



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

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AGENDA

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

REGULAR BOARD OF DIRECTORS MEETINGS ARE HELD
3rd Wednesday of Each Month

REGULAR BOARD MEETING Wednesday, November 19, 2008

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

BOARD MEMBERS

Wayne Kuntz	President
Richard Taylor	Vice President
Roberta Belton	Director
Robert Kjome	Director
Gerald Pasek	Director

STAFF

Edward R. Crouse	General Manager
Darlene Gillum	Director of Administration
Greg Remson	Security Chief
Paul Siebensohn	Director of Field Operations
Suzanne Lindenfeld	District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
November 19, 2008

Open Session 5:00 p.m.

AGENDA

1. **CALL TO ORDER** - Determination of Quorum - President Kuntz (Roll Call) 5:00
2. **EMPLOYEE PROMOTIONS – CERTIFICATIONS** (5 min.) 5:05
3. **ADOPT AGENDA** (Motion) 5:05
4. **COMMENTS FROM THE PUBLIC** 5:10
The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker.

If you wish to address the Board at this time, as a courtesy, please state your name and address, and reserve your comments to no more than 3 minutes so that others may be allowed to speak. No action will be taken.
5. **CONSENT CALENDAR** (Motion) (Roll Call Vote) (10 min.) 5:20
All the following 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 Minutes**
 1. October 15, 2008 Board Meeting
 - b. **Committee Meeting Minutes** (Receive and File)
 1. November 3, 2008 Joint Security Committee Meeting
 2. November 3, 2008 Security Committee Meeting
 3. November 3, 2008 Finance Committee Meeting
 4. November 6, 2008 Improvements Committee Meeting
 5. November 6, 2008 Personnel Committee Meeting
 6. November 6, 2008 Communication & Technology Committee Meeting
 7. November 12, 2008 Ad Hoc Governance Committee Meeting
 - c. **Approval of Bills Paid Listing**
6. **STAFF REPORTS** (Receive and File) (10 min.) 5:30
 - a. General Manager's Report
 - b. Administration/Financial Reports
 - c. Security Reports
 - d. Water/Wastewater/Drainage Report
7. **CORRESPONDENCE** (5 min.) 5:40

8. **DISCUSS DEVELOPER NEGOTIATIONS** (Discussion/Action) **(Motion)** 5:45
(15 min.)
 - a. Attorney Fees
 - b. Financing and Services Agreement (FSA)
9. **SECURITY AUTHORITY** 6:00
 - a. Introduce Ordinance 2008-04, District Code Chapter 21
(First Reading) (Discussion/Action) **(Motion)** (15 min.)
 - b. Approve Policy Statement for Operations of the Rancho Murieta
Community Services District Security Department
(Discussion/Action) **(Motion)** **(Roll Call Vote)** (15 min.)
10. **APPROVE LEASE AGREEMENT FOR PLACEMENT OF EMERGENCY
RESPONDER RADIO EQUIPMENT** (Discussion/Action) **(Motion)** (10 min.) 6:30
11. **APPROVE PURCHASE OF NEW PATROL VEHICLE** (Discussion/Action) 6:40
(Motion) (15 min.)
12. **APPROVE ADDITIONAL IMPROVEMENTS TO GRANLEES
PUMP STATION** (Discussion/Action) **(Motion)** (5 min.) 6:55
13. **APPROVE ADDITION OF UTILITY WORKER III POSITION** 7:00
(Discussion/Action) **(Motion)** (10 min.)
14. **REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES** 7:10
(Discussion/Action) (5 min.)
15. **MEETING DATES/TIMES FOR THE FOLLOWING:** (5 min.) 7:15
Next Regular Board Meeting Date: December 17, 2008

Committee Meeting Schedule:

- Joint Security- Monday, December 1, at 10:00 a.m. (RMA)
- Security - Tuesday, December 2, at 8:30 a.m.
- Finance - Tuesday, December 2, at 9:30 a.m.
- Improvements – Thursday, December 4, at 8:30 a.m.
- Personnel - Thursday, December 4, at 9:30 a.m.
- Communications - Thursday, December 4, at 10:30 a.m.
- Ad Hoc Governance- Wednesday, December 10, at 6:30 p.m.
- Parks - Thursday, December 18, 2008 at 4:00 p.m. (RMA)

16. **COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF** 7:20
In accordance with Government Code 54954.2(a), Directors and staff may make brief announcements or brief reports of their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.
17. **ADJOURNMENT** **(Motion)**

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is November 14, 2008. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Regular Board of Directors Meeting

MINUTES

October 15, 2008

5:00 p.m. - Open Session

1. CALL TO ORDER/ROLL CALL

President Wayne Kuntz called the regular meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Wayne Kuntz, Richard Taylor, Roberta Belton, and Gerald Pasek. Also present were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Director Robert Kjome was absent.

2. EMPLOYEE PROMOTIONS – CERTIFICATIONS

None.

3. ADOPT AGENDA

Motion/Pasek to adopt the agenda. **Second/Belton. Ayes: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.**

4. COMMENTS FROM THE PUBLIC

None.

5. CONSENT CALENDAR

Motion/Pasek to accept the Consent Calendar. **Second/Belton. Roll Call Vote: Ayes: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.**

Director Belton asked if the Ad Hoc Governance Committee presentation in December should be a Special Board meeting. Director Pasek stated that the entire presentation will be an overview which should take no more than 20 minutes which can be done at the regular December Board meeting.

6. STAFF REPORTS

Under Agenda Item 6a, Director Belton asked about the grants. Ed Crouse stated there is a rebate program for washers and toilets through the Regional Water Authority (RWA). There is a State grant that has a matching in-kind. This item will go to the Finance Committee when more information is available.

RWA received a grant from DWR for security assessment at water districts. We are included in the group that will be getting their security systems analyzed. The District will not receive any money, but will receive the benefit. A short discussion followed.

Director Pasek asked about the status of the letter to the developers. Ed Crouse stated that an email was sent to the developers. The developers called to get more clarification. They will be meeting to decide how to proceed. Staff has not heard back from them yet. A short discussion followed.

7. CORRESPONDENCE

Under Agenda Item 7a, Director Pasek requested having Department of Fish and Game (F&G) look at our lakes and make recommendations for midge fly control, if they recommend reducing the fish population in Laguna Joaquin so the mosquito fish do not get eaten up so fast, and whether or not grass carp can be applied any place. Paul Siebensohn stated that we already have grass carp in a few of the lakes, which we pay a fee to F&G to keep them. Paul stated that F&G would not get involved

with the midge fly issue but Vector Control possibly will. Paul will contact Vector Control. A discussion followed.

Under Agenda Item 7b, Director Pasek asked Chief Remson and Steve Rudolph what Security could have different if they had 836.5 authority. Director Belton stated that since there are minors involved in the incident, it is not appropriate to have a public discussion. Director Belton suggested Director Pasek meet with Chief Remson and Steve Rudolph privately. Director Pasek stated he will speak with Steve Rudolph after the meeting.

8. RECEIVE UPDATE ON SECURITY AUTHORITY

Ed Crouse stated that Chief Remson has sent a draft citizen's arrest policy to Steve Rudolph for review. Steve Rudolph is working on updating the District Code and also developing a citizen's arrest policy and procedure. The policy will be made public but the procedures will not be public.

Director Belton commented on the Joint Security Committee discussing the business owners developing their own CC&R's for Security to enforce. Director Pasek stated that John Sullivan reported at the Ad Hoc Governance Committee that the business owners are agreeable to developing their own CC&R's once RMA has completed theirs.

9. APPROVE ORDINANCE 2008-03, DISTRICT CODE CHAPTER 2

Ed Crouse stated the Ordinance was introduced at the September 17, 2008 Board meeting. Staff has received no comments since that meeting. A short discussion followed.

Motion/Belton to approve Ordinance 2008-03, an Ordinance of the Rancho Murieta Community Services District, amending District Code, Chapter 2, Board of Directors Rules and Procedures.
Second/Pasek. Roll Call Vote, Ayes: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.

10. APPROVE RESOLUTION 2008-09, A RESOLUTION AMENDING FIXED EMPLOYER'S CONTRIBUTION FOR PUBLIC REPRESENTED EMPLOYEE MEDICAL AND HOSPITAL CARE ACT

Darlene Gillum stated that CalPERS requires the District to adopt a resolution annually updating the amounts paid by the District toward employee medical coverage for represented employees. A short discussion followed.

Motion/Pasek to approve Resolution 2008-09, a Resolution amending fixed employer's contribution for public represented employee Medical and Hospital Care Act. **Second/Belton. Roll Call Vote, Ayes: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.**

11. APPROVE RESOLUTION 2008-10, A RESOLUTION AMENDING FIXED EMPLOYER'S CONTRIBUTION FOR PUBLIC UNREPRESENTED EMPLOYEE MEDICAL AND HOSPITAL CARE ACT

Darlene Gillum stated CalPERS requires the District to adopt a resolution annually updating the amounts paid by the District toward employee medical coverage for unrepresented employees. Director Belton commented on looking into lowering the amount paid for unrepresented employees. A short discussion followed.

Motion/Pasek to approve Resolution 2008-10, a Resolution amending fixed employer's contribution for public unrepresented employee Medical and Hospital Care Act. **Second/Belton. Roll Call Vote, Ayes: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.**

Director Pasek suggested staff look into the medical coverage offered through Special District Risk Management Association (SDRMA).

12. REVIEW RESPONSE TO RANCHO MURIETA ASSOCIATION LETTER REQUESTING DISTRICT SUPPORT IN LOWERING THE SPEED LIMIT ON HIGHWAY 16

Ed Crouse gave a brief summary of the letter from Rancho Murieta Association requesting the District's support in their efforts to get the speed limit lowered on Highway 16 and the District's response letter.

Motion/Taylor to approve the letter of support to Rancho Murieta Association in lowering the speed limit on Highway 16. **Second/Belton. Ayes: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.**

13. APPROVE LEASE AGREEMENT FOR PLACEMENT OF EMERGENCY RESPONDER RADIO EQUIPMENT

Ed Crouse stated the Improvements Committee asked for clarification from Sacramento County on a few items: co-use of their tower for a repeater station for our wireless cloud, which the County has agreed to and a provision in the lease that any damage to our facility caused by Sacramento County would be 100 % their responsibility, which was inserted in the lease. The lease agreement has been submitted to SDRMA for review. Dennis Timoney, SDRMA, provided comments and those have been forwarded on to Sacramento County. We are waiting to hear back.

This item will be continued to the November 19, 2008 Board meeting.

14. REVIEW AND SELECT CONFERENCE/EDUCATION OPPORTUNITIES

No discussion.

15. MEETING DATES/TIMES FOR THE FOLLOWING COMMITTEES:

Joint Security	(Kuntz/Belton)	November 3, 2008	(10:00 a.m.)
Security	(Kuntz/Belton)	November 3, 2008	(8:00 a.m.)
Finance	(Taylor/Belton)	November 3, 2008	(9:00 a.m.)
Improvements	(Kuntz/Kjome)	November 6, 2008	(8:30 a.m.)
Personnel	(Kjome/Pasek)	November 6, 2008	(9:30 a.m.)
Communication & Technology	(Taylor/Pasek)	November 6, 2008	(10:30 a.m.)
Ad Hoc Governance	(Pasek)	November 12, 2008	(6:30 p.m.)
Parks	(Kjome)	November 20, 2008	(4:00 p.m.)

Regular Board Meeting – Wednesday, November 19, 2008 at 5:00 p.m.

16. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF

Paul Siebensohn stated the installation of the piezometers began today and should be completed by the end of the week.

Director Taylor commented on the driveway into the District Office needing some repairs due to the heavy trucks coming in and out of OE-3. Ed Crouse stated that OE-3 has begun work on repairing it.

Director Belton asked about an update from the Parks Committee regarding the approval to enhance the lighting at Stonehouse Park. Ed Crouse stated he was not at the meeting but will check into and report back to Director Belton.

Ed Crouse stated he will be on vacation after the November Board meeting.

Ed Crouse stated flu shots are tomorrow at 2:00 p .m.

17. ADJOURNMENT

Motion/Belton to adjourn at 5:45 p.m. **Second/Taylor. AYES: Kuntz, Taylor, Belton, Pasek. Absent: Kjome.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

**Rancho Murieta
Joint Security Committee
Meeting Minutes
November 3, 2008**

Present

Dick Cox, RMA
Mel Standart, RMA
Dave Stiffler, RMA
Bobbi Belton, RMCS
Ed Crouse, RMCS
Chief Remson, RMCS
Dennis Martel, RMCC
Zoe Lasater, Murieta Village

Absent

Judy Musgrove, Plaza
Wayne Kuntz, RMCS
Kim Zdobnikow, D. A.
Ted Ryon, MTI

Public

Betty Ferraro, Resident
Karen Muldoon, Press
Espe Walker, Resident
Bonnie Gayton, Resident

The meeting was called to order at 10:05 a.m.

Comments from Public

None

Update from Rancho Murieta Association on Compliance Efforts

Dick Cox stated that the three non-arch rules have been mailed out to members for comment. It will be on the December RMA Board meeting agenda for approval. Bobbi Belton asked the status of RMA pursuing the Vehicle Code enforcement inside the gates. Dick Cox stated that item will be on the December RMA Board meeting agenda.

Bobbi Belton asked Chief Remson for an update on the Sacramento County Sheriff's Department (SSD) South Division taking over Rancho Murieta. Chief Remson stated that Rancho Murieta is now under the South Bureau. Steve Goins will be the new VIP Office Manager for Rancho Murieta. Their goal is to have the Safety Center open more days and increase the use of the VIPs. They are planning a meet and greet for some time in November. Dave Stiffler asked if they would be willing to attend an RMA Board meeting to introduce themselves to the community. Chief Remson gave Dave Stiffler the contact number for the South Bureau.

Since the switch, SSD has been cruising through Rancho Murieta on a regular basis.

Update on Murieta Plaza Tickets

Chief Remson said there is no update at this time.

Other Items/Issues

Zoe Lasater commented on the skateboarders behind the Mexican Restaurant every night at the same time. Zoe asked if Security has a set schedule for patrolling the community. Chief Remson stated there is no set schedule but they do patrol the Community on a regular basis.

Dick Cox stated that he is probably the only person in the community that does not want skateboarding on Rancho Murieta streets. His concern is the safety of the skateboarders and other people in the community.

Dick Cox commented on the misunderstanding the community has regarding enforcement of the Vehicle Code on Rancho Murieta streets. Majority of residents thought it meant that the streets

would become public. Dick Taylor stated that part of the confusion was the wording on the RMA Board meeting agenda.

Dick Taylor stated that the Security Department does have a GPS system in use. Chief Remson stated that it has been in use for several years. It is not a real time system. It is used for informational purposes.

Bobbi Belton stated that at the December Committee meeting, the Committee should discuss continuing the Committee and if so, the frequency of the meetings. Dick Cox agreed.

Dick Cox stated that he met with Dave Stiffler and Chief Remson last week regarding closing off the back PTF owned property and getting PTF to give Security authority on their property. Dick stated he drove his golf cart down that area and realized the difficulty Security has in being able to get around in that area and to see what is going on. He stated that he feels Security did an excellent job in handling the last incident in that area. Unfortunately, PTF was not willing to prosecute. Dick stated he is concerned one of the camp fires that is lit back there will get out of control. RMA will be meeting with PTF to discuss this issue.

Dave Stiffler stated that surveying community should be discussed at the next meeting.

The next meeting is on December 1, 2008 at the RMA Building.

Adjournment

The meeting adjourned at 10:35 a.m.

MEMORANDUM

Date: November 3, 2008
To: Board of Directors
From: Security Committee Staff
Subject: November 3, 2008 Security Committee Meeting

Director Belton called the meeting to order at 9:03 a.m. Present was Director Belton. Present from CSD staff were Edward R. Crouse, General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Darlene Gillum, Director of Administration; and Suzanne Lindenfeld, District Secretary. Also present was Karen Muldoon of RanchoMurieta.com and Betty Ferraro. Director Kuntz was absent.

COMMENTS FROM THE PUBLIC

None.

MONTHLY OPERATIONS REVIEW

Operations

A new barcode reader has been installed at the South Gate.

Sergeant Bieg and VIP Jackie Villa met with representatives from the Sacramento County Sheriff's Department (SSD) South Bureau, who now respond to calls for service in Rancho Murieta. Community issues were discussed. This change in division should provide additional SSD support for Rancho Murieta. Their goal is to open the Safety Center more and use the VIPs more. They will be scheduling a meet and greet for the community sometime in November.

North and South residential areas were hit hard by pumpkin vandals.

The new Patrol Officer, Michael Fuentes, has completed gate training and is now in patrol training with Sergeant Bieg on swing shift.

Off-duty SSD Deputies have been working on various days.

Incidents of Note

October 6, 2:01 p.m., Puerto Drive, Direct TV service person reported items taken from truck parked in resident's driveway.

October 7, 12:15 p.m., 100 feet of copper wire was taken from pump by the Pedestrian Bridge. Referred to VIPs for a report.

October 8, 7:51 a.m., Stonehouse Park restroom building, glass blocks broken overnight. VIPs report.

October 8, 4:37 p.m., flowerpot smashed on Lago Drive.

October 9, 8:47 p.m., a resident crashed her golf cart into the pond on the 2nd hole, North Course. She refused to identify herself to Security Patrol Officers and California Highway Patrol (CHP). CHP arrested the driver for DUI.

October 11, 4:06 p.m., a complaint was made about marijuana smoking at the Gazebo. No one was found in the area.

October 19, 10:31 a.m., Sac Metro Fire requested assistance with subjects who started a fire on Latrobe Road. Security Officers stood by while fire personnel extinguished fire and interviewed subjects.

October 20, 4:45 p.m., a complaint was made about juveniles smoking marijuana on Lago Drive near Stonehouse Road. Five local 15 to 18 year olds were contacted. A small baggie of marijuana was found. Parents were contacted and informed of the incident.

October 23, 8:19 a.m., a Murieta Village resident reported that a half case of soda was taken from an unlocked car parked in the driveway. Referred to the VIPs for a report.

October 24, 1:40 p.m., a complaint of a subject "smoking something from a bowl" at the Gazebo. No suspicious activity found.

October 24, 6:50 p.m., Pescado Circle, a complaint of a male and female fighting, with the male "out of control". SSD responded.

October 25, 6:40 a.m., a golf cart was left overnight at the Plaza with the keys. It was discovered behind Station 59. CHP took a report.

During the month of October, Security received various complaints of smashed pumpkins, toilet paper jobs, loud music/parties, overturned trashcans, and skateboarders.

RMA Citations/Advisals

Chief Remson reported on the following: October RMA rule Violation admonishments and/or complaint: 49 open garage doors, 12 speeding and 8 stop sign. September RMA rule violation citations: 59 driveway parking, 48 speeding, 18 stop sign, and 12 overnight street parking.

Safety Center

With the realignment into the Sheriff's South Bureau, the Safety Center should be able to increase the hours of operation and community participation. Volunteers are still needed. Those interested should contact the Safety Center at 354-8509.

SECURITY AUTHORITY UPDATE

District Code Revision

Steve Rudolph, District Legal Counsel, gave a brief summary of the revisions to the Security Code:

Section 1.00 General Provisions defines the applicability of the Security Code within the District.

Section 2.00 Definitions includes definitions for security services, district property, Security Chief, District Security Officers.

Section 3.00 Scope of Security Services describes the authority and scope of security services the District is entitled to provide within the District under the current law.

Section 4.00 Special Event Notification provides that the District Security Chief be notified of all events in the District exceeding 20 or more non-resident participants.

Section 5.00 Tax for Security Services incorporates Chapter 21a of the District Code.

Section 6.00 Billing Procedures outlines current billing practices.

Section 7.00 Collection of Special Tax outlines procedures for collection of the special tax for security services.

Section 8.00 Restricted Activities on District Property provides for activities restricted from occurring on District owned or managed property.

A discussion followed. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

Citizens Arrest Policy - Update

Steve Rudolph, District Legal Counsel, gave a brief summary of the Policy Statement for Operation of the Rancho Murieta Security Department. Director Belton suggested wording be added to Number 4, "provide a documented summary of observations and action, if any." Director Belton also suggested the word clarify in the first sentence of the Policy be changed. A discussion followed. Steve will make the suggested changes. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

NEW PATROL VEHICLE PURCHASE

Chief Remson gave a brief summary of the vehicle comparisons requested by the Security Committee in October. A brief discussion followed. Director Belton stated Chief Remson should bring this to the Board with his vehicle recommendation. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

None.

