COMPLETE	Extra Excavation for 18" FLT tie in	\$ 4,785	\$ -
213	COMPLETE	Owner Directed Change Order contingency reimbursemer	\$ 150,243	\$ -
			<u>\$ 796,570</u>	<u>\$ -</u>

Non-Completed (Shared) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
179	APPROVED	Bird netting at canopy	\$ 28,051	\$ 28,051
207	APPROVED	Owner Change Order #17 Offset	\$ (50,241)	\$ (38,047)
157	APPROVED	Ancillary room (E) soffit opening infill	\$ 2,390	\$ 2,390
			<u>\$ (19,800)</u>	<u>\$ (7,606)</u>

CSD-Only Change Orders:

Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
25	COMPLETE	Drying Bed cleanout and sand infill (CSD only)	\$ 13,482	\$ -
34	COMPLETE	Plant 2 SLC Ethernet connection (CSD only)	\$ 8,527	\$ -
12	COMPLETE	Siding Replacement-Hardie Board (CSD only)	\$ 91,466	\$ -
			<u>\$ 113,475</u>	<u>\$ -</u>

Non-Completed (CSD-Only) Change Orders:

<u>#</u>	<u>Status</u>	<u>Description</u>	<u>Amt</u>	<u>Remaining</u>
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**HARD CONSTRUCTION COSTS (via Roebbelen) NO CHANGES DURING DECEMBER**

Project Construction Summary								Source of Funding		
Contractor	Work Type	Contract Amount	% Billed to Date	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD	R&B LOC	CFD 2014	
							\$4.358 million	\$4.136 million	\$3.818m Ph 1 \$0.540m Ph 2	
Roebbelen Construction Management Services	General Conditions	781,205	100%	778,393	-	2,812	283,343	249,361	245,689	
River City Painting	Painting	291,000	100%	291,000	-	-	108,803	84,454	97,744	
GE Technology	Membrane Supplier	2,173,800	100%	2,173,800	-	-	776,751	713,767	683,282	
JD Pasquetti	Sitework	555,659	100%	555,659	-	-	315,436	117,474	122,749	
Roebbelen Construction	Fencing	53,640	100%	53,640	-	-	43,254	5,402	4,984	
KG Walters Construction	Mechanical & Plumbing	4,893,000	100%	4,893,000	-	-	1,768,515	1,578,949	1,545,537	
Bockmon & Woody Electric	Electrical	2,370,266	100%	2,369,266	-	1,000	846,761	782,171	740,334	
Marquee	Fire Protection	42,500	100%	42,500	-	-	20,319	2,142	20,039	
Contract Changes	Hardie Board, Temp Filtration, Bird Netting, Taxes, Etc.	483,136	94%	455,086	-	28,051	304,843	-	-	
<b>Total Construction Contracts (with 534,318 Contingency = 11,911,705)</b>		<b>11,644,206</b>	<b>100%</b>	<b>11,612,344</b>	<b>-</b>	<b>31,863</b>	<b>4,468,025</b>	<b>3,533,719</b>	<b>3,460,357</b>	
Change Order Summary										
<b>APPROVED CHANGE ORDERS:</b>										
Max Contract Change Order Amount		534,318								
Shared Completed Change Orders (Invoiced/Paid)		534,502					261,218	109,130	164,153	
CSD Only Completed Change Orders (Invoiced/Paid)*		26,510					26,510			
Approved Change Orders (Not Invoiced)		(35,657)								
<b>Total Completed/Approved CO</b>		<b>525,355</b>								
<b>Amount CO remaining</b>		<b>8,963</b>								
<b>PROPOSED CHANGE ORDERS:</b>										
<b>Amount CO remaining</b>		<b>-</b>								
<i>(if Proposed COs are approved)</i>										
<b>OTHER:</b>										
Bay Area Coating Consulting Services	**Contingency amt outside of Roebbelen contract (approved BOD 11/19/15)	15,000	91%	13,622	-	1,378	4,822	4,577	4,223	
Sholl Construction	**Membrane Sealing contingency amt outside of Roebbelen contract	4,576	100%	4,576	-	-	1,620	1,538	1,419	
* CSD Only Change Orders are in addition to the CSD share of \$4.358m										
<b>Total Adjusted Construction Contracts (hard costs + CO's)</b>		<b>12,189,137</b>					<b>4,762,195</b>	<b>3,648,964</b>	<b>3,630,152</b>	
						<b>Total Billed to Date</b>				

**SOFT CONSTRUCTION COSTS (CSD Direct Expenses to be shared equally)**

Service Cost Summary							Source of Funding		
Item	Company/Agency	Estimated Soft Cost	Contract/Actual Soft Cost	Amount Billed to Date	Amount Billed This Month	Contract Amount Remaining	CSD	R&B LOC	CFD 2014
							\$4.358 million	\$4.136 million	\$3.818m Ph 1 \$0.540m Ph 2
Preconstruction CM Assistance	Roebbelen CMS	49,049	49,049	49,049	-	-	17,363	16,480	15,205
Design Engineering	HDR Engineering	240,000	239,982	239,982	-	-		239,982	
CEQA NOI/MND	HDR Engineering	40,000	71,070	63,559	-	7,511	5,583	53,088	4,889
Design Geotech	Youngdahl and Associates	3,000	2,600	2,600	-	-	920	874	806
Construction Engineering Assistance	HDR Engineering	150,000	276,328	276,324	-	4	110,247	78,243	87,834
Special Construction Inspection	Youngdahl and Associates	50,000	48,603	48,167	-	436	17,547	15,292	15,328
Misc Fees				709	-	-	251	238	220
SMUD Service	SMUD	5,000	31,632	31,632	-	-	11,198	10,628	9,806
Generator Permit	Sac County Air Quality Mgmt	5,000	5,000	-	-	5,000	-	-	-
State Clearinghouse for CEQA	State of CA	3,000	3,000	-	-	3,000	-	-	-
Fish & Wildlife Agency Permits	State of CA	2,000	2,000	921	-	1,079	326	310	286
Ca Dept Health Review	State of CA	5,000	5,000	-	-	5,000	-	-	-
Road Mitigation	RMA	8,000	12,000	12,000	-	-	4,248	4,032	3,720
CSD Admin, Legal and Engineering (CFD 2014 Max per FSA = \$50K)	CSD	50,000	50,000	275,678	-	-	157,710	67,968	50,000
<b>Total</b>		<b>610,049</b>	<b>796,264</b>	<b>1,000,621</b>	<b>-</b>	<b>22,030</b>	<b>325,393</b>	<b>487,135</b>	<b>188,093</b>

**Grand Total (Construction and soft costs)**

**12,974,788**

**13,192,175**

Additional Info	
Total Retainage to Date:	171,186
<b>Note:</b>	
-- As of September 30, 2015, R&B LOC funding cap had been reached.	
-- As of February 29, 2016, CFD 2014-1 funding cap had been reached.	

Total Hard/Soft Costs	5,087,588	4,136,099	3,818,245
Less: Funds Received		(4,136,099)	(3,818,245)
Pending Draw Request		0	0
<b>Total Outstanding Amount</b>		<b>0</b>	<b>0</b>

\*\*CFD 2014-1 Draw Amount Based on Cashflow per FSA

## MEMORANDUM

Date: January 11, 2017  
To: Board of Directors  
From: Paul Wagner, Security Chief  
Subject: Security Report for the Month of December 2016

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### **OPERATIONS**

A new form for updating resident information has been added to the District's web site to help in the gathering and maintenance of residents' information. The form is similar to the "Green Sheet" that was mailed out for the update last year. Residents can enter in any updated information, or add new information, to the form and either email it to the District for updating or print it (delivery by mail or in person). This will help create a mechanism to consistently update information and to have the most current information on file. (See Attached)

### **INCIDENTS OF NOTE FOR DECEMBER 2016**

December 4, two (2) residences (garage doors) and a vehicle were spray painted with profanities. District Security conducted a thorough investigation and was unable to definitively determine the subject(s).

December 23, Juvenile reported missing by parents (previous day) was located by Security Patrol Officer Tompkins and Chief at the Plaza. Parents arrived and picked up the juvenile.

December 31, DUI arrest made by California Highway Patrol (CHP). Subject found at Lake Calero by Security Patrol. Sacramento County Sheriff Deputy (SSD) working extra detail for the District assisted Security. CHP contacted and arrested driver.

### **RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING**

Meeting was scheduled for Monday, January 9, 2017. Two (2) cases were brought before the Committee for review.

### **SECURITY DATA UPDATE**

All of the Security Data Request Forms have been received and input into the system (ABDI). Next step is to double check (in process) all streets have been completed and then run report for barcodes not scanned for entry for an extended period of time (2 years).

### **INCIDENT MAP AND EMERGENCY EXIT MAP**

A rough draft of the emergency map is attached. I am planning on evaluating a reporting and incident mapping program for potential inclusion in the 2017 budget request. Currently, there is no incident mapping system available to the District for detailed analysis of incidents or trends that occur within the District.



# SECURITY DEPARTMENT GATE INFORMATION/REGISTRATION UPDATE

RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
P.O. Box 1050, 15160 Jackson Road, Rancho Murieta, CA 95683, (916) 354-3700

DATE: \_\_\_\_\_ NEW RESIDENT  CURRENT RESIDENT  PIN # \_\_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

SPOUSE'S NAME: \_\_\_\_\_ LOT NUMBER: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

\_\_\_\_\_ SECOND PHONE: \_\_\_\_\_

DO YOU: OWN  RENT  LEASE  CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ EMERGENCY PHONE: \_\_\_\_\_

WARNING FOR SECURITY: \_\_\_\_\_

ALARM COMPANY: \_\_\_\_\_ ALARM COMPANY PHONE: \_\_\_\_\_

ALARM CODE: \_\_\_\_\_ SUB DIVISION: \_\_\_\_\_

### REGISTERED PERMANENT GUESTS AND VENDORS

LAST NAME	FIRST NAME	NOTES

### REGISTERED VEHICLES

MAKE	MODEL	COLOR	TAG	BARCODE	DECAL

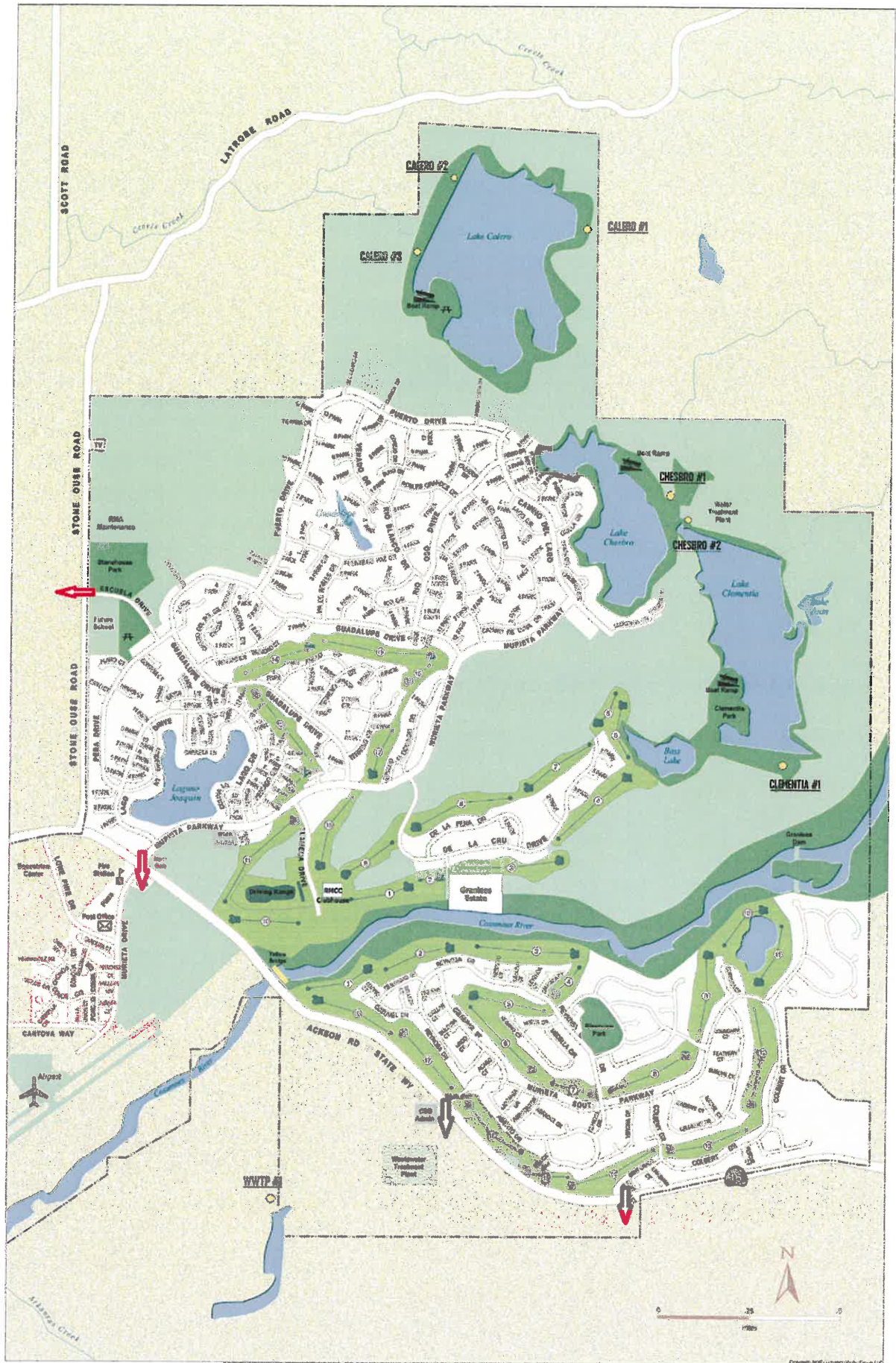
### PET INFORMATION

PET TYPE	NAME	NOTES/LICENSE

### EMERGENCY INFORMATION/ADDITIONAL CONTACTS

CONTACT NAME	PHONE	SECOND PHONE	NOTES









**RMA Rule Violations  
Admonishments/Complaints  
December 2016**

Open Garage Door	4
Loose/Off Leash Dogs	18
Barking Dogs	5
Parking	4
Unlicensed Driver	0
Speeding	9
Stop Sign	6
Back Area w/o Resident	0
Overloaded Golf Cart	0
Unsafe Driving	9
Park Hours	14
Motorcycle	2
Construction Hours	0
Fishing License	0
Gate Entrance	32
Fireworks	0
<b>Total</b>	<b>103</b>



