



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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

AGENDA

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

REGULAR BOARD MEETING

July 15, 2020

Call to Order/Closed Session 4:30 p.m. and Open Session 5:00 p.m.

This meeting will be held remotely in accordance with Governor Newsom Executive Order N-29-20.

See instructions on page two.

BOARD MEMBERS

Tim Maybee	President
Randy Jenco	Vice President
Linda Butler	Director
John Merchant	Director
Vacant	Director

STAFF

Tom Hennig	General Manager
Richard Shanahan	District General Counsel
Amelia Wilder	District Secretary
Jeff Werblun	Security Chief
Paul Siebensohn	Director of Field Operations
Cindy Chao	Controller

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

July 15, 2020

REGULAR BOARD MEETING

Call to Order/Closed Session 4:30 p.m. and Open Session 5:00 p.m.

This meeting will be held via ZOOM video conference only pursuant to Governor Newsom Executive Order N-29-20. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/84919276143>, entering Meeting ID no. 849 1927 6143, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 849 1927 6143. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing *67 from their phone. **PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.**

AGENDA

ESTIMATED RUNNING TIME 5:00

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

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

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

*The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. **TIMED ITEMS** as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.*

3. CLOSED SESSION

Closed session conference with District General Manager as designated labor negotiator regarding International Union of Operating Engineers Union Local No. 3, AFL-CIO.

4. OPEN SESSION/REPORT ACTION FROM CLOSED SESSION

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

A. Approval of Board Meeting and Committee Meeting Minutes

1. *June 15, 2020 Regular Board Meeting Minutes*
2. *July 7, 2020 Finance Committee Meeting Minutes (No Minutes – Meeting Cancelled)*
3. *July 7, 2020 Improvements Committee Meeting Minutes*
4. *July 9, 2020 Communications and Technology Committee Meeting Minutes*
5. *July 2, 2020 Security Committee Meeting Minutes (No Minutes – Meeting Cancelled)*

B. Approval of Bills Paid Listing

6. STAFF REPORTS (Receive and File)

A. General Manager’s Report

B. Administration/Financial Report

C. Security Report

D. Utilities Report

7. REVIEW DISTRICT MEETING DATES/TIMES FOR AUGUST 2020

A. Personnel – August 4, 2020 at 7:30 a.m.

B. Improvements – August 4, 2020 at 8:00 a.m.

C. Finance – August 4, 2020 at 10:00 a.m.

D. Communications – August 6, 2020 at 8:30 a.m.

E. Security – August 6, 2020 at 10:00 a.m.

F. Regular Board Meeting – August 19, 2020 - Open Session at 5:00 p.m.

8. CORRESPONDENCE

9. COMMENTS FROM THE PUBLIC

Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendaized. Members of the public wishing to address a specific agendaized item are encouraged to offer their public comment during consideration of that item. With certain exceptions, the Board may not discuss or take action on items that are not on the agenda.

If you wish to address the Board at this time or at the time of an agendaized item, as a courtesy, please state your name and address. Speakers presenting individual opinions shall have 3 minutes to speak. Speakers presenting opinions of groups or organizations shall have 5 minutes per group.

10. DISCUSS EXTENSION OF COASTLAND ENGINEERING CONTRACT (Discussion/Action)
(Motion) (Roll Call Vote)

11. 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.

12. ADJOURNMENT (Motion)

"In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 24 hours prior to a special meeting, will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is July 10, 2020. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.



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

June 17, 2020

Call to Order Open Session 5:00 p.m.

1. CALL TO ORDER/ROLL CALL

President Maybee called the Regular Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. via ZOOM conference per Governor Newsom Executive Order N-29-20. Directors present were Tim Maybee, Randy Jenco, Linda Butler, and John Merchant. Also, present were Tom Hennig, General Manager, Mark Martin, Retiring General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Richard Shanahan, District General Counsel; Amelia Wilder, District Secretary and Kevin Kauffman, Kauffman Consulting, LLC.

2. CONSIDER ADOPTION OF AGENDA

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

3. APPOINT NEW DIRECTOR

President Maybee briefly discussed the options available for the appointing the new Director. **Motion/Butler to take the decision to the County Board of Supervisors Second/Merchant. Ayes: Maybee, Merchant, Butler. Noes: Jenco. Absent: None. Abstain: None.**

4. CONSENT CALENDAR

Director Butler corrected the Minutes from the June 4th Communications/Technology Meeting Minutes stating that the Committee has not been named. Diana Weber stated that she had said in the May 20th Board Meeting Minutes that we are not following what Measure J said to do. Director Jenco asked if the check to MRK Development had been cashed. Bob Keil of MRK noted that he had put the check in the bank. **Motion/Merchant to adopt the consent calendar. Second/Maybee. Roll Call Vote: Ayes: Jenco, Merchant, Butler, Maybee. Noes: None. Absent: None. Abstain: None.**

5. STAFF REPORTS

Under Agenda Item 5a, Tom Hennig, General Manager, gave a brief summary of activities during the previous month, including an update on the current COVID-19 situation and Staff preparing to reopen the District Office. He continued with an update on the Regional Water Authority (RWA) Water Efficiency Plan (WEP) sponsorship of rebates on Rachio Irrigation Controllers. More information is available at www.rmcsd.com. Mr. Hennig also reported to the Board the events of the Sloughouse Resource Conservation District Board meeting and an update on the 670 FSA. He also discussed Staff Training, and announced that Maimie Chyinski has been promoted to Accounting Assistant I.

Under Agenda Item 5b, Cindy Chao, Controller, updated the Board on the status of the District's finances, noting that we have zero lock offs and we have had zero Pay Agreements requested by residents who may be affected by the Corona Virus.

Under Agenda Item 5c, Chief Werblun gave a brief overview of the operations updates and incidents of note, stating that there had been several calls last month about juvenile activities and COVID-19 restrictions. He noted that RMA had cancelled its Fourth of July activities.

Under Agenda Item 5d, Paul Siebensohn, Director of Field Operations, gave a brief summary of the utilities update including an update about a burst pipe within the East Dissolved Air Floatation tank. He informed the Board that Laguna Joaquin has been treated for midge flies twice and will be treated a third time prior to the Fourth of July.

6. REVIEW AUGUST 2020 BOARD/COMMITTEE MEETING DATES/TIMES

The Security Committee Meeting scheduled July 2, 2020 has been cancelled.

7. CORRESPONDENCE

There was a discussion concerning the letter from Greg Wheeler.

8. COMMENTS FROM THE PUBLIC

None.

9. DISCUSS POSSIBLE SOLUTIONS TO RANCHO MURIETA COUNTRY CLUB AND RANCHO MURIETA PROPERTIES, LLC, SPECIAL TAX APPEAL

Tom Hennig gave a brief overview of the letter received from the Rancho Murieta Country Club and Rancho Murieta Properties, LLC, stating the tax issue is a complicated one, and CSD will begin a process to research if a refund is due to these entities. This item acknowledges receipt of the request and sets the four-year statute of limitations for refunds.

10. REPORT AND DISCUSSION CONCERNING RESIDENCES EAST PROPERTY REIMBURSEMENTS OBLIGATIONS AND RELATED MATTERS AND PLAN TO ADDRESS MURIETA GARDENS/MARKETPLACE CONSTRUCTION INSPECTION BILLINGS AND PROCESS CONCERNS

Mark Martin, Retiring General Manager, updated the Board on his progress related to his final tasks with his District before his retirement; the 670 FSA and billing issues with the Murieta Gardens project. He discussed the documents he has prepared and presented.

11. 670 FINANCING AND SERVICES AGREEMENT (FSA) REIMBURSEMENT ANALYSIS (INFORMATIONAL ITEM ONLY)

Richard Shanahan, District Legal Council reviewed his memo on the 670 FSA with the Board. A discussion followed. John Sullivan made a note that there was no reference to the 2007 cease and desist order and the Water Treatment Plant went over budget by approximately \$634,000 and would like to go over the amounts that were over on overage and how much was District's requested upgrades and betterments.

12. CONFIRM DISTRICT'S PREFERRED GROUNDWATER SUSTAINABILITY AGENCY (GSA) PREFERENCE FOR SOUTH AMERICAN SUB-BASIN

Tom Hennig reviewed the options available to the District for available GSA. He expressed the need for RMCSO to make a decision and recommended Sloughhouse Resource Conservation District (SRCD). Kevin Kauffman, a consultant hired by the District to give insights on the options, answered questions from the Board. There was a robust discussion, including comments from Les Clark concerning the groundwater recharge. **Motion/Jenco**

to select the SRCD as the preferred Groundwater Sustainability Agency to regulate the groundwater within the RMCS D portion of the South American Sub-Basin, also to authorize the General Manager to send a letter to the SRCD to inform it about the District decision and also authorize the General Manager to send a letter to Sacramento Central Groundwater Authority to inform its Director of the District's decision. **Second/Merchant.**
Roll Call Vote: Ayes: Maybee, Jenco, Merchant, Butler. Noes: None. Absent: None. Abstain: None.