ADJOURNMENT

The meeting adjourned at 9:50 a.m.

MEMORANDUM

Date: November 3, 2008
To: Board of Directors
From: Finance Committee Staff
Subject: November 3, 2008 Finance Committee Meeting

Director Belton called the meeting to order at 8:00 a.m. Present were Directors Taylor and Belton. Present from District staff were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

BUDGET PLANNING

Darlene Gillum reviewed the schedule for the 2009-2010 budget. Budget planning will begin on January 5, 2009 with a draft budget to the Board of Directors to review at the March 2009 Board meeting.

The 2009-2010 budget will be built from the bottom up, allowing non-recurring items to be added or removed the budget as appropriate. Staff will review the recurring items for possible reduction where possible. A discussion followed.

2007-08 AUDIT UPDATE

Darlene Gillum stated she received the draft audit Friday afternoon has begun reviewing it. Darlene is finishing up work on the recommendations from the last audit.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

None.

ADJOURNMENT

The meeting was adjourned at 8:30 a.m.

MEMORANDUM

Date: November 6, 2008
To: Board of Directors
From: Improvements Committee Staff
Subject: November 6, 2008 Improvements Committee Meeting

Director Kjome called the meeting to order at 8:33 a.m. Present was Director Kjome. Present from District staff were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary. Also, present was Lincoln Leaman, Warmington Group; Robert Cassano, Cassano Kamilos Homes; Doug Wiele, Foothill Partners; Tim Seiler, Regency; and Karen Muldoon of Ranchomurieta.com. Director Kuntz was absent.

COMMENTS FROM THE PUBLIC

Karen Muldoon commented on how good the water has been tasting.

DEVELOPER DISCUSSION (taken out of order)

Director Kjome gave a brief summary of the Board's decision to have the developers reimburse the District for legal fees already incurred and to provide a letter of credit/deposit for an additional \$100,000 for future legal fees before the District resumes negotiations. Lincoln Leaman, Warmington Group, stated that the agreement with the District was to pay for all legal fees incurred once a Financing and Services Agreement (FSA) is reached. Requesting payment now is not in the spirit of that agreement. Doug Wiele, Foothill Partners, agreed. Robert Cassano (Bob), Cassano Kamilos Homes, stated that banks will not release money until the FSA has been reached.

Ed Crouse stated that original agreement was with PTF, who pre-funded the soft costs. When the money ran out in 2005, the property changed title so PTF was not responsible for any further deposit. The developers were not required to fund deposits since at the time they thought the FSA was close to being completed. Ed stated the Board feels the reimbursement and prepayment of future costs would be an incentive to reach an agreement on the FSA.

Lincoln stated that the developers have already invested money in various projects in the District, including the purchase of 60 acres from Van Vleck Ranch and \$150,000 for permitting work on the permanent spray fields which will be donated to the District. The developers also want to get the FSA completed as soon as possible. The developers do not consider the request for payment an incentive, but just the opposite.

Bob Cassano stated that not much more work needs to be done on the FSA. Lincoln agreed, stating that the only item left is the timing of funding and the final clean up of language. A discussion followed. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

LEASE AGREEMENT FOR PLACEMENT OF EMERGENCY RESPONDER RADIO EQUIPMENT

Ed Crouse stated the lease agreement has been forwarded on to our insurance carrier, Special District Risk Management Authority (SDRMA). SDRMA will be contacting the County to discuss a few items. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

GRANLEES PUMP STATION REHABILITATION

Paul Siebensohn gave a brief summary of the request to approve an additional \$8,150 for repairs to the pumps for additional needed work that was discovered after the maintenance work began. The additional repair costs were not included in any of the original bids. A short discussion followed. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

DROUGHT PLANNING

Ed Crouse gave a brief summary of the DWR drought workshop he attended. Ed commented on the report from the State stating next year they will deliver only 15% of the amount of water that local water agencies request every year, due to current low reservoir levels and a possible drought. This should have no impact on Rancho Murieta since we receive our water from the Cosumnes River, not the State. If there appears to be drought conditions, more water will be pumped from the river later in the season to fill the reservoirs. A discussion followed.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Ed Crouse stated that OE-3 has begun work on the driveway into the District Office. Paul Siebensohn stated OE-3 plans to have the work completed by Thanksgiving.

ADJOURNMENT

The meeting was adjourned at 9:08 a.m.

MEMORANDUM

Date: November 6, 2008
To: Board of Directors
From: Personnel Committee Staff
Subject: November 6, 2008 Personnel Committee Meeting

Director Kjome called the meeting to order at 9:30 a.m. Present were Directors Kjome and Pasek. Present from District staff was Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

UPDATES

Employee Relations

Chief Remson reported one of the new Patrol Officer's is out on family medical leave for 2 to 4 weeks. Director Pasek asked if there were any other issues. Chief Remson stated that the Officers always comment on wanting increased pay. Director Pasek stated that he agrees that the Patrol Officers are under paid for what they do and considering the pay of other District positions.

Paul Siebensohn reported that staff is staying busy with various projects and everything is going well. Director Pasek commented on the USGA representative that was out sampling the water and soil on the Rancho Murieta Country Club's (RMCC) golf courses. The representative stated the quality of the water in the District and the river is excellent. Ed Crouse stated he and Paul will be meeting the USGA representative and RMCC on Friday. A short discussion followed.

Darlene and Debby are reviewing the Office Assistant job description and will be adding more accounting duties.

MEDICAL COVERAGE VESTING

Ed Crouse reported that he and Darlene Gillum met with Rick Davis, OE-3 Union Representative, and presented the proposed retiree medical vesting schedule. Mr. Davis commented that he did not see a problem with it, as it does not affect the current employees but will take the matter under advisement and get back to us after checking with staff.

Ed is working with Steve Rudolph, District Legal Counsel, on the final wording of the resolution for Board review and approval.

UTILITY WORKER III JOB DESCRIPTION

Paul Siebensohn gave a brief summary of the recommendation to approve the addition of a Utility Worker III position. This position will provide advancement for Utility Worker staff. The position will be used to fill in for the Utility Supervisor when needed and to provide more of the day to day supervisory assistance to the Utility Workers in the field. Darlene and Ed reviewed the job description with Rick Davis, OE-3. A discussion followed. **This item will be added to the November 19, 2008 Board of Directors meeting agenda.**

EMPLOYEE SATISFACTION SURVEY

Ed Crouse reported the last employee survey was done seven (7) years ago. This survey will assist management in the union contract negotiations next year by getting feedback from employees on what their issues and concerns are. The surveys will be distributed to staff in November or December. A discussion followed.

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

None.

ADJOURNMENT

The meeting was adjourned at 10:00 a.m.

MEMORANDUM

Date: November 6, 2008
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: November 6, 2008 Communication & Technology Committee Meeting

Director Taylor called the meeting to order at 10:30 a.m. Present were Directors Taylor and Pasek. Present from District staff were Edward R. Crouse, General Manager; Darlene Gillum, Director of Administration; Greg Remson, Security Chief; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

PUBLIC OUTREACH

The Committee reviewed the public outreach bill stuffer schedule.

PIPELINE TOPICS

Topics for the winter Pipeline include: golf cart registration, Safety Center update, Security authority updates, wet weather safety tips, new director information. Director Pasek suggested including an article on the Security Department citation process and to include in the wet weather safety tips a reminder to be careful when walking on wet wood (i.e., pedestrian bridge, etc.).

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Ed Crouse stated the lease agreement for placement of emergency responder radio equipment has been forwarded on to our insurance carrier, Special District Risk Management Authority (SDRMA). SDRMA will be contacting the County to discuss a few items.

The laptop for the Security Patrol Vehicle has been ordered. Director Pasek suggested getting cameras for the vehicles. Chief Remson stated he would like to get the license plate cameras for the gates first. Director Pasek agreed.

Director Taylor asked about the status of the Rancho Murieta Association (RMA) cameras. Chief Remson stated RMA plans to have one placed on the radar trailer, a few of movable cameras and fixed cameras for the parks. A short discussion followed.

Ed Crouse stated that the GPS system in the Patrol vehicles has been rebooted. RMA is also pursuing a GPS system for their vehicles. Chief Remson stated they are looking into a GPS system that goes in the phones of the maintenance staff.

Director Pasek asked how Patrol issues citations when they do not have the authority to stop and detain anyone. Chief Remson stated that the violation information, including vehicle license, is given to RMA and they mail out the citation to the property owner.

ADJOURNMENT

The meeting was adjourned at 11:08 a.m.

MEMORANDUM

Date: November 12, 2008
To: Board of Directors
From: Darlene Gillum, Director of Administration
Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **October 2008**. 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:

Vendor	Project	Amount	Funding
Able Software, Inc.	Utility Star Annual Support	\$10,510.70	Operating Expense
Network Management Corporation	IT Support (final payment)	\$23,864.67	Operating Expense
SMUD	Monthly Electric	\$31,769.47	Operating Expense
Fishery Foundation of California	Supplemental Environmental Project (final payment)	\$50,000.00	Project Expense
California Waste Recovery System	Solid Waste Contract	\$39,090.29	Operating Expense
SDRMA	2Q Workers Comp Premium	\$23,680.00	Operating Expense
AA1 Services, Inc.	Rio Oso Tank Rehabilitation	\$47,207.40	Project Expense
Carrillo Enterprises	Equipment Rental & Road Base	\$21,057.90	Operating Expense
SMUD	Monthly Electric	\$31,769.47	Operating Expense

**Rancho Murieta Community Services District
Bills Paid Listing for October 2008**

Ck Number	Date	Vendor	Amount	Purpose
CM20328	10/2/2008	Able Software, Inc.	\$10,510.70	Annual Support
CM20329	10/2/2008	Ace Hardware	\$400.45	Supplies
CM20330	10/2/2008	Act.1 Personnal Service	\$1,270.92	Temp Office Assistant
CM20331	10/2/2008	Action Cleaning System	\$1,156.61	Cleaning/Janitorial Service
CM20332	10/2/2008	Air Perfection, Inc.	\$701.61	ST &D Supplies
CM20333	10/2/2008	American Express	\$1,606.68	Monthly Bill
CM20334	10/2/2008	AmeriPride Uniform Services	\$100.22	Uniform-Water
CM20335	10/2/2008	Anderson/Bunbury & Associates	\$110.79	Payroll
CM20336	10/2/2008	Applications By Design, Inc.	\$475.00	Security Gate Info System Update & Data Backup
CM20337	10/2/2008	Assurant Employee Benefits	\$3,876.89	Payroll
CM20338	10/2/2008	AT&T	\$365.36	Monthly Phone Bill
CM20339	10/2/2008	Baldwin Cooke Company	\$200.10	Office Supplies
CM20340	10/2/2008	Bobbi Belton	\$300.00	Board Meeting Stipends
CM20341	10/2/2008	Blue Moon Industries	\$128.00	Annual Support
CM20342	10/2/2008	California Public Employees' Retirement Sys	\$27,158.42	Payroll
CM20343	10/2/2008	California State Disbursement Unit	\$76.94	Payroll
CM20344	10/2/2008	CDW Government Inc.	\$257.84	Monitor (Security)
CM20345	10/2/2008	Cell Energy Inc.	\$992.18	Batteries
CM20346	10/2/2008	Dick's Rancho Glass	\$850.12	Window installation & repair
CM20347	10/2/2008	Doug Veerkamp General Engineering, Inc.	\$3,880.33	Repair water main
CM20348	10/2/2008	Employment Development Department	\$2,096.70	Payroll
CM20349	10/2/2008	Darlene Gillum	\$124.96	Travel reimbursement
CM20350	10/2/2008	Government Finance Officers	\$155.00	Annual membership
CM20351	10/2/2008	Groeniger and Company	\$2,235.36	Supplies (Water & Sewer T&D)
CM20352	10/2/2008	United States Treasury	\$55.39	Payroll
CM20353	10/2/2008	Ken Grady Company, Inc.	\$6,710.29	Flow Meter
CM20354	10/2/2008	Bob Kjome	\$300.00	Board Meeting Stipends
CM20355	10/2/2008	Konecranes Inc.	\$395.00	Quarterly cranes maintenance
CM20356	10/2/2008	Wayne Kuntz	\$334.99	Board Meeting Stipends & Internet
CM20357	10/2/2008	Kustom Signals, Inc.	\$252.61	Repair radar gun
CM20358	10/2/2008	Lab Safety Supply, Inc.	\$156.60	Uniform-Water
CM20359	10/2/2008	McJunkin Corporation	\$4,514.99	Water maint & repair (replace telescoping valve)
CM20360	10/2/2008	National Payment Center	\$189.50	Payroll
CM20361	10/2/2008	Nationwide Retirement Solution	\$1,823.92	Payroll
CM20362	10/2/2008	Network Management Corporation	\$23,864.67	IT Support (final payment)
CM20363	10/2/2008	NTU Technologies, Inc.	\$4,074.84	Chemicals (Water)
CM20364	10/2/2008	Office Depot, Inc.	\$290.32	Office Supplies
CM20365	10/2/2008	Olin Corporation	\$2,139.91	Chemicals (Water & Sewer)
CM20366	10/2/2008	Operating Engineers Local Union No. 3	\$313.80	Payroll

**Rancho Murieta Community Services District
Bills Paid Listing for October 2008**

Ck Number	Date	Vendor	Amount	Purpose
CM20367	10/2/2008	Jerry Pasek	\$300.00	Board Meeting Stipends
CM20368	10/2/2008	Performance Products Co. Inc.	\$90.00	Security Maintenance service call
CM20369	10/2/2008	PERS Long Term Care Program	\$151.62	Payroll
CM20370	10/2/2008	Plaza Foods Supermarket	\$55.88	Board Meeting Dinner
CM20371	10/2/2008	Prodigy Electric	\$202.43	Maintenance (pump 1)
CM20372	10/2/2008	Rancho Murieta Association	\$222.00	Landscaping and cable
CM20373	10/2/2008	Rorys Towing & Repair	\$200.00	Tow Security Vehicle
CM20374	10/2/2008	S. M. U. D.	\$31,769.47	Monthly Utilities
CM20375	10/2/2008	Sacramento Bee	\$369.20	Subscription Renewal
CM20376	10/2/2008	Sacramento County Sheriff's Dept.	\$20.00	Fingerprint Livescan
CM20377	10/2/2008	Southeast Sac. Co. Agricultural Water Autho	\$5,000.00	Annual Fee/Cost Share
CM20378	10/2/2008	Tax Deferred Services	\$100.00	Payroll
CM20379	10/2/2008	Dick Taylor	\$329.99	Board Meeting Stipends & Internet
CM20380	10/2/2008	TelePacific Communications	\$1,023.57	Monthly Telephone
CM20381	10/2/2008	U.S. Postmaster	\$556.85	Postage for Pipeline
CM20382	10/2/2008	USA Blue Book	\$1,635.27	Supplies (Water & Sewer T&D)
CM20383	10/2/2008	Vision Service Plan (CA)	\$387.24	Payroll
CM20384	10/2/2008	W.W. Grainger Inc.	\$916.89	Maintenance (Warehouse AC)
CM20385	10/9/2008	Fishery Foundation of California	\$50,000.00	Supplemental Environmental Project-final payment
CM20386	10/9/2008	State Water Resources Control Board	\$7,463.00	NPDES Permit Application
CM20387	10/16/2008	A&D Automatic Gate and Access	\$934.50	Security Gate Service Calls
CM20388	10/16/2008	Accounting & Association Software Group	\$58.00	Great Plains Support
CM20389	10/16/2008	Accu-Sort Systems, Inc.	\$3,245.29	Repair Security Gate
CM20390	10/16/2008	Act.1 Personnal Service	\$1,046.64	Temp Office Assistant
CM20391	10/16/2008	Allied Waste Services #922	\$285.46	Container Service
CM20392	10/16/2008	AmeriPride Uniform Services	\$298.66	Uniform-Water
CM20393	10/16/2008	Anderson/Bunbury & Associates	\$118.79	Payroll
CM20394	10/16/2008	Applications By Design, Inc.	\$2,150.00	Security Gate Barcodes
CM20395	10/16/2008	Basic Chemical Solutions, LLC	\$5,773.25	Chemicals (Water)
CM20396	10/16/2008	Bobbi Belton	\$25.00	Internet
CM20397	10/16/2008	Brownie's	\$582.39	Warehouse Expansion Digital Imaging
CM20398	10/16/2008	California State Disbursement Unit	\$380.76	Payroll
CM20399	10/16/2008	California Waste Recovery Systems	\$39,090.29	Solid Waste Contract
CM20400	10/16/2008	Caltronics Business Systems	\$93.85	Admin Copier Maintenance
CM20401	10/16/2008	CLS Labs	\$3,203.00	Lab Tests (Water & Sewer T&D)
CM20402	10/16/2008	Costco Wholesale	\$824.14	Supplies
CM20403	10/16/2008	Cravens Administrative Services	\$850.00	Fall Pipeline
CM20404	10/16/2008	Daily Journal Corporation	\$306.01	Subscription Renewal
CM20405	10/16/2008	Department of Justice	\$83.00	Fingerprint-Owen, Fuentes

Rancho Murieta Community Services District
Bills Paid Listing for October 2008

Ck Number	Date	Vendor	Amount	Purpose
CM20406	10/16/2008	Employment Development Department	\$2,600.38	Payroll
CM20407	10/16/2008	Folsom Lake Fleet Services	\$3,671.00	Vehicle Maint - #516
CM20408	10/16/2008	Gall's Inc.	\$72.98	Uniform-Security
CM20409	10/16/2008	Golden State Flow Measurement	\$7,256.00	Water Meters & Boxes
CM20410	10/16/2008	Hach Company	\$224.98	ST & D Parts
CM20411	10/16/2008	HydroScience Engineers, Inc.	\$1,440.00	RWD Temporary Spray Fields
CM20412	10/16/2008	United States Treasury	\$55.39	Payroll
CM20413	10/16/2008	J B Bostick Company	\$1,500.00	Street Repair
CM20414	10/16/2008	Bob Kjome	\$300.00	Board Meeting Stipends
CM20415	10/16/2008	Les Schwab Tires	\$1,575.31	Tires - Vehicle # 813 (F550)
CM20416	10/16/2008	LEC Corporation	\$2,190.00	Van Vleck Tank Inspection
CM20417	10/16/2008	Murieta Business Center	\$9.70	Supplies
CM20418	10/16/2008	National Payment Center	\$189.50	Payroll
CM20419	10/16/2008	Nationwide Retirement Solution	\$1,823.92	Payroll
CM20420	10/16/2008	Office Depot, Inc.	\$356.32	Office Supplies
CM20421	10/16/2008	Operating Engineers Local Union No. 3	\$329.49	Payroll
CM20422	10/16/2008	Pacific Copy & Print	\$122.49	Business Cards
CM20423	10/16/2008	PERS Long Term Care Program	\$151.62	Payroll
CM20424	10/16/2008	Pirtek Power Inn	\$268.49	ST & D Parts & Repair
CM20425	10/16/2008	Plaza Foods Supermarket	\$28.99	Meeting Refreshments
CM20426	10/16/2008	Prodigy Electric	\$242.42	Maintenance & Repair
CM20427	10/16/2008	Romo Landscaping	\$325.00	Landscaping
CM20428	10/16/2008	Sacramento County Sheriff's Dept.	\$2,864.55	Off Duty Sheriff
CM20429	10/16/2008	Sacramento Uniforms	\$206.42	Uniform-Security
CM20430	10/16/2008	Special Dist. Risk Mgmt. Authority	\$23,680.00	Workers Comp (Second Quarter)
CM20431	10/16/2008	Sprint	\$589.38	Monthly Cell Phone
CM20432	10/16/2008	Stuart F Cooper Co	\$507.61	Sales Tax & Shipping (Billing Statements)
CM20433	10/16/2008	Tax Deferred Services	\$100.00	Payroll
CM20434	10/16/2008	TelePacific Communications	\$1,021.33	Monthly Telephone
CM20435	10/16/2008	Timberline Communications	\$92.50	Repair Security Radio
CM20436	10/16/2008	U.S. Bank Corp. Payment System	\$3,620.87	Vehicle Gasoline
CM20437	10/16/2008	U.S. Healthworks Medical Group, PC	\$760.00	Pre-employment Physicals (4)
CM20438	10/16/2008	USA Blue Book	\$754.99	Supplies (Water & Sewer T&D)
CM20439	10/16/2008	Vision Autoglass	\$120.00	Windshield Repair (Water)
CM20440	10/16/2008	Western Exterminator Co.	\$128.00	Pest Control
CM20441	10/27/2008	AT&T	\$363.65	Monthly Phone Bill
CM20442	10/27/2008	B.S.I.S.	\$130.00	Security Training/Safety
CM20443	10/27/2008	C.S.T.A.	\$390.00	Security Training/Safety
CM20444	10/30/2008	AA1 Services, Inc.	\$47,207.40	Rio Oso Tank Rehabilitation