**RMA Rule Violations  
Citations  
December 2016**

Stop Sign	8
Driveway Parking	1
Overnight Street Parking	5
Speeding	4
Unlicensed Driver	0
Park Hours	3
Unauthorized Vehicle	0
<b>Total</b>	<b>21</b>

# MEMORANDUM

Date: January 12, 2017  
To: Board of Directors  
From: Paul Siebensohn, Director of Field Operations  
Subject: Water/Wastewater/Drainage Report

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

## WATER

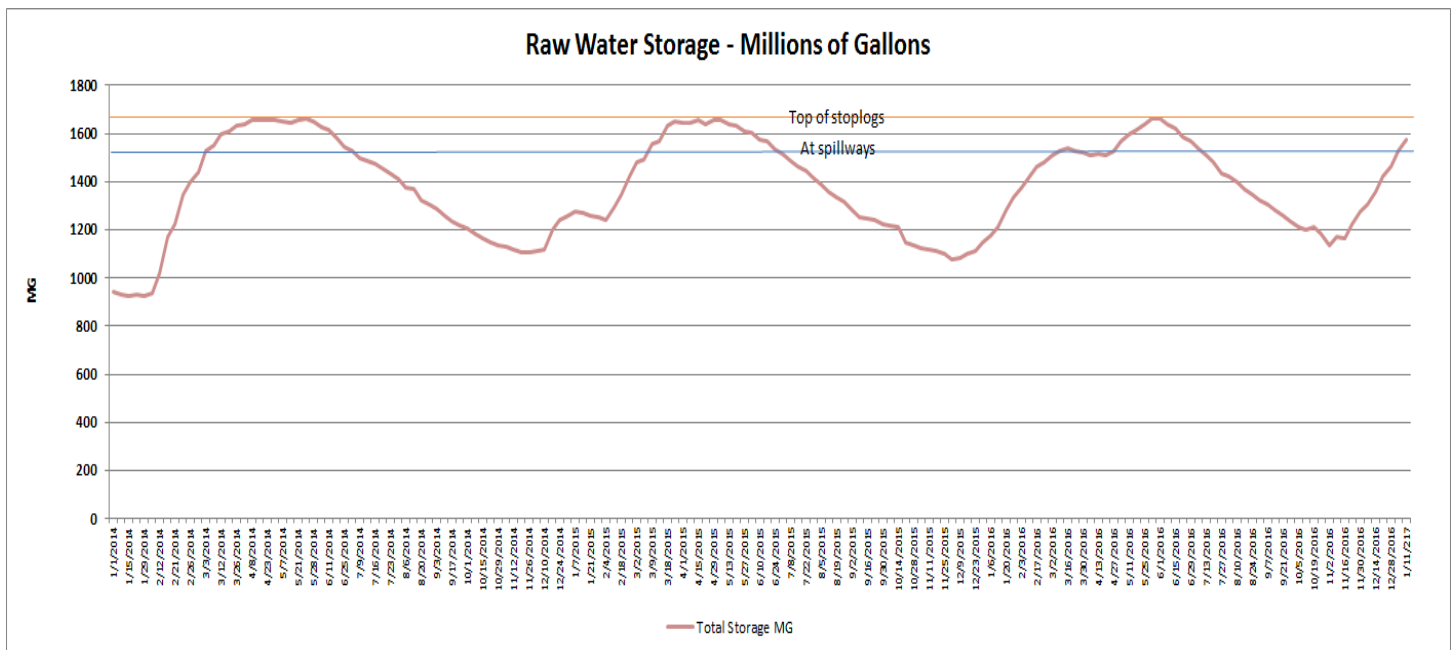
Plant 1 (the ultrafiltration plant) is currently set to operate at 1.0 million gallons per day (mgd), averaging 0.56 mgd of production to provide the District's water needs. Plant 2 is off. Water treatment plant production flow for December was 18,011,000 gallons (55.3 acre-feet).

## WATER SOURCE OF SUPPLY

Excessive rainfall has filled our reservoirs without the use of pumping to the point that each is currently spilling out of their spillways. Unfortunately, we are not allowed to put in stop logs until April 15<sup>th</sup> so we are not able to capture any additional supply at this time. The combined raw water storage for Calero, Chesbro, and Clementia Reservoirs, on January 11, 2017, measured approximately 1,574.7 MG (4,832.9 AF) of which 1,410.8 MG (4,329.8 AF) is usable due to dead storage. For Calero and Chesbro Reservoirs alone, storage measured 1,244.5 MG (3,819.4 AF), or 1,194.1 MG (3,366.4 AF) usable.

The measured rainfall for December totaled 2.88" and evaporation measured 0.98". Since the beginning of our water diversion season of November 1, 2016, we have received 12.15" of rain. For a comparison we received 6.16" of rain for the entire year of 2013 and this January alone we have received 6.7" so far.

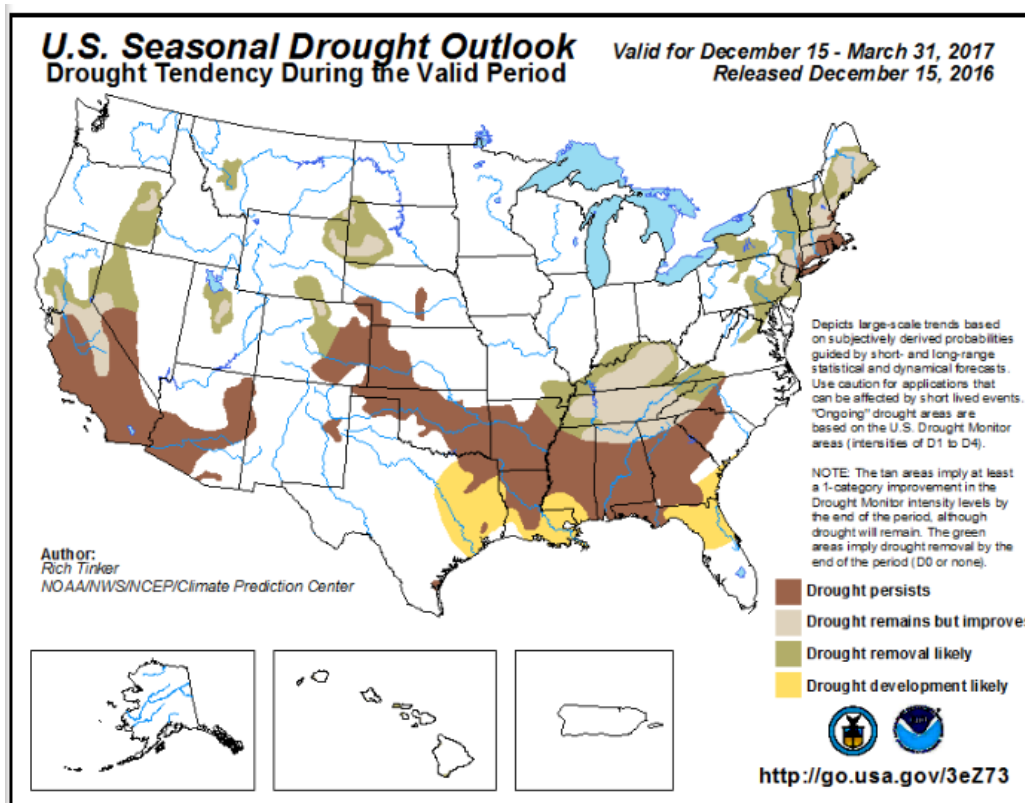
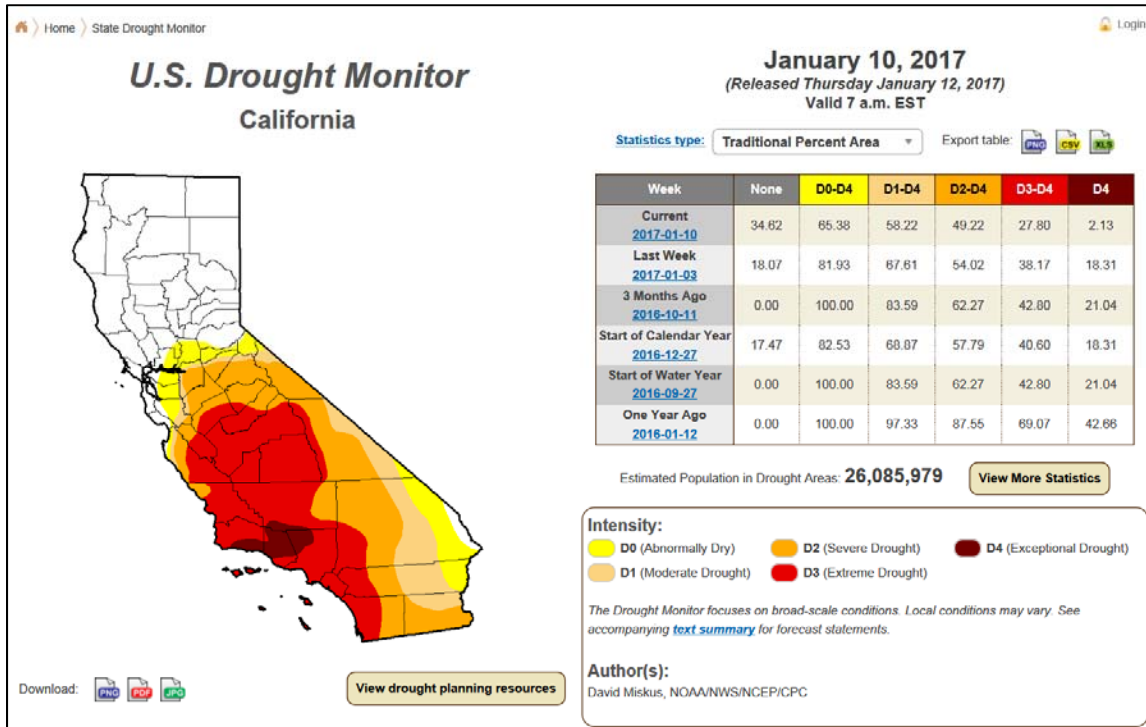
Below is a graphical representation of the storage reservoir levels to date.



**CONSERVATION**

Water consumption for December 2016 was approximately 23% less than in 2013. The December residential gallons per capita per day usage was at 85.

The US Drought Monitor and US Seasonal Drought graphics for our area have improved, as shown below.