13. CONSIDER ADOPTION OF RESOLUTION R2020-03 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2020-21, INCLUDING CAPITAL PROJECTS

Tom Hennig began with a recap of this year's Budget, stating that there have not been any changes since it was presented at the May 20, 2020 Board Meeting. A total of 27 protest letters were received. There was a discussion about the funds transferred from the General Fund to Drainage and Security. President Maybee assured the audience that research will be done in an effort to understand and resolve the allocation of General Funds, and this may take multiple fiscal cycles. Resident? Diana Weber recommended this become a Community discussion. **Motion/Merchant to approve the Budget for Fiscal Year 2020-21.** Director Jenco reiterated previous public comments, including that everyone in the Community thinks CSD is doing great financially, and that is not the case. Director Butler mentioned that the Community needs to be responsive to the communications being sent by CSD. She encouraged the Community to give feedback on modes of communication. **Second/Butler. Roll Call Vote: Ayes: Maybee, Butler, Merchant. Noes: Jenco. Absent: None. Abstain: None.**

14. CONSIDER ADOPTION OF ORDINANCE O2020-02, AN ORDINANCE AMENDING CHAPTER 14 OF THE DISTRICT CODE, RELATING TO WATER SERVICE CHARGES; AMENDING CHAPTER 15 OF THE DISTRICT CODE RELATING TO SEWER SERVICE CHARGES; AMENDING CHAPTER 16A OF THE DISTRICT CODE RELATING TO DRAINAGE SPECIAL TAX; AMENDING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SPECIAL TAX; AND AMENDING CHAPTER 31 OF THE DISTRICT CODE RELATING TO SOLID WASTE COLLECTION AND DISPOSAL SERVICE CHARGES

President Maybee gave a brief recap of the Ordinance. **Motion/Maybee to adopt Ordinance O2020-02 amending District Code. Second/Butler. Roll Call Vote: Ayes: Maybee, Butler, Merchant. Noes: Jenco. Absent: None. Abstain: None.**

15. DIRECTOR COMMENTS/SUGGESTIONS

Director Jenco followed up with his previous comments, mentioning that the Community must be informed, and back whatever changes need to be made to Budget in the future.

President Maybee revisited his previous comments that first we have to find out where we are financially, then we can improve the Budget.

Director Merchant discussed the District's reserves.

16. ADJOURNMENT

Motion/Butler to adjourn at 7:28 p.m. Second/Jenco. Ayes: Maybee, Jenco, Butler, Merchant. Noes: None. Absent: None. Abstain: None.

Respectfully
submitted,

Amelia Wilder
District Secretary

DRAFT

MEMORANDUM

Date: July 7, 2020
To: Board of Directors
From: Improvements Committee Staff
Subject: July 7, 2020 Improvements Committee Meeting Minutes

1. CALL TO ORDER

Director Jenco called the meeting to order at 8:00 a.m. via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present was Director Jenco. Present from District staff were Tom Hennig, General Manager; Mark Martin, Retiring General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Cindy Chao, Controller and Amelia Wilder, District Secretary. Also, in attendance was Laurie Loaiza, Coastland Engineering, the District's Engineer.

2. PUBLIC COMMENT

None.

3. MONTHLY UPDATES

Paul Siebensohn, Director of Field Operations, gave a brief overview of project updates. He noted that the buoy lines at Chesbro reservoir had been cut so that fisherman could fish in the segregated area. He explained that these buoys had been placed in the reservoir to protect the aeration system that lays on the bottom of the reservoir, and that the aeration system helps resolve the issues with manganese in the water. Staff is working with a vendor to install a CCTV system so that the area can be monitored by Security. Developer John Sullivan asked about the Hold Harmless Agreement that was sent to the District concerning the Monument Signs at Murieta Marketplace. They are under review with the District. Mr. Siebensohn continued with a discussion involving the Riverview development wanting the District to review and approve submitted plans prior to their review and approval by Sacramento County.

4. RMA WOODEN PEDESTRIAN BRIDGE PARCEL CONVEYANCE UPDATE

Laurie Loaiza updated the Committee on the progress of the conveyance, stating that they have ordered a title report, and expect it to arrive mid-July, at which point it will be sent to RMA for review. John Sullivan brought up the CIA Ditch that runs through the easement and a discussion followed.

5. DISCUSS EXTENSION OF COASTLAND ENGINEERING CONTRACT

Mr. Siebensohn gave an overview of the situation, stating that the contract with Coastland Engineering had expired in April of 2019, and recommended ratifying the contract with an extension until April 2021. Director Jenco asked if the District will put this out for bids this fall and potentially enter into a contract with a different company in April 2021. John Sullivan brought up his company's issues with the way they have been billed, and his protest. Tom Hennig assured him that the extension of this contract will not affect his protest. ***This item will be on the July 15, 2020 Board Meeting agenda.***

6. DEVELOPER DISCUSSION RELATED TO DETENTION BASIN

Tom Hennig discussed the Incident Report submitted by John Sullivan concerning the CIA Ditch pipe repair on Lone Pine Drive. The water in the CIA ditch was diverted on May 11, 2020. Mr. Sullivan led an informational discussion concerning the flow of the water from the ditch into the detention basin. This morphed into a conversation concerning the future of the detention basin. Mr. Hennig asked that we wait to convey the basin to the District until we are sure there are no possible damages to the pipes in the basin.

7. DIRECTOR AND STAFF COMMENTS/SUGGESTIONS

None.

8. ADJOURNMENT

Director Jenco adjourned the meeting at 8:46 a.m.

DRAFT

MEMORANDUM

Date: July 9, 2020
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: July 9, 2020 Special Communication & Technology Committee Meeting Minutes

1. CALL TO ORDER

Director Merchant called the meeting to order at 8:30 a.m via ZOOM video conference pursuant to Governor Newsom's Executive Order N-29-20. Present were Directors Merchant and Butler. Present from District staff were Tom Hennig, General Manager; Mark Martin, Retiring General Manager; Paul Siebensohn, Director of Field Operations; Jeff Werblun, Security Chief; Michelle Ammond, Interim Controller; and Amelia Wilder, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY WEBSITE AND SOCIAL MEDIA UPDATE

Amelia Wilder, District Secretary, gave an update of the statistics related to the number of visits per page to Facebook and RMCSd.com. Most of the website hits come from CA,

4. DISCUSS PIPELINE AND WEBSITE COMMUNICATION PLAN AND HOW TO BRING THE TWO TOGETHER

Director Linda Butler would like the Pipeline to have a template that is followed monthly, and sections discussing Developments and Projects. Director Merchant would like an article detailing the importance of and cost to all residents of the Aeration/Buoy system that has been installed in Chesbro, both the initial installation and the costs associated with repairing vandalism. Director Butler and Amelia Wilder will work collaboratively to blend the Pipeline and Website.

5. QUARTERLY UPDATE TO OUTREACH AND TECHNOLOGY ITEMS

Tom Hennig, General Manager, gave an update of the projects listed, and their progress. There was a suggestion to add this info to the Pipeline or Website. Director Merchant would like expanded search capabilities on the District's website. Staff will research this. Director Butler asked that the name of the document be changed from Initiatives to Projects and asked for the new domain name to replace autocracy, which is domain@rmcsd.

6. CODERED SYSTEM

Amelia Wilder updated the Committee on the uses and costs of the CodeRED System (\$5,000 a year) and Sacramento County Emergency Alert System (Reverse 911), stressing that they are different, and if residents wish to be notified of emergencies in Rancho Murieta, they must sign up for CodeRED at <https://public.coderedweb.com/CNE/E0A618CC265A>. If they wish to be notified of emergencies in Sacramento County, they must sign up for Sacramento County Emergency Alert System (Reverse 911) at www.sacramento-alert.org. Rancho Murieta Community Services District uses CodeRED strictly for emergency notifications. Director Butler would like to see an article in the Pipeline on this topic.

7. COVID-19 COMMUNICATION PLAN

Tom Hennig updated the Committee on the District's communication during COVID-19. We are preparing the District Office for reopening, including sneeze guards, hand sanitizer stations, and protocols for allowing people, including employees to enter the buildings. There was a discussion about continuing ZOOM Meetings in addition to in person meeting when the Board is allowed to meet in person again.

8. Update on Reservoir Education and Signage Ad Hoc Committee

Director Butler updated the Committee on the progress for the Ad Hoc Committee, which is named Reservoir Information and Education Committee (REIC). The objectives of the Committee were discussed. The Committee consists of Directors Butler and Merchant, Paul Siebensohn and Joanne Brandt, RMA representative. Director Butler would like a report from Security detailing the incidents that have occurred at the reservoirs. Chief Werblun will create a report beginning in May.