Rancho Murieta Community Services District
Bills Paid Listing for October 2008

Ck Number	Date	Vendor	Amount	Purpose
CM20445	10/30/2008	Act.1 Personnal Service	\$1,476.51	Temp Office Assistant
CM20446	10/30/2008	All Electric Motors, Inc.	\$1,237.86	Motor Repair (Water)
CM20447	10/30/2008	AmeriPride Uniform Services	\$159.37	Uniform-Water
CM20448	10/30/2008	Anderson/Bunbury & Associates	\$110.79	Payroll
CM20449	10/30/2008	Assurant Employee Benefits	\$3,301.15	Payroll
CM20450	10/30/2008	Bobbi Belton	\$300.00	Board Meeting Stipends
CM20451	10/30/2008	California Public Employees' Retirement Sys	\$28,583.42	Payroll
CM20452	10/30/2008	California State Disbursement Unit	\$380.76	Payroll
CM20453	10/30/2008	Carrillo Enterprises	\$21,057.90	Equipment Rental (Water & Sewer) & Road Base
CM20454	10/30/2008	CDW Government Inc.	\$416.68	UPS Backup Batteries
CM20455	10/30/2008	Brian Chenoweth	\$1,475.00	IT Support
CM20456	10/30/2008	CLS Labs	\$3,584.00	Lab Tests (Sewer T&D)
CM20457	10/30/2008	Dept. Of Public Health	\$5,430.24	Water Permit/System Fee
CM20458	10/30/2008	Employment Development Department	\$1,976.68	Payroll
CM20459	10/30/2008	Express Office Products, Inc.	\$104.86	Office Supplies
CM20460	10/30/2008	Folsom Lake Fleet Services	\$1,483.80	Vehicle Maint - #214, #515, #517
CM20461	10/30/2008	Franchise Tax Board	\$245.77	Payroll
CM20462	10/30/2008	Gall's Inc.	\$23.10	Uniform-Security
CM20463	10/30/2008	Groeniger and Company	\$1,271.59	Supplies (Water & Sewer T&D)
CM20464	10/30/2008	David Herrmann	\$169.18	Reimbursement-Misc Supplies
CM20465	10/30/2008	Industrial Electrical Company	\$4,376.88	Sewer Maintenance & Repair
CM20466	10/30/2008	United States Treasury	\$55.39	Payroll
CM20467	10/30/2008	Wayne Kuntz	\$334.99	Board Meeting Stipends & Internet
CM20468	10/30/2008	Action Cleaning System	\$1,097.00	Cleaning/Janitorial Service
CM20469	10/30/2008	Meyers-Nave	\$5,320.90	Legal Consulting
CM20470	10/30/2008	National Payment Center	\$189.50	Payroll
CM20471	10/30/2008	Nationwide Retirement Solution	\$1,823.92	Payroll
CM20472	10/30/2008	Office Depot, Inc.	\$529.69	Office Supplies
CM20473	10/30/2008	Operating Engineers Local Union No. 3	\$329.49	Payroll
CM20474	10/30/2008	P. E. R. S.	\$40,719.66	Payroll
CM20475	10/30/2008	Pacific Copy & Print	\$1,702.45	Envelopes (invoice)
CM20476	10/30/2008	Jerry Pasek	\$300.00	Board Meeting Stipends
CM20477	10/30/2008	PERS Long Term Care Program	\$151.62	Payroll
CM20478	10/30/2008	Pitney Bowes	\$525.00	Postage Machine Lease
CM20479	10/30/2008	Plaza Foods Supermarket	\$67.87	Board Meeting Dinner
CM20480	10/30/2008	PSOMAS	\$3,373.98	Optimization Training
CM20481	10/30/2008	Romo Landscaping	\$325.00	Landscaping
CM20482	10/30/2008	Roto Rooter Service & Plumbing	\$248.79	Service Call (Security)
CM20483	10/30/2008	S. M. U. D.	\$24,330.71	Monthly Utilities

MEMORANDUM

Date: November 13, 2008
To: Board of Directors
From: Edward R. Crouse, General Manager
Subject: General Manager's Report

The following are highlights since our last Board Meeting.

Employee Relations

Darlene and I met with Rick Davis, OE-3 Union Representative, on several meet and confer items currently moving through the Personnel Committee. We shared our thoughts on the items as well as moving forward on next year's contract renewal negotiations.

We are sending out an employee satisfaction survey soon and hope to have them back mid-December. It will give us time to compile the results and share them with staff and the Personnel Committee. The full Board may like to discuss the findings at our Annual Goal Planning Workshop in January.

We are planning our holiday luncheon in December. Mark your calendars for December 18 at Rancho Murieta Country Club.

Finance/IT

Darlene received the internal draft audit and is now reviewing its findings to make sure Larry's numbers matches hers. Darlene is also working on clearing up carry-over findings from the FY 2006-07 Audit (last year) as well as addressing items from this year's audit, FY 2007-09. Remember Darlene came on Board in July 2008 so she had no direct involvement in any of the accounting practices in FY2007-08.

Security

Sergeant Bieg and VIP Jackie Villa met with representatives from the Sacramento County Sheriff's Department (SSD) South Bureau, who now responds to Rancho Murieta calls for service. They are planning a meet and greet on November 18 from 5:00 p.m. to 7:00 p.m.

Water

The State has reported that starting next year, only 15% of the amount of State Water Project water requested by local water agencies will be delivered, due to lower water levels and a possible drought. District staff will monitor the river flows throughout December, with an eye towards starting diversions as soon as possible. Even with low flows in the river early in the season, the District does have the ability, later in the season, to increase the amount of water pumped from the river to fill the reservoirs.

Wastewater

We are past the irrigation season for Van Vleck spray fields and Rancho Murieta Country Club (RMCC), so the reclamation plant is down for the season. Staff has begun their annual maintenance projects to complete over the winter.

Last month, we hydro cleaned trouble portions of the collection system, primarily those areas of flat lines along Laguna Joaquin and Murieta Village.

A USGA turf expert visited RMCC last week where he reported that the recycled water and river water were of high quality and its use does not have an adverse effect on the golf course turf. Subsequent to that meeting, Paul and Ed met with a Northern California Golf Association (NCGA) official to discuss the District and RMCC's perception of areas of improvement relating to the Regional Board permitting activities of recycled water and its use. We were one of several recycled water providers and users and Northern California golf courses that he was visiting that week.

Drainage

Rob's crews continue pre-winter maintenance, readying the ditches, channels, and detention facilities for winter storms.

October 15 is the traditional start of winter, which starts our erosion protection inspections on new construction.

We have not heard back from the Regional Board concerning our MS4 permit approvals

Solid Waste

Nothing out of the ordinary to report

Engineering

NPDES Permit

The Report of Waste Discharge was submitted in October and we have heard back that it will be several months before we will receive feedback and receipt of possible discharge limits.

Van Vleck Ranch WDR Extension

It is in the final stages of consultant and staff review, which should be submitted the first part of December.

Grant Funding

We received more information concerning toilet and washing machine rebates; however, we need DWR approval prior to joining the program. The program starts January 1, 2009, pending our approval. We have flyers and other related information in the works so if we do receive approval, we can begin as soon as possible. The goal is to bring the information to the December Finance Committee.

Suzanne completed research on grant identification through ACWA's selected vendor program. We will be sharing that information with the Finance Committee for direction on how to proceed, since there is an associated cost in pursuing grant funding through ACWA.

MEMORANDUM

Date: November 12, 2008
 To: Board of Directors
 From: Darlene Gillum, Director of Administration
 Subject: Administration/Financial Reports

Enclosed is a financial summary report for **October 2008**. 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
Residences	0.0%	2502	2496	2500	2501								
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	3168	3122	3081	3301	2958								
Gallons per day	790	779	768	823	737								

For the month of October, there were 44 lock-offs.

Reserve Fund Balances (Fiscal Year beginning balances have been adjusted for prior year reserve expenditures not previously recorded)

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Fiscal Yr End Balance</i>
	<i>July 1, 2008</i>			<i>Oct. 31, 2008</i>
Water Capital Replacement (200-2505)	2,154,752	75,832	81,286	2,149,298
Sewer Capital Replacement (250-2505)	2,109,256	108,733	133,005	2,084,984
Security Capital Replacement (500-2505)	86,016	1,647	0	87,663
Water Capital Improvement Connection(200--2500)	3,848	0	758	3,090
Sewer Capital Improvement Connection (250-2500)	5,398	688	0	6,086
Capital Improvement (210-2510)	483,156	6,907	6,717	483,346
Water Supply Augmentation (251-2510)	2,574,347	41,126	0	2,615,473
Rate Stabilization (200/250/500-2515)	2,065	35	0	2,100
Total Reserves	7,418,838	234,968	221,766	7,432,040

Aging Report - Delinquent accounts total \$74,825.73, which is 16% of the total accounts receivable balance of \$474,449.50. Accounts past due one month represent 80% of the delinquent amount.

Financial Summary Report:

Revenues:

Water Charges, year-to-date, is **below** budget by \$3,527 or 0.6%

Sewer Charges, year-to-date, is **below** budget by \$5,471 or 1.5%

Drainage Charges, year-to-date, is **below** budget by \$1,422 or 2.6%

Security Charges, year-to-date, is **above** budget by \$15,245 or 4.4%

Solid Waste Charges, year-to-date, is **above** budget by \$15 or 0.0%

Total Revenues, which include other income and interest income year-to-date, is **over budget by \$22,504 or 1.3%**. Revenues above for each category were stable and closely reflected the budget projection for the year 2008-2009.

Expenses: Year-to-date total expenses are below budget by \$203,763 or 12.8%.

Water Expenses, year-to-date, are **under budget by \$60,851 or 15.2% when netted with reserve transfers**. Wages and employer costs are the primary areas that account for this under-run. Chemicals continue to over-run budget due to price increases. Year-to-date, expenses incurred from Water Replacement Reserves total \$74,390.

Sewer Expenses, year-to-date, are **under budget by \$99,709 or 30.5% when netted with reserve transfers**. Wages & employer costs are under budget \$29,825. Year-to-date, \$125,038 of expenses have been incurred from Sewer Replacement Reserves.

Drainage Expenses, year-to-date, are **below budget by \$16,573 or 38.2%**; primarily due to under-runs in Wages and Other Direct Costs.

Security Expenses, year-to-date, are **below budget by \$19,082 or 6.0%**. Wages and employer costs are under budget \$36,446. Off Duty Sheriff is over budget \$9,305.

Solid Waste Expenses, year-to-date, are **over budget by \$651 or 0.4%**.

General Expenses, year-to-date, are **below budget by \$8,199 or 2.4%**. Wages and employer costs are under budget however this under-run is offset by the cost of temporary support for the Director of Administration and the Office Assistant positions. Office supplies are over budget due to the bulk purchase of blank statement stock and envelopes.

Net Income: Year-to-date net income, before reserve transfers is \$199,917. Net income adjusted for reserve transfers is \$399,344 (reserve transfers cover projects funded from reserves but by following auditor procedures, the projects are also recorded as expenses through the income statement).

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

FINANCIAL SUMMARY (YTD THROUGH OCTOBER 2008)

FISCAL YEAR 2008- 2009

11/14/2008

REVENUES	% OF	ANNUAL	% OF	YTD	YTD	% OF	YTD VARIANCE	
	TOTAL	BUDGET	TOTAL	BUDGET	ACTUALS	TOTAL	AMOUNT	%
WATER CHARGES	28.7%	\$ 1,397,734	34.6%	\$ 612,100	\$ 608,573	34.0%	\$ (3,527)	(0.6%)
SEWER CHARGES	22.7%	1,105,093	20.8%	\$ 368,244	362,773	20.2%	(5,471)	(1.5%)
DRAINAGE CHARGES	3.4%	166,698	3.1%	\$ 55,568	54,146	3.0%	(1,422)	(2.6%)
SECURITY CHARGES	21.4%	1,041,953	19.6%	\$ 347,320	362,565	20.2%	15,245	4.4%
SOLID WASTE CHARGES	11.2%	547,783	10.3%	\$ 182,596	182,611	10.2%	15	0.0%
OTHER INCOME	1.5%	75,070	1.5%	\$ 25,928	39,921	2.2%	13,993	54.0%
INTEREST EARNINGS	0.1%	5,350	0.1%	\$ 1,445	4,848	0.3%	3,403	235.5%
PROPERTY TAXES	10.9%	530,000	10.0%	\$ 176,400	176,668	9.9%	268	0.2%
TOTAL REVENUES	100.0%	\$ 4,869,681	100.0%	\$ 1,769,601	\$ 1,792,105	100.0%	\$ 22,504	1.3%

EXPENSES

WATER / SEWER / DRAINAGE

WAGES	15.5%	\$ 757,444	15.6%	\$ 248,948	\$ 192,078	13.8%	\$ (56,870)	(22.8%)
EMPLOYER COSTS	6.6%	321,276	6.7%	\$ 106,334	74,450	5.3%	(31,884)	(30.0%)
POWER	6.7%	328,958	7.1%	\$ 113,166	120,377	8.6%	7,211	6.4%
CHEMICALS	3.4%	167,000	4.3%	\$ 69,360	74,066	5.3%	4,706	6.8%
MAINT & REPAIRS	3.2%	154,000	2.9%	\$ 46,740	123,773	8.9%	77,033	164.8%
METERS/BOXES	0.7%	36,000	0.8%	\$ 12,000	27,713	2.0%	15,713	130.9%
PERMITS	1.1%	55,000	1.2%	\$ 19,000	20,142	1.4%	1,142	6.0%
OTHER	10.4%	507,776	9.8%	\$ 155,972	161,215	11.6%	5,243	3.4%
RESERVE TRANSFERS IN					(199,428)	-14.3%	(199,428)	
SUBTOTALS	47.7%	\$ 2,327,454	48.3%	\$ 771,520	\$ 594,386	42.7%	\$ (177,134)	(23.0%)

SECURITY

WAGES	10.9%	\$ 530,358	10.7%	\$ 171,505	\$ 156,533	11.2%	\$ (14,972)	(8.7%)
EMPLOYER COSTS	7.1%	346,390	6.9%	\$ 110,559	89,085	6.4%	(21,474)	(19.4%)
INSURANCE	0.1%	6,300	0.1%	\$ 2,100	1,492	0.1%	(608)	(29.0%)
OFF DUTY SHERIFF PATROL	0.2%	10,500	0.2%	\$ 3,500	12,805	0.9%	9,305	265.9%
OTHER	1.8%	87,371	1.8%	\$ 29,115	37,782	2.7%	8,667	29.8%
RESERVE TRANSFERS IN					-	0.0%	-	
SUBTOTALS	20.1%	\$ 980,919	19.8%	\$ 316,779	\$ 297,697	21.4%	\$ (19,082)	(6.0%)

SOLID WASTE

CWRS CONTRACT	9.6%	\$ 467,098	9.8%	\$ 155,700	\$ 156,333	11.2%	\$ 633	0.4%
SACRAMENTO COUNTY ADMIN. FEE	0.6%	30,600	0.6%	\$ 10,200	10,218	0.7%	18	0.2%
CONSULTING	0.1%	5,000	0.0%	-	-	0.0%	-	0.0%
HHW EVENT	0.4%	20,000	0.0%	-	-	0.0%	-	0.0%
RESERVE TRANSFERS IN					-	0.0%	-	
SUBTOTALS	10.7%	\$ 522,698	10.4%	\$ 165,900	\$ 166,551	12.0%	\$ 651	0.4%

GENERAL / ADMIN

WAGES	9.2%	\$ 446,300	9.0%	\$ 144,300	\$ 138,457	9.9%	\$ (5,843)	(4.0%)
EMPLOYER COSTS	4.3%	210,000	4.2%	\$ 67,600	54,945	3.9%	(12,655)	(18.7%)
INSURANCE	1.4%	68,000	1.4%	\$ 22,600	24,902	1.8%	2,302	10.2%
LEGAL	0.8%	40,000	0.9%	\$ 14,000	15,405	1.1%	1,405	10.0%
OFFICE SUPPLIES	0.4%	20,400	0.4%	\$ 6,800	13,706	1.0%	6,906	101.6%
DIRECTOR MEETINGS	0.3%	15,000	0.3%	\$ 5,000	5,400	0.4%	400	8.0%
TELEPHONES	0.2%	9,000	0.2%	\$ 3,000	2,287	0.2%	(713)	(23.8%)
INFORMATION SYSTEMS	1.6%	80,000	1.7%	\$ 26,600	24,265	1.7%	(2,335)	(8.8%)
COMMUNITY COMMUNICATIONS	0.5%	24,000	0.5%	\$ 8,000	1,753	0.1%	(6,247)	(78.1%)
POSTAGE	0.4%	18,000	0.4%	\$ 6,000	6,157	0.4%	157	2.6%
JANITORIAL/LANDSCAPE MAINT	0.4%	18,000	0.4%	\$ 6,000	4,476	0.3%	(1,524)	(25.4%)
OTHER	2.0%	97,300	2.0%	\$ 32,425	42,373	3.0%	9,948	30.7%
RESERVE TRANSFERS IN	0.0%	-	0.0%	-	-	0.0%	-	0.0%
SUBTOTALS	21.4%	\$ 1,046,000	21.4%	\$ 342,325	\$ 334,126	24.0%	\$ (8,199)	(2.4%)
TOTAL EXPENSES	89.3%	\$ 4,877,071	89.6%	\$ 1,596,524	\$ 1,392,761	88.0%	\$ (203,763)	(12.8%)

NET INCOME (LOSS)

\$ (7,390)

\$ 173,077

\$ 399,344

\$ 226,267

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

FINANCIAL SUMMARY BY FUND (YTD THROUGH OCTOBER 2008)

FISCAL YEAR 2008-2009

11/14/2008

WATER

REVENUES

	% OF ANNUAL		% OF YTD		YTD		YTD VARIANCE	
	TOTAL	BUDGET	TOTAL	BUDGET	ACTUALS	% OF TOTAL	AMOUNT	%
WATER CHARGES	98.5%	\$ 1,397,734	98.9%	\$ 612,100	\$ 608,573	98.1%	\$ (3,527)	(0.6%)
INTEREST INCOME	0.1%	1,800	0.1%	\$ 465	1,811	0.3%	1,346	289.5%
OTHER INCOME	1.4%	20,170	1.1%	\$ 6,548	9,864	1.6%	3,316	50.6%
TOTAL WATER REVENUES	100.0%	\$ 1,419,704	100.0%	\$ 619,113	\$ 620,248	100.0%	\$ 1,135	0.2%