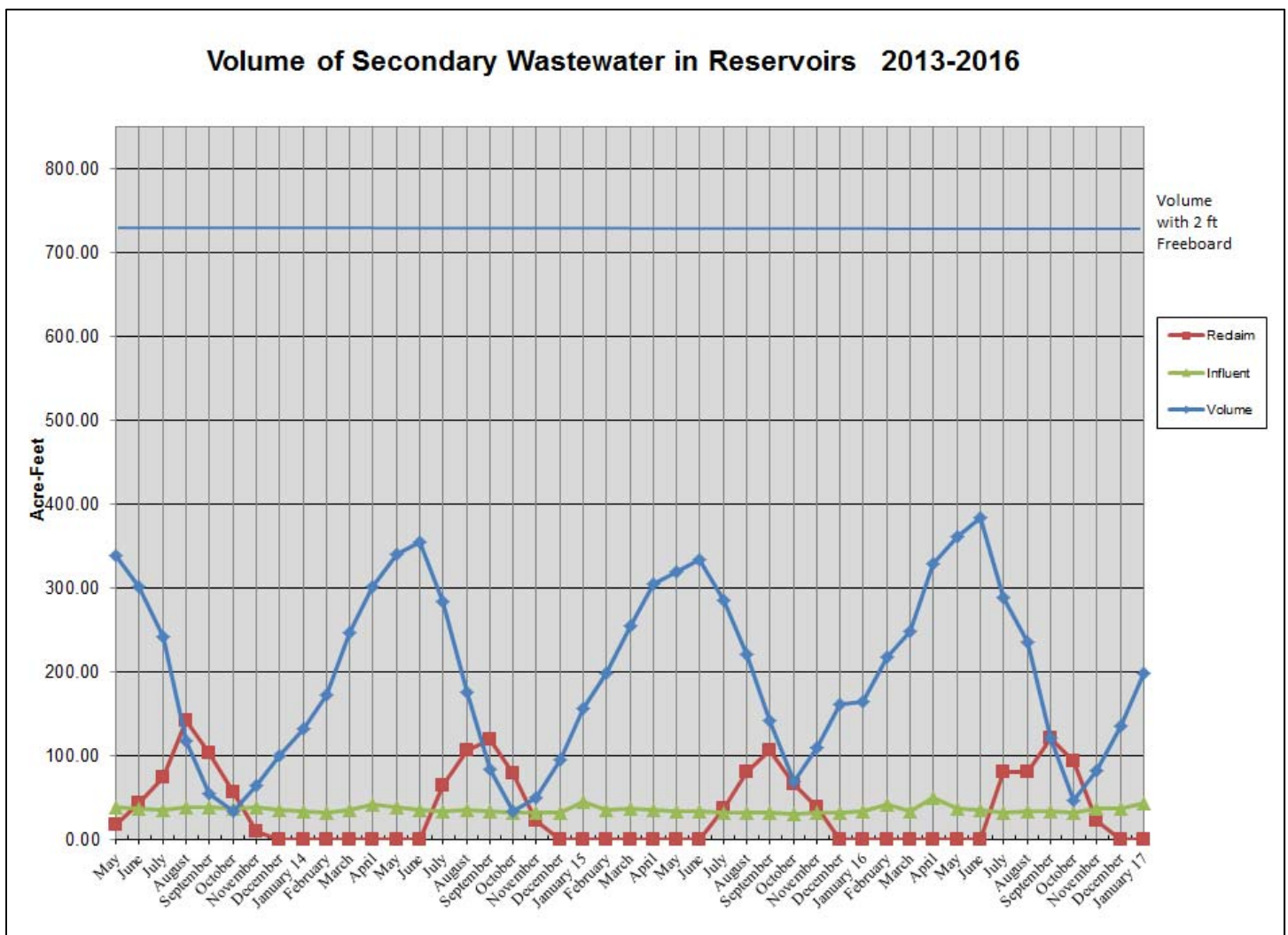
## WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

Influent wastewater flow averaged 0.478 million gallons a day, for a total of 14.326 MG, (43.97 AF). This is approximately 180 gpd per sewer connection.

Secondary wastewater storage measured 79.35 MG (245.5 AF) on January 11, 2017 of which 74.5 MG (228.6 acre-feet) is usable volume. We still have plenty of secondary storage room left as 728 acre-feet is the maximum volume we are allowed with two feet (2') of freeboard.

The reclamation plant remains off for the winter season. In 2016, the District sent the Rancho Murieta Country Club (RMCC) 120.1 MG (368.6 AF) of recycled water for their irrigation needs.

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



## SEWER COLLECTION

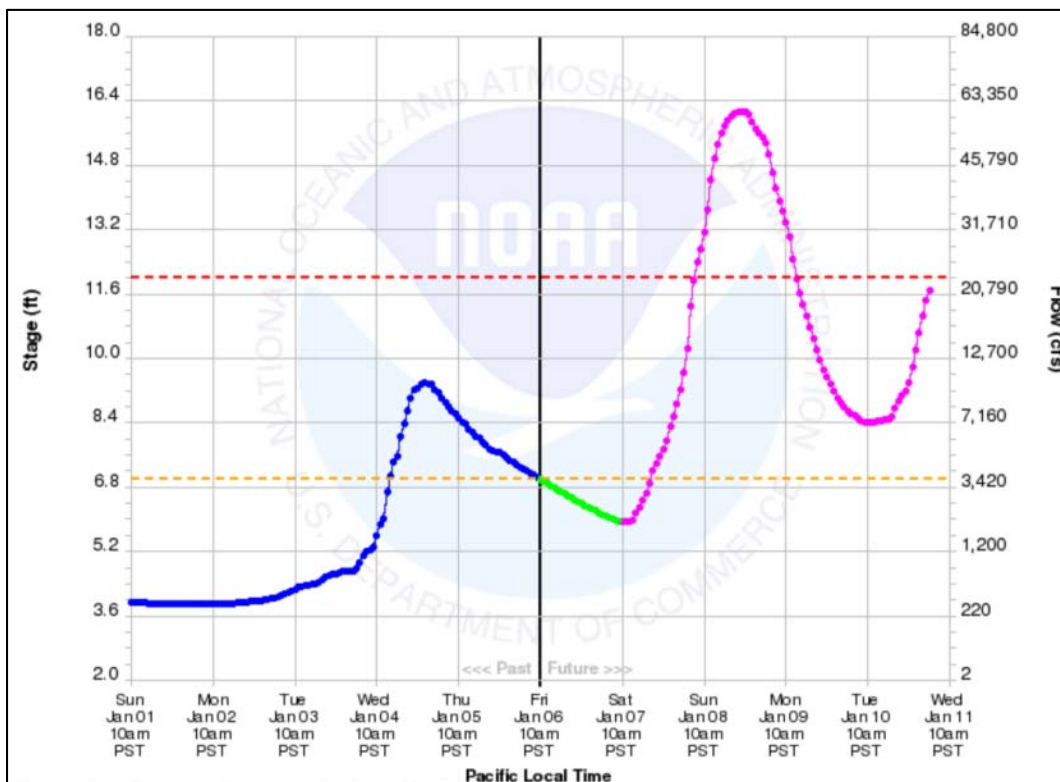
District staff dealt with a sewer backup in Murieta South in December. Staff cleaned the sewer lines feeding the manhole as a precautionary measure to make sure they were free flowing and completed necessary reporting. Staff followed up with running a camera up the line where heavy grease buildup was seen and then cleaned out.

## STORMWATER AND DRAINAGE

The District experienced another historically high rainfall and wind event over the past several days. Staff inspected the storm systems before, during, and after, with Security Patrol keeping an eye out for encroaching river levels. Thanks to continued maintenance and inspections of our levees, dams, and drainage, our system fared well. The levees performed as designed and no boils or excessive scour have been observed.

The only damage the District sustained was from a tree that fell onto the zinc and alum storage building at the water plant, a washed out roadway at the waterplant, and whatever damage the CIA ditch will sustain (unknown as it is still underwater).

Prior to the storms I had discussed modeling predictions (pre-storm graphic below) with the Sacramento County Department of Water Resources (DWR) as well as talked to the Office of Emergency Services (OES) Duty Officer in preparation for the storms. DWR noted that even with the prediction of high flows, the flow was going to be far less than the flows the river experienced in 1997 of 93,000 cfs in which the community fared relatively well.



Screenshot of graphic from the CA DWR guidance plot for Michigan Bar gauging station pre-storm.



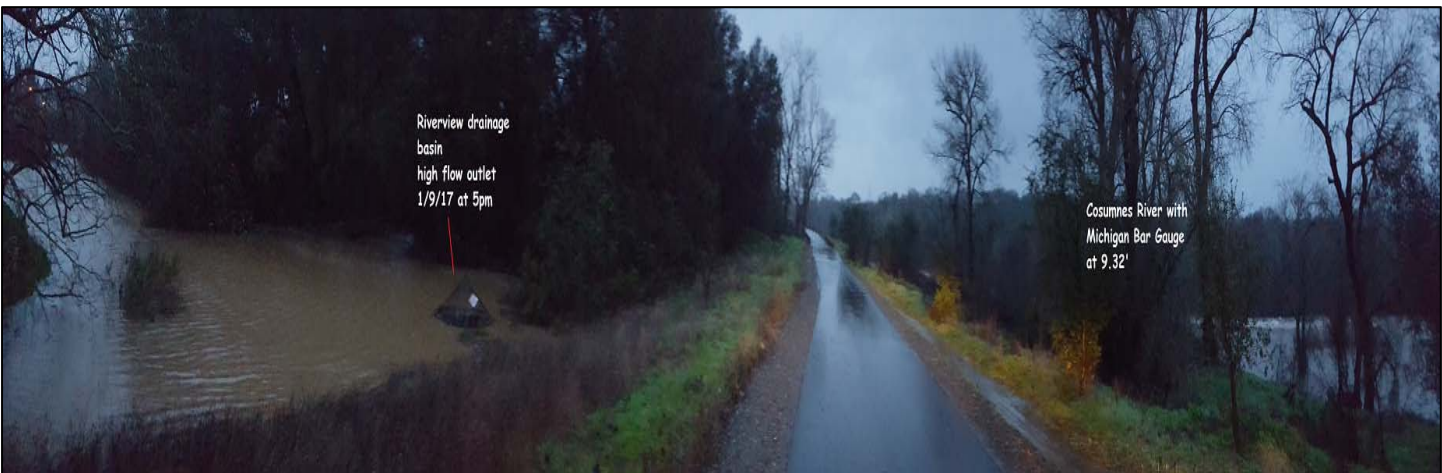




*Granlees Diversion Structure & Cosumnes Irrigation Association (CIA) Ditch underwater from high river flows, upstream view.*



*Granlees Diversion Structure, downstream view.*



*Panoramic photo of Riverview Basin, beginning of Michigan Bar Levee, and Cosumnes River.*





*Basin 5 (Lost Lake) with water flowing through high flow trash rack outlet.*

### **WATER METERING AND UTILITY STAFF WORK**

In December, Utility staff replaced eight (8)  $\frac{3}{4}$ " water meters, one (1) meter register, and two (2) MXU radio read units. Twenty-six (26) Utility Star work orders, ten (10) rebate inspections, six (6) high usage inspections and nine (9) underground service alerts (USA) were also completed. Three (3) of the six (6) high usage concerns were due to leaking irrigation systems, the rest were actual high use.

Staff issued notices to residents whose landscaping obstructs viewing and/or access to fire hydrants. The notice included a Sacramento County Metro Fire District standard drawings noting to keep a three foot (3') clearance around and two inches (2") clear below the base flange (see below). This allows the fire department to quickly find and use the hydrants. Response has been well received with customers complying as everyone understands the hydrants are there to protect their life and property.



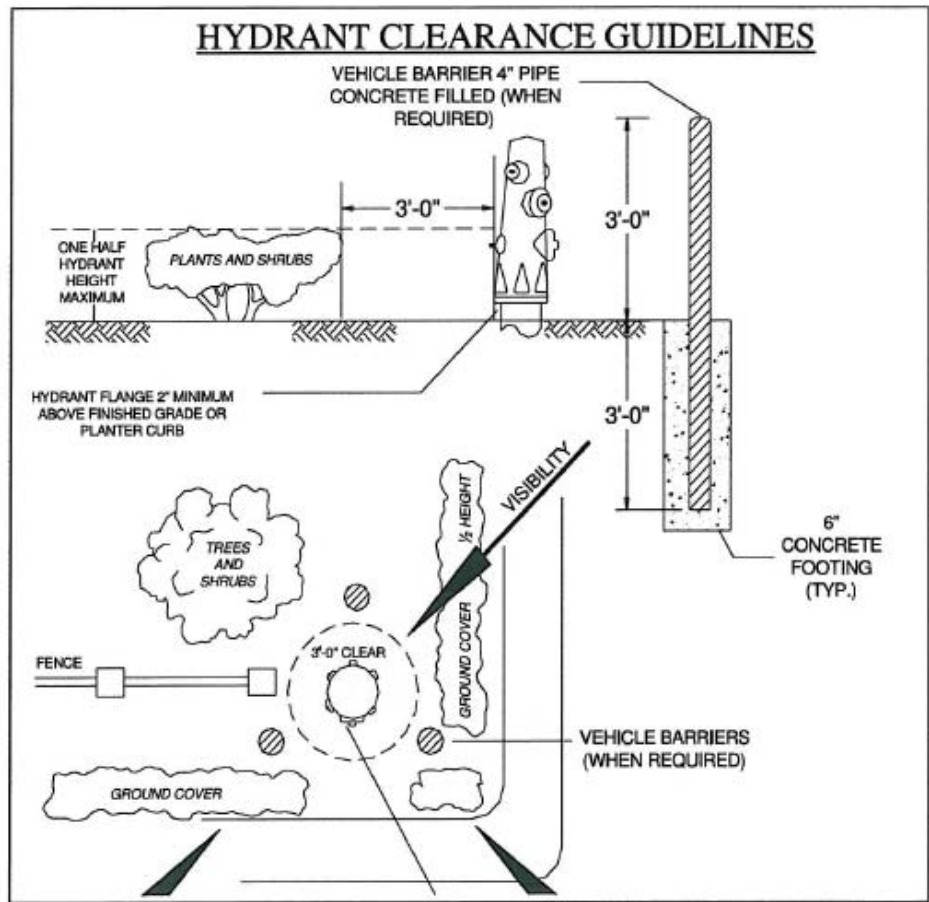
**Sacramento Metropolitan Fire District**  
**Fire Company Inspection Program**

10545 Armstrong Ave., Suite 310 • Mather, CA 95655 • Phone (916) 859-4330 • Fax (916) 859-3717

**FIRE HYDRANTS AND FIRE APPLIANCES**

There shall be nothing around a fire appliance or fire equipment that would impair our ability to see it, access it and/or use it. These appliance and equipment include fire hydrants, fire department connections, post indicator valves, automatic fire sprinkler riser and control valves, all standpipe system hose cabinets and connections, hood and duct extinguishing systems and fire extinguishers.