9. DIRECTOR & STAFF COMMENTS

Paul Siebensohn, Director of Field Operations commented on the Chesbro Buoy alert on the website. It has been updated and placed in a stationary position.

Directors Merchant and Butler reiterated their desire to have the Chesbro Buoy issue communicated more effectively to the community.

10. Adjournment

The meeting was adjourned at 9:26 a.m.

DRAFT

MEMORANDUM

Date: July 08, 2020
To: Board of Directors
From: Michelle Ammond, Interim Controller
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for June 2020. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

The following major expense items for June:

Vendor	Project / Purpose	Amount	Funding
California Waste Recovery Systems	Solid Waste Contract	52,445.04	Operating Expense
California Public Employees' Retirement System	Payroll -PERS Retro	46,844.00	Operating Expense
California Public Employees' Retirement System	Payroll - Medical	44,914.28	Operating Expense
S. M. U. D.	SMUD Monthly Bill	23,227.28	Operating Expense
Larry Bain, CPA, An Accounting Corporation	CSD Audit 6/30/19	21,275.00	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal	19,628.60	Operating Expense
California Public Employees' Retirement System	Payroll-PERS Retirement	12,375.37	Operating Expense
California Public Employees' Retirement System	Payroll-Pers Retirement	12,213.72	Operating Expense

PREPARED BY: Michelle Ammond, Controller

REVIEWED BY:  District Treasurer

Rancho Murieta Community Services District
Bills Paid Listing for June 2020

Check	Date	Vendor	Amount	Purpose
Cash	6/1/2020	California Public Employees' Retirement System	44,914.28	Payroll - Medical
Check	6/1/2020	Chrysler Capital	156.80	Patrol Vehicle Lease
Check	6/1/2020	Guardian Life Insurance	5,118.14	Payoll - Dental/Life
Check	6/1/2020	Santander Leasing	240.00	Patrol Vehicle Lease
Check	6/1/2020	Vision Service Plan (CA)	480.64	Payoll - Vision
Cash	6/5/2020	California Public Employees' Retirement System	12,213.72	Payroll - Pers Retirement
Check	6/15/2020	A Leap Ahead IT	5,145.50	IT Support
Check	6/15/2020	American Family Life Assurance Co.	701.76	Payroll - Aflac
Check	6/15/2020	Applications By Design, Inc.	3,635.00	Security Barcodes
Check	6/15/2020	Aramark Uniform & Career Apparel, LLC	260.74	Uniforms
Check	6/15/2020	AT&T	3,262.67	Telephone
Check	6/15/2020	Bartkiewicz, Kronick & Shanahan	6,411.25	Legal
Check	6/15/2020	Borges & Mahoney	4,497.46	Chemicals
Check	6/15/2020	California Waste Recovery Systems	52,445.04	Solid Waste Contract
Check	6/15/2020	Clark Pest Control	723.66	District Facilities Pest Control
Check	6/15/2020	Concentra DBA Occupational Health Centers of CA	98.00	Pre-employment screening
Check	6/15/2020	Daily Journal Corporation	1,755.00	Notice of Public Hearing - Rates & Special Taxes
Check	6/15/2020	Environmental Resource Associates	111.20	Chemicals
Check	6/15/2020	GM Crane Services, Inc	475.00	Crane Inspection May 2020
Check	6/15/2020	Greenfield Communications	448.99	Internet/TV
Check	6/15/2020	Industrial Electrical Company	8,426.12	Rpr 15hp motor - pond aerator
Check	6/15/2020	Larry Bain, CPA, An Accounting Corporation	21,275.00	CSD Audit 6/30/19
Check	6/15/2020	Lee's Automotive Repair Inc	1,912.75	Vehicle#522
Check	6/15/2020	Legal Shield	11.95	Payroll - Legal
Check	6/15/2020	Operating Engineers Local Union No. 3	365.95	Payroll - Union Dues
Check	6/15/2020	PDF Tactical	1,942.56	Contract Staffing - Security
Check	6/15/2020	Prodigy Electric & Controls Inc.	6,974.75	WWRP CL2 Skids
Check	6/15/2020	Rancho Murieta Ace Hardware	179.18	Monthly Supplies
Check	6/15/2020	Rancho Murieta Association	292.25	Smud @ North Gate
Check	6/15/2020	Romo Landscaping	385.00	Landscaping
Check	6/15/2020	Telstar Instruments, Inc.	7,825.80	Repl West DAF Panel w/ PLC
Check	6/15/2020	U.S. Bank Corp. Payment System	2,784.73	Monthly Gasoline Bill
Check	6/15/2020	W.W. Grainger Inc.	2,267.04	Rpr & Maint Supplies
Check	6/15/2020	Walker's Office Supplies, Inc	208.31	Office Supplies
Cash	6/17/2020	California Public Employees' Retirement System	46,844.00	Payroll - PERS Retro
Check	6/23/2020	ABS Direct	1,057.99	Postage
Check	6/26/2020	Accounting & Association Software Group	2,227.50	Accounting Consulting
Check	6/26/2020	Action Cleaning Systems Inc	1,445.00	Janitorial
Check	6/26/2020	American Family Life Assurance Co.	701.76	Payroll - Aflac
Check	6/26/2020	Aramark Uniform & Career Apparel, LLC	130.37	Uniforms
Check	6/26/2020	Bartkiewicz, Kronick & Shanahan	19,628.60	Legal
Check	6/26/2020	California Public Employees' Retirement System	12,375.37	Payroll - PERS Retirement
Check	6/26/2020	Caltronics Business Systems	267.58	Copier - Adm
Check	6/26/2020	Chemtrade Chemicals US LLC	3,252.06	Chemicals
Check	6/26/2020	ClearSource Financial Consulting	9,300.00	Recy/Untreated Wtr Rate Study
Check	6/26/2020	Coastland Civil Engineering	9,833.75	Engineering Services
Check	6/26/2020	Concrete Equipment Services, Inc	664.75	Maint & Rpr - Supplies
Check	6/26/2020	Daily Journal Corporation	1,485.00	Posting of Gov't Legal Notice
Check	6/26/2020	Digital Deployment	300.00	Website Hosting Streamline
Check	6/26/2020	Ditch Witch West	171.25	Maint & Rpr - Supplies
Check	6/26/2020	Domenichelli and Associates, Inc	8,030.00	Dam inundation study & Emergen
Check	6/26/2020	Economic & Planning Systems, Inc.	1,741.25	WTP Expansion - FSA 670 Research
Check	6/26/2020	Empire Insignias	736.00	Security Uniform Patches
Check	6/26/2020	Hastie's Capitol Sand and Gravel Co.	733.25	Repair & Maintenance
Check	6/26/2020	Home Depot	928.66	Supplies
Check	6/26/2020	Kjeldsen, Sinnock & Neudeck, Inc.	6,796.25	5 yr Dam Mon. Survey & Report
Check	6/26/2020	Legal Shield	11.95	Payroll - Legal
Check	6/26/2020	Marion Leasing	526.90	Copier Lease - Admin
Check	6/26/2020	Nationwide Retirement Solution	6,730.58	Payroll - Deferred Comp.
Check	6/26/2020	Operating Engineers Local Union No. 3	365.95	Payroll - Union Dues

Rancho Murieta Community Services District
Bills Paid Listing for June 2020

Check	Date	Vendor	Amount	Purpose
Check	6/26/2020	Pace Supply Corp	304.50	Repair & Maintenance
Check	6/26/2020	Public Agency Retirement Services	434.85	Trust Admin Fees
Check	6/26/2020	Rory's Towing and Repair	375.00	Vehicle #521
Check	6/26/2020	S. M. U. D.	23,227.28	SMUD Monthly Bill
Check	6/26/2020	Sacramento Bee	965.00	Job Posting for Acct Asst I/II
Check	6/26/2020	Sierra Office Supplies	147.62	Office Supplies
Check	6/26/2020	Smith, Johnny	950.00	Hydrant Refund
Check	6/26/2020	Sprint	189.95	Telephone
Check	6/26/2020	Statewide Traffic Safety and Signs Inc	1,037.48	Traffic Control for work on St
Check	6/26/2020	Univar USA Inc.	2,699.14	Chemicals
Check	6/26/2020	USA Blue Book	1,263.57	Repair & Maintenance
Check	6/26/2020	W.W. Grainger Inc.	3,892.51	WWRP Hypo Project
Check	6/26/2020	Walker's Office Supplies, Inc	512.23	Office Supplies
Check	6/26/2020	County of Sacramento	601.00	Haz Matls Fee Northgate
Check	6/26/2020	State of California	172.50	Annual Triploid Grass Carp Fee
		Total	371,004.64	
		CFD 2014-1 Bank of America Checking		
Check	6/12/2020	Corelogic Solutions, LLC	206.00	CFD 2014-1 Admin Cost May 2020
Check	6/12/2020	Larry Bain, CPA, An Accounting Corporation	2,500.00	CFD 2014-01 Audit 6/30/19
Check	6/26/2020	NBS	108.50	Postage Reimbursable CFD2014-1
		Total	2,814.50	
		El Dorado Payoll		
		Direct Deposits by PayChex:	153,132.53	Payroll
		Total	153,132.53	

PREPARED BY: Michelle Ammond, Interim Controller

REVIEWED BY:  District Treasurer

MEMORANDUM

Date: July 10, 2020
 To: Board of Directors
 From: Michelle Ammond, Interim Controller
 Subject: Administration / Financial Update

For your review is the summary of the June 2020 monthly Board Financial Report. 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. Between now and the August 19, 2020 Board meeting, Finance staff anticipate closing the balance of the FY 2019-20 months. We continue working with various financial system vendors to complete system integrations and upgrades as recommended by The Pun Group.