EXPENSES

WAGES	35.3%	\$ 435,675	35.6%	\$ 142,700	\$ 110,528	32.5%	\$ (32,172)	(22.5%)
EMPLOYER COSTS	15.1%	186,400	15.4%	\$ 61,900	43,148	12.7%	(18,752)	(30.3%)
POWER	13.8%	170,158	15.1%	\$ 60,502	60,283	17.7%	(219)	(0.4%)
CHEMICALS	6.0%	74,000	5.5%	\$ 22,000	39,464	11.6%	17,464	79.4%
MAINT & REPAIRS	6.3%	78,000	5.9%	\$ 23,560	69,767	20.5%	46,207	196.1%
METERS, BOXES	2.9%	36,000	3.0%	\$ 12,000	27,713	8.1%	15,713	130.9%
PERMITS	2.8%	35,000	2.7%	\$ 11,000	17,005	5.0%	6,005	54.6%
OTHER DIRECT COSTS	17.8%	219,402	16.8%	\$ 67,284	46,578	13.7%	(20,706)	(30.8%)
<i>RESERVE TRANSFERS IN</i>					(74,390)	-21.9%	(74,390)	
TOTAL WATER EXPENSES	100.0%	\$ 1,234,635	100.0%	\$ 400,946	\$ 340,095	100.0%	\$ (60,851)	(15.2%)
WATER INCOME (LOSS)		\$ 185,069		\$ 218,167	\$ 280,153		\$ 61,986	28.4%
40.9% NET ADMIN ALLOC		\$ (197,792)		\$ (63,760)	\$ (51,356)		\$ 12,404	(19.5%)
TOTAL NET INCOME (LOSS)		\$ (12,723)		\$ 154,407	\$ 228,797		\$ 74,390	

SEWER

REVENUES

SEWER CHARGES	98.8%	\$ 1,105,093	98.7%	\$ 368,244	\$ 362,773	97.5%	(5,471)	(1.5%)
INTEREST INCOME	0.3%	3,000	0.2%	\$ 730	2,564	0.7%	1,834	251.3%
OTHER INCOME	1.0%	10,700	1.1%	\$ 4,080	6,879	1.8%	2,799	68.6%
TOTAL SEWER REVENUES	100.0%	\$ 1,118,793	100.0%	\$ 373,054	\$ 372,216	100.0%	\$ (838)	(0.2%)

EXPENSES

WAGES	27.1%	\$ 257,464	26.0%	\$ 85,188	\$ 67,881	29.8%	\$ (17,307)	(20.3%)
EMPLOYER COSTS	12.2%	115,952	11.7%	\$ 38,284	25,766	11.3%	(12,518)	(32.7%)
POWER	15.0%	142,300	14.5%	\$ 47,284	55,953	24.6%	8,669	18.3%
CHEMICALS	8.4%	80,000	13.1%	\$ 43,000	32,249	14.2%	(10,751)	(25.0%)
MAINT & REPAIRS	7.4%	70,000	6.5%	\$ 21,180	53,867	23.7%	32,687	154.3%
PERMITS	2.1%	20,000	2.4%	\$ 8,000	3,137	1.4%	(4,863)	(60.8%)
OTHER DIRECT COSTS	27.9%	265,374	25.7%	\$ 84,228	113,640	50.0%	29,412	34.9%
<i>RESERVE TRANSFERS IN</i>					(125,038)	-55.0%	(125,038)	
TOTAL SEWER EXPENSES	100.0%	\$ 951,090	100.0%	\$ 327,164	\$ 227,455	100.0%	\$ (99,709)	(30.5%)
SEWER INCOME (LOSS)		\$ 167,703		\$ 45,890	\$ 144,761		\$ 98,871	215.5%
31.3% NET ADMIN ALLOC		\$ (151,367)		\$ (48,795)	\$ (39,302)		\$ 9,493	(19.5%)
TOTAL NET INCOME (LOSS)		\$ 16,336		\$ (2,905)	\$ 105,460		\$ 108,364	

DRAINAGE REVENUES

	% OF TOTAL	ANNUAL BUDGET	% OF TOTAL	YTD BUDGET	YTD ACTUALS	% OF TOTAL	YTD VARIANCE	
							AMOUNT	%
DRAINAGE CHARGES	99.8%	\$ 166,698	99.8%	\$ 55,568	\$ 54,146	99.3%	(1,422)	(2.6%)
OTHER INCOME	0.2%	400	0.2%	\$ 120	365	0.7%	245	204.1%
TOTAL DRAINAGE REVENUES	100.0%	\$ 167,098	100.0%	\$ 55,688	\$ 54,511	100.0%	\$ (1,177)	(2.1%)

EXPENSES

WAGES	45.4%	\$ 64,305	48.5%	\$ 21,060	\$ 13,669	50.9%	\$ (7,391)	(35.1%)
EMPLOYER COSTS	13.4%	18,924	14.2%	\$ 6,150	5,536	20.6%	(614)	(10.0%)
POWER	11.6%	16,500	12.4%	\$ 5,380	4,142	15.4%	(1,238)	(23.0%)
CHEMICALS	9.2%	13,000	10.0%	\$ 4,360	2,354	8.8%	(2,006)	(46.0%)
MAINT & REPAIRS	4.2%	6,000	4.6%	\$ 2,000	139	0.5%	(1,861)	(93.1%)
OTHER DIRECT COSTS	16.2%	23,000	10.3%	\$ 4,460	997	3.7%	(3,463)	(77.6%)
<i>RESERVE TRANSFERS IN</i>					-	0.0%	-	
TOTAL DRAINAGE EXPENSES	100.0%	\$ 141,729	100.0%	\$ 43,410	\$ 26,837	100.0%	\$ (16,573)	(38.2%)
DRAINAGE INCOME (LOSS)		\$ 25,369		\$ 12,278	\$ 27,675		\$ 15,397	125.4%
6.4% NET ADMIN ALLOC		\$ (30,950)		\$ (9,977)	\$ (8,036)		\$ 1,941	(19.5%)
TOTAL NET INCOME (LOSS)		\$ (5,581)		\$ 2,301	\$ 19,639		\$ 17,338	

SECURITY REVENUES

SECURITY CHARGES	96.6%	\$ 1,041,953	96.2%	\$ 347,320	\$ 362,565	95.7%	15,245	4.4%
INTEREST INCOME	0.1%	550	0.1%	\$ 250	472	0.1%	222	88.8%
OTHER INCOME	3.4%	36,400	3.7%	\$ 13,480	15,916	4.2%	2,436	18.1%
TOTAL SECURITY REVENUES	100.0%	\$ 1,078,903	100.0%	\$ 361,050	\$ 378,953	100.0%	\$ 17,903	5.0%

EXPENSES

WAGES	54.1%	\$ 530,358	54.1%	\$ 171,505	\$ 156,533	52.6%	\$ (14,972)	(8.7%)
EMPLOYER COSTS	35.3%	346,390	34.9%	\$ 110,559	89,085	29.9%	(21,474)	(19.4%)
INSURANCE	0.6%	6,300	0.7%	\$ 2,100	1,492	0.5%	(608)	(29.0%)
OFF DUTY SHERIFF PATROL	1.1%	10,500	1.1%	\$ 3,500	12,805	4.3%	9,305	265.9%
OTHER DIRECT COSTS	8.9%	87,371	9.2%	\$ 29,115	37,782	12.7%	8,667	29.8%
<i>RESERVE TRANSFERS IN</i>					-	0.0%	-	
TOTAL SECURITY EXPENSES	100.0%	\$ 980,919	100.0%	\$ 316,779	\$ 297,697	100.0%	\$ (19,082)	(6.0%)
SECURITY INCOME (LOSS)		\$ 97,984		\$ 44,271	\$ 81,256		\$ 36,985	83.5%
21.4% NET ADMIN ALLOC		\$ (103,490)		\$ (33,361)	\$ (26,871)		\$ 6,490	(19.5%)
TOTAL NET INCOME (LOSS)		\$ (5,506)		\$ 10,910	\$ 54,385		\$ 43,475	

SOLID WASTE

REVENUES

	% OF TOTAL	ANNUAL BUDGET	% OF TOTAL	YTD BUDGET	YTD ACTUALS	% OF TOTAL	YTD VARIANCE	
							AMOUNT	%
SOLID WASTE CHARGES	100.0%	\$ 547,783	100.0%	\$ 182,596	\$ 182,611	100.0%	15	0.0%
OTHER INCOME		-		-	-	0.0%	-	
TOTAL DRAINAGE REVENUES	100.0%	\$ 547,783	100.0%	\$ 182,596	\$ 182,611	100.0%	\$ 15	0.0%

EXPENSES

CWRS CONTRACT	89.4%	\$ 467,098	358.7%	\$ 155,700	\$ 156,333	582.5%	\$ 633	0.4%
SACRAMENTO COUNTY ADMIN. FEE	5.9%	30,600	23.5%	\$ 10,200	\$ 10,218	38.1%	18	0.2%
CONSULTING	1.0%	5,000	0.0%	\$ -	\$ -	0.0%	-	0.0%
HHW EVENT	3.8%	20,000	0.0%	\$ -	\$ -	0.0%	-	0.0%
RESERVE TRANSFERS IN					-	0.0%	-	0.0%
TOTAL SOLID WASTE EXPENSES	100.0%	\$ 522,698	382.2%	\$ 165,900	\$ 166,551	620.6%	\$ 651	0.4%
SOLID WASTE INCOME (LOSS)		25,085		\$ 16,696	\$ 16,060		\$ (636)	(3.8%)
NET ADMIN. ALLOCATION		(25,000)		\$ (8,332)	\$ (24,996)		\$ (16,664)	200.0%
TOTAL NET INCOME (LOSS)		\$ 85		\$ 8,364	\$ (8,936)		\$ (17,300)	(206.8%)

GENERAL RESERVE TRANSFERS

OVERALL NET INCOME (LOSS)		\$ (7,390)		\$ 173,077	\$ 399,344		\$ 226,267	

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
INVESTMENT REPORT

CASH BALANCE AS OF OCTOBER 31, 2008

INSTITUTION	YIELD	BALANCE
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CSD FUNDS

EL DORADO SAVINGS BANK

SAVINGS	0.42%	\$ 101,608.38
CHECKING	0.20%	\$ 53,266.52
PAYROLL	0.20%	\$ 4,197.07

STOCKMANS BANK

EFT	N/A	\$ 75,265.33
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LOCAL AGENCY INVESTMENT FUND (LAIF)

UNRESTRICTED		\$ -
RESTRICTED RESERVES		2,740,801.93

CALIFORNIA ASSET MGMT (CAMP)

OPERATION ACCOUNT	2.96%	4,530,619.13
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TOTAL \$ 7,505,758.36

BOND FUNDS

IMPROVEMENT DISTRICT NO. 1 (ID)

EL DORADO SAVINGS BANK

CHECKING	0.20%	\$ 6,625.34
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CALIFORNIA ASSET MGMT (CAMP)

IMPROVEMENT FUND	2.96%	53,174.45
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TOTAL \$ 59,799.79

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA

CHECKING	N/A	\$ 213,996.87
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CALIFORNIA ASSET MGMT (CAMP)

SPECIAL TAX	2.96%	\$ 61,914.31
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US BANK

SPECIAL TAX REFUND		\$ 39.31
BOND RESERVE FUND/ SPECIAL TAX FUND		\$ 877,774.20

TOTAL \$ 1,153,685.38

TOTAL ALL FUNDS \$ 8,719,243.53

The investments comply with the CSD adopted investment policy.

PREPARED BY: Darlene Gillum
 Director of Administration

MEMORANDUM

Date: November 14, 2008
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Updates for the Month of October 2008

Operations

A new barcode reader has been installed at the South Gate. It is a new brand, manufactured by Barcode Automation, Inc. and almost never fails to read.

Sergeant Bieg and VIP Jackie Villa met last week with representatives from the Sheriff's Department South Bureau. The South Bureau will now respond to calls for service in the Rancho Murieta area. We are no longer part of the East Division. Information about the community and community issues was shared and there should be additional staffing and support for Rancho Murieta. One of the things that the South Bureau does is publish the Deputies' work days and cell phone numbers. This should help with communication and information with local issues.

The South Bureau will hold an open house on Tuesday, November 18 from 5:00 p.m. to 7:00 p.m. at the District office. Deputies, staff members and VIPs will be on hand to answer questions and provide information.

Both North & South residential areas have been hit hard by pumpkin vandals. Numerous homes have had their Halloween pumpkins stolen and smashed in the street. Some decorations have also been taken. Parents, please know where your kids are and report any suspicious activity to the Security Department.

Patrol Officer Michael Fuentes has completed all of his training and is out on his own.

Off-duty Sacramento Sheriff Deputies (SSD) continue to work on various days. A deputy is scheduled to work Halloween night.

Incidents of Note

October 6, 2:01 p.m., Puerto Drive, Direct TV service person reported items taken from truck parked in resident's driveway.

October 7, 12:15 p.m., 100 feet of copper wire was taken from pump by the Pedestrian Bridge. Referred to VIPs for a report.

October 8, 7:51 a.m., Stonehouse Park restroom building, glass blocks broken overnight. VIPs report.

October 8, 4:37 p.m., flower pot smashed on Lago Drive.

October 9, 8:47 p.m., a resident crashed her golf cart into the pond on the 2nd hole, North Course. She refused to identify herself to Security Patrol Officers and California Highway Patrol (CHP). CHP arrested the driver for DUI.

October 11, 4:06 p.m., a complaint was made about marijuana smoking at the Gazebo. No one was found in the area.

October 19, 10:31 a.m., Sac Metro Fire requested assistance with subjects who started a fire on Latrobe Road. Security Officers stood by while fire personnel extinguished fire and interviewed subjects.

October 20, 4:45 p.m., a complaint was made about juveniles smoking marijuana on Lago Drive near Stonehouse Road. Five local 15 to 18 year olds were contacted. A small baggie of marijuana was found. Parents were contacted and informed of the incident.

October 23, 8:19 a.m., a Murieta Village resident reported that a half case of soda was taken from an unlocked car parked in the driveway. Referred to the VIPs for a report.

October 24, 1:40 p.m., a complaint of a subject "smoking something from a bowl" at the Gazebo. No suspicious activity found.

October 24, 6:50 p.m., Pescado Circle, a complaint of a male and female fighting, with the male "out of control". SSD responded.

October 25, 6:40 a.m., a golf cart was left overnight at the Plaza with the keys. It was discovered behind Station 59. CHP took a report.

November 8, 7:52 p.m., a complaint was made about an intoxicated man, possibly bleeding from the head, walking in the street on Guadalupe Drive near Pera Drive. A Security Officer and SSD Deputy (working off-duty for the District) responded to the area. A witness said the man went into a residence on Guadalupe Drive. The Officers did a welfare check to make sure the man was not injured and actually lived at the residence. The man was uncooperative and was arrested by the SSD Deputy for public intoxication. During the arrest, the suspect sustained a cut on the head, which was administered to by Sac Metro Fire personnel.

November 12, 11:34 a.m., a golf cart was taken from a garage Lago Circle. The cart was recovered, but golf clubs and the RMCC decal were missing. The suspects were two teens, with a red "long board" skateboard.

November 13, overnight, seven unlocked cars were entered on Lago Drive, Brisa Lane, Trinidad Court, and Guadalupe Drive. A camera, sunglasses, and cash and change were taken.

November 14, overnight, two garages were entered and purses were taken. Entry was made through unlocked side gates and unlocked side garage doors. SSD reports were filed.

During the month of October, Security received various complaints of smashed pumpkins, toilet paper jobs, loud music/parties, overturned trash cans, and skateboarders.

Safety Center

With the realignment into the Sheriff's South Bureau, the Safety Center should be able to increase the hours of operation and community participation. Volunteers are still needed. Those interested should contact the Safety Center at 354-8509.

MEMORANDUM

Date: November 13, 2008
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Utility/Drainage Report

The following are projects staff has worked on since the last Board meeting.

Water

The Water Treatment Plants are currently producing approximately a combined 1.7 million gallons a day. Total production for the month of October was approximately 186 acre-feet compared to 149 acre-feet last year and 184 acre-feet two years ago.

Staff completed several important maintenance projects at the Water Plant; replaced sand in the drying beds, replaced worn out check valves on the Plant 1 clear well pumps, replaced a failed digital chart recorder needed for California Department of Public Health (CPDH) water quality tracking, replaced a failed motor operated sludge valve, painted the chlorine feed room and sent out a faulty Plant 1 clear well motor. Most of these issues are related to the age of Plant 1 and the overall facility. I will be seeking reimbursement from Water Replacement Reserves for these needed repairs at next month's Improvements Committee.

Outside services needed for repairs included maintenance by Prodigy Electric to replace worn out flex conduit/wiring on all the outside motors, repairing a faulty pump selector switch, and installing phase monitors to protect our motors. TESCO was called in to repair a malfunctioning PLC.

Raw Water Supply

Staff completed all of the necessary labor to install the 18" magnetic flow meter on the pipeline going from Granlees to Calero at the Granlees pumping station, as part of CIP 08-04-1. The District is gearing up to begin pumping once the river reaches 70 CFS (cubic feet per second) and the water is of good quality.

Dams

The piezometers have been installed with oversight from Carlton Engineering and Department of Water Resources Division of Safety of Dams (DSOD). DSOD also conducted an inspection of the Districts dams and related structures and valves. Everything checked out okay except for one valve vault which had a family of raccoons living in it. They have since moved on and the vault drain hole closed off. The valve tested ok.

Wastewater

Influent wastewater flow averaged 443,179 gallons per day to the wastewater plant during the month of September. 94 Acre-feet of secondary wastewater storage was measured in reservoirs one and two on November 5th. The Reclamation Plant is off for the season and staff began maintenance for next year's reclamation season. The end of the reclamation season was on October 15th.

Collections

We had one minor issue with a phase relay failure at our 6A lift station which we had replaced. We are in the process of researching the purchase of an odor control unit for our Main Lift North sewer lift station. Several options have been looked at and references spoken with.

Distribution System

I had instructed staff to tag homeowners that were continuing to irrigate during the past rain storms, as a reminder to conserve water. Staff repaired 3 water leaks this past month. There were 37 meter replacement/MXU repairs in October.

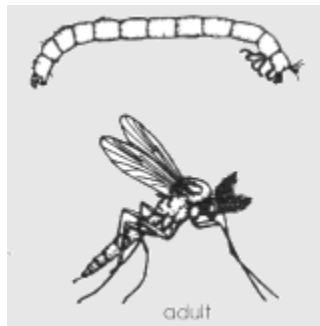
Drainage

Staff conducted pre and post storm inspections for implementation of Best Management Practices as part of our Storm Water Management Plan. Cutting vegetation in drainage ditches has slowed down due to cooler weather allowing staff to focus on meter replacements and assisting with projects.

Midge Flies:

I was asked to look into the Midge flies that have been reported as a nuisance by the residents around Laguna Joaquin and surrounding areas. These midges are commonly known as “blind mosquitoes” because they are mosquito-like but do not bite.

In urban environments where homes are constructed adjacent to lakes and ponds, adult midges often emerge in extremely large numbers, causing a variety of nuisance and other problems for people who reside within the flight range of these insects. Adults are weak flyers and may fly or be blown ashore where they congregate on vegetation, under porch alcoves, in carports and on walls of homes and other buildings. Swarms of adults may be so dense that they interfere with outdoor activities and stain walls, cars and other surfaces upon which they rest. Adults are attracted to lights and may accumulate in large numbers on window screens and around porch and street lights. The occurrence of midges promotes the growth of spiders whose unsightly webs may have to be removed frequently.



Clean Lakes Inc. gave us a proposal to perform the service for treating midge flies at Laguna Joaquin at a cost of \$3,337.50 per treatment. It would typically require four treatments, thus totaling the cost at \$13,350. Due to the extreme cost the Board rejected approving the treatments.

I was asked to contact The Department of Fish & Game and the Vector Control District for help to look for a potential solution to this problem. Fish & Game does not normally work on issues such as this but they suggested adding fish that may eat the emerging midge flies, which we already have done. Also, I reviewed the life cycle of the midge fly and part of its success in continuing its species is to hatch an extraordinary amount of offspring to survive a gauntlet of predators. I then contacted the Vector Control District who said that they only focus on eliminating disease carrying organisms such as mosquitoes with their tight budget. They did direct me to a service representative that could possibly help.

I discussed a few treatment scenarios with the service representative that may work for us. One I'm considering is a biolarvicide containing the active ingredient *Bacillus Thuringiensis*, which attacks the guts of the fly but is safe to fish. A pellet form of this product provides treatment for up to 30 days. The costs would average approximately \$500 per treatment, plus staff time, and should be effective for one month. If we do four treatments, the total cost would be \$2,000. As the weather has cooled down, the midge fly hatches have tapered off so we will wait until next year to possibly try it.

MEMORANDUM

Date: November 14, 2008
To: Board of Directors
From: Edward R. Crouse, General Manager
Subject: Discuss Developer Negotiations

In September, the Board agreed to move forward with Finance and Services Agreement negotiations under two conditions: 1) payment of past attorney fees and 2) payment of attorney fees moving forward. The developers were notified of these requirements in an email following the meeting.