The three foot minimum clear space shall apply not only to fire hydrants, but to all other fire protection equipment if deemed necessary by the authority having jurisdiction. Low height groundcover plans and grass may encroach upon the three foot clear radius as long as it does not impair our ability to utilize the equipment.



CFC 507.5.4/507.5.5

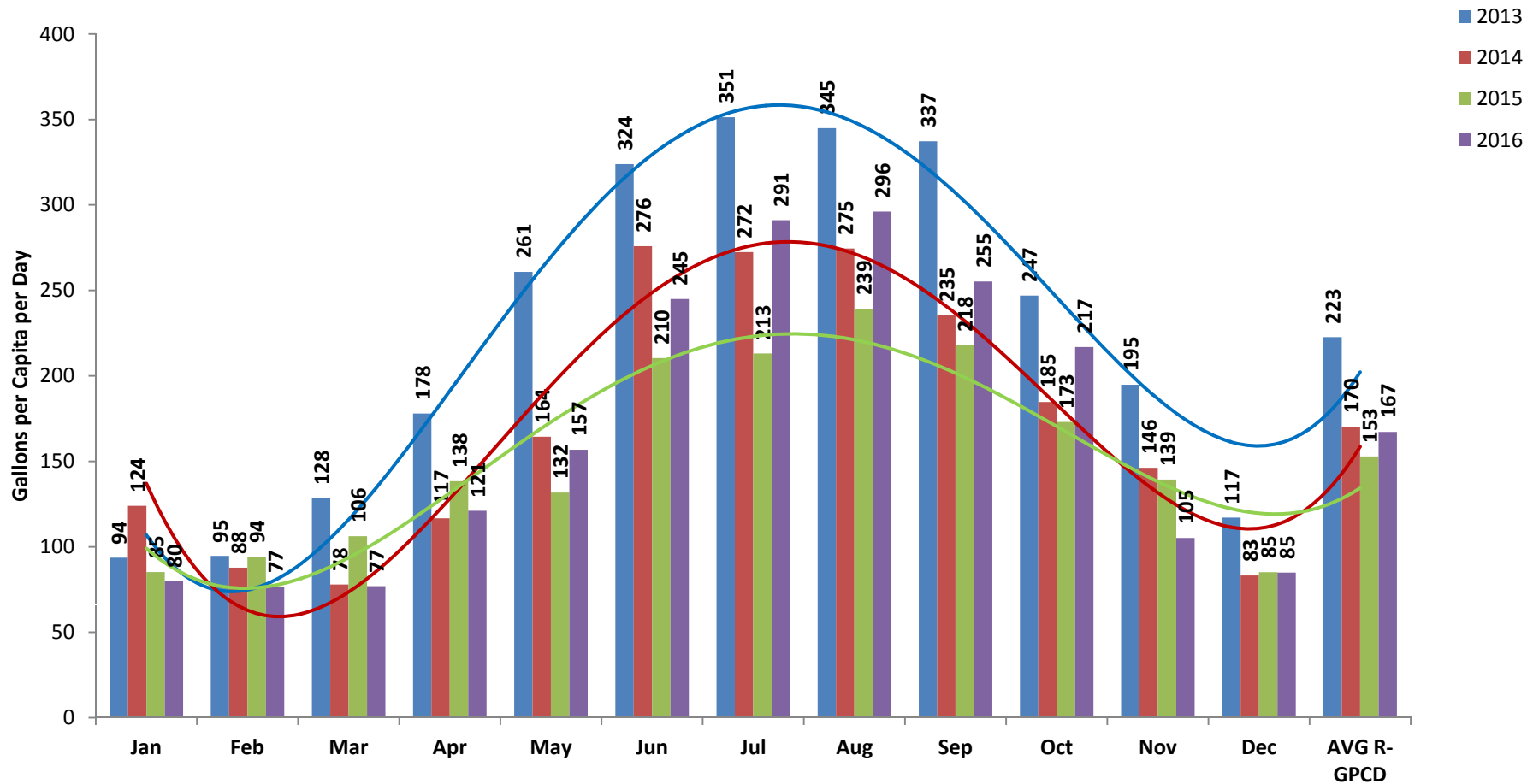
REV 1-1-2014

# Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013, 2014, 2015 and 2016

Residential Potable Water Consumption

Extrapolated Based on 2010 Census of 5,488 population



Conservation achieved December 2014 versus December 2013: 29%  
 Conservation achieved December 2015 versus December 2013: 27%  
 Conservation achieved December 2016 versus December 2013: 27%

2014 versus 2013 YTD conservation: 24%  
 2015 versus 2013 YTD conservation: 31%  
 2016 versus 2013 YTD conservation: 25%

## MEMORANDUM

**Date:** January 10, 2017  
**To:** Board of Directors  
**From:** Improvements Committee Staff  
**Subject:** Consider Approval of Recommendation from Improvements Committee Regarding Letter from Michael Davis, Robert Hannaford and David Lewis About Drainage Improvements at/or Near 4 Park Via Del Cerrito

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### RECOMMENDED ACTION

Approve removal of the drainage pipe at Park 4 Via Del Cerrito that was installed by the District in 2008 and restore the drainage channel to its original design per the 1979 Raymond Vail and Associates plans.

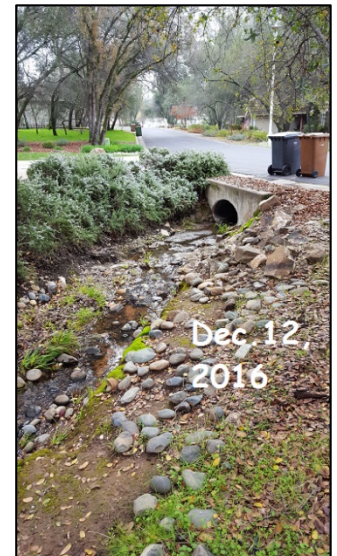
### BACKGROUND

At the December 21, 2016 Board meeting, resident David Lewis inquired about a letter sent to Director Graf on January 4, 2016. Director Graf was not aware of the letter and did not recall receiving it. The letter from residents Michael Davis, 6456 Via Del Cerrito, Robert Hannaford, 6442 Via Del Cerrito, and David Lewis, 6454 Via Del Cerrito, who reside around the 4 Park Via Del Cerrito drainage culvert, was provided to the Board of Directors at the December Board meeting and is attached to this memo for reference. Two of the residents, Michael Davis and David Lewis, were present at the Board meeting. The Board referred the issue to staff for research and asked that the item be discussed at the January Improvements Committee meeting.

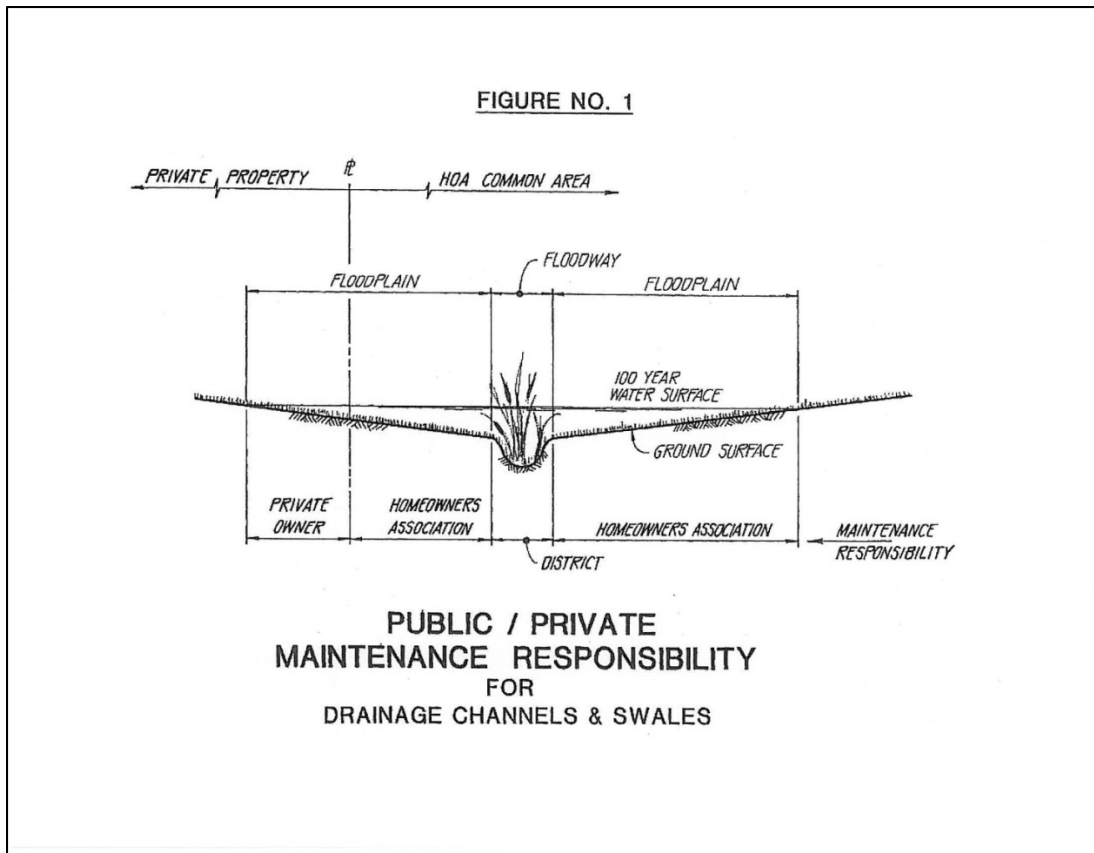
The Improvements Committee reviewed the letter at the January 3, 2017 Committee meeting and discussed the background of the revisions to the drainage channel made in 2008 by the District. In brief, the revisions were made by former District General Manager/District Engineer, Edward Crouse, in an attempt to satisfy a concern of Mr. Lewis regarding potential erosion from the drainage flow channel that runs adjacent to the southeast side of his lot. The project resulted in the installation of approximately 100' of 24" soil tight high density polyethylene pipe from the existing headwall between lots 1114 & 1112. Please refer to the January 2017 Improvements Committee packet for more detailed information on the background and history of the Park 4 Via Del Cerrito drainage channel.

The Improvements Committee, Directors Clark and Graf, discussed the District's area of maintenance responsibility for drainage channels as shown below in Figure 1 and discussed that the engineering and design of the drainage channels was the responsibility of the developer and their engineering staff (or consultant); in this case Raymond Vail and Associates. The Committee discussed that while the District's original intent of accommodating Mr. Lewis' concern was well intended it went beyond the District's responsibility. Therefore, the Improvements Committee recommends that the Park 4 Via Del Cerrito drainage channel be restored to its original design.

The Raymond Vail and Associates design sheets are attached for reference.



For general reference, the figure below shows the delineation of responsibilities between District and others within the District.



**The Improvements Committee recommends approval.**

**Post Script**

**4 Park Via Del Cerrito Drainage**

We had discussed this at the Improvements Committee with the consensus of bringing it forward to the Board with the recommendation of returning the drainage back to its original as-built condition. With the impending storm, staff felt that it was prudent to act in the interim by daylighting the outlet of the drainage culvert and providing a flow channel down it. The residents were happy we were doing this before the storm.

Michael Davis  
6456 Via Del Cerrito  
Rancho Murieta, CA 95683

Robert Hannaford  
6442 Via Del Cerrito  
Rancho Murieta, CA 95683

David Lewis  
6454 Via Del Cerrito  
Rancho Murieta, CA 95683

Morrison Graf, Director  
Rancho Murieta Community Services District  
15160 Jackson Rd  
P. O. Box 1050  
Rancho Murieta, CA 95683

January 4, 2016

Dear Mr. Graf

This is a formal request for the Rancho Murieta Community Services District (CSD) to assess and properly address the issue of the drainage channel overflowing **consistently** (every 3 years) on to the adjacent properties at Park 4, Via Del Cerrito.

First we will go into the design of the drainage channel. Upstream of Park 4 there are 4 contributing pipes and one of which is larger in diameter than the single and only pipe located at Park 4. It's hard to imagine that a down stream pipe and channel that is smaller could possibly handle the flow of 4 upstream pipes when one of them is larger than the single downstream pipe. Also, it has been found that many times the water storage tank located on Rio Oso, Park 3 drains into one of the 4 contributing pipes during times of heavy rain. One of the residents questioned CSD about this and was told CSD no longer drains the tank into the channel anymore. That statement has been found to be wrong and has since been documented. It still drains during times of heavy rain. This is irresponsible and negligent when the fact is there is already a flooding problem with this channel and this just adds to the problem.

Now we will go into a little of the history of the problem. In 2008, one of the residents spoke with CSD requesting permission to build a brick wall to protect their home from water intrusion because the drainage channel was filling to such a high level that the water level was just below the flooring of this home. Also the home needed protection from erosion around its foundation. CSD said it wasn't necessary to build and didn't approve the wall and instead extended the pipe running under the street to a point past the home. Unfortunately, they installed a pipe smaller in diameter than the pipe that passes under the street (See attached photo). Now, in heavy rains, the water backs up at the larger pipe and floods over the street to a depth of approximately 12" and 80 feet wide. It then careens across the driveway of the homes on both sides of the street and flows over the lawns up against the foundations of three homes.