Residential Water Consumption – Residential water usage in June 2020 was approximately 14% over June 2019 and slightly under the May 2020. Listed below are year-to-date water consumption numbers using weighted averages. Listed below are the year-to-date water consumption numbers in cubic feet. There are one hundred and ten (110) more homes receiving water services than June 2019.

													Last FY Same Period	
		2020	2020	2020	2020	2020	2020	2019	2019	2019	2019	2019	2019	
		Jun	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul	
Residences	4%	2,657	2,657	2,643	2,632	2,620	2,602	2,600	2,594	2,587	2,546	2,549	2,550	2,547
Weighted Average											Sep	Aug	Jul	Jun
Cubic Feet Gallons Per Day	1,687	2,502	2,502	1,054	1,042	901	688	868	1,618	1,956	2,727	2,668	2,537	2,194
	421	624	624	263	260	225	172	217	404	488	680	665	633	547
Same Period Last FY	372													

Commercial/Other Water Consumption – Commercial water usage in June 2020 was twice last months. Year-to-date commercial water usage was approximately 21% over projections. This increase is mainly due to large user accounts. Listed below are year-to-date water consumption numbers in cubic feet.

													Last FY Same Period	
YTD		2020	2020	2020	2020	2020	2020	2019	2019	2019	2019	2019	2019	
Totals		Jun	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul	
Commercial	1,108,461	123,662	61,508	31,889	55,829	59,900	40,676	48,201	77,507	112,163	144,774	223,508	128,844	114,939
Parks	391,758	72,521	28,660	1,821	11,799	7,600	501	2,459	24,858	33,020	58,660	83,041	66,818	58,540
Raw Water	1,885,697	272,250	133,548	2,102	49,701	10,949	0	17,599	178,849	191,799	328,901	333,951	366,048	104,751
CSD	80,137	5,218	6,537	2,274	1,492	2,226	1,721	1,464	2,655	7,295	13,981	16,941	18,333	13,255
Totals	3,466,053	473,651	230,253	38,086	118,821	80,675	42,898	69,723	283,869	344,277	546,316	657,441	580,043	291,485

Lock-Offs – During the month of June 2020, there was zero (0) lock-off.

Pay Agreements – None have been requested. This is likely a result of no penalties or late charges being levied due to Covid-19.

Connection Fees – There were no connection fees paid in June 2020.

Aging Report – Amounts past due of more than sixty (60) days totals \$72,165. \$32,873 of this total is owed by two (2) future development sites. \$18,253 of this total is owed by four (4) future developments whose bills were going to the company’s physical address not to their PO Box. Bills have been resent to their PO box. Four (4) accounts totaling \$6,393 are in Lock-Off Status.

Accounting staff have identified residential accounts that have become delinquent but have not requested pay agreements. These accounts are broken down by the last month a payment was made. We have begun reaching out to these customers to discuss pay agreements.

- Six (6) properties that last made a payment in February 2020. (total past due \$3,180)
- Fourteen (14) properties last paid in March 2020. (total past due, \$6,247)
- Nine (9) properties last payment were in April 2020. (total past due \$1,681)
- Four (4) properties made their last payment in May 2020. (total past due \$576)

Summary of Reserve Accounts as of June 30, 2020 – The ending balance of the District’s reserve accounts is \$6,589,979 as of June 30, 2020, and it is an increase of \$57,980 compared with last month. Staff adjusted the beginning balance as of July 1, 2019 during the audit prep. Staff continues to validate all reserve contributions and expects there will be additional adjustments as we continue to identify past practices for allocation of monthly interest and sales revenue. Staff continues to work on a detailed analysis of all reserve funds and plans to prepare a report for the Finance Committee review.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance 7/1/2019</i>	<i>Increases</i>	<i>Decreases</i>	<i>Period End Balance 06/30/2020</i>
Water Capital Replacement (200-2505)	1,588,505	302,061	49,673	1,840,893
Sewer Capital Replacement (250-2505)	2,851,863	470,139	197,913	3,124,089
Drainage Capital Replacement (260-2505)	29,165	541	17,297	12,409
Security Capital Replacement (500-2505)	101,341	4,397	21,214	84,523
Admin Capital Replacement (xxx-2505-99)	87,210	0	0	87,210
Sewer Capital Improvement Connection (250-2500)	4,236	99	27	4,308
Capital Improvement (xxx-2510)	390,976	359,539	5,229	745,286
Water Supply Augmentation (200-2511)	1,730,698	412,257	706,663	1,436,292
WTP Construction Fund Reserve (200-2513)	-748,054	212,865	247,669	-782,858
Security Impact Fee Reserves (500-2513)	-7,498	51,222	5,898	37,827
Total Reserves	6,028,442	1,813,119	1,251,583	6,589,979

Inter-fund Borrowing Balances

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance 7/1/2019</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance 30-Jun-20</i>
WTP Construction Loan from Sewer	856,042	15,443	141,166	738,587
WTP Construction Loan from WSA	285,353	5,148	47,055	246,202
Security N. Gate Loan from Drainage Fund	18,341	178	18,341	0
Total Inter-fund Borrowing	1,159,736	20,769	206,562	984,789

*Paid off April 2020

Budget to Actual Comparison Details (year-to-date through June 30, 2020)

Revenues

Water Charges, year-to-date, are **above** budget \$22,749 or **1.0%**

Sewer Charges, year-to-date, are **below** budget \$16,786 or **(1.3%)**

Drainage Charges, year-to-date, are **above** budget \$6,897 or **4.0%**

Solid Waste Charges, year-to-date, are **above** budget \$15,531 or **2.2%**

Security Charges, year-to-date, are **above** budget \$7,787 or **0.7%**

Expenses

The District's overall expenditures for FY 2019-20 are \$475,993 below budget through June 2020. This number will be reduced in July 2020 as we close out the 19-20 Fiscal Year. The final number will be available at the end of the audit in early December 2020.

Reserve Fund Purchases authorized by the General Manager

- Water Replacement Reserve - CIP # 17-03-1 \$8,031 for a Dam Inundation Study
- Water Replacement Reserve - \$7,826 for a Replacement West DAF Panel w/ PLC
- Wastewater Replacement Reserve - CIP # 18-07-2 \$4,453 for the WWRP Hypo Project

Finance Committee Update

The July 7, 2020 Finance committee meeting was cancelled.