Since that time, the developers have been moving as a group on how to address payment of attorney fees.

At the November Improvements Committee meeting, the developers discussed their desire to move forward without paying past due attorney fees due to past financial commitments and transactions benefitting the District and the difficulty raising capital at the corporate level in the current economy.

Director Kjome suggested this discussion warrants Board involvement and direction.

MEMORANDUM

Date: November 6, 2008

To: Board of Directors

From: Edward R. Crouse, General Manager
Steve Rudolph, District Counsel

Subject: Revisions to District Security Code and Policy Statement for Operation of the Rancho Murieta Community Services District Security Department

RECOMMENDATION

Introduce Ordinance No. 2008-04, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 21 of the District Code, the Security Code, waive the first reading, and continue to the December 17, 2008 Board meeting for adoption.

Adopt Policy No. 2008-05, Policy Statement for Operation of the Rancho Murieta Community Services District Security Department.

DISCUSSION

At the September meeting, the Board directed staff to prepare a revision of Chapter 21 of the District Code, entitled "The Security Code," to reflect the District's current legal authority to provide security services to residents within Rancho Murieta Community Services District. The Board further directed that staff update the Policy Statement for Operation of the Rancho Murieta Security Department to reflect amendments to Chapter 21 and the new Board policy pertaining to citizen's arrests.

The changes to Chapter 21 are reflective of current District authority.

Below is a summary of the proposed revisions to the Security Code, including a brief discussion of the reason for the revisions.

Summary of Revisions to Security Code

Section 1.00 General Provisions. This section defines the applicability of the Security Code within the District. It specifically provides that the Security Code defines the type of security services provided within the District, the rates and charges therefore, the methods of collecting the rates and charges, and penalties for violations of the Security Code.

Section 2.00 Definitions. This section was revised to include definitions for (1) Security Services; (2) District Property; (3) Security Chief, and (4) District Security Officers. These terms are used throughout the revised Security Code, and therefore definitions were added for clarity regarding the meaning of these terms.

Section 3.00 Scope of Security Services. This section was revised to describe the authority and scope of security services that the District is entitled to provide residents within District under currently existing law. This section was revised to include the following subsections.

- 3.01 Authority and Scope of Security Services
 - Authority of District to provide security services and role of District Security Officers

- 3.02 Gate and Patrol Services
 - Provides that the District shall provide gate and patrol services, as authorized by the Board
- 3.03 Enforcement of District Rules and Ordinances
 - Provides that District security officers may enforce rules, regulations, and ordinances adopted by the Board and issue citations for violations of any such rule
- 3.04 Enforcement of Covenants, Conditions and Restrictions
 - Provides that the District security officers may enforce security-related CC&Rs
 -
- 3.05 Enforcement of State and County Law on District Property
 - Provides that District security officers may make an arrest and issue a citation for a misdemeanor or infraction violation of state law, county ordinances, or district rules, regulations and ordinances that occur within their presence on District property
- 3.06 Contracting Authority
 - Provides that the District may contract or enter into any joint or cooperative arrangement with any person or entity or person to provide security services to District residents, including the RMA and the Sacramento County Sheriff's Department
- 3.07 Violations of Chapter
 - Provides that a violation of the Security Code is a misdemeanor pursuant Government Code Section 61064(a)
- 3.08 Penalty for Obstructing District Security Officer
 - Provides that any person who willfully interferes with a District Security Officer in the performance of his or her duty pursuant to Sections 3.03, 3.04 and/ 3.05 of this Code may be punished by a fine or imprisonment pursuant to Penal Code Section 148

Section 4.00 Special Event Notification. This section was revised to provide that the District Security Chief shall be notified of all events in the District exceeding 20 or more participants, not including District residents. The provisions regarding District approval of these events were taken out of the Security Code due to concerns regarding their constitutionality. This section was also revised to cross-reference Section 6.04 of the Security Code, which provides that District security may be hired for special events on a contractual or fee-for-service basis.

Section 5.00 Special Tax for Security Services. This section was revised to incorporate the provisions of Chapter 21A of the District Code, relating to the special tax for security services.

Section 6.00 Billing Procedures. This section was formerly entitled "Fee and Charges" and was modified to reflect current billing practices.

Section 7.00 Collection of Special Tax. This section was formerly entitled "Collection of Rates and Charges." Modifications were made to this section to reflect procedures for collection of the special tax for security services. In addition, Government Code citations were changed to reflect new citations pursuant to the revised Community Services District Law adopted in 2005.

Section 8.00 Prohibited Activities on District Property. This section was formerly entitled "Restrictions on Activities Within the District Enforcement Thereof by the District Security Service" and it contained many provisions that sought to regulate the behavior of individuals within the District. As the District does not have the legal authority to impose these types of restrictions, provisions in this section that sought to regulate behavior within the District were deleted. Provisions applicable to regulating District owned or managed property were modified and retained in the Security Code. For example, this section now provides that the following activities, among other activities, are restricted from occurring on District owned or manage property: (1) loitering, (2)

consumption of alcoholic beverages, unless authorized, (3) use of skateboards, and (4) disposal of refuse.

Section 9.00 False Alarm Service Fee. This section was modified to reflect current practices.

The Security Committee recommends approval.

ORDINANCE NO. 2008-04

AN ORDINANCE OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT REPEALING CHAPTERS 21 AND 21A AND READOPTING CHAPTER 21 OF THE DISTRICT CODE RELATING TO SECURITY SERVICES

BE IT ORDAINED by the Board of Directors of the Rancho Murieta Community Services District, Rancho Murieta, Sacramento County, California, as follows:

SECTION ONE:

Chapter 21 of the District Code entitled "Security Code" is repealed in its entirety, and readopted as set forth in Exhibit A, attached hereto and incorporated herein by reference.

SECTION TWO:

Chapter 21A of the District Code entitled "Security Special Tax" is repealed in its entirety, as the key provisions of this Chapter have been incorporated into Chapter 21, as revised and set forth in Exhibit A.

SECTION THREE:

In the event any section or portion of this Ordinance shall be determined to be invalid or unconstitutional, such section or portion shall be deemed severable and all other sections or portions hereof shall remain in full force and effect.

SECTION FOUR:

This Ordinance shall be in full force and effect thirty (30) days after its adoption and a summary of this Ordinance shall be published and/or posted as required by law.

The foregoing Ordinance was introduced at a regular meeting of the Board of Directors of the Rancho Murieta Community Services District, held on the 19th day of November, 2008 and was approved and enacted at a regular meeting of the Board held on the 17th day of December, 2008 by the following vote on roll call:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Wayne W. Kuntz, President
Rancho Murieta Community Services District

Suzanne Lindenfeld, District Secretary.

EXHIBIT A

DISTRICT CODE, CHAPTER 21, SECURITY SERVICES

RANCHO MURIETA
COMMUNITY SERVICES DISTRICT

"THE SECURITY CODE"

DISTRICT CODE

CHAPTER 21

POLICES REGULATING THE PROVISION
OF AND CHARGES FOR SECURITY
SERVICE BY THE DISTRICT

AMENDED DECEMBER 17, 2008
ORDINANCE 2008-04

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DISTRICT CODE

CHAPTER 21 POLICIES REGULATING THE PROVISION OF AND CHARGES FOR SECURITY SERVICES BY THE DISTRICT

Section 1.00 General Provisions

- 1.01 Title: This Chapter shall be known as the "Security Services Code" and may be cited as such.
- 1.02 Applicability: This Chapter shall apply to security services in or affecting the territory of the Rancho Murieta Community Services District. The provisions of this Chapter define the type of security services provided by the District, the special tax and charges therefore, the methods of collecting the special tax and charges, penalties for violations of the provisions of this Chapter, and all other related matters concerning the provision of security services within Rancho Murieta Community Services District.
- 1.03 Implementation: The provisions of this Chapter shall be implemented by such policies and procedures as shall be developed from time to time by the Board and/or District staff at the direction of the Manager.

Section 2.00 Definitions

For the purposes of this Chapter, the following terms shall have the following meanings.

- 2.01 Board shall mean the Board of Directors of the Rancho Murieta Community Services District.
- 2.02 Customer shall mean a District resident or property owner to whom District service is provided.
- 2.03 District shall mean the Rancho Murieta Community Services District.
- 2.04 District Property shall mean real property owned, leased or otherwise controlled by the District.
- 2.05 Manager shall mean the General Manager of the Rancho Murieta Community Services District.
- 2.06 Premises shall mean a parcel of real estate, including any improvements thereon, which is determined by the District to be a single unit for purposes of receiving, using and paying for security services. In making this determination, the District shall take into consideration such factors as whether the unit could reasonably be subdivided and whether the unit is being used for a single commercial enterprise or residential unit.

- 2.07 Security Chief shall mean that person designated as the head of District Security Services.
- 2.08 Security Gate Officers shall mean those individuals hired by the District to perform duties related to the control and monitoring of access to gated portions of the District, after receiving the appropriate training and certifications as determined by the Security Chief and Manager.
- 2.09 Security Patrol Officers shall mean those persons, including the Security Chief and the Security Sergeant, hired by the District to provide patrol services, and other security services identified herein in accordance with District policies and procedures, after receiving the appropriate training and certifications as determined by the Security Chief and Manager.
- 2.10 Security Sergeant shall mean that person hired by the District to participate in and supervise the activities of Security Gate Officers and Security Patrol Officers, and other security services identified herein in accordance with District policies and procedures, after receiving the appropriate training and certifications as determined by the Security Chief and Manager.
- 2.11 Security Services shall mean the security services provided by the District, as identified in Section 3.00 herein.

Section 3.00 Scope of Security Services

- 3.01 Authority and Scope of Security Services: Pursuant to Section 61100(j) of the Government Code and authorization of the Local Agency Formation Commission, the District provides Security Services necessary to protect lives and property within the boundaries of the District. Security Gate Officers and Security Patrol Officers are responsible for protecting lives and property by seeking to prevent an incident or offense from occurring in the District. In situations where prevention of an incident or offense is not possible, the function of Security Gate Officers or Security Patrol Officers is to observe and report the incident to a law enforcement agency, such as the Sacramento County Sheriff's Department, except as otherwise authorized by this Chapter. Security Gate Officers and Security Patrol Officers are not peace officers, and except in limited circumstances as authorized in this Chapter, are not responsible for any law enforcement activities, including but not limited to: chasing; apprehending or detaining suspected criminals; investigating criminal acts; or enforcing state or county laws, including traffic regulations.
- 3.02 Gate and Patrol Services: The District shall provide gate and patrol services, at such level or to such extent as the Board may authorize as part of the annual budget process, or from time to time as the Board deems appropriate. The gate and patrol services shall generally include:
- a. Operating and staffing security gates located at the entrances to the Rancho Murieta community on a year round basis;

- b. Providing twenty-four-(24) hour a day mobile patrol of all area within the boundaries of the District;
- c. Operating a communication system to maintain contact with local law enforcement, fire and other emergency services as well as the appropriate entities within the District; and
- d. Registering guests or invitees of District Customers and other visitors within the District, in cooperation with Rancho Murieta Association or other homeowners' associations within the District as appropriate.

3.03 Enforcement of District Rules and Ordinances: Pursuant to Government Code Section 61064(b), Security Patrol Officers may enforce the rules, regulations, and ordinances adopted by the Board and may issue citations for violation of any such rule, regulation or ordinance to be processed as an infraction in accordance with subdivision (d) of Section 17 of the Penal Code.

3.04 Enforcement of Covenants, Conditions and Restrictions: Pursuant to Government Code Section 61105(e) and former Government Code Section 61601.10, the District may enforce covenants, conditions and restrictions ("CC&Rs"), and hereby authorizes Security Patrol Officers to enforce those non-architectural CC&Rs related to the provision of Security Services adopted for each tract within the boundaries of the District.

The Manager and/or the Board is hereby authorized to establish rules, regulations and procedures in cooperation with any homeowners association within the District boundaries, including but not limited to, the Rancho Murieta Association, for the enforcement of non-architectural CC&Rs which shall be published and made available to the Board and Customers, including amendments thereto.

3.05 Enforcement of State and County Law on District Property: Security Patrol Officers may make arrests in accordance with Penal Code Section 836.5, and/or issue citations for misdemeanor or infraction violations of state law, county ordinances, or district rules, regulations, or ordinances when such violation is committed on District Property and in the presence of the District Security Officer making the arrest or issuing the citation pursuant to Government Code Section 61064(c).

3.06 Contracting Authority: Subject to Board approval and appropriation of funds, the District may contract or enter into any joint or cooperative arrangement with Rancho Murieta Association or any other entity or person, including the Sacramento County Sheriff's Department, to provide security services to District Customers.

3.07 Violations of Chapter: Pursuant to Government Code section 61064(a), a violation of a provision of this Chapter is a misdemeanor punishable by imprisonment in the county jail not exceeding six months, or by fine not exceeding one thousand dollars (\$1,000), or by both.

- 3.08 Penalty for Obstructing District Security Officer: Any person who willfully interferes with a Security Patrol Officer in the performance of his or her duties pursuant to Section 3.03 and/or 3.05 of this Code may be punished by a fine, not exceeding one thousand dollars (\$1,000), or by imprisonment in the county jail not exceeding one year, or by both such fine and imprisonment, in accordance with the provisions of Section 148 of the Penal Code.

Section 4.00 Special Event Notification

Prior to conducting or holding any event or activity within the District which is reasonably expected to involve twenty (20) or more participants, spectators, or similar persons, excluding District Customers, the sponsor of such event or activity shall notify the District Security Chief ten (10) days in advance of such event or activity. If Security Services are needed for the event, the event sponsor may request such services as provided for in Section 6.04 of this Chapter.

Section 5.00 Special Tax for Security Services

[PREFACE: Section 5.00 was adopted by the voters of Rancho Murieta Community Services District and became effective on July 1, 1998. The text of the language as adopted by the voters is provided verbatim below. In the intervening years since this section was adopted several changes have occurred in state law and certain sections are no longer applicable within the District. In order to provide consistency with the rest of the Security Code, these changes are reflected by footnote references throughout this section.]

- 5.01 Findings: The Board of Directors of the District hereby finds and declares that the District's ability to continue to provide Security Services depends on the availability of funds to support these services. The Security Services are a portion of the public safety or police services¹ related to real property and provide for the security and protection of the real property and property owners within the District. The special tax [referred to as the "Security Tax] levied herein, if approved by two-thirds vote of the voters, will provide for a special and secure funding source to continue to provide Security Services.
- 5.02 Authority: This special tax is levied under each of the following authorities.

Government Code Section 61615² which provides the District with the power to tax for the purpose of carrying out the operations of the District; Government Code Section 61615.1³ which authorizes the District to impose special taxes pursuant to Government Code Section 50075, et seq.; Government Code Section 50075 through Section 50077 which authorizes special districts, among others, to impose

¹ The term police services should be deleted.

² Government Code § 61615 was repealed and replaced with Government Code § 61121 effective January 1, 2006

³ Government Code § 61615.1 was repealed and replaced with Government Code § 61121 effective January 1, 2006.

special taxes; Government Code Section 61622⁴ which authorizes the District to perform all acts necessary to carry out fully the provisions of the Community Services District law; Government Code Section 53978, et seq., which authorizes the District to impose a special tax for police protection services⁵, which includes security services; and Article XIII of the California Constitution. This tax is based, to the extent practicable, upon the cost of providing security services to the properties within the District and is not an ad valorem property tax.

5.03 Security Tax: Commencing July 1, 2008, property within the District shall be assessed a monthly security tax as follows. The maximum tax rates shown reflect annual adjustments, per Section 5.00:

		Monthly Special Tax Rates Fiscal Year 2008-09	Monthly Special Tax Rates Maximum Ceiling Rate Year 2008-09
DEVELOPED PROPERTY			
Residential			
Inside Gates			
- Metered	Per Lot	\$ 23.89	23.89
- Unmetered	Per Lot	\$ 18.75	18.75
Outside Gate	Per Lot	\$ 5.76	5.76
Non-Residential			
- Highway Retail	Per Building Sq. Ft.	\$ 0.2153	0.2153
- Other Retail/Commercial	"	\$ 0.0231	0.0231
- Industrial/Warehouse/Lt Industrial	"	\$ 0.0507	0.0507
- Office	"	\$ 0.0121	0.0212
- Institutional	"	\$ 0.0122	0.0122
- Public Utility	"	\$ 0.0386	0.0386
- Equine Complex	"	\$ 0.0033	0.0033
- RMCC	"	\$ 0.0607	0.0607
- Airport	"	\$ 0.0155	0.0155
UNDEVELOPED PROPERTY			
- Inside Gates	Per Acre	\$ 20.2267	\$ 20.2267
- Outside Gates	Per Acre	\$ 3.0141	\$ 3.0141

Charges for property and/or units not identified herein shall be determined by the Board based upon the total actual cost of providing security services to that property or unit, not to exceed the maximum charge per lot, acre, or building square foot for property identified herein.

For the fiscal year beginning July 1, 1998, and annually thereafter, the District Board shall set the actual security tax for the applicable fiscal year. The actual security tax set by the Board shall not exceed

⁴ Government Code § 61622 was repealed and replaced with Government Code § 61060(n) effective January 1, 2006.

⁵ The citation to Government Code Section 53978 should be deleted.

the maximum tax rate set forth in this section as adjusted pursuant to section 5.05 of this Ordinance. If necessary to meet expenses, the Board may adjust the actual tax rate during a fiscal year so long as the actual tax rate does not exceed the maximum allowable tax rate.

- 5.04 Collection: The Security Tax shall be collected with other monthly District taxes, fees and/or charges and shall be subject to the same penalties for non-payment as other monthly District taxes, fees, and/or charges.
- 5.05 Annual Adjustment: Commencing July 1, 1999 and each July 1 thereafter, the amounts specified in Section 5.03 shall be increased by two percent (2%) per year. The General Manager shall maintain a current schedule of maximum tax rates based on the yearly increase specified herein and shall make the same available to any interested party upon request.
- 5.06 Disposition of Revenue: Revenues collected under the provisions of this Ordinance shall be deposited in a special fund called the Security Tax fund and shall be used only for the provision of security services within the District. Security services include:⁶
- a. Operating the security gates located at the entrances of Rancho Murieta, 24 hours a day, 365 days a year, including but not limited to staffing these gates;
 - b. Providing a 24 hour a day mobile patrol of the District and its boundaries;
 - c. Operating a radio communication system to maintain contact with external police, fire, and other emergency services as well as the appropriate entities within the District;
 - d. Providing assistance to other agencies providing first aid, fire fighting, police and emergency services within the District⁷;
 - e. Monitoring, controlling and registering guests or invitees of District customers and other visitors within the District;⁸
 - f. Conducting such other activities as the Board in its discretion may authorize for the protection of District customers and their property; and
 - g. Other incidental costs of providing the services listed above.
- 5.07 Effective Date: This Ordinance shall take effect July 1, 1998. [This reflects the original effective date of the Security Tax.]
- 5.08 Suspension of Security Fee: Upon the effective date of the levying of the tax established by the ordinance, and except as provided herein, the District shall suspend the collection of the security fee established in and collected under District Code Chapter 21, section 5.00. To the extent that a property or property owner is or becomes legally exempt

⁶ Please see Section 3.00 for an updated overview of Security Services provided by the District.

⁷ Subsection (d) of Section 5.06 is no longer applicable within the District.

⁸ See subsection (d) of Section 3.02 for the current version of this subsection.

from payment of the tax established in this Ordinance, such property and/or property owner shall remain subject to and shall pay the security fee established in and collected under District Code Chapter 21, section 5.00; and, to that extent, that security fee shall remain in effect.⁹

- 5.09 Appeals: Any taxpayer aggrieved by the amount of this tax shall file a written appeal with the General Manager stating the grounds for the appeal. The General Manager shall meet with the taxpayer; they may agree to a resolution of the appeal or set the matter for determination by the Board. The Board may adopt rules for the timing, filing and hearing of appeals under this Ordinance.
- 5.10 Severability: If any sentence, clause, article, section, subsection, phrase or portion of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of the District hereby declare that they would have adopted the remainder of this Ordinance, including each sentence, clause, article, section, subsection, phrase or portion of this Ordinance, irrespective of the invalidity of any other sentence, clause, article, section, subsection, phrase or portion of this Ordinance.