The flow now covers the area between Mr. Lewis' home, the Davis' home and the Hannaford home. The flow fills the Hannaford home's pool (see attached photo), garage, and front yard up to the sill plate at the front door. The flow fills Mr. Lewis's front yard, garage and the steps going to the front door. The flow fills the side yard of the Davis' home and floods their air conditioning/heating and pool equipment. All three homes side yards flood to the point of being a few inches, if not only one inch from flooding the insides of the homes. All three homes are endangered of having the soil eroded away from the foundations. During the times of the floods the street is flooded so deep it is impassable by cars. CSD's attempt to address the issue of the channel flooding residence properties in 2008 was inadequate and unsuccessful. The channel now just floods in a different direction. Also, CSD recently informed the homeowner who requested wall, that it is RMA's responsibility, not the homeowner or CSD's because it would be located outside of the homeowner's property and just to the side of the center of the channel.

This drainage channel bottlenecks at Park 4 and has caused property damage numerous times to adjacent homeowners properties. The flow capacity of the channel at the bottleneck is only  $\frac{1}{2}$  of the capacity of the upstream contributing pipes. The downstream pipes are also double the flow capacity or more than Park 4's channel and pipe capacity.

One of the homeowners involved was informed by one of your employees that CSD does not staff Engineers. Maybe that's how it was improperly designed in the first place. With your recent election I now know CSD does have at least one Engineer on staff capable of reviewing and addressing our concerns. We homeowners would like your help in getting CSD to address this continuing problem. The issue has already been discussed with Mr. Siebensohn to no avail. He actually stated that one of the residents must request and sign off on any needed changes to stop the flooding. Our question is, isn't it CSD's responsibility to design drainage to meet the needs of the community rather than the responsibility of the homeowner? Your Mission Statement states that it is your responsibility. We offered several suggestions that were refused but still CSD wanted the residents to engineer, request and sign off on any needed changes. Working with CSD is very frustrating. Obviously, we don't think it's the homeowner's responsibility to engineer and request the changes needed to correct the problem that was created by CSD in the first place.

Example pictures are shown on the next pages:



One example of the drainage channel's overflows is shown above. This picture is actually of the street and the front yards and driveways of the houses on opposite sides of the street. You can see the flood covers the street, driveways and has entered the garages of the homes on both sides of the street. The drainage channel enters from between the two oaks at the left and runs along the side of the house in the picture and then flows (or should flow) into a pipe under the street that can no longer be seen because of the consistent overflow problems the channel bottleneck causes. This picture was taken from inside of one of the flooded garages.



You can see the aftermath of one of the channel overflows that filled this pool with mud.



Here you can see the extension pipe being installed by CSD at Via Del Cerrito, Park 4. As you can see it is restrictive and only aggravates an already bad situation. The improper design of the channel at Park 4 already had overflow problems caused by inadequate channel design at this bottleneck point.

We look forward to hearing from you.

Concerned Rancho Murieta homeowners,

Michael W. Davis

Robert Hannaford

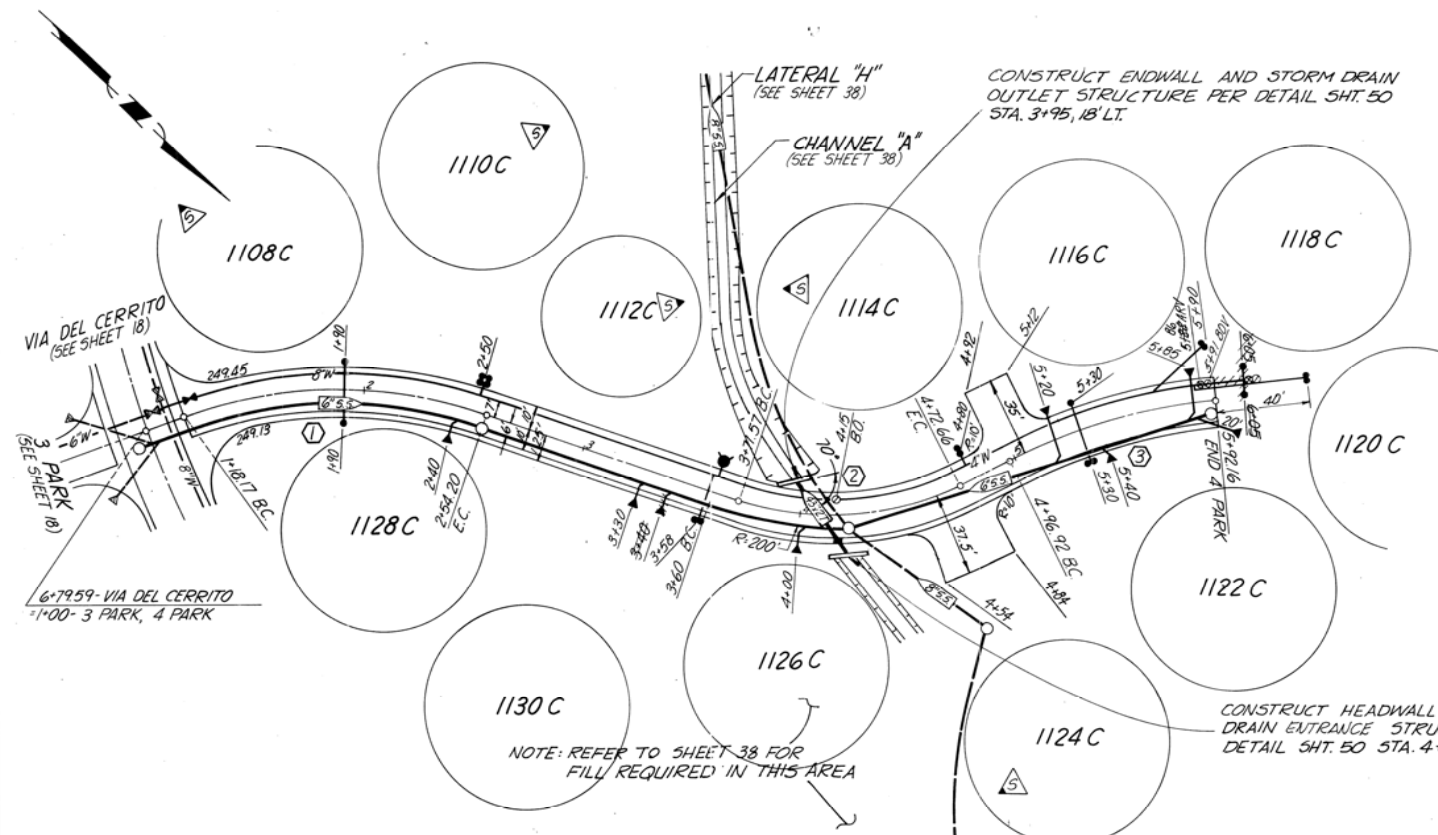
David S. Lewis

C: Jim Moore (RMA)  
Sacramento County Dept. of Water Resources

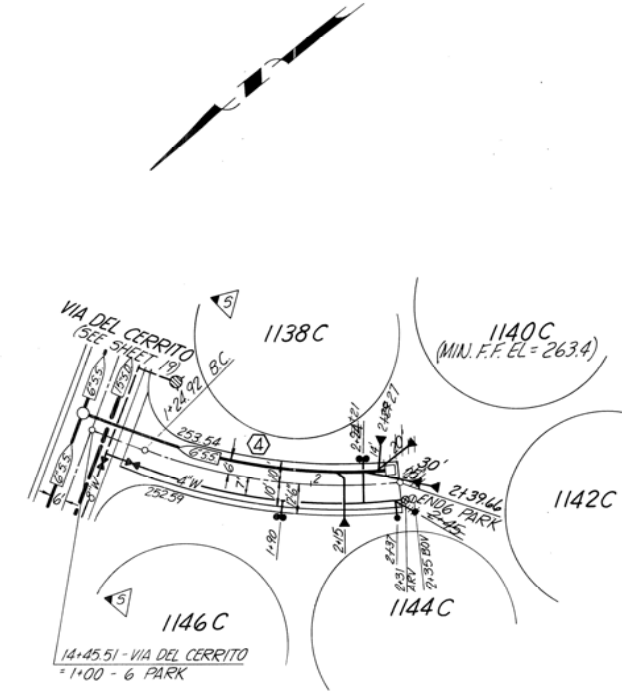


CENTERLINE CURVE DATA

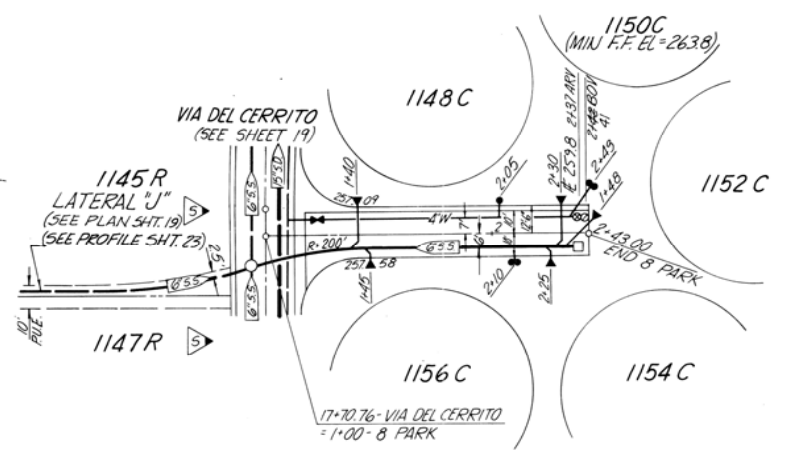
NO	RADIUS	DELTA	ARC
1	200	38°58'44"	136.03'
2	125	46°20'09"	101.09'
3	250	21°49'39"	95.24'
4	250	26°17'44"	114.74'



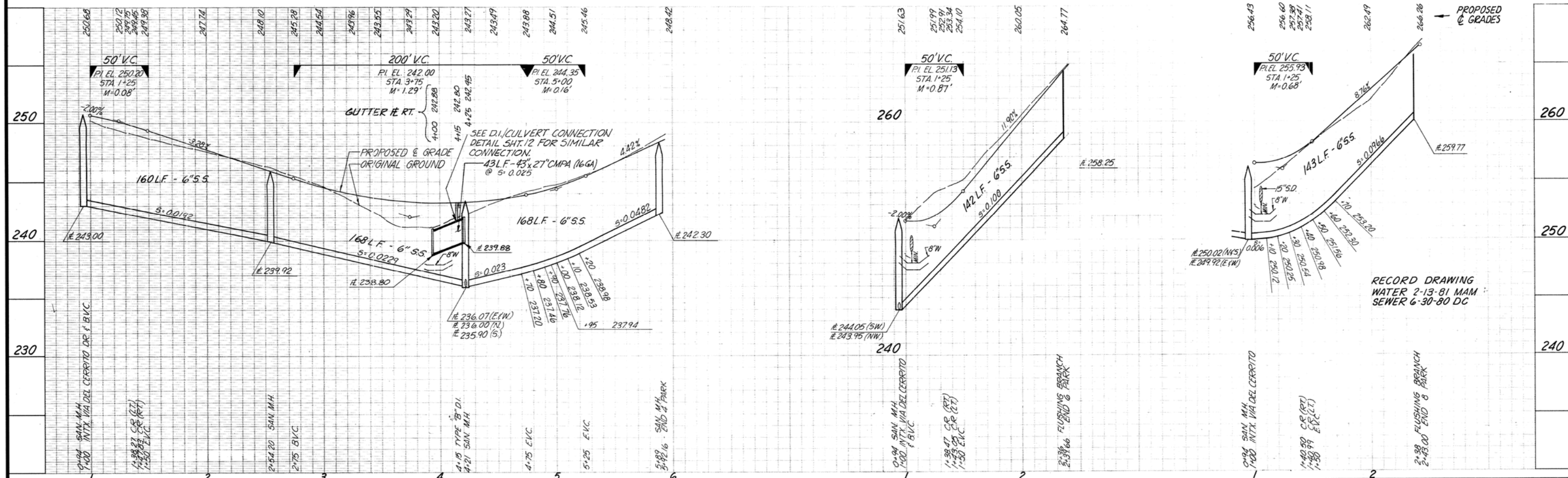
VIA DEL CERRITO, 4 PARK



VIA DEL CERRITO, 6 PARK



VIA DEL CERRITO, 8 PARK



DRAWN BY: BC DESIGN BY: BS  
 CHECK BY: KG  
 BY: Kenneth C. Allen RCE 25573

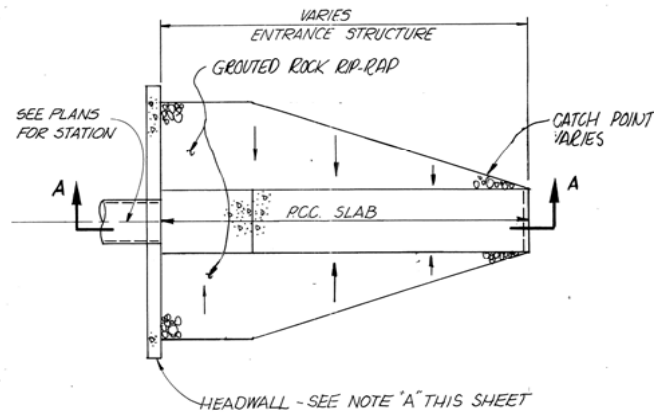
REVISION	DATE	DESCRIPTION

**RVA** RAYMOND VAIL AND ASSOCIATES  
 ENGINEERS • ARCHITECTS • PLANNERS • SURVEYORS  
 SACRAMENTO • ANTIOCH • SONORA • TAHOE CITY