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Twelve Months Ending 6/30/2020
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Charges for Services - Residential	\$539,639	\$516,034	\$5,540,771	\$5,576,949	(\$36,178)	\$5,540,771
Charges for Services - Commercial	51,351	67,903	586,254	598,130	(11,875)	586,254
Availability Charges	0	0	460	1,698	(1,238)	460
Sales Other	700	775	8,400	9,468	(1,068)	8,400
CIA Ditch Service Charges	1,800	0	1,800	0	1,800	1,800
Property Taxes	13,487	0	674,370	696,219	(21,849)	674,370
Property Taxes (Reserve Alloc)	(1,640)	0	(82,000)	0	(82,000)	(82,000)
Total General Income	605,338	584,712	6,730,055	6,882,464	(152,409)	6,730,055
Interest Income	2,195	50	10,765	15,319	(4,554)	10,765
Total Earnings Income	2,195	50	10,765	15,319	(4,554)	10,765
Meter Installation Fee	0	0	4,800	72,795	(67,995)	4,800
Inspection Fees	1,139	0	5,693	26,059	(20,367)	5,693
Telephone Line Contracts	598	0	7,175	4,833	2,342	7,175
Fines/Rule Enforcement	175	175	2,100	2,100	0	2,100
Late Charges	6,450	0	77,400	48,845	28,555	77,400
Title Transfer Fees	1,350	3,150	16,200	38,850	(22,650)	16,200
Security Gate Bar Code Income	650	0	7,800	5,690	2,110	7,800
Project Reimbursement	2,182	182	26,184	26,567	(383)	26,184
Misc Income	1,208	346	14,500	9,226	5,274	14,500
Total Other Income	13,752	3,853	161,851	234,965	(73,114)	161,851
TOTAL REVENUE	621,284	588,614	6,902,671	7,132,748	(230,077)	6,902,671
Salaries & Wages	215,099	223,162	2,390,975	2,243,129	147,847	2,390,975
Employer Costs	52,574	49,507	608,878	615,161	(6,282)	608,878
Payroll Taxes	12,672	3,338	173,281	128,397	44,885	173,281
Other Employer Costs	13,864	1,221	161,318	245,443	(84,125)	161,318
Pension Expense	30,780	46,586	385,443	341,957	43,486	385,443
Tuition Reimbursement	1,435	0	2,870	0	2,870	2,870
Total Employee Services	326,423	323,814	3,722,766	3,574,087	148,679	3,722,766
Clerical Services	13,850	1,943	166,350	115,037	51,313	166,350
Recruitment	1,505	965	18,060	14,956	3,104	18,060
Travel/Meetings	1,740	78	21,880	10,008	11,872	21,880
Office Supplies	2,470	1,413	29,640	38,770	(9,130)	29,640
CWRS Contract Charges	52,662	0	631,949	571,149	60,800	631,949
Mail Machine Lease	0	0	2,800	2,086	714	2,800
Copy Machine Maintenance	1,520	794	18,240	15,618	2,622	18,240
Insurance	12,247	0	146,958	131,236	15,722	146,958
Postage	1,500	1,058	18,000	20,593	(2,593)	18,000
Telephones	4,119	3,453	49,439	44,230	5,209	49,439
Memberships	750	111	19,325	12,904	6,421	19,325
Audit	0	21,275	16,275	21,275	(5,000)	16,275
Legal	17,967	23,192	130,950	101,921	29,030	130,950
Training/Safety	3,000	(172)	53,200	19,854	33,346	53,200
Community Communications	1,500	3,240	13,700	3,674	10,026	13,700
Equipment Maint	50	663	3,550	1,614	1,936	3,550
Consulting	14,533	20,821	187,400	136,205	51,195	187,400
CIA Ditch Operations	250	1,398	3,000	4,761	(1,761)	3,000
Total Administrative Services	129,663	80,232	1,530,716	1,265,891	264,825	1,530,716
Uniforms	1,630	1,515	17,560	14,135	3,425	17,560
Equipment Repairs	400	0	4,800	4,391	409	4,800
Building/Grounds Maint/Pest Cntr	2,665	2,554	32,315	42,189	(9,874)	32,315
Bar Codes	0	2,550	6,900	7,675	(775)	6,900
Vehicle Maint	3,750	2,490	45,000	43,014	1,986	45,000
Vehicle Fuel	6,475	2,662	47,000	39,996	7,004	47,000
Vehicle Lease	397	374	4,762	4,025	736	4,762
Off Duty Sheriff	0	(4,032)	8,000	3,876	4,124	8,000
Power	21,300	292	297,320	329,859	(32,539)	297,320

.FY19-20.CSD.BUDGET-ACTUAL MO_YTD DETAIL BY FUND

RANCHO MURIETA CSD
Summary of All CSD Funds
For the Twelve Months Ending 6/30/2020
Budget to Actual Comparison Detail

Description	Period Budget	Period Actual	YTD Budget	YTD Actual	YTD Budget (Over)/Under	Annual Budget
Information System Maint	11,824	10,590	141,889	144,302	(2,413)	141,889
Supplies	2,575	2,023	30,900	38,076	(7,176)	30,900
Equipment Rental	3,650	0	13,800	1,196	12,604	13,800
Road Paving	2,000	0	24,000	12,257	11,743	24,000
Maintenance/Repairs	34,900	22,980	300,700	370,379	(69,679)	300,700
Non-routine Maint/Repair	3,000	0	36,000	12,188	23,812	36,000
Permits	0	173	6,000	5,865	136	6,000
Chemicals	20,500	5,951	167,250	99,197	68,053	167,250
Chemicals - T&O	1,500	0	11,000	6,757	4,243	11,000
Lab Tests	2,250	0	27,000	38,814	(11,814)	27,000
Removal (Hazardous Waste)	0	0	10,000	8,131	1,869	10,000
Permits	2,000	0	75,300	79,155	(3,855)	75,300
Tools	900	2,602	14,800	12,352	2,448	14,800
Dam Inspection Costs	0	0	63,500	66,055	(2,555)	63,500
Water Meters/Boxes	3,000	0	36,000	47,261	(11,261)	36,000
Drainage Improvements	150	0	5,150	0	5,150	5,150
Total Operational Costs	124,866	52,725	1,426,946	1,431,143	(4,198)	1,426,946
Miscellaneous	7,221	573	100,900	79,358	21,542	100,900
Admin Contingency	8,738	0	35,000	18,379	16,621	35,000
Director Exp/Reimbursements	450	0	5,400	3,550	1,850	5,400
Director Meeting Payments	1,500	0	18,000	8,800	9,200	18,000
Conservation	600	0	13,260	8,212	5,048	13,260
SACTO Regional Water Authority	0	0	15,000	9,279	5,721	15,000
SCGA Ground Water Authority	0	0	10,000	11,000	(1,000)	10,000
Interest Expense	2,211	23	24,684	16,980	7,704	24,684
Total Other Expenses	20,720	596	222,244	155,557	66,687	222,244
Total Operating Costs	601,672	457,367	6,902,671	6,426,679	475,993	6,902,671

MEMORANDUM

Date: June 30, 2020
To: Security Committee
From: Jeffery Werblun, Security Chief
Subject: Security Update Report for the Month of June 2020

OPERATIONS UPDATES

We acquired an additional iPad and I was able to secure an additional program at no cost for the iPad for July 4th at the North Gate. We have been working with RMA and planning for the event, including CSD Security staffing, SSD Deputies and a traffic flow plan.

Enforcement efforts at the South Beach have been continued for park hours, bonfires, and littering. We have issued citations when we could. Extra patrols at all hours continue for this area and Bermuda Ct.

INCIDENTS OF NOTE

June 7 at 0630 hours, reported vandalism. Patrol located some traffic cones that had male genitalia spray-painted on them and placed across the entrance to the Village. Later patrol noticed more of the same on some real estate signs and an electrical box. RMA was notified of the graffiti. Unknown who the suspect(s) are.

June 9 at 1554 hours, patrol was flagged down by the manager of the Country Store regarding a theft just occurred. Two juveniles ran into the store, stole bottles of Vodka and ran out, last seen headed towards the Bel Air. Officer McCarver and Sgt. Tompkins reviewed video from inside the Store and then from the Bel Air showing the parking lot. They were able to identify the juveniles as residents. The officers located the juveniles walking on the North. SSD had been called and arrived. SSD handled the case. Juveniles were turned over to their parents.

June 11 at 0400 hours, Officer Tyer was on patrol and noticed several residents posting "BLM" posters on RMA stop signs. The residents were identified and issued citations for violation of RMA rules. Officer Tyer and the RMA Compliance Officer went around the neighborhoods and removed the signs they could find.

June 18 at 1223 hours, a resident parked his golf cart at the Bel Air. He left a Bose Bluetooth speaker in the cart. While he was inside the store, someone stole the speaker. Patrol and SSD responded. Patrol reviewed surveillance video from Bel Air and located a suspect vehicle. The information was forwarded to SSD.

June 25 at 0130 hours, vehicle accident on Puerto Dr. near 13 Park. Driver claimed to avoid a deer and struck a community mailbox and a fire hydrant. The mailbox and fire hydrant were knocked off their bases. Water on-call responded for the fire hydrant. Post office was notified.

CONTRACT SECURITY

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

JOINT SECURITY MEETING

The meeting has been postponed due to the Covid-19 issues.