Section 6.00 Billing Procedures

- 6.01 General Billing Procedures: Except as otherwise specified herein, the charges for the Security Tax for District Security Services shall be collected together with, and not separately from the charges for other services and facilities rendered by the District to a Customer. All District charges shall be billed on the same bill and collected as one item. Except as otherwise specified herein, the District shall bill directly each individual Customer receiving security service and such bill shall be due and payable upon receipt.
- 6.02 Composite Billing Procedures: The District may elect to send a composite bill for Security Services only to groups of customers when each of the following conditions are met:
- a. The owners of the property receiving services have formally organized by writing into a homeowners' association or similar group;
 - b. The homeowners' association or similar group, through properly executed covenants, conditions, articles of incorporation, bylaws, or contract has the power to act as the sole agent for the owners or customers concerning security service charges in a manner which binds the individual owners or customers, and;
 - c. The association or group enters into a written agreement with the District which provides, among other matters, that:
 1. The association or group shall be responsible for and guarantee payment of all such charges within the time required by the District's rules and regulations, regardless

⁹ Section 5.08 is no longer applicable within the District.

of whether any single owner or customer has paid the owners or customer's share of such charges to the association or group;

2. The District shall apply to and the association or group shall pay all delinquent, penalty and interest charges on the composite bill,
3. The District's bill or other notices to the association or group shall constitute a bill or other notice to each individual owner or customer, who shall agree that no other notice or bill to the individual owner or customer shall be necessary for, or a prerequisite to, the Districts exercise of its powers to terminate service, place liens on the owner's property, or exercise any of the other legal remedies necessary to collect delinquent bills and charges; and
4. The bill shall consist of the sum of the total monthly Security Services charges for each owner or customer represented by the association or group, as well as Security Services to any common area or other unit represented by the association or group.

6.03 Bill Payment: Bills for Security Services are due and payable when mailed or delivered. A bill for services is delinquent if not paid and received at the Rancho Murieta Community Services District office by the 25th day of the month.

6.04 Security Services for Special Events: The District may provide Security Services on a contractual or fee-for-service basis for any special event, as described in Section 4.00, or for any other activity within the District's boundaries which requires Security Services other than that routinely provided by the District.

6.05 Additional Fees and Charges: Additional fees and charges may be required as part of an agreement or contract for additional Security Services, such as pursuant to Section 6.04 above.

Section 7.00 Collection of Special Tax

7.01 Penalty for Late Payment: A one-time basic penalty of ten percent (10%) of the charge for a month shall be added to each delinquent charge for the first month the charge is delinquent. Thereafter, an additional penalty of one half percent (1/2 %) per month shall be added to all delinquent charges and basic penalties remaining unpaid, until the District requests the Sacramento County Auditor to include the delinquencies on the tax roll, as set forth in Section 7.03. Monies paid where any portion of any account is delinquent shall first be credited to interest and penalties, then to the delinquent portion of the bill, and then to the current portion of the bill.

7.02 Imposition of Lien: Delinquent charges remaining unpaid after thirty (30) days may be recorded as a lien with the County in accordance with Section 6115 of the Government Code and, after recordation, shall

constitute a lien upon all real property owned or thereafter acquired by the property owner in the County. The District shall include a statement to this effect on its bills to each property owner.

The District may compile lists of such delinquent charges, and record them with the County Recorder as liens.

7.03 Process for Collection of Delinquent Charges: All charges, penalties and interest which remain delinquent as of June 30th of each year may be collected in the same manner as the general taxes for the District for the forthcoming fiscal year, as follows:

- a. The District shall prepare a written report, which shall be filed by the District Secretary. The report shall describe each parcel of real property for which there are any delinquencies in any charges for services rendered to each premises during the preceding year, and the amount of the delinquency. The report of delinquent security service charges may be combined with the report of any other delinquent charges, as long as the report identifies the delinquent charges for each service for each premise.
- b. The District Secretary shall publish notice of the report's filing and of the time and place of hearing on the report, prior to the date set for the hearing. The notice shall be published at least once a week for two weeks. The District Secretary shall also mail written notice of the report's filing to each property owner whose property or premises is identified as being subject to delinquent charges setting forth individually each property and each of the services and charges due for that property.
- c. At the time stated in the notice, the Board shall hear and consider all objections or protests, if any, to the report concerning the delinquencies. Thereafter, the Board may adopt, revise, change, reduce, or modify any delinquency or overrule any or all objections thereto. The Board shall then make its determination on each delinquency identified in the report; the Board's determination shall be final.
- d. On or before August 10th of each year following the Board's hearing, the District Secretary shall file with the County Auditor a copy of the report, signed by the Secretary, stating the Board has adopted the report. The Secretary shall request the County Auditor to include the amount of delinquencies on the bills for taxes levied against the properties identified in the report.

7.04 Attorneys' Fees: In the event the District is required to bring legal action to enforce any provision of this Chapter, including but not limited to the collection of delinquent charges or penalties, the District shall be entitled to recover its reasonable attorneys' fees, interest, court costs, and any other costs incurred by the District in bringing such action.

7.05 Discontinuance of Service: As an alternative method of enforcing the provisions of this Chapter or of any other District ordinance, rule or regulation, the District shall have the authority pursuant to

Government Code Section 61115 to discontinue any and all services provided by the District to a customer if all or part of any bill is not paid. Such discontinuance of service shall be in the following manner:

- a. At least ten days before the proposed discontinuance, the District shall provide written notice to the customer and the Property owner, if other than the customer, of the District's intent to discontinue service and the procedure for, and the availability of, an opportunity to discuss the reasons for the proposed discontinuance of service.
- b. Before discontinuing service, the customer or property owner shall have the opportunity to discuss the reason for the proposed Discontinuance with an employee designated by the Manager who shall be empowered to dispute bills, rectify any errors, and settle controversies pertaining to the review discontinuance of service.
- c. When service has been discontinued as provided in this section, the customer or property owner shall pay all unpaid charges, including penalties and interest, plus all District expenses and charges for the discontinuance and restoration of service, prior to the restoration of the discontinued service.
- d. No service shall be discontinued on any Saturday, Sunday, legal holiday, or at any time during which the District's business offices are not open to the public.

7.06 Remedies Cumulative: All remedies set forth herein for the collection and enforcement of charges, and penalties are cumulative and may be pursued alternatively or consecutively.

7.07 Declaration of Procedures: The District hereby declares the foregoing procedures are established as a means of enforcing the terms and conditions of the District's ordinances, rules and regulations and shall not be construed as penalties.

Section 8.00 Prohibited Activities on District Property

[PREFACE: The following activities are prohibited on District Property pursuant to the authority provided in Section 3.05 of this Code and Government Code Section 61064(c).]

8.01 Trespasses: No person shall enter upon District Property, except for the purpose of conducting District business, to attend publicly noticed District meetings, or as otherwise authorized by law or District staff.

8.02 Defacing Property: No person shall deface, damage or destroy District Property. The terms deface, damage and destroy as used in this Section shall include graffiti.

8.03 Loitering: No person shall loiter upon District Property. As used in this Section, the word "loiter" means entering and remaining on District Property under such circumstances that a reasonable person would conclude that the person who has entered and remained on

such premises does not have a purpose legitimately connected with District or otherwise authorized allowed by law.

8.04 Use of Motor Vehicles:

- a. No person shall drive or operate a motor vehicle on District Property except to conduct District business, attend a publicly noticed District meeting or as otherwise authorized by law or District staff.
- b. No person shall park a motor vehicle on District Property except in areas specifically designated as parking areas. In no case shall any person park a motor vehicle on District Property in a manner that presents a hazard to the public.
- c. No person shall park or otherwise allow a motor vehicle to remain on District Property during hours that the District Property is closed without a permit from the District.
- d. No person shall abandon any motor vehicle on District Property.

8.05 Use of Skateboards: No person shall ride or propel a skateboard on District Property.

8.06 Animals: No person shall bring an animal onto District Property, except for the purpose of aiding or assisting persons with disabilities.

8.07 Disposal of Refuse: No person shall dump, deposit, or release any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse, or trash in or upon District Property, except that refuse which is incidental to the use of the facility which may be deposited into the receptacles as provided therefore.

8.08 Consumption of Alcoholic Beverages: No person shall possess any can, bottle or other receptacle containing any alcoholic beverage which has been opened, or a seal broken, or the contents of on or within District Property, unless otherwise authorized by the Manager.

8.09 Firearms: No person shall bring a firearm onto District Property, except for law enforcement or District Security Officers.

8.10 Fireworks: No person shall possess or ignite any firecracker or fireworks on District Property, unless otherwise authorized by the Manager.

8.11 Use of Bridge: No person shall dive or jump from any bridge owned or authorized for use by the District, including, but not limited to, the Yellow Bridge and the Pedestrian Bridge.

Section 9.00 False Alarm Service Fee

9.01 False Alarm Fee: All persons operating an alarm system within the District shall pay a false alarm fee of \$100 per false alarm to reimburse the District for costs incurred by the District Security Department resulting from false alarms. Such fee shall apply to false alarms in excess of one false alarm per calendar month.

9.02

Collection: Fees for false alarms shall be collected in the same manner as set forth in Section 6.00 of this Chapter.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Category:	Security	Policy # 2008-05
Title:	Policy Statement for Operation of the Rancho Murieta Community Services District Security Department	

PURPOSE

This Statement of Policy is intended to establish the duties of the District Security Department in providing security services to residents within Rancho Murieta Community Services District pursuant to Chapter 21 of the District Code, entitled "The Security Code", and consistent District authority, as it currently exists.

- 1) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers employed by the District Security Department shall protect lives and property within the boundaries of the District by seeking to prevent an incident or offense from occurring in the District. In situations where prevention of an incident or offense is not possible, the function of the Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers is to observe and report the incident to a law enforcement agency, such as the Sacramento County Sheriff's Department, except as otherwise authorized by the Security Code. The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers are not peace officers, and except in limited circumstances authorized by the Security Code, are not responsible for and shall not engage in any law enforcement activities, including but not limited to: chasing, apprehending or detaining suspected criminals; investigating criminal acts; or enforcing state or county laws, including traffic regulations. (See **Security Code, Section 3.01**).
- 2) Security Services within the District include:
 - a) Gate and patrol services, including:
 - i. Operating and staffing security gates located at the entrances to the Rancho Murieta community on a year round basis;
 - ii. Providing twenty-four (24) hour a day mobile patrol of all areas within the boundaries of the District; and
 - iii. Operating a radio and telephone communication system to maintain contact with local law enforcement, fire and other emergency services, as well as the appropriate entities within the District.
 - iv. Registering guests or invitees of District Customers and other visitors within the District in corporation with Rancho Murieta Association or other homeowners' associations within the District as appropriate. (See **Security Code, Section 3.02**).
 - b) Enforcement of district rules and ordinances, including the issuance of citations for violations of such rules and ordinances, to be processed as an infraction. (See **Security Code, Section 3.03**).
 - c) Enforcement of non-architectural covenants, conditions and restrictions ("CC&Rs") that are related to the provision of security services. (See **Security Code, Section 3.04**).

- d) Enforcement of state and county laws on district property, including making arrests pursuant to Penal Code Section 836.5, and issuing citations for misdemeanor and infraction violations, when such violations occur in the presence of the District Security Officer making the arrest or issuing the citation. (See **Security Code, Section 3.05**).

3) Citizen's Arrest Policy:

The Security Chief, Security Sergeant and Security Patrol Officers, in carrying out their duties to protect persons or property within the District (pursuant to Paragraph 1 above), are citizens, and as such have the authority, and are authorized by the Board of Directors, to make arrests pursuant to Penal Code Section 837. The Security Chief, Security Sergeant and Security Patrol Officers may make citizen's arrests subject to the limitations described below, and any other policies or procedures established by the Manager or Security Chief.

The Security Chief, Security Sergeant and Security Patrol Officers are instructed to exercise their authority to make citizen's arrests in a reasonable and prudent manner. Except in a situation where life or substantial bodily injury is at risk, the District Security Officer shall first call the Sacramento County Sheriff's Department and make a written record of any observations, such as the license plate number of the vehicle(s) involved, the name(s) and/or a description of the person(s) involved, and any other pertinent information, as applicable, before taking any action to make a citizen's arrest.

The District shall indemnify the Security Chief, Security Sergeant and any Security Patrol Officers that voluntarily make a citizen's arrest for violation of state or local law occurring within the boundaries of Rancho Murieta Community Services District pursuant to the requirements of Penal Code Section 837, provided such Security Chief, Security Sergeant or Security Patrol Officer acted reasonably and pursuant to established District policy in making the arrest, as determined by the District Board of Directors. (See **Resolution No. 2008-08**).

- 4) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall respond to calls received from citizens and customers of the District and make a documented summary of observations and actions, if any.
- 5) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers have no authority to act in their official capacity as employees of the District when not on duty. In addition, the Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall not wear their District uniforms when not on duty.
- 6) The hierarchy of authority that the Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall comply with is as follows: (1) state and local law; (2) the District Security Code; and (3) policies, procedures, and manuals implementing the provisions of the District Security Code.
- 7) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall perform their duties in compliance with the training they have received.
- 8) The District may contract or enter into a joint or cooperative arrangement with any entity or person to provide security services to District residents, including but not limited to, RMA and the Sacramento County Sheriff's Department. (See **Security Code, Section 3.06**).

- 9) The District maintains liability coverage for the District and its employees with respect to all conduct of employees which is consistent with this Statement of Policy.

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MEMORANDUM

Date: November 10, 2008
To: Board of Directors
From: Edward R. Crouse, General Manager
Subject: Approve Lease Agreement for Placement of Emergency Responder
Radio Equipment

RECOMMENDATION:

Approve the Lease Agreement with Sacramento County for placement of emergency responder radio equipment at the District's Van Vleck Water Storage Tank site.

DISCUSSION:

Several months ago, Sacramento County approached the District to locate their emergency response radio tower and equipment. Staff had several meetings and site visits during the initial negotiations.

The proposed lease is a no rent lease. In exchange, the District will receive emergency responder radio equipment and free use of the system. The District will also share in any revenue, should the County allow private use of the tower in the future.

Attached is the proposed lease agreement. Sacramento County Counsel approved all of the District's staff's original changes except for the insurance paragraph. Since Sacramento County (County) is self insured, the standard sentence the County uses in agreements has been inserted. Special District Risk Management Authority (SDRMA) and the County have reached agreement in the insurance paragraph. A couple of minor changes were also made regarding the easements for the site and it is the County's responsibility to obtain them.

Comments from the last Board meeting have been included as well.

With regard to the access easement to the site, the County will be using the existing road with no alterations to the Van Vleck property. A copy has been forwarded to Stan Van Vleck for review and approval.

The County's goal was to obtain our and their Board of Supervisors' approval in October or November and begin work soon thereafter. The schedule may now slip some due to holidays and weather.

LEASE AGREEMENT

FOR PLACEMENT OF EMERGENCY RESPONDER RADIO EQUIPMENT

THIS LEASE AGREEMENT (“**Lease**”) is entered into and effective this _____ day of _____(2008) (the “**Effective Date**”) by and between the **RANCHO MURIETA COMMUNITY SERVICES DISTRICT** (“**LESSOR**”), and the **COUNTY OF SACRAMENTO**, a political subdivision of the State of California (“**LESSEE**”), LESSOR and LESSEE are hereinafter individually referred to as “**Party**” and collectively referred to as the “**Parties.**”

ARTICLE 1

PREMISES

In consideration of LESSEE’s need in having emergency responder radio transmission equipment (“**Equipment**”) installed within Sacramento County, LESSOR does hereby lease to LESSEE the following described portion of LESSOR’s property commonly known as Sacramento County APN 128-0080-093 (“**Property**”) as more particularly described in Exhibit A, attached hereto and incorporated herein. The portion of the Property subject to this Lease is a 2,000 square foot area, as more particularly shown in Exhibit B (“**Premises**”), attached hereto and incorporated herein.

ARTICLE 2

TERM AND RENT

- 2.1 **TERM COMMENCEMENT.** The term of this Lease (the “**Term**”) shall commence upon the Effective Date of this Lease.
- 2.2 **EXPIRATION.** Unless sooner terminated or renewed as provided below, the Term shall expire ten (10) years from the Effective Date of this Lease.
- 2.3 **RENEWAL.** This Lease shall automatically be extended for five (5) terms (“**Renewal Term(s)**”) of five (5) years each for a total of thirty-five (35) years unless LESSOR OR LESSEE notifies the other Party in writing of that Party’s intention not to extend this LEASE (6) months prior to start of each Renewal Term.
- 2.4 **RENT.** In consideration of the enhanced emergency radio coverage to be provided by the facility for the benefit of the citizens within the surrounding community and southern portions of Sacramento County, no rent shall be charged for the use of the Premises.

ARTICLE 3

IMPROVEMENTS

- 3.1 IMPROVEMENTS IN GENERAL.** The Parties intend that the Premises will be improved in accordance with those certain plans and specifications attached hereto as Exhibit B and incorporated herein (the “**Improvements**”), including installation of a lattice tower, an equipment shelter, back-up generator, and the telephone and electrical connections and easements necessary to run the Equipment to be installed by Lessee pursuant to Article 4. Payment of the costs for making the Improvements shall be as set forth in subparagraph 3.2. Construction and installation of the Improvements shall be in accordance with the provisions of subparagraph 3.4 and 4.2 below.
- 3.2 COST OF IMPROVEMENTS.** All of the work related to the construction and installation of the Improvements shall be at LESSEE’s sole cost and expense. LESSOR shall not be responsible for any costs or expenses associated with the granting of this Lease, installation of Improvements, or use of the Premises by LESSEE.
- 3.3 DESIGN DEVELOPMENT.** Detailed plans for the construction and installation of the Improvements shall be developed by the LESSEE in accordance with the Site Plan in Exhibit B. The completed plans for the construction and installation of the Improvements shall be subject to review and approval by LESSOR prior to construction of the Improvements. Such approval by the LESSOR shall not be unreasonably withheld.
- 3.4 CONSTRUCTION STANDARDS.** In addition to those specifications set forth in Exhibit B, the construction of the Improvements on the Premises shall comply in all respects with all laws, regulations, rules, and ordinances, whether city, county, state, or federal as are, from time to time, applicable. This shall include compliance with the current requirements of the appropriate governmental building inspection department concerning the Improvements. In addition, it shall be LESSEE’s sole obligation and responsibility to obtain all necessary permits and approvals from applicable county, state and federal authorities.
- 3.5 CERTIFICATION.** Upon completion of the Improvements, LESSOR shall inspect, and if appropriate, certify that the Improvements are consistent with the plans and specifications provided in Exhibit B. If LESSOR determines that the Improvements as completed are not consistent with the plans and specifications provided for in Exhibit B, LESSEE shall make any and all necessary modifications and/or changes to the Improvements, until LESSOR determines that the Improvements are consistent with the plans and specifications provided in Exhibit B.

ARTICLE 4

EQUIPMENT INSTALLATION

- 4.1 INSTALLATION.** The Parties intend that the Equipment will be installed in accordance with the Site Plan, attached hereto as Exhibit B and incorporated herein, and also in accordance with the provisions of paragraph 4.3 below.
- 4.2 COST OF INSTALLATION.** All of the work related to the installation of the Equipment, including a grounding system, shall be at LESSEE's sole cost and expense. LESSOR shall not be responsible for any costs or expenses associated with the granting of this Lease, installation of Equipment, or use of the Premises by LESSEE. LESSOR shall have the right to inspect the installation of the Equipment with regard to compliance with the terms of this Lease. LESSEE shall make any and all necessary modifications and/or changes to the installation of the Equipment, until LESSOR determines that the installation of the Equipment is in compliance with the plans and specifications provided in Exhibit B, and other applicable terms of this Lease.
- 4.3 STANDARDS RELATED TO INSTALLATION.** Installation and operation of the Equipment shall comply in all respects with all laws, regulations, rules, and ordinances, whether city, county, state, or federal as are, from time to time, applicable to the installation of such Equipment.