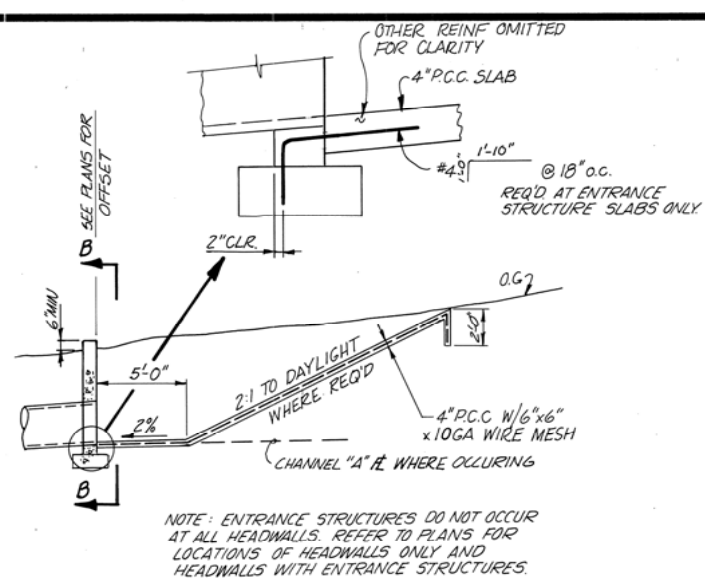
PROPOSED IMPROVEMENTS FOR  
**VIA DEL CERRITO,  
 4 PARK, 6 PARK, 8 PARK**  
 RANCHO MURIETA UNIT 3 SACRAMENTO COUNTY, CALIFORNIA

DATE: APRIL, 1979 SHEET: 20 OF 51  
 SCALE: HORIZONTAL 1" = 40' VERTICAL 1" = 4'  
 W/O NO: 1205.53G SHEETS: AS-BUILT FILE NO: 172110-4

NOTE "A":  
SEE STATE OF CALIFORNIA DEPT. OF TRANSPORTATION STD. PLANS,  
DATED MARCH 1977 PLATE D89-4, Pg. 69. HEIGHT PER STD. PLANS  
OR AS REQ'D BY TOP OF WALL EL. WHERE INDICATED ON PLANS.



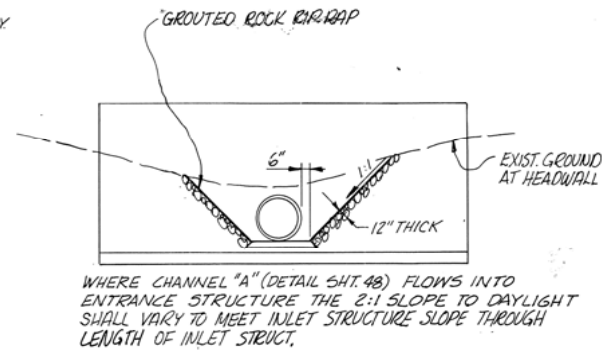
PLAN



SECTION A-A

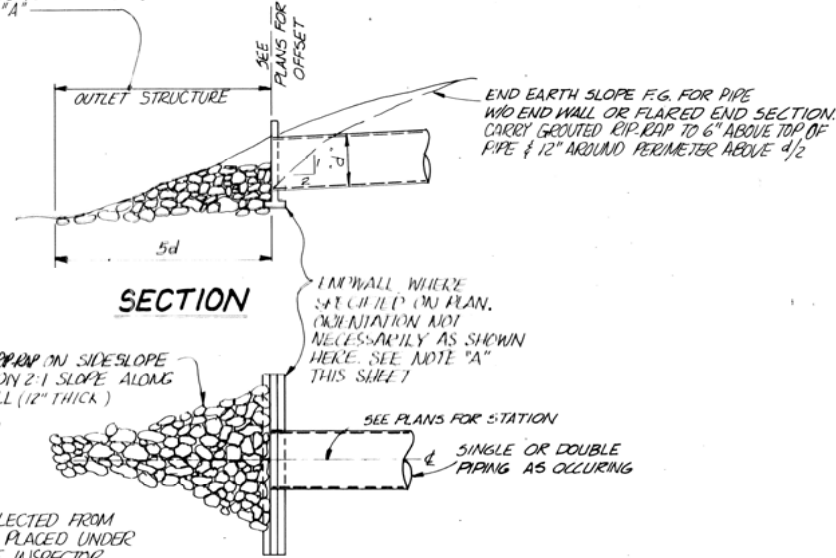
HEADWALL AND STORM DRAIN ENTRANCE STRUCTURE DETAIL

NO SCALE



SECTION B-B

WHERE CULVERTS DISCHARGE INTO CHANNEL "A" OUTLET STRUCTURE SHALL FORM TRANSITION FROM 2:1 SIDE SLOPE ALONG FACE OF ENDWALL TO 3:1 SIDE SLOPE AT CHANNEL "A"

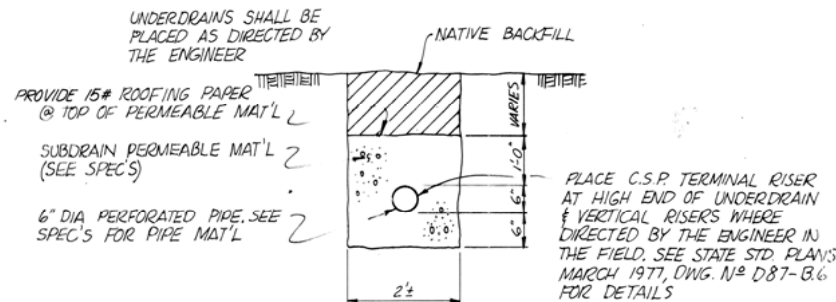


SECTION

END WALL AND STORM DRAIN OUTLET STRUCTURE DETAIL

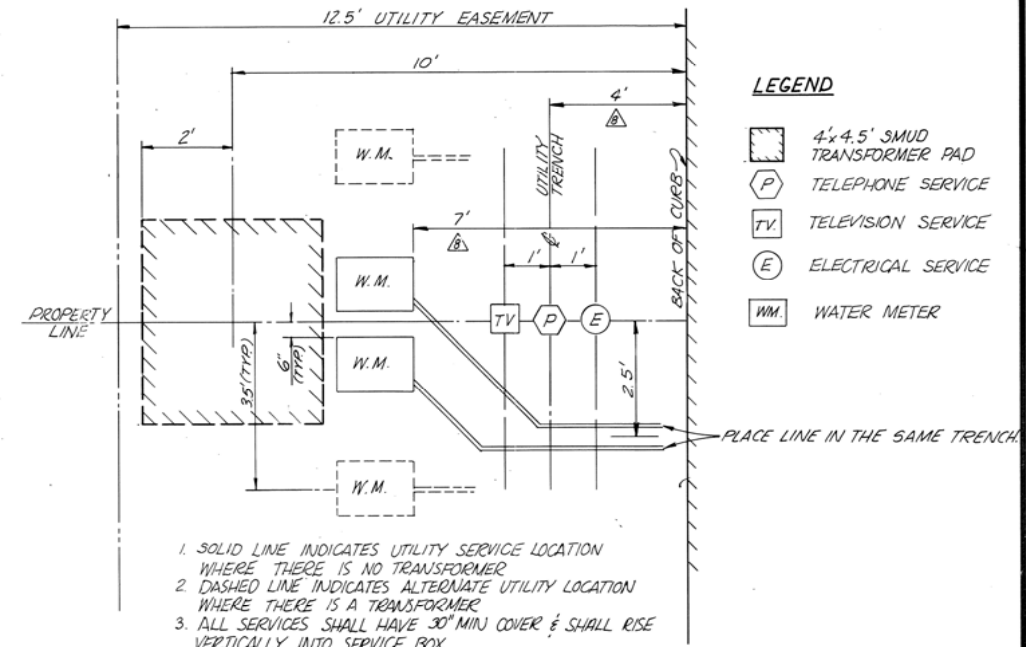
NOTE  
ROCK TO BE SELECTED FROM NATIVE MAT'L & PLACED UNDER SUPERVISION OF INSPECTOR

PLAN



SUBSURFACE DRAIN

NO SCALE

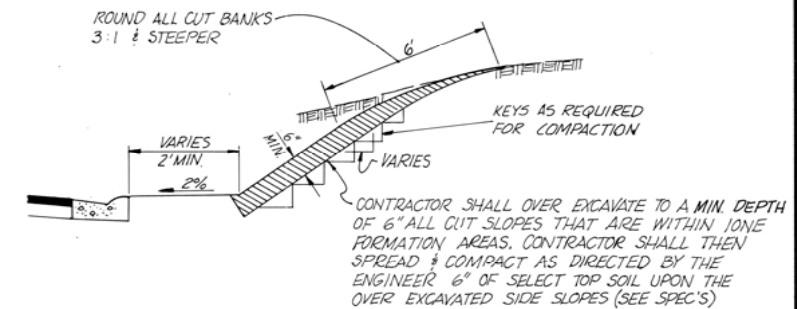


- LEGEND
- 4"x4.5" SMUD TRANSFORMER PAD
  - TELEPHONE SERVICE
  - TELEVISION SERVICE
  - ELECTRICAL SERVICE
  - WATER METER

1. SOLID LINE INDICATES UTILITY SERVICE LOCATION WHERE THERE IS NO TRANSFORMER
2. DASHED LINE INDICATES ALTERNATE UTILITY LOCATION WHERE THERE IS A TRANSFORMER
3. ALL SERVICES SHALL HAVE 30" MIN. COVER & SHALL RISE VERTICALLY INTO SERVICE BOX
4. AT NO TIME SHALL A FIRE HYDRANT BE LOCATED ON THE SAME LOT LINE AS UTILITY SERVICES
5. AT NO TIME WILL AN ELECTROLYSER BE LOCATED WITH WATER SERVICES OR A FIRE HYDRANT
6. FOR TOWNHOUSE & CIRCLE LOTS, TV, PHONE & ELECTRICAL SERVICE SHALL BE PLACED IN SIMILAR RELATION TO THE WATER METERS AS SHOWN ABOVE

TYPICAL UTILITY LAYOUT FOR ESTATE LOTS

NO SCALE



TYPICAL SIDE SLOPE TREATMENT

NO SCALE

DRAWN BY MDH DESIGN BY KG  
CHECK BY KG  
BY *Harold C. Fisher* RCE: 25573

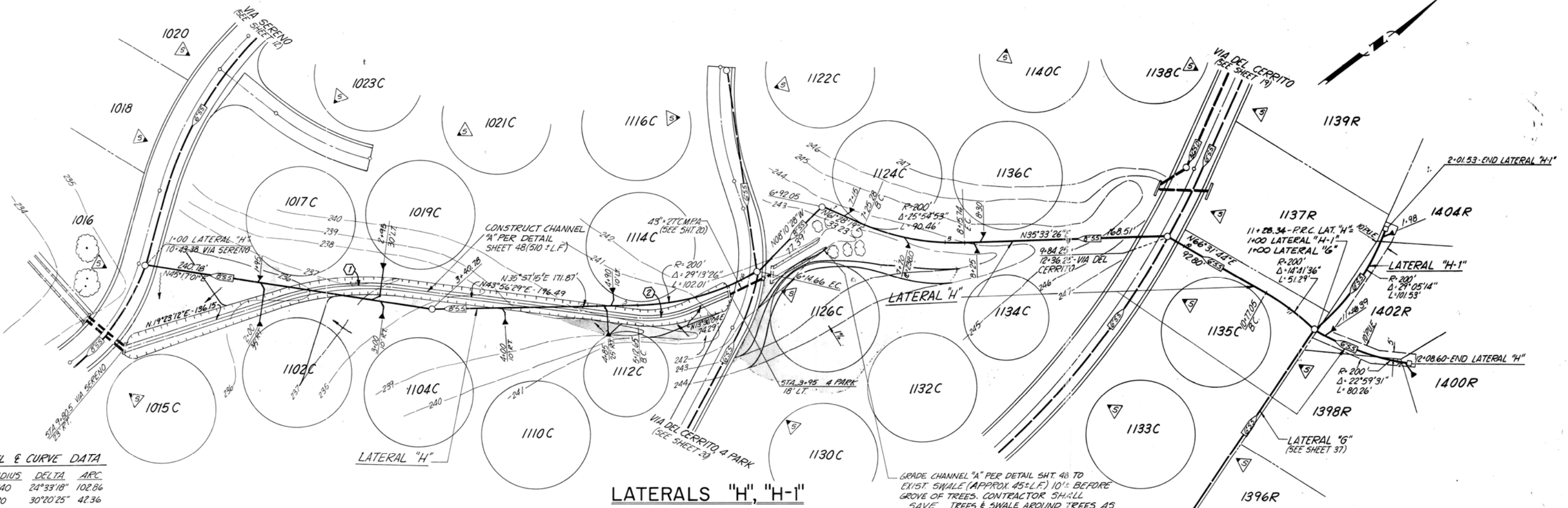
REVISION	DATE	DESCRIPTION
1	11-6-79	DIM. CHANGE TYP. UTILITY TRENCH

**RVA** RAYMOND VAIL AND ASSOCIATES  
ENGINEERING · ARCHITECTURE · PLANNING · SURVEYING  
SACRAMENTO · ANTIOCH · SONORA · TAHOE CITY