2019 RMA Rule Violations Enforcement by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident				1	2	1	1		1	1			7
Basketball Standard											1		1
Barking Dog	14	10	9	12	6	5	11	10	16	15	13	8	129
Open Garage Doors		1	6	8	8	8	1	12	3	4	3	9	63
Curfew							1	1					2
Driveway Parking									1				1
Fishing License/Fish & Wildlife				2									2
Guest Parking								1	1				2
Loose/Off Leash Dog	8	4	13	2	3	7	4	6	8	9	3	3	70
Motorcycle North Streets				1									1
Overloaded Golf Cart										1	1		2
Overnight Street Parking			3					1					4
Park Hours	1			3	16	8	4	2	4	10	2	3	53
Speeding	12		5	4	3	1	1	4	6	7		3	46
Stop Sign	3	1	1						1				6
Unauthorized Vehicle											1	1	2
Unlicensed Driver	1	2	1	1		2		1	4		1		13
Unsafe Driving	5	2	5	2	1	4	5		2	2	4	2	34
Intereference									1				1
Gate Refusals	16	47	29	43	66	59	75	39	23	20	59	24	500
Total	60	67	72	79	105	95	103	77	71	69	88	53	939

2020 RMA Rule Violation Citations by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident			3	1	1								5
Basketball Standard		1											1
Commercial Vehicle Signage													
Construction Hours/Days													
Curfew			2	4	1	1							8
Driveway Parking	31	19	1	2	2								55
Fishing License/Fish & Wildlife						3							3
Guest Parking		5	2	2									9
Loose/Off Leash Dog													
Motorcycle North Streets													
Overloaded Golf Cart													
Overnight Street Parking	6	5	3	2	10	10							36
Park Hours	5	5	6	15	15	3							49
Speeding	3	14	16	12	1	4							50
Stop Sign			4			7							11
Unauthorized Vehicle	1	5	1	4	4	17							32
Unlicensed Driver	1	2				1							4
Unsafe Driving	1												1
Intereference													
Parking Citations					5								5
Warning Notice	3	3	5	1	2	3							17
Total	51	59	43	43	41	49							286
Bon Fire													

2019 RMA Rule Violation Citations by CSD

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Back Area w/o Resident				1			1			3		1	6
Basketball Standard								8	4	1	2	1	16
Commercial Vehicle Signage								2	2				4
Construction Hours/Days													
Curfew						1							1
Driveway Parking	30	5	2		20	24	8	60	30	21	18	18	236
Fishing License/Fish & Wildlife													
Guest Parking											1		1
Loose/Off Leash Dog		1						1					2
Motorcycle North Streets										1			1
Overloaded Golf Cart													
Overnight Street Parking	7	9			4	19	5	29	7	17	13	4	114
Park Hours					2	6	6	8	15	4	4		45
Speeding	39	39	5	4	7	16	17		13	10	5	2	157
Stop Sign	6	7	1	1	1			2	6	3	1	16	44
Unauthorized Vehicle								1			1	2	4
Unlicensed Driver							1	1					2
Unsafe Driving	1				2	2							5
Intereference													
Parking Citations			12	13	3		1		2	7	2	1	41
Warning Notice							2		4				6
Total	83	61	20	19	39	68	41	112	83	67	47	45	685



Rancho Murieta Community Services District

Most Common

RMA Rule Violation Sections Enforced by RMCS Security Department

RULE I SECTION 5: IDENTIFICATION

RULE I SECTION 6: INTERFERENCE WITH CSD/RMA EMPLOYEE

RULE II SECTION 1: USE OF STREETS

RULE II SECTION 2: UNLICENSED DRIVER

RULE II SECTION 3: SPEED LIMIT VIOLATION

RULE II SECTION 4: ENHANCED SPEED

RULE II SECTION 5: STOP SIGN VIOLATION

RULE II SECTION 6: BUS STOP

RULE II SECTION 8: NO BARCODE

RULE II SECTION 9: TRAILERS AND COMMERCIAL VEHICLE PARKING

RULE II SECTION 10: OVERNIGHT STREET PARKING

RULE II SECTION 11: STORING OF VEHICLES

RULE II SECTION 12: MOTOR VEHICLE REPAIRS

RULE II SECTION 14: CARRYING OF PASSENGERS

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

RULE III SECTION 2: UNLEASHED PETS

RULE III SECTION 5: PET NOISE

RULE VI SECTION 1: COMMERCIAL SIGNAGE

RULE VII SECTION 6: BASKET BALL STANDARDS

RULE VII SECTION 9: NOXIOUS ACTIVITIES

RULE IX SECTION 1: GUEST WITHOUT RESIDENT

RULE IX SECTION 2: SWIMMING IN CHESBRO/CALERO

RULE IX SECTION 3: PARK HOURS

RULE IX SECTION 5: FISHING VIOLATIONS

RULE IX SECTION 6: FIREWORKS

RULE IX SECTION 8: SKATEBOARDING/SCOOTERS

RULE IX SECTION 9: CURFEW

RULE IX SECTION 10: VANDALISM

RULE XIII SECTION 1: DRIVEWAY PARKING

ARTICLE VII SECTION 12(B): GUEST PARKING

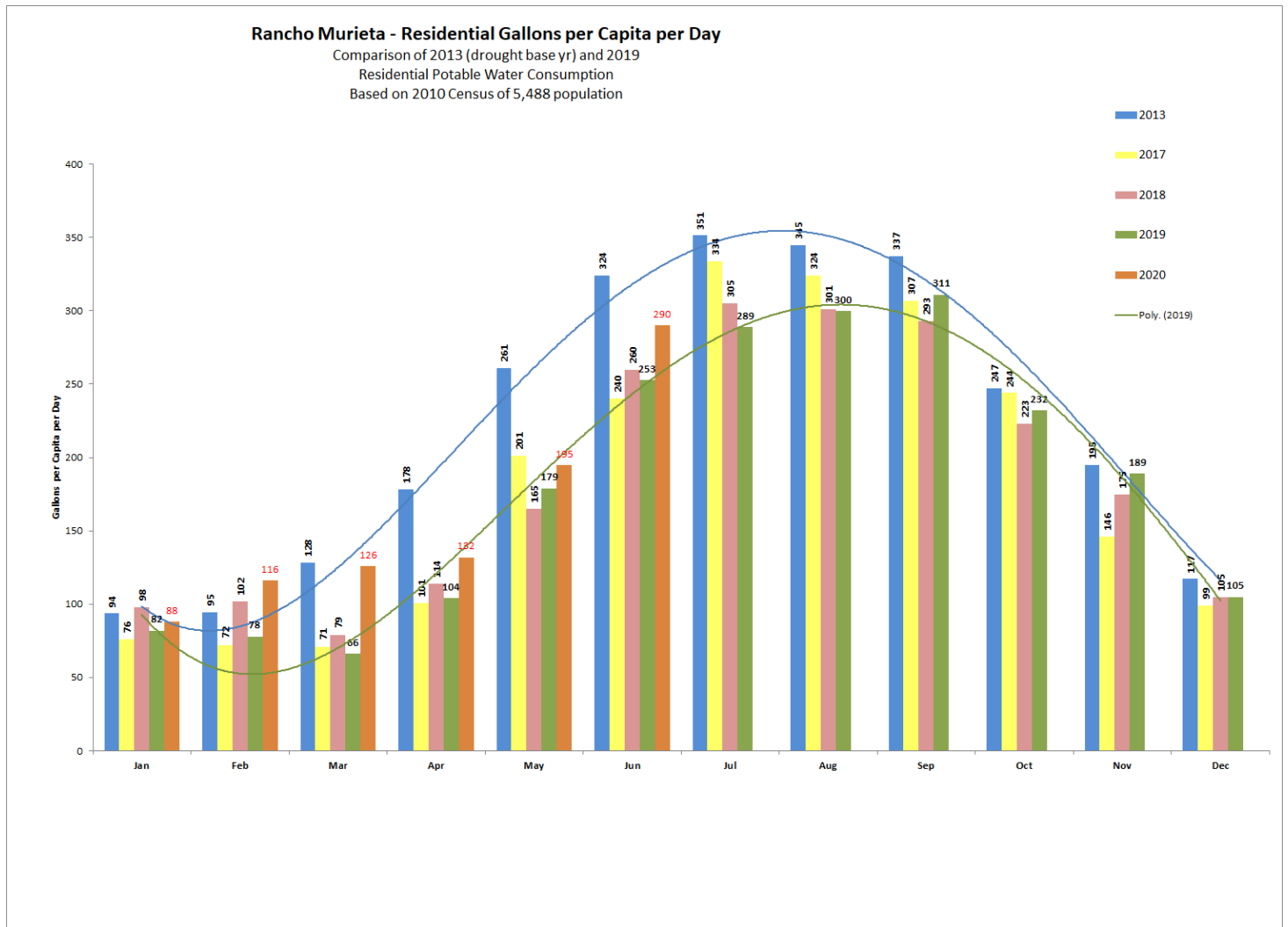
ARTICLE VII SECTION 13: BON FIRE

MEMORANDUM

Date: July 8, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Utilities Monthly Update