ARTICLE 5

TAXES AND ASSESSMENTS

- 5.1 TAXES AND ASSESSMENTS.** To the extent LESSEE's use of the Premises results in Real Estate Taxes being levied or imposed on the Premises, as defined below in Section 5.2, LESSEE shall promptly pay such Real Estate Taxes. In addition, LESSEE shall promptly pay any Real Estate Taxes which may become a lien against the Premises as a result of LESSEE's use of the Premises. LESSOR has no obligation to pay Real Estate Taxes.
- 5.2 REAL ESTATE TAXES DEFINED.** The term "Real Estate Taxes" means all taxes, rates, and assessments, general or special, levied or imposed with respect to the Premises, (including all taxes, rates and assessments, general or special, levied or imposed for school, public betterment and/or general or local improvements). If the system of real estate taxation shall be altered or varied and any new tax or levy is levied or imposed on the Premises or the LESSEE, then such new tax or levy shall be included within the term "Real Estate Taxes".

ARTICLE 6

UTILITY, OPERATION AND MAINTENANCE COSTS

LESSEE shall pay all utility charges, including but not limited to electricity and telephone, and all costs associated with the operation and maintenance of the Improvements and the Equipment.

LESSEE shall arrange for payment of all utilities through separate meters and accounts which shall be the sole obligation and responsibility of LESSEE.

ARTICLE 7

MAINTENANCE

- 7.1 PREMISES MAINTENANCE.** LESSEE shall maintain the Premises in good, clean and safe condition and repair, as determined by LESSOR. In the event LESSEE's use of the Premises results in damage to the Premises as determined by LESSOR, LESSEE shall assume all liability for the costs to restore the Premises to a condition suitable to LESSOR.
- 7.2 TESTING.** LESSEE shall be responsible for maintaining the Equipment and the Premises in a safe condition. LESSEE shall perform annual maintenance and testing of the Equipment to ensure that it is in a safe condition.
- 7.3 ACCESS FOR REPAIR AND MAINTENANCE.** For any work performed in accordance with the provisions of this Lease, LESSEE shall access the Premises in accordance with the access requirements provided in Section 10.6 and in Exhibit C, attached hereto and incorporated herein.
- 7.4 TIMING OF MAINTENANCE WORK.** Any work performed by LESSOR which could disrupt LESSEE's access to the Premises shall be performed only after LESSOR gives five (5) days advance notice to LESSEE, except in case of an emergency.

ARTICLE 8

INSURANCE

Insurance or Self-Insurance

Each party, at its sole cost and expense, shall carry insurance –or self-insure - its activities in connection with this Agreement, and obtain, keep in force and maintain, insurance or equivalent programs of self-insurance, for general liability, workers compensation, property, professional liability, and business automobile liability adequate to cover its potential liabilities hereunder. Each party agrees to provide the other thirty (30) days' advance written notice of any cancellation, termination or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance as required in this Agreement is a material breach of contract and may be grounds for termination of the Agreement.

ARTICLE 9

USE OF PREMISES

LESSEE may use and occupy the Premises during the Term of this Lease exclusively for the purposes of installing, operating and maintaining the Equipment. LESSEE shall not use the Premises or permit the Premises to be used in whole or in part for any purpose or use that is in violation of any of the laws, ordinances, regulations, or rules of any public authority at any time.

ARTICLE 10

GENERAL

- 10.1 DAMAGE TO PREMISES.** If the Premises, through no fault of the LESSEE, are destroyed or become unusable through fire or other casualty, this Lease may be terminated by LESSEE giving LESSOR ten (10) day written notice of LESSEE's desire to terminate the Lease. Damages to LESSOR facilities caused by LESSEE facilities shall be the full responsibility for reimbursement by the LESSEE.
- 10.2 RISK OF HAZARDS.** LESSEE shall not do anything in or on the Premises, nor bring or keep anything thereon which will in any way increase the risk of fire or the rate of insurance, or which shall conflict with the regulations of any fire district having jurisdiction.
- 10.3 HAZARDOUS SUBSTANCES.** LESSEE shall indemnify, defend and hold harmless the LESSOR from and against all claims arising during the Term of this Lease and resulting, arising, or based directly or indirectly in whole or in part, upon (i) the presence, release, use, generation, discharge, transport, storage or disposal of any hazardous substances, as defined by applicable state and federal laws, on, under, in or about, or the transportation of any such hazardous substances to or from, the Premises during the Term of this Lease, or (ii) the failure of LESSEE, LESSEE's employees, agents, contractors, subcontractors, licensees, permittees, or any person acting on behalf of any of the foregoing to comply with Hazardous Materials Laws, as defined by this Section. The foregoing indemnity shall further apply to any residual contamination in, on, under or about the Premises or affecting any natural resources, and to any contamination of any property or natural resources arising in connection with the generation, use, handling, treatment, storage, transport or disposal of any such hazardous substances, and irrespective of whether any of such activities were or will be undertaken in accordance with Hazardous Materials Laws and shall include, without limitation, claims arising in connection with any investigation of site conditions or any cleanup, remedial, removal or restoration work ordered by a court or required by any federal, state, or local governmental agency or political subdivision. As used herein "Hazardous Materials Laws" means all federal, state and local laws, ordinances, regulations, orders and directives pertaining to hazardous substances. The requirements and obligations of this Section 10.3 shall survive the termination of this Lease.

10.4 MUTUAL INDEMNIFICATION.

- A. LESSOR shall defend, indemnify and hold harmless LESSEE, its officers, directors, agents, employees and volunteers from and against all demands, claims, actions, liabilities, losses, damages, and costs, including reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or in part by the negligent or intentional acts or omissions of LESSOR's officers, directors, agents, employees, volunteers, or subcontractors.
- B. LESSEE shall defend, indemnify, and hold harmless LESSOR, its officers, directors, agents, employees, and subcontractors from and against all demands, claims, actions, liabilities, losses, damages and costs, including reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or in part by the negligent or intentional acts or omissions of LESSEE'S officers, supervisors, agents, employees, volunteers, or subcontractors.
- C. It is the intention of LESSEE and LESSOR that the provisions of this paragraph be interpreted to impose on each party responsibility to the other for the acts and omissions of their respective officers, directors, agents, employees, volunteers, and subcontractors. It is also the intention of LESSEE and LESSOR that, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any damage attributable to the fault of that Party, its officers, directors, agents, employees, volunteers, and subcontractors.

10.5 ASSIGNMENT AND SUBLETTING. LESSEE shall not assign, transfer, mortgage, sublet, or otherwise transfer or encumber all or any part of LESSEE's rights or interests under this Lease, without LESSOR's prior written consent. Said consent will not be unreasonably withheld by LESSOR. Any attempt to assign, transfer, mortgage, sublet, or otherwise transfer or encumber all or any part of LESSEE's rights or interests under this Lease, without LESSOR's prior written consent shall be wholly void and shall constitute a breach of this Lease. Assignment or subleasing by the LESSEE will not release the LESSEE from the obligations contained herein. Need to adjust indentation of this paragraph.

10.6 ACCESS AND USE RIGHTS.

- A. LESSEE shall have the sole responsibility to negotiate with private property owners to obtain access and utility easements to the Premises from Highway 16. LESSOR shall have no obligation to arrange for or provide access or utilities to the Premises.
- B. Except as otherwise provided herein, LESSEE shall have the exclusive right to use all areas of the Premises as identified in Exhibit B.
- C. In the event of a reduction in LESSEE's rights under paragraph 10.6.A above, and if the reduction, in LESSEE's opinion, renders the Premises unsuitable for

LESSEE's operations, LESSEE may terminate this Lease by giving thirty (30) days written notice to LESSOR.

10.7 INCOME DERIVED FROM USE OF PREMISES. If LESSEE is permitted by LESSOR to assign, transfer, or sublet all or any part of the LESSEE's rights or interests under this Lease, and such assignment, transfer or sublet results in income being derived from use of the Premises, LESSOR shall be entitled to not less than a fifty percent (50%) share of such income as owner of the Premises.

10.8 ALTERATIONS BY LESSEE.

A. LESSEE may make minor alterations to the Premises necessary for the accommodation of LESSEE's uses. In the event that LESSEE uses LESSEE's own agent, vendor, and/or contractor to make such alterations, LESSEE shall be responsible for making certain that LESSEE's agent, vendor, and/or contractor has adequate Workers' Compensation and liability insurance as would be required by LESSOR for the level of alteration required. LESSEE shall pay the full cost of any alteration projects. LESSEE shall maintain any alteration after the alteration is performed for the remaining Term of the Lease or renewal thereof.

B. All fixtures, partitions, or other equipment installed within the Premises by LESSEE, and paid for by LESSEE, are and shall remain the property of LESSEE. LESSEE shall repair any damage to the Premises resulting from removal of any fixture, partition, or other Improvement.

10.9 SUCCESSORS-IN-INTEREST. This Lease shall be binding upon and inure to the benefit of the successors-in-interest of the Parties hereto.

10.10 WRITTEN COMMUNICATIONS AND NOTICE. Any notice, demand, request, consent, approval, or communication that either Party desires or is required to give to the other Party pursuant to this Lease shall be in writing and either served personally, sent by fax, as evidenced by a fax transmittal, or sent by prepaid, first class, certified mail, or nationally recognized over-night delivery company. Such notice shall be deemed effective five (5) days after transmittal as herein provided. Such matters shall be addressed to the other Party at the following addresses or such other address as either Party may designate by written notice:

To LESSOR at:

Rancho Murieta CSD
15160 Jackson Road
Rancho Murieta, CA 95683
Phone No. (916) 354-3700
FAX No. (916) 354-2082

To LESSEE at:

County of Sacramento
10545 Armstrong Avenue, Suite 202D
Mather, CA 95655
Phone No. (916) 875-6200
FAX No. (916) 876-6391

10.11 AMENDMENT AND WAIVERS. This Lease constitutes the entire understanding of the Parties thereto and shall not be altered or amended except by a supplementary agreement in writing and executed under proper authority by both Parties. The failure of either LESSOR or LESSEE to exercise the rights granted hereunder shall not constitute a waiver of the same either at the time or upon a late recurrence.

10.12 RIGHT AND REMEDY. No delay or omission in the exercise of any right or remedy of either Party on any default of the other Party shall impair such a right or remedy or be construed as a waiver of such default. Any waiver by either Party of any default of the other Party shall be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Lease.

10.13 CONSTRUCTION AND INTERPRETATION. It is agreed and acknowledged by the Parties hereto that the provisions of this Lease have been arrived at through negotiations, and that each of the Parties has had a full and fair opportunity to revise the provisions of this Lease and the normal rule of construction that any ambiguities are to be resolved against the drafting Party shall not apply in construction or interpreting this Lease.

10.14 RECORDATION OF LEASE. This lease shall not be recorded but, at the request of either Party, the Parties agree to execute a Memorandum of Lease in recordable form pursuant to Exhibit C, which may be recorded by either Party.

10.15 CONDEMNATION. In the event of any condemnation of the Premises, this Lease may be terminated by LESSEE giving LESSOR thirty (30) day advance written notice of LESSEE's desire to terminate the Lease.

**LESSOR: RANCHO MURIETA
COMMUNITY SERVICES
DISTRICT**

By: _____

Title: _____

LESSEE:

COUNTY OF SACRAMENTO, a political subdivision of the State of California

By: _____

Chief Real Estate Agent, as authorized

By Resolution _____

Dated _____

APPROVED AS TO FORM: _____

Deputy County Counsel

APPROVED AS TO FORM: _____
Rancho Murieta CSD Counsel

Tim, I'm not sure where this should be included in the lease. The District has plans to create a wireless cloud over the community to assist our utility and security staff. A component is the need to have several high tower fixed repeaters. We would like to have the ability to co-locate/install a fixed repeater station on the tower.

EXHIBIT A

Page 1 of 2

Legal Description of the Property

Sacramento County APN 128-0080-093, described as follows:

Parcel One :

All that portion of the North one-half of Section 2, Township 7 North, Range 8 East and more particularly described as follows:

Commencing at the Southerly terminus of a course bearing North 00°28'36" East 1749.31 feet said course being a portion of the East property line as shown on that certain Parcel Map of "Rancho Murieta" recorded in Book 123 of Parcel Maps, at Page 26 in the office of the recorder of the County of Sacramento, thence along said property line, North 00°28'36" East 1157.87 feet; thence leaving said property line, North 77° 47' 05" East 9.82 feet; thence, South 46° 27' 54" East 362.88 feet; thence, North 71° 44' 20" East 286.74 feet; thence, North 89° 41' 32" East 195.40 feet; thence, North 17° 48' 25" East 178.87 feet; thence, North 51° 37' 10" East 115.32 feet; thence, South 77° 59' 54" East 294.41 feet; thence South 16° 40' 00" East 123.06 feet; thence North 90° 00' 00" East 156.37 feet more or less to a point on the East line of said Section 2, T. 7 N., R. 8 E. as shown on that certain Parcel Map filed in Book 12 of Parcel Maps, at Page 47 in the office of recorder of the County of Sacramento to the point of beginning; thence from said point of beginning, South 00°17'53" East 265.20 feet along said section line; thence leaving said section line, North 90°00'00" West 111.36 feet; thence North 00°00'00" East 16.99 feet; thence along a curve to the right having a radius of 88.00 feet and a central angle of 97°29'40", said curve being subtended by a chord bearing North 41°14'50" West 132.32 feet; thence North 07°30'00" East 150.00 feet; thence North 90°00'00" East 177.64 feet more or less to the point of beginning.

Parcel Two :

All that certain property located in Section 2, Township 7 North, Range 8 East, Mount Diablo Meridian, County of Sacramento, State of California, described as follows:

Beginning at the most Northeasterly corner of Parcel 5 as said Parcel 5 is shown on that certain Parcel Map filed in the Office of the Recorder of Sacramento County, California in Book 123 of Parcel Maps at Page 26, said point also being in the exterior boundary of said Parcel Map; thence, from said point of beginning, South 65° 54' 05" East 1281.41 feet to the true point of beginning; thence, from said true point of beginning; along the centerline of a uniform strip of land fifty (50) feet in width, the following fifteen (15) courses:

- (1) South 07°30'00" West 139.33 feet; thence
- (2) Along the arc of a curve to the left having a radius of 133.97 feet, through a central angle of 73°29'46" for an arc length of 171.85 feet, said arc being subtended by a bearing South 29°14'53" East 160.31 feet; thence,
- (3) South 66°00'00" East 22.88 feet; thence
- (4) Along the arc of a curve to the right having a radius of 150.00 feet, through a central angle of 65°42'03" for an arc length of 172.00 feet, said arc being subtended by a bearing South 33°08'59" East 162.73 feet to a point 25 feet Westerly of the common Section line to Sections 1 and 2, Township 7 North, Range 8 East, Mount Diablo Meridian, said 25 feet being measured at right angles to said common Section line; thence,
- (5) Parallel to said common Section line South 00° 17' 57" East 604.27; thence
- (6) Along the arc of a curve to the right having a radius of 200.00 feet, through a central angle of 34°17'38" for an arc length of 119.71 feet, said arc being subtended by a bearing South 16°50'52" West 117.93 feet to a point reverse curvature; thence,

EXHIBIT A

Page 2 of 2

(7) Along the arc of a curve to the left having a radius of 175.00 feet, through a central angle of 35°26'46" for an arc length of 108.26 feet, said arc being subtended by a bearing South 16°16'18" West 106.55 feet; thence,

(8) South 01°27'04" East 325.12 feet, said line; thence

(9) Along the arc of a curve to the left having a radius of 125.00 feet, through a central angle of 27°55'06" for an arc length of 60.91 feet, said arc being subtended by a bearing South 15°24'37" East 60.31 feet to a point of reverse curvature; thence,

(10) Along the arc of a curve to the right having a radius of 348.24 feet, through a central angle of 29°04'14" for an arc length of 176.69 feet, said arc being subtended by a bearing South 14°50'03" East 174.80 feet to a point 25 feet Westerly of said common Section line, said 25 feet being measured at right angles to said

common Section line; thence,

(11) Parallel to said common Section line South 00°17'57" 585.76 feet; thence,

(12) Along the arc of a curve to the right having a radius of 1025.00 feet, through a central angle of 13° 12' 45" for an arc length of 236.37 feet, said arc being subtended by a bearing South 06°18'25" West 235.84 feet to a point of reverse curvature; thence,

(13) Along the arc of a curve to the left having a radius of 325.00 feet, through a central angle of 30°24'08" from an arc length of 172.45 feet, said arc being subtended by a bearing South 02°17'16" East 170.44 feet to a point of reverse curvature; thence,

(14) Along the arc of a curve to the right having a radius of 475.00 feet, through a central angle of 17°11'23" for an arc length of 142.51 feet, said arc being subtended by a bearing South 08°53'38" East 141.97 feet to a point 25 feet Westerly of said common Section line, said 25 feet being measured at right angles to said common Section line; thence

(15) Parallel to said common Section line South 00°17'57" East 131.44 feet to a point in the North right of way of State Route 16 (also known as "Jackson Road").

It is expressly understood that the side lines of the above described strip of land shall end in the boundary of the lands of the grantor herein.

APN: 128-0080-093-0000

EXHIBIT B

Site Plan of the Premises

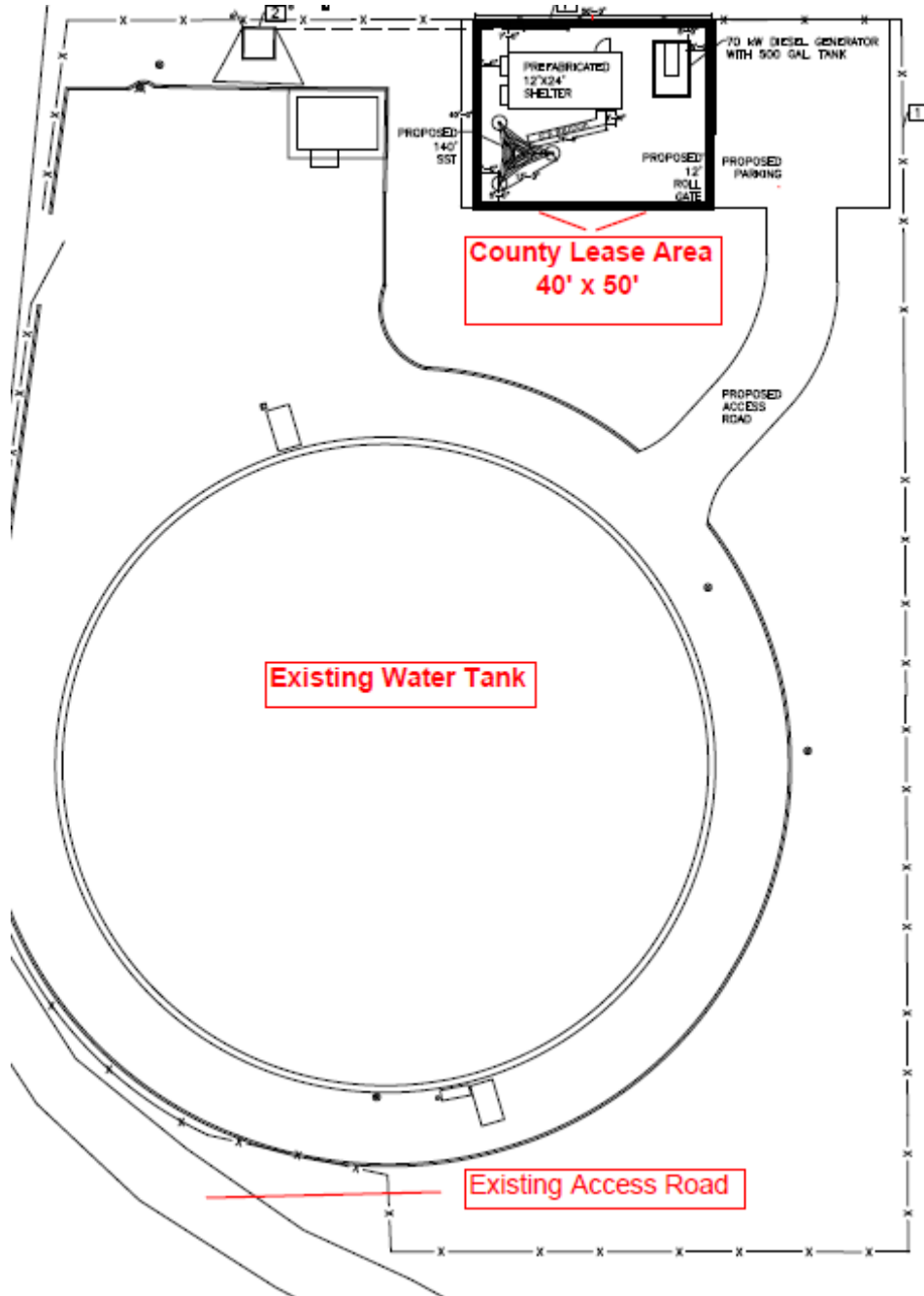


EXHIBIT C

MEMORANDUM OF LEASE AGREEMENT

THIS MEMORANDUM OF LEASE AGREEMENT (“Lease”) is made between the **RANCHO MURIETA COMMUNITY SERVICES DISTRICT** (“LESSOR”), and the **COUNTY OF SACRAMENTO**, a political subdivision of the State of California (“LESSEE”);

1. Lessor and Lessee entered into a Lease Agreement for Placement of Emergency Responder Radio Transmission Equipment ("Agreement") on the ____ day of _____, 2008, for the purpose of installing, operating and maintaining a communications facility and other improvements. All of the foregoing is set forth in the Agreement.