PROPOSED IMPROVEMENTS FOR  
**CULVERT & UTILITY TRENCH DETAILS**  
RANCHO MURIETA UNIT 3 SACRAMENTO COUNTY, CALIFORNIA

DATE APRIL 1979 SHEET  
SCALE AS SHOWN **50 OF 51**  
HORIZONTAL \_\_\_\_\_  
VERTICAL \_\_\_\_\_  
WO NO 1205.53G SHEETS

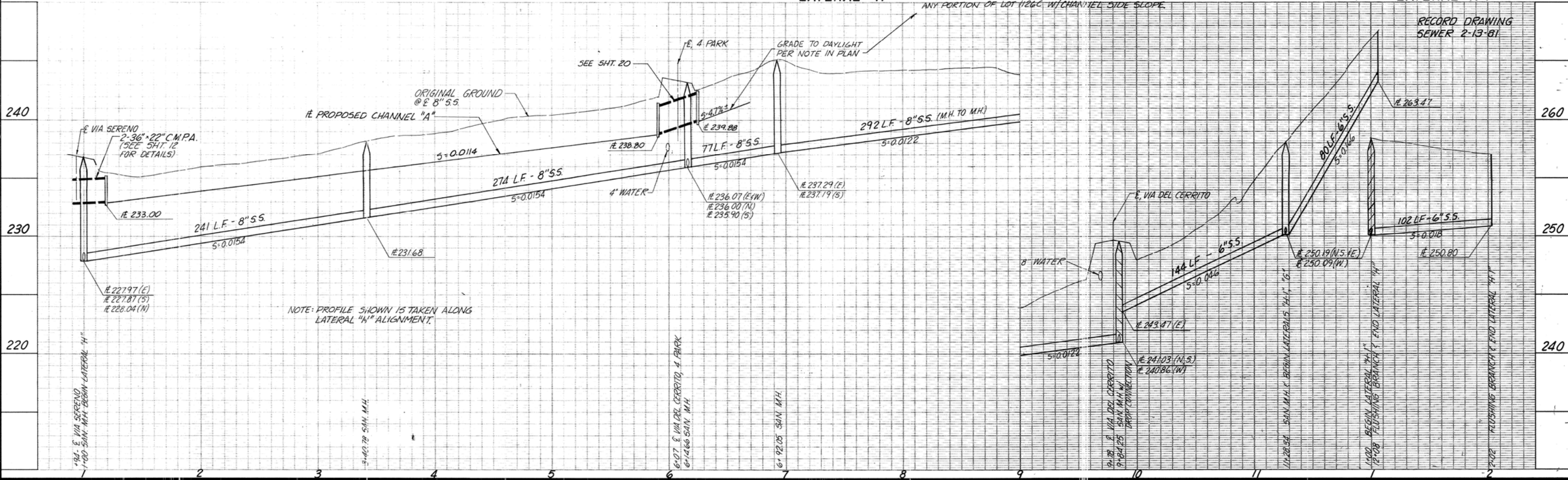




**CHANNEL & CURVE DATA**

NO	RADIUS	DELTA	ARC
①	240	24°33'18"	102.86
②	80	30°20'25"	42.36

GRADE CHANNEL "A" PER DETAIL SHT 48 TO EXIST. SWALE (APPROX. 45' L.F.) 10' BEFORE GROVE OF TREES. CONTRACTOR SHALL SAVE TREES & SWALE AROUND TREES AS REQUIRED. CONTRACTOR SHALL VARY CHANNEL SIDE SLOPE AS REQD SO AS TO NOT ENCROACH ON ANY PORTION OF LOT 1126C WITH CHANNEL SIDE SLOPE.



NOTE: PROFILE SHOWN IS TAKEN ALONG LATERAL "H" ALIGNMENT.

RECORD DRAWING  
SEWER 2-13-81

DRAWN BY GC DESIGN BY BS  
CHECK BY K.G.  
BY Kenneth C. Sibley RCE 25573

REVISION	DATE	DESCRIPTION

**RVA** RAYMOND VAIL AND ASSOCIATES  
ENGINEERS • ARCHITECTS • PLANNERS • SURVEYORS  
SACRAMENTO • ANTIOCH • SONORA • TAHOE CITY

PROPOSED IMPROVEMENTS FOR  
LATERALS "H", "H-1"

RANCHO MURIETA UNIT 3 SACRAMENTO COUNTY, CALIFORNIA

DATE APRIL 1979 SHEET 38 OF 51  
SCALE: HORIZONTAL 1"=40' VERTICAL 1"=4'  
W.O. NO. 1205.536 SHEETS



## MEMORANDUM

Date: January 12, 2017  
To: Board of Directors  
From: Darlene J. Thiel, General Manager and  
Paul Siebensohn, Director of Field Operations  
Subject: Receive and Consider Updates

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### **PARKS COMMITTEE**

#### **11. A.1 Review Updates to Parks Operating Guidelines**

Director Pecotich will present a few requested revisions to the Parks Operating Guidelines with the intent to eliminate existing conflict and confusion regarding the PDAs. He will also provide an update on the most recent Park Committee meeting held on December 28, 2016.

### **PENDING AND PROPOSED LAND DEVELOPMENT PROJECTS**

#### **11. B.1 Discuss Passive Recreation Use of Murieta Gardens Drainage Basin**

In 2011, the District signed a term sheet presented by Regency Realty Group, Inc. (the then property owner of the Murieta Gardens parcel) that outlined in general terms the potential use of the Murieta Gardens drainage basin for passive recreation. The term sheet did not obligate either party to the use of the drainage basin for passive recreation. With the development of the Murieta Gardens parcel currently being constructed, John Sullivan has mentioned the use of the basin for passive recreation and has solicited the District's opinion and/or willingness to allow passive recreation in that basin. The 2011 letter is attached for additional information.

### **SOLAR POWER INSTALLATIONS**

#### **Wastewater Treatment Plant Site**

Bockman Woody will be back onsite January 13, 2017 to set the wiring pull vault inside our gate which is between the primary connection and our transformer, pour the transformer pad, slurry seal the conduits with red cement, and then pull in secondary feed wiring. Once completed, SMUD will inspect their work. Once approved, SMUD will proceed with setting the new transformer and pulling in the primary feed wiring from Jackson Highway. Solar City would then complete the project and make it active.

#### **Water Treatment Plant Site**

Solar City completed the assembly for the solar arrays, installing the connecting wiring, and wiring them up to the inverters. We are in the process of exploring the options for merging the two (2) District lots per Sacramento County's request.



## **12 Inch Force Main Assessment**

The lab results for the soil sample were received and forwarded to Kennedy Jenks. The lab analysis on the pipe has not been completed yet as the testing lab was closed over the holidays. A draft of the condition assessment has been provided without the detail.

**RMCS D's Draft Parks *Committee* Operating Guidelines**

**January 27, 2016**

**RMA comments in red**

**March 16, 2016**

**CSD comments/revisions in blue**

**July 12, 2016 (revised August 1, 2016 subsequent to CSD Board meeting on 7/20/16)**

The purpose of the Parks Operating Guidelines is to provide a general understanding of how the Parks Committee conducts business related to the development of parks and collection of parks fees.

There are three Parks Development Agreements (PDAs) currently in place today. These agreements govern the parties' obligations in developing, funding and constructing both Neighborhood Parks and Community Parks, which are identified on the Park Facilities Matrix. Maintenance of these parks is not covered by the Parks Fees or the PDAs. RMA is responsible for the maintenance of these parks.

- Sept. 19, 1990 RMA, CSD, Winncrest Homes, F.N. Projects, and N.T. Hill (Rancho Murieta South)
- Feb. 20, 1991 RMA, CSD, Rancho Murieta Properties Inc, CBC Builders, SHF Acquisitions (Rancho Murieta North)
- June 28, 1991 RMA, CSD, PTF (Rancho Murieta North)

1. Section 5A of the PDAs establishes the Parks Committee (five members) comprised as follows:

Sept 19, 1990 "Two reps appointed by the landowners or their successors in interest" (South)

Feb 20, 1991 "One rep appointed by RMPI and one rep appointed by landowners other than RMPI or their successors in interest" (North)

June 28, 1991 "One rep appointed by RMPI and one rep appointed by landowners other than RMPI or their successors in interest (North)

~~of two RMA appointees, one CSD appointee, one RMPI appointee, and one appointee from Landowners other than RMPI. Upon completion of the Community Park facilities described in Ex. D, Park Funding Program, the Landowner members shall be replaced by RMA appointees. Since the PDAs are silent regarding transfer of property ownership, it is assumed that the Landowner seats on the Parks Committee are transferred to successors in interest.~~

~~The PDAs are not silent on the issue of successors in interest and they don't all say one RMPI and one non RMPI.~~

~~— Sept 19, 1990 — "Two reps appointed by the landowners or their successors in interest" — (South)~~

Revision 8/1/16

~~Feb 20, 1991 “One rep appointed by RMPI and one rep appointed by landowners other (North) than RMPI or their successors in interest”~~  
~~June 28, 1991 “One rep appointed by RMPI and one rep appointed by landowners other (North) than RMPI or their successors in interest”~~

~~1.2.~~ The Parks Committee is responsible for the review and approval of construction plans, and the quality of the plans, for consistency with the PDAs. Inconsistent plans may be approved by the Parks Committee provided implementation of the inconsistent plans will not disrupt the overall implementation of the Parks and quality of the Park Development Plan.

~~2.3.~~ Exhibit C of the PDAs, the Park Facilities Matrix, defines existing parks, proposed parks, physical characteristics, funding, and features/improvements. The Park Facilities Matrix will be reviewed at each Parks Meeting to reflect the current status of park projects. The Park Facilities Matrix may be updated for relocation of parks or changes in park size upon the mutual written consent of the Parks Committee and the landowner, or its successor in interest, of the undeveloped property subject to the change. **Only parks that are on land subject to an existing PDA (i.e., [Rancho Murieta North and Rancho Murieta South](#)) may be added to the Matrix.** However, any such change is subject to Sacramento County approval.

~~3.4.~~ Exhibit D of the PDAs identifies the original Park Financing Plan, which outlines the initial parks budget ~~by~~ **for** Neighborhood Parks and Community Parks. Exhibit D also identifies the financial obligation of developers and RMA.

- Landowners are responsible for financing Neighborhood Parks and Facilities.
- RMA and Landowners are jointly responsible for financing Community Parks and Facilities.

~~Additional language to be added: If park fees aren't paid to the Parks Fund within 30 days from when the funds are due, that entity (developer or RMA) will have its voting rights suspended until all fees are paid. (Comment: RMA requested this language be added to the guidelines. CSD declines to add this language as it is not consistent with the existing PDAs, adding this condition requires modification to the PDAs requiring all parties to resign.)~~

~~4.5.~~ The PDAs require that the developer must develop a system of pedestrian and bike trails, constructed to the standards and specifications approved by the Parks Committee, and upon completion deed the trails to RMA as separate parcels or easements. Exhibit E of the PDAs identifies the pedestrian and bike trail system that is to be developed by Landowners. The locations identified in the original Exhibit E are conceptual only. The final pedestrian and bike trail configuration shall be identified on final residential maps approved by Sacramento County. In addition, any changes to Exhibit E are subject to Parks Committee consent, which shall not be unreasonably withheld.

**The Parks Committee adopted an addendum to the PDAs on April 16, 2004 (new location for river crossing) and a standard for trail construction on Feb 28, 2003:**

Revision 8/1/16

M/S/C to adopt the Sacramento County trail specifications for the trail system, with the ability to be modify the standards. The standard calls for a 12' wide path with 2' shoulders. The path is to be constructed with 2" of asphalt and 6" of base rock.

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~~Additional language: The PDAs say that the developer must develop a system of pedestrian and bike trails, constructed to the standards and specifications approved by the Parks Committee, and deed the trails to RMA as separate parcels or easements~~

~~5.6.~~ RMA is responsible for the collection of Park related fees (both Neighborhood and Community park fees). RMA ~~determines~~ **calculates** the annual escalation for the Park Fees ~~per~~ **based on the escalation factor specified in** the PDAs.