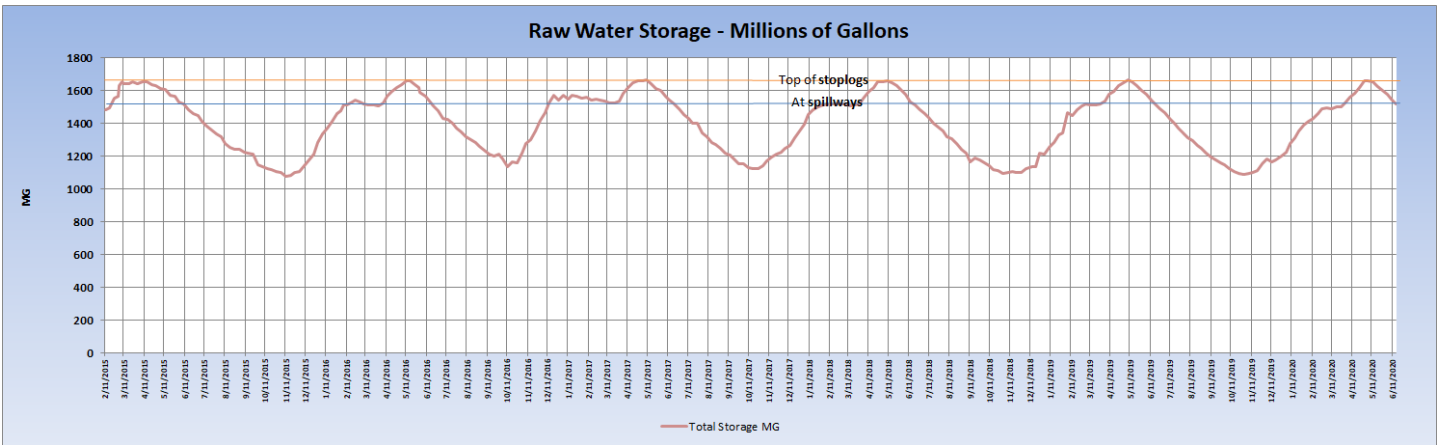
WATER TREATMENT

Water Treatment Plant (WTP) #1, the ultrafiltration membrane plant, is now in operation in conjunction with Plant #2 to meet the community’s water demands. Plant #1 and Plant #2 are in operation to meet daily demands producing at 2.21 million gallons per day (MGD). Gallons of production per connection was 747 gallons per connection per day for June. Gallons of water used per capita per day were 290 vs 324 in 2013, a 10.5% decrease in use in the base comparison year of 2013 as shown in the updated graph below.



WATER SOURCE OF SUPPLY

On July 8, 2020, all raw water storage for Calero, Chesbro, and Clementia Reservoirs volume measured 1,517 million gallons (4,657 acre-feet [AF]). In June no rain was received, and evaporation measured at 10.07 inches. A graph of the raw water storage volumes is shown below.

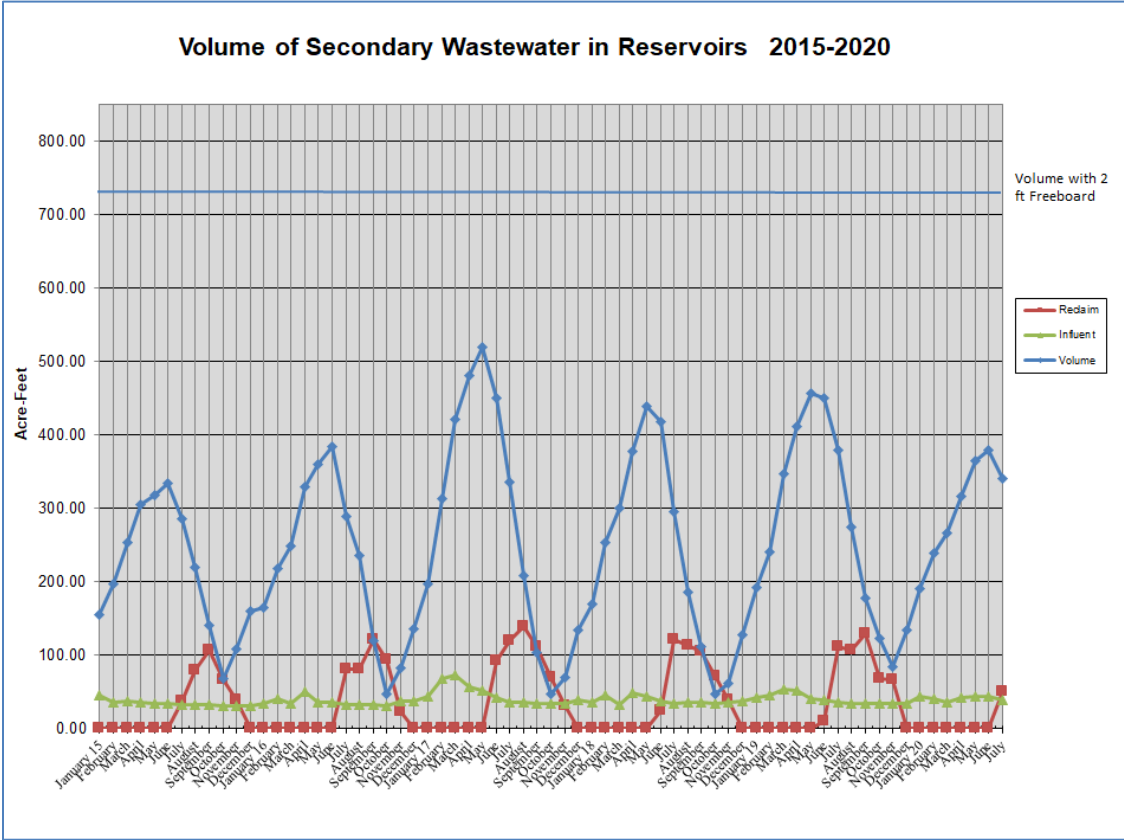


The buoys that were installed to protect the aeration system around the Chesbro reservoir water plant intake were discovered to be cut on June 24th. Staff is working to repair it. We are also installing CCTV cameras to be able to monitor the area. Security was also informed and requested to increase patrol time after hours.

WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION

For June the influent wastewater flow averaged 416,300 gallons a day, for a total of 12.29 Million Gallons (MG), (38.3 AF). This is approximately 158 gallons per day (gpd) per sewer connection. On July 8, 2020, secondary wastewater storage measured 111 MG (341 AF), of which 106.2 MG (325.9 AF) is usable for reclamation due to dead storage. The Wastewater Reclamation Plant is in full operation to supply the Rancho Murieta Country Club golf courses reclamation water for their irrigation use.

Below is a graph of the recent secondary wastewater storage volumes as of July 1, 2020.



Staff recently repaired an air supply line that ruptured underground, shown in the photo below. This breakage and repair did not affect recycled water delivery to the RMCC as there was recycled water available in the District's equalization basin to deliver while the plant was off and the repair was made.



SEWER COLLECTION

No issues within the District's sewer collection lines occurred this past month. Utility staff only had one call to assist a resident with finding the location of their sewer cleanouts.

DRAINAGE

Utilities staff continued cutting weeds in the drainage system, spending approximately 157 hours in the drainage system in June. Most of the weed abatement has occurred in the south's drainage detention basins and in Zone 2&3 in the north units 3 & 4.

WATER METERING AND UTILITY STAFF WORK

In June 2020, three (3) ¾ inch meters were replaced as part of water metering maintenance. Also completed were five (5) Underground Service Alert markings and thirty (30) utility star service orders for the administration department.

Staff had eight (8) homeowner calls for high use complaints that were called into the Utilities Department this last month. Three (3) of the calls were leaks determined to be from the customers system, the five (5) others had no leaks. There were six (6) water leaks in the month of June. Several were difficult repairs due to lines running under driveways. One section of a driveway had to be removed and replaced to be able to conduct the repair. One involved a fire hydrant that was run into and needed to be replaced.

District Projects

Water Plant #1 Effluent Pump replacements

This project is now complete.

Water Rights Renewal

No update. Update as of the last update: I submitted updated information back to our consultant, Wagner & Bonsignore to continue work on the water right extension. A note from Wagner & Bonsignore: *Please let Board and management understand that it is possible that this petition will not be processed and approved prior to its expiration at the end of the year. The SWRCB has over 700 petitions on file and only a handful each year. It is very common for petitions to not be processed by SWRCB staff for 5-10 years after they are submitted. That being said, Rancho Murrieta has a huge benefit of being able to prepare its own CEQA document and will be able to require the SWRCB to respond (with timelines) so that will definitely help, however, it still may not be prior to the end of the year. I want to make sure that everyone understands that if the extension is not approved by the end of 2020 that the water right is still valid and there will be no issue with diverting or use of water while the time extension is still pending approval.*

Recycled Water and Untreated Water Fee Study

This item is being tabled until I can coordinate and meet with John Sullivan as part of the Cosumnes Irrigation Association (CIA) to discuss and outline costs associated with transference of waters through the CIA ditch to Laguna Joaquin for the Rancho Murieta Association.