2. The term of the Agreement is for ten (10) years commencing upon execution of the Agreement, with five (5) successive, five (5) year options to renew.

3. The Property which is the subject of the Agreement is described in Exhibit A annexed hereto. The portion of the Subject Property being used by Permittee (the "Premises") is described in Exhibit B annexed hereto.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement as of the day and year first above written.

LESSOR:
RANCHO MURIETA COMMUNITY
SERVICES DISTRICT

LESSEE
COUNTY OF SACRAMENTO

By:

By: _____

Its: _____

Date _____

By: _____

Douglas Bell
Chief Real Estate Agent

Date: _____

Exhibit A

Page 1 of 2

Sacramento County APN 128-0080-093, described as follows:

Parcel One :

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Exhibit A

Page 2 of 2

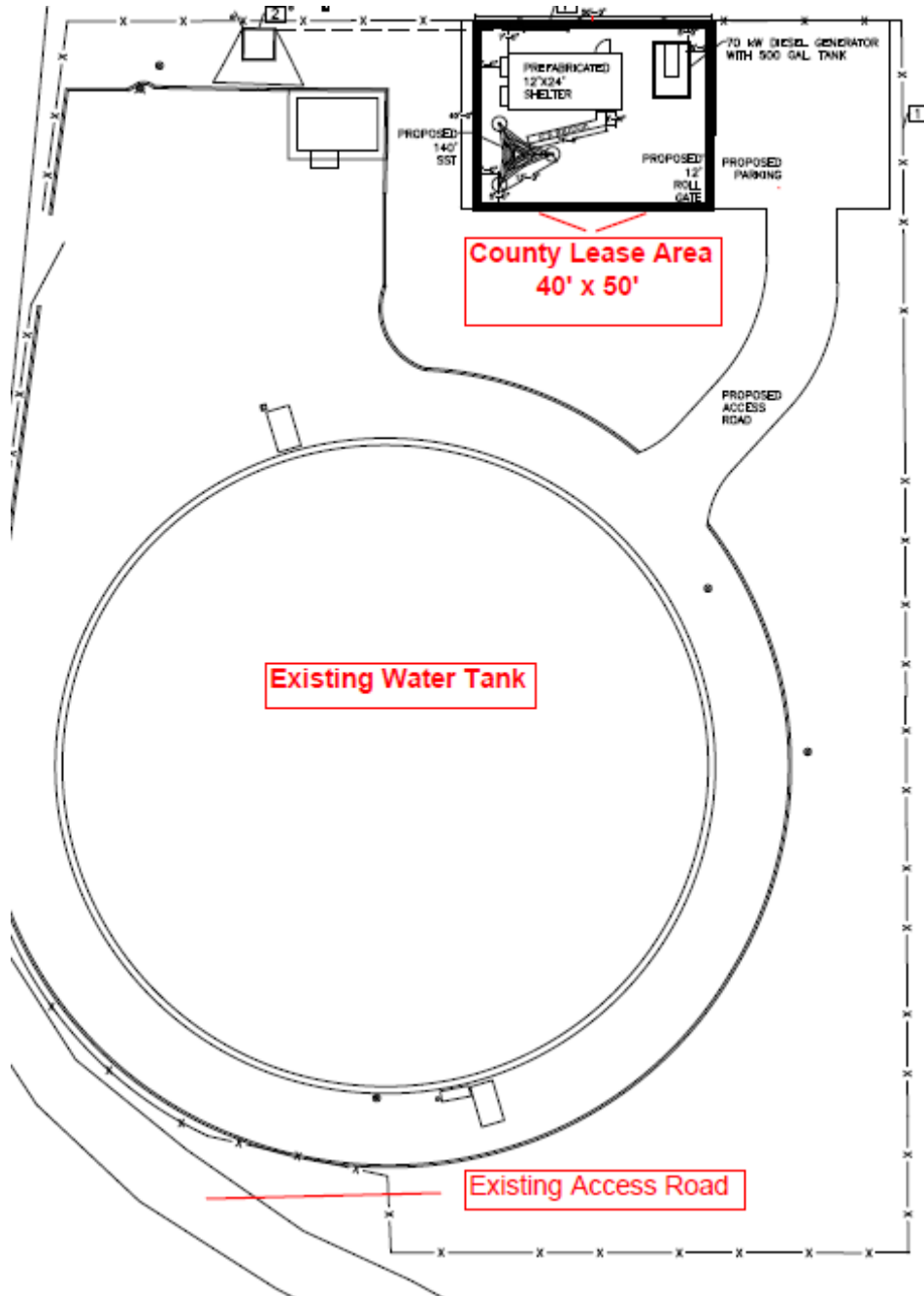
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APN: 128-0080-093-0000

Exhibit B

Premises



MEMORANDUM

Date: November 14, 2008
To: Board of Directors
From: Greg Remson, Security Chief
Subject: New Patrol Vehicle Purchase

RECOMMENDATION:

Approve the purchase of a new 2009 Ford Escape from Geweke Ford-Mercury for \$17,126.86, including tax. Funding is from the Security Replacement Reserves, Capital Improvement Project # 07-03-03.

BACKGROUND:

The oldest patrol vehicle, a 2003 Ford Explorer, now has 102,000 plus miles. I looked at the Ford Escape, Jeep Compass, Mazda Tribute, Subaru Forester, and Toyota RAV4. All of the vehicles were similar in price and size. The Escape had a better combination of invoice price, MPG, and ground clearance. It was also the only car that did not have a console mounted emergency brake. The console is where the radio equipment is installed and the emergency brake location would not allow this installation.

I sent out bid requests to nine Ford vendors and received two back. The low bidder was Geweke Ford-Mercury at \$17,126.86. This vehicle would be a factory order. The other bid was from Folsom Lake Ford for \$17,268.01.

Geweke Ford-Mercury and Folsom Lake Ford said the trade-in for the 2003 Explorer will be between \$500 and \$1,000 due to the mileage and condition. The District can either trade in the vehicle or use the quote for a minimum bid amount. If the trade in amount is less than \$5,000, another option, according to Ordinance 83-2, Division VIII, Section 8.02 "Sale of Personal Property for \$5,000 or Less" is to sell the vehicle for that amount as an open market transaction since it less than \$5,000 and not go through the bid process.



Rancho Murieta Community Services District

15160 Jackson Road • P.O. Box 1050 • Rancho Murieta, CA 95683 • (916) 354 3700 • Fax (916) 354-2082

Visit our website • www.rmcsd.com

REQUEST FOR PROPOSAL TO SUPPLY VEHICLE to Rancho Murieta Community Services District

YEAR-2008 or 2009

Ford Escape XLS FWD	/
Oxford White or Suede White	/
4 Door	/
2.5L 4 Cylinder Engine	/
Automatic Transmission	/
Air Conditioning	/
Electric Windows and Door Locks	/
Front Floor Mats	/
California Emissions	/

SUBTOTAL FOR VEHICLE

16 026⁰⁰

Government Discount Code "QU286"

incl

Dealer Set-up Cost

incl

California Sales Tax (% 7.75)

1,247.01

TOTAL DIRECT PURCHASE PRICE

17 268.01

Price Quoted: 11 / 13 / 08 Dealer: Folsom Lake Ford

By: Ted King

Print Name: Ted King

Quotation Good Through: 11 / 31 / 08

Contact Greg Remson at gremson@rmcsd.com

FACTORY ORDER



Rancho Murieta Community Services District

15160 Jackson Road • P.O. Box 1050 • Rancho Murieta, CA 95683 • (916) 354-3700 • Fax (916) 354-2082

Visit our website • www.rmcsd.com

REQUEST FOR PROPOSAL TO SUPPLY VEHICLE to Rancho Murieta Community Services District

YEAR-2008 or 2009

Ford Escape XLS FWD	<u>Comply</u>
Oxford White or Suede White	<u>Comply</u>
4 Door	<u>Comply</u>
2.5L 4 Cylinder Engine	<u>Comply</u>
Automatic Transmission	<u>Comply</u>
Air Conditioning	<u>Comply</u>
Electric Windows and Door Locks	<u>Comply</u>
Front Floor Mats	<u>Comply</u>
California Emissions	<u>Comply</u>

SUBTOTAL FOR VEHICLE 19995.00

Government Discount Code "QU286" 4100.00

Dealer Set-up Cost
California Sales Tax (% 7 3/4) 1231.86

TOTAL DIRECT PURCHASE PRICE 17126.86

Price Quoted: 11/14/2008 Dealer: Geweke Ford

By: G. Crippes

Print Name: George Crippes

Quotation Good Through: 12/14/2008

Contact Greg Remson at gremson@rmcsd.com

Board of Directors: Wayne Kants, *President* - Richard Taylor, *Vice President* - Bobbi Belton - Robert Kjome - Jerry Pasek
General Manager - Edward R. Crouse

MEMORANDUM

Date: November 6, 2008
To: Board of Directors
From: Improvements Committee Staff
Subject: Approve Additional Improvements to Granlees Pump Station

RECOMMENDATION:

Approve \$8,150 to Kirby's Pump and Mechanical, Inc., for additional repairs to Granlees Pump Station pumps. Funding to come from Water Replacement Reserves as part of CIP 06-03-01.

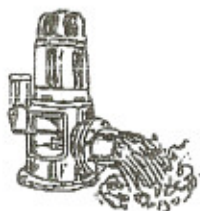
DISCUSSION:

At the September 17, 2008 Board meeting, the Board approve \$15,500 for normal preventative maintenance work once the pumps were pulled and rehab started. It was discovered that there was excessive corrosion and wear on the pumps. An additional thrust bearing on each pump need replacement and the line shafts of each pump needs to be replaced. We also requested to coat the pumps with minimum 14 mils of epoxy coating to give the pumps up to 15 years of added life.

Of the three previous quotes, Kirby's Pump and Mechanical, Inc. had the lowest quote. None of the original quotes would have covered this additional work. Even with this additional work, it puts the cost only slightly above the second quote of \$20,580 and the third of \$33,161. The original CIP project budgeted for \$90,000.

This service should make them far more efficient and save on energy costs. Each pump was rated at 6 CFS and was only obtaining approximately 5.2 CFS, a 13 percent loss of efficiency.

The Improvements Committee recommends approval.



KIRBY'S PUMP AND MECHANICAL, INC.

■ PUMP REPAIR
■ INSTALLATION
3233 FITZGERALD ROAD
RANCHO CORDOVA, CA 95742
TELEPHONE (916) 635-2735
FAX (916) 635-6090

FACSIMILE TRANSMISSION COVER SHEET

Date Sent: 10-14-08

Transmitted to: PAUL - RMCSB

FAX NO. 354-2082

Transmitted From: GEORGE COLLIER

Total No. of Pages Transmitted including this sheet 1 Job No. _____

SUBJECT: _____

Crank Pump Station

Transmitted as checked below:

_____ For your review. Comments required by: _____

Comment to: _____

_____ For your approval. Approval required by: _____

Comment to: _____

For your information:

Comments: _____

PAUL-

We have disassembled pumps and repairs are underway. THE COATING ON THE COLUMN IS DEGRADED TO THE POINT THAT RECOATING SHOULD BE DONE. ON ONE OF THE MOTORS, THE END BELL NEEDS TO BE BORED AND BUSHED. ON BOTH MOTORS, THERE IS AN EXTRA THRUST BEARING THAT NEEDS TO BE REPLACED. LINESHAFTS SHOULD BE REPLACED ON BOTH

Pumps - Estimated Costs - Coating \$4500
ADDITIONAL THRUST BRGS - \$1800 MACHINE WORK - \$450
Replace LINESHAFTS - \$1400.

Coating	4,500
Mach Work	450
Thrust	1,800
Shafts	1,400
Total	8,150

MEMORANDUM

Date: November 6, 2008
To: Board of Directors
From: Personnel Committee Staff
Subject: Approve Addition of Utility Worker III Position

RECOMMENDATION:

Approve the addition of a Utility Worker III position.

DISCUSSION:

Currently a Utility Worker I position and Utility Work II position work under the Utility Supervisor. The creation of a Utility Worker III position allows for a fill-in position for the Utility Supervisor in their absence. It also allows long term employees an opportunity to strive for a higher position. This should help to retain well trained employees and create more job satisfaction.

Although we are creating a new position, we are not adding staff.

Ed and Darlene met with Rick Davis, OE-3 Union Representative last Friday and presented the proposed position. Mr. Davis is taking it under advisement and will get back to us. He felt it is a non-issue but will be meeting the effected employee to discuss it.

The Personnel Committee recommends approval.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

UTILITY WORKER III

DEPARTMENT: WATER/WASTEWATER

FLSA OVERTIME STATUS: NON-EXEMPT

BARGAINING UNIT: OPERATING ENGINEERS LOCAL 3

APPROVED BY BOARD OF DIRECTORS -

SUMMARY: Performs a variety of skilled and semiskilled routine duties in the construction, repair, and maintenance of water distribution and collection systems; drainage system maintenance; buildings and grounds maintenance; installation, maintenance and repair of water service lines and meters; to operate a variety of equipment; and to perform other related duties as required. Oversees Utility I & II workers.

SUPERVISION: Receives direct supervision from the Utility Supervisor.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Performs a variety of skilled and skilled laboring tasks in the construction and maintenance of water distribution and collection systems, drainage system, roads, pipelines and other District facilities;
- inspects job sites to check on work progress, assure satisfactory completion and plan new assignments;
- maintains districts open channels and ditch systems;
- investigates customer complaints related to water, wastewater and drainage system operation; reads residential and commercial meters;
- works in or around hazardous panels and equipment; assists operations staff as needed;
- observes variations in operating conditions and makes appropriate suggestions or adjustments;
- reads residential and commercial meters; enters data into computer;
- mark out District utilities for USAs;

- makes water and sewer line repairs;
- updates and maintains daily shift log; tracks meter, distribution, and other repairs on Districts network;
- operates backhoe, dump truck, jetting unit or other equipment;
- performs a wide variety of maintenance work according to District needs.

DISTINGUISHING CHARACTERISTICS:

This is the advanced working level in the Utility Operator series. Incumbents are expected to perform the more difficult operations and maintenance assignments with minimum guidance and supervision in the repair and maintenance of District water distribution, collection systems and related buildings, grounds and facilities; to provide work direction and assist the Utility Supervisor; to have daily responsibility for field operations and its maintenance; train other staff to operate a variety of power driven equipment and tools utilized in construction and maintenance activities, safety equipment, and all aspects of distribution operations.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required.

Must have ability to perform a variety of unskilled and semi-skilled work in construction repair and maintenance tasks above and below ground.

Ability to oversee and train personnel in a wide range of repair and maintenance work at water, wastewater and drainage facilities; Effectively operate a variety of light and moderately heavy mechanical equipment. Read and interpret sewer and water system maps and engineering drawings. Keep records and prepare reports as needed. Skillfully use hand and power tools. Safely operate backhoe and related equipment in and around other utilities. Use computer equipment and related peripheral equipment to enter and extract information. Perform strenuous manual labor. Insure proper use and maintenance of Personal Protective Equipment. Read and write at the level required for successful job performance. Follow and give written and oral instructions. Oversee the completion of tasks and projects independently and as a team. Work unusual shifts, weekends, evenings, and holidays when required, as well as work standby and respond to emergency calls. Establish and maintain cooperative working relationships. Fill in for District Utility Supervisor position and duties as necessary.

EDUCATION AND/OR EXPERIENCE:

Any combination of training and experience, which would likely provide the required knowledge and ability, is qualifying;

Minimum Education: High School diploma and/or equivalent.

Candidates must be 18 years of age prior to appointment because of the hazards of the job, as defined by the Fair Labor Standards Act.

Three years of experience as a Utility Worker II with Rancho Murieta Community Services District or equivalent work elsewhere, *and*

Two years of general laboring work involving repair and maintenance of water distribution and collection equipment, grounds, facilities and systems.

CERTIFICATES, LICENSES, REGISTRATIONS:

Possession of the category of California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Continued maintenance of a valid driver's license, insurability, and compliance with established District vehicle operation standards are a condition of continuing employment.

Possession and maintenance of a Water Distribution 1 Certificate issued by the California Public Department of Health and must obtain Water Distribution 2 Certificate within 18 months of entering this position. Incumbent must complete the appropriate amount of continuing education hours as required by the State of California to maintain the certification.

Failure to obtain and maintain the appropriate credentials may constitute a cause for termination from this appointment.

Possession of a higher Water Distribution Operator certification grade and CWEA Collection System Operator I certification is highly desired and will be mandatory should the system change and require it.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to handle or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must frequently lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Must meet the rating capacity of equipment in order to perform duties of the position; Frequently bend, stoop, squat, kneel, crouch and reach above the shoulder; Wear respirators as needed to perform work.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in outside weather conditions and is frequently exposed to wet and/or humid conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to toxic or caustic chemicals and vibration, risk of electrical shock.

The noise level in the work environment is usually loud.

COMMENTS:

Employees appointed to positions in this class are required to be neatly groomed as needed to wear respiratory protection or other safety equipment.

Appointment to this position falls under a one year probationary period with the District.

Utility III Wage Schedule 2008 – *proposed*

A B C D F G H
(See excel spreadsheet)

Rancho Murieta Salary Schedule 2008

	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>
Utility Worker III	\$ 3,165.88	\$ 3,261.82	\$ 3,357.75	\$ 3,453.69	\$ 3,549.62	\$ 3,645.56	\$ 3,741.49	\$ 3,837.43
Utility Worker II	\$ 2,958.77	\$ 3,048.43	\$ 3,138.09	\$ 3,227.75	\$ 3,317.41	\$ 3,407.07	\$ 3,496.73	\$ 3,586.39
Utility Worker I	\$ 2,563.59	\$ 2,641.27	\$ 2,718.96	\$ 2,796.64	\$ 2,874.33	\$ 2,952.01	\$ 3,029.70	\$ 3,107.38

CONFERENCE / EDUCATION SCHEDULE

Date: November 13, 2008
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Upcoming Conference/Education Opportunities

RECOMMENDED ACTIONS:

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).

BACKGROUND:

Staff prepares this report in order to notify Directors of upcoming educational opportunities. Those Directors interested in attending specific events or conferences should contact me to confirm attendance for reservation purposes.

The upcoming conferences/educational opportunities include the following:

CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA)

How to be an Effective Board Member January 15 – 16, 2009 Sacramento

SPECIAL DISTRICT RISK MANAGEMENT ASSOCIATION (SDRMA)

Safety/Claims Education Day March 17, 2009 Sacramento

*Annual meeting breakout sessions earn discount points.
Conferences and seminars earn discount points towards our general liability premium.*

SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE (SDBMI)

Special District Governance February 19 – 20, 2009 San Francisco

ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

2008 Fall Conference & Exhibition December 2-5, 2008 Long Beach

REGIONAL WATER AUTHORITY (RWA)

No Information Currently Available on Upcoming Conferences.

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION (LAFCo)

No Information Currently Available on Upcoming Conferences.

WATEREUSE ASSOCIATION

No Information Currently Available on Upcoming Conferences.

STATE WATER RESOURCES CONTROL BOARD

No Information Currently Available on Upcoming Conferences.