~~6.7.~~ Per the PDAs, properties that annex into RMA pay their Park Fees at the time of annexation into RMA. The Mutual Benefit Agreement addresses the payment of Park Fees for properties that do not annex into RMA, **specifically, that the fees are due and payable upon recordation of the final subdivision map for the subdivision phase.**

~~7.8.~~ RMA ~~will be~~ responsible for maintaining the Parks Development funds in a separately identifiable account which is audited **or reviewed** annually. Taxes on related interest income will be paid from the Park Development Fund **and will appear on the monthly accounting for the Parks Committee.**

~~8.9.~~ RMA will provide detailed accounting of the Parks Development Fund, denoting cash in and cash out, taxes paid, and interest accrued for Neighborhood and Community Parks' contributions individually and in **a summary of credits approved by the Parks Committee for RMA's future obligations under the PDAs** ~~for the RMA Parks Development funds at each Parks Meeting.~~ **RMA, to meet its obligations, has the option of using Parks Committee approved credits or by remitting funds to the Park Development Fund.**

~~9.10.~~ The use of Parks Development funds will be reviewed and agreed upon by majority vote of the Parks Committee effectively determining the identification and prioritization of park development for those Park Facilities identified in the Park Facilities Matrix.

~~10.11.~~ For clarification purposes, the RMA Parks Development Reserves ~~Fund~~ is unrelated to the **any** fees collected pursuant to the PDAs. ~~This Reserve Fund represents monies~~ **These funds are owned by RMA and have been** collected by RMA since 2004 to fund RMA's future obligations under the PDAs. ~~These Reserve Funds will be transferred to the Park Development Fund from time to time to satisfy RMA's obligation toward the construction of Community Parks, unless the Parks Committee has approved an 'in lieu' credit~~ **See number 9 above.**

~~11.12.~~ The obligation for bridge project reimbursements, owed to the Parks Committee by Rancho Murieta North developers, of \$178,500 is memorialized in Sacramento County

[Revision 8/1/16](#)

documentation. As development on the North progresses, the County will collect fees from the North Developer and remit payments to the ~~RMA Park Development Reserve Fund~~ [Park Development Fund](#).

~~12.13.~~ The PDAs expressly limit the use of Park Development Funds for the construction of Park Facilities identified on the Park Facilities Matrix. RMA provides for the maintenance of parks through separate funding sources. Maintenance issues or expenses are not under the purview of the Parks Committee ~~nor are Parks Funds to be used for park maintenance.~~

~~13.14.~~ Parks construction related items, ~~to be funded by Parks Funds,~~ identified by the RMA Board, the CSD Board, or the Landowner will be brought to the Parks Committee for consideration of inclusion on the Park Facilities Matrix. ~~These items are limited only for to~~ [properties identified in the PDAs as land subject to the agreements.](#)

~~\*\*\*Most of the items are redundant as the language is already contained in the PDAs\*\*\*~~

~~[Agreed – the purpose of this guideline document is to provide a quick read and understanding of the basic PDA terms and conditions and the operation of the Parks Committee for anyone unfamiliar with the process.](#)~~



July 18, 2011

Mr. Edward R. Crouse  
General Manager  
Rancho Murieta CSD  
P.O. Box 1050  
Rancho Murieta, CA 95683

**RE: Murieta Gardens I & II – Passive Open Space**

Dear Ed:

On behalf of Murieta Gardens Shopping Center LLC (Murieta Gardens), I am pleased to present the following term sheet for the use and operation of the proposed passive open space on Lot 15 of the subject project.

Set forth below are the terms upon which Murieta Gardens or its assignee would be prepared to proceed with the negotiation of a formal agreement (the "Agreement") with the Rancho Murieta CSD (CSD) for the above open space use and improvements.

1. **Property:** The Property consists of approximately 5.27 acres of land and is also referred to as Lot 15 (which is shown as a detention basin) of the proposed Tentative Subdivision Map for the subject project.
2. **Open Space Requirement:** Per the Conditions of Approval proposed at the June 22, 2011 Sacramento County Board of Supervisors meeting for the Murieta Gardens I and II Project, passive open space shall be required to serve the residential component of Murieta Gardens II. As directed by the Board of Supervisors, Murieta Gardens shall endeavor to reach mutual agreement with the CSD regarding the use, improvement, maintenance, operation and cost reimbursement for the passive recreation use of the Property prior to the final Board of Supervisors project approval hearing, anticipated to be July 27, 2011.
3. **Improvements:** The Property is planned to be developed as a detention basin serving the overall project. Per the Conditions of Approval, the detention basin shall allow passive recreational uses and include various improvements as depicted in the attached **Exhibit A**, subject to CSD approval. It is the intent that such improvements will consist of pathways surrounding the detention basin with benches as shown and signage listing hours and basic rules of use. Landscaping within the detention basin shall consist of natural grasses and/or hydroseed which shall be maintained as described in Section 5 below. Murieta Gardens shall be responsible for constructing such improvements at its sole expense. At its discretion, the Murieta Gardens HOA (as further described in Section 6 below) may elect to construct further improvements for passive recreation use of the detention basin at

a later date, subject to CSD approval.

4. **Passive Recreation Use:** The Property shall be made available to the public for passive recreational uses on a daily basis during mutually agreed upon hours, or as modified by the CSD in its reasonable discretion. Passive recreational use includes only those uses that permit public recreation when appropriate without damaging the Improvements or the functionality of the detention basin.
  
5. **Maintenance and Operation:** Murieta Gardens shall grant CSD an easement or grant deed for maintenance of the Property and CSD shall maintain the drainage improvements, including swales, drainage inlet and outlet structures and drainage pipes, depicted in Exhibit A. Additionally, CSD shall mow the Property seasonally as required to allow for passive recreation. All passive recreation maintenance costs, including but not limited to mowing of the natural grasses in and around the detention basin and trail maintenance, shall be the responsibility of Murieta Gardens, and the homeowners association (HOA), which shall assume such obligations after it is established. CSD shall provide monthly invoices for such maintenance costs to either Murieta Gardens or the HOA, as applicable. Murieta Gardens or the HOA as applicable shall fund an endowment account in the amount of \$10,000 for the purpose ensuring future improvement, replacement and deferred maintenance prior to issuance of the first residential building permit within the Murieta Gardens II project.
  
6. **Assignment of Agreement to HOA:** Murieta Gardens anticipates establishing a homeowners association (HOA) for the Murieta Gardens II subdivision prior to issuance of the first residential building permit within the project. The Agreement contemplated herein shall be assigned to said HOA upon incorporation of the HOA no later than issuance of the first residential certificate of occupancy, and the HOA shall expressly assume all obligations under the agreement and ensure the funding of all CSD maintenance costs under the Agreement. Murieta Gardens shall remain obligated under the Agreement unless and until the HOA assumes such obligations.

If the foregoing outline of basic terms and conditions is acceptable to CSD as a basis for an agreement, we request that CSD so acknowledge by signing and returning the enclosed copy of this letter by 5:00 p.m., July 21, 2011. This letter, even after having been signed by both parties, does not constitute a final agreement of the parties and merely sets forth an intent of the parties to negotiate a final agreement generally consistent with the terms and conditions of this letter. Except for Murieta Gardens' and CSD's representation that each will negotiate in good faith with one another on the drafting of a final agreement, neither Murieta Gardens nor CSD will have any obligation or liability to the other hereunder, nor as to any terms and conditions of this letter. This letter merely outlines the general terms of an agreement yet to be negotiated, finalized and agreed upon by the parties, and does not necessarily include all of the material terms and conditions of such future agreement, which must be accepted and agreed upon by the parties before any obligations of the parties arise.

Mr. Edward R. Crouse  
July 18, 2011  
Page 3 of 3

Sincerely,

REGENCY REALTY GROUP, INC.

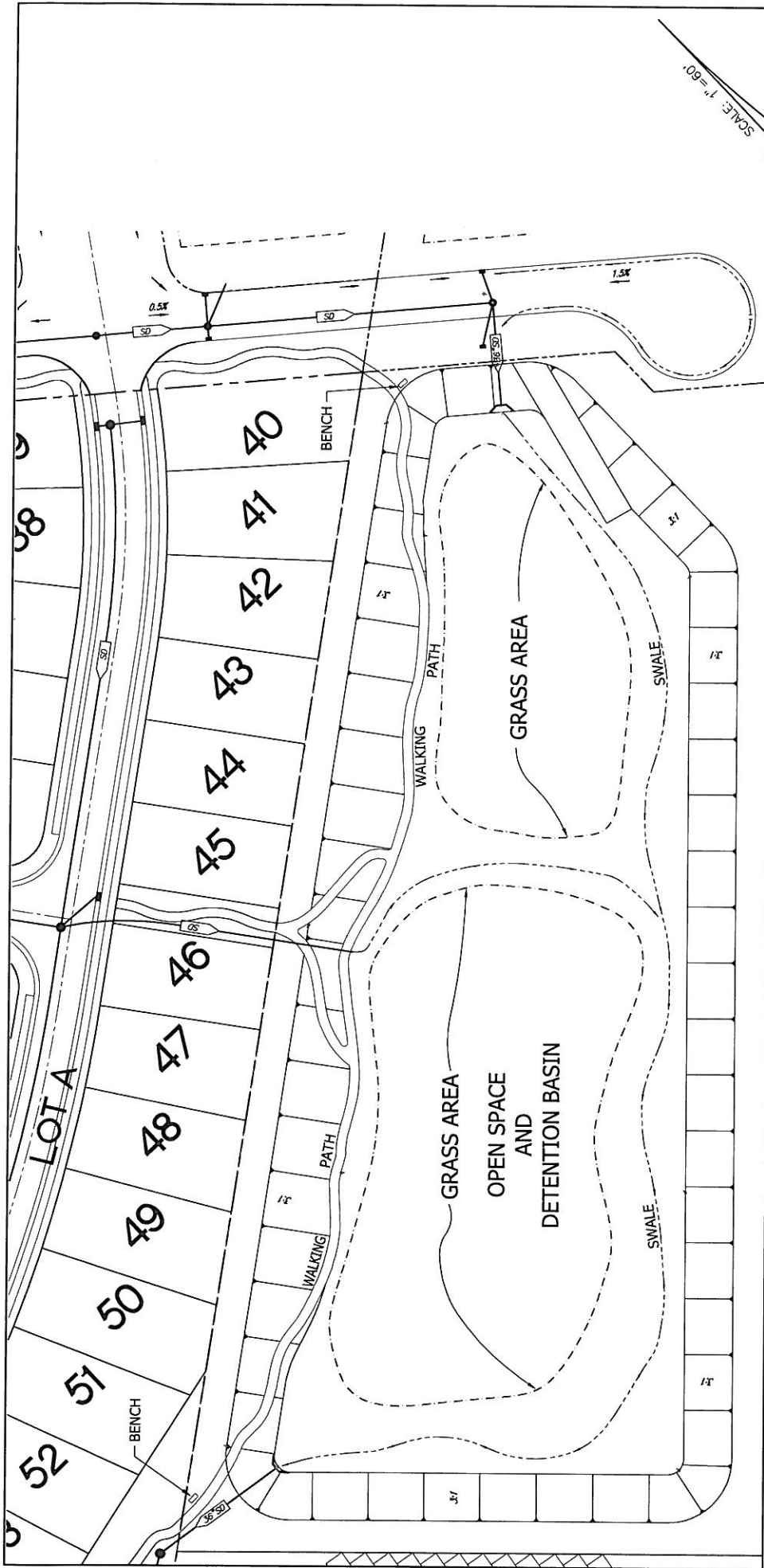


Ryan M. Nickelson  
Vice President, Investments

**Approved By:**

CSD: Shanta J. Bell

Date: 7-20-11



SCALE: 1"=60'

WALKING PATH  
 OPEN SPACE/DETENTION AREA  
 MURIETA GARDENS  
 RANCHO MURIETA, CALIFORNIA

SCALE: 1"=60'  
 JOB #: 01-06-069  
 DATE: 06-21-11

**BW** BAKER-WILLIAMS ENGINEERING GROUP  
 Engineering | Surveying | Land Planning | Eminent Domain | GPS Services  
 6020 Rutland Drive, Suite 119 • Carmichael, CA 95608  
 (916) 331-4338 • fax (916) 331-4439 • [info@bakwill.com](mailto:info@bakwill.com)

## CONFERENCE/EDUCATION SCHEDULE

Date: January 13, 2017  
To: Board of Directors  
From: Suzanne Lindenfeld, District Secretary  
Subject: Review Upcoming Conference/Education Opportunities

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This report is prepared in order to notify Directors of upcoming educational opportunities. Directors interested in attending specific events or conferences should contact me to confirm attendance for reservation purposes. The Board will discuss any requests from Board members desiring to attend upcoming conferences and approve those requests as deemed appropriate.

Board members must provide brief reports on meetings that they have attended at the District's expense. (AB 1234). The upcoming conferences/educational opportunities include the following:

### **CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA)**

Board Member Best Practices	February 3, 2017	Sacramento
Special District Leadership Academy	February 26 – March 1, 2017	Napa
So You Want to be a General Manager	March 27, 2017	Sacramento
Beyond the Basics – Implementing Funding	May 24, 2017	Sacramento
2017 Special Districts Legislative Days	May 16-17, 2017	Sacramento
The Art of the Message	August 15, 2017	Sacramento

### **GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)**

No Information Currently Available on Upcoming Conferences.

### **ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)**

ACWA 2017 Spring Conference & Exhibition	May 9 – 12, 2017	Monterey
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### **ISC WEST**

2017 ISC West Public Security And Safety Expo	April 5 – 7, 2017	Las Vegas
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