Chlorine Gas to Sodium Hypochlorite (bleach) conversion

Staff has begun installation of the piping for the new tanks in between competing priorities. They have also poured concrete around the new chemical trench, show in the photo below.



West DAF Electrical Panel Replacement

TELSTAR has finished the new electrical panel installation and updated programming in the tertiary plant PLC (programmable logic controller) and have created a touch screen interface for it. They have tested out its operation with staff to ensure it works correctly and it appears to work as intended. Photo of new panel below.



Dam Inundation Mapping and Emergency Action Plans

The high hazard dam Emergency Action Plans are under review Sacramento County Sheriff department. Our emergency action plans are apparently the first ones received by the Sheriff's department and they report they don't have experience with reviewing emergency action plans for dams and have other priorities, so we assume it may be a while before we get a response.

PROJECTS

Development

The Retreats East and North

No new update.

Rancho Murieta North – Development Project

No update.

The Murieta Gardens – Highway 16 Off-Site Improvements

A hold harmless agreement has been circulating for one of the BelAir signs that was installed within the project easement of the CIA. The last version submitted by the developer had a term of 10 years with it, which we're requesting be deleted as the facilities will be there well beyond 10 years.

MG - Lot 4&5

Onsite utilities are done. No update relating to District utilities.

MG - Murieta Marketplace

No update.

MG -Lot 10 (PDF Office)

No update.

MG – Lot 11 (Gas Station/carwash)

No update.

The Murieta Gardens I&II – Infrastructure

No update.

FAA Business Park

General work has the foundations in place, all of the underground utilities are in and the project will be pouring the building slabs, starting this weekend. Outside curbing is ongoing. The building fabricators will start erecting the buildings the week after the fourth of July. The project manager notes they will only request water service once the project is nearing completion, which at this point is approximately 6 weeks away.

The Residences of Murieta Hills East

Discussions are continuing with Bob Keil of MRK development and Tom Hennig.

Riverview

A draft water system model report was submitted on April 29 and is in the process of being reviewed by Coastland. The project submitted a package of information and additional deposit funds to cover the review of their phase 1 Improvement Plans on June 12 for their project. Coastland has been tasked to review these plans. The project is also requesting that the District proceed with reviews ahead of Sacramento County to expedite the process for approvals as they wish to begin grading the project site prior to winter. A discussion is scheduled to discuss their concerns.

Rancho Murieta Community Services District

August 2020

Board/Committee Meeting Schedule

August 4, 2020

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

August 6

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

August 19

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



MEMORANDUM

Date: July 9, 2020
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Consider extension of Coastland Engineering contract, approve ratification of payments

In March of 2016 the District sent out a Request for Proposals for Engineering services. The awarded bidder for Engineering services from this bid was Coastland Civil Engineering Inc. (Coastland). On April 26, 2016 the District entered into a Service Agreement with Coastland for a term of three (3) years, which expired on April 26, 2019. As the District continued to work with Coastland beyond this contracted time, we request that the Board approve ratification of payments to Coastland during the time beyond the contract expiration by extending the contract with Coastland. This extension will be at their current rate for a term of another two (2) years from the date of the expiration or until we go out to bid again. District counsel, Richard Shanahan, has provided an amended services agreement for the committee to consider moving forward to the July 15, 2020 Board meeting for approval. That agreement is attached.

As of today, we have paid Coastland \$293,584.92 for services beyond April 26, 2019. This is the amount we are requesting to be ratified. Future costs will be paid as billed.

At the June 3, 2020 Improvements Committee meeting, staff was directed to meet with Coastland to confirm their agreement to formally extend their contract. On June 22, Coastland agreed to the extension with the requested changes to the contract amendment that District counsel Richard Shanahan had provided. Those changes are shown in the attached contract amendment, along with their current year's rate schedule for their staff. They would also like to add a line stating:

District will pay Consultant professional fees, plus reimbursable expenses, which will be paid in accordance with the current hourly rates as set forth in Exhibit A, attached hereto and incorporated herein by reference or as may be adjusted annually each July 1, by mutual agreement with the District.

This item was heard by the Improvements Committee again on July 7, 2020, and they recommend accepting these changes.

AMENDMENT NO. 1

TO RMCS D/COASTLAND CIVIL ENGINEERING AGREEMENT

THIS AMENDMENT TO AGREEMENT is made this _____, 2020, between Rancho Murieta Community Services District, a local government agency (“District”), and Coastland Civil Engineering, Inc., a California corporation (“Consultant”), who agree as follows:

1. Recitals. This Amendment is made with reference to the following background recitals:

1.1. On April 21, 2016, the parties entered into a services agreement (the “Agreement”), which is on file in the District office.

1.2. The Agreement expired on April 21, 2019; however, following that expiration date, at the District’s request, Consultant continued to provide services to District and the parties continued to operate under the Agreement. The parties desire to amend the Agreement in order to extend its term and provide for these changes to take effect retroactive to April 21, 2019.

2. Amendment to Agreement. The parties amend the Agreement as follows:

2.1. Agreement section 3(a) is changed to read as follows: “This Agreement shall take effect on the above date and will expire on April 21, 2021, unless sooner terminated pursuant to subsection (b) or as mutually agreed to in writing by the parties. Time is of the essence in this Agreement. Contractor shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.”

2.2. These changes shall take effect retroactive to April 21, 2019.

3. No Effect on Other Provisions. Except for the amendments in section 2, the remaining provisions of the Agreement are unaffected and remain in full force and effect.

RANCHO MURIETA COMMUNITY
SERVICES DISTRICT

COASTLAND CIVIL ENGINEERING, INC.

By: _____
Thomas Hennig,
General Manager

By: _____
John L. Wanger
CEO

AMENDMENT NO. 1

TO RMCS D/COASTLAND CIVIL ENGINEERING AGREEMENT

THIS AMENDMENT TO AGREEMENT is made this _____, 2020, between Rancho Murieta Community Services District, a local government agency ("District"), and Coastland Civil Engineering, Inc., a California corporation ("Consultant"), who agree as follows:

1. **Recitals.** This Amendment is made with reference to the following background recitals:

1.1. On April 21, 2016, the parties entered into a services agreement (the "Agreement"), which is on file in the District office.

1.2. The Agreement expired on April 21, 2019; however, following that expiration date, at the District's request, Consultant continued to provide services to District and the parties continued to operate under the Agreement. The parties desire to amend the Agreement in order to extend its term and provide for these changes to take effect retroactive to April 21, 2019.

2. **Amendment to Agreement.** The parties amend the Agreement as follows:

2.1. Agreement section 3(a) is changed to read as follows: "This Agreement shall take effect on the above date and will expire on April 21, 2021, unless sooner terminated pursuant to subsection (b) or as mutually agreed to in writing by the parties. Time is of the essence in this Agreement. Contractor shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work."

2.2. These changes shall take effect retroactive to April 21, 2019.

3. **No Effect on Other Provisions.** Except for the amendments in section 2, the remaining provisions of the Agreement are unaffected and remain in full force and effect.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

COASTLAND CIVIL ENGINEERING, INC.

By: _____
Thomas Hennig,
General Manager

_____ *[name]*

By: _____
John L. Wanger
CEO

_____ *[title]*



COASTLAND

SCHEDULE OF HOURLY RATES

July 01, 2020 through June 30, 2021

PROFESSIONAL SERVICES

Principal Engineer	\$200-220/hour
Supervising Engineer	\$170-200/hour
Senior Engineer	\$160-180/hour
Associate Engineer	\$145-160/hour
Assistant Engineer	\$125-145/hour
Junior Engineer	\$115-130/hour
Engineering Assistant	\$120-150/hour
Senior Engineering Technician	\$140-160/hour
Engineering Technician	\$120-140/hour
Engineering Aide	\$95-115/hour
Resident Engineer	\$155-180/hour
Construction Manager	\$145-180/hour
Construction Inspector*	\$130-165/hour
Construction Administrator	\$85-95/hour
Building Plan Check Engineer/Architect	\$140-175/hour
Building Official and/or CASp	\$150-180/hour
Supervising Building Inspector	\$150-170/hour
Senior Building Inspector	\$120-145/hour
Building Inspector (I & II)	\$95-125/hour
Senior Plans Examiner	\$125-140/hour
Plans Examiner (I & II)	\$105-120/hour
Supervising Permit Technician	\$115-130/hour
Senior Permit Technician	\$95-115/hour
Permit Technician (I & II)	\$85-95/hour
Administrative	\$85-95/hour
VEHICLE	\$15-20/hour
MILEAGE	\$0.68/mile**
OUTSIDE SERVICES	Cost + 15%
MATERIALS	Cost + 15%

- Computer time is included in the hourly rates used above.
- When applicable, mileage or vehicle rates will be charged, but not both.
- * Includes services subject to prevailing wage rates.