



## **RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

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

### **AGENDA**

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

#### **REGULAR BOARD MEETING**

**May 16, 2018**

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

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#### **BOARD MEMBERS**

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

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#### **STAFF**

Mark Martin	General Manager
Jeff Werblun	Security Chief
Paul Siebensohn	Director of Field Operations
Eric Thompson	Controller
Suzanne Lindenfeld	District Secretary
Richard Shanahan	District General Counsel

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

MAY 16, 2018

## REGULAR BOARD MEETING

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

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

## AGENDA

- |   | ESTIMATED RUNNING TIME |
|---|------------------------|
| <b>1. CALL TO ORDER</b> - Determination of Quorum – President Pecotich ( <b>Roll Call</b> )   | 5:00                   |
| <b>2. CONSIDER ADOPTION OF AGENDA</b> ( <i>Motion</i> )<br><i>The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order.</i>  |                        |
| <b>3. OPEN SESSION</b><br><i>The Board will discuss items on this agenda, and may take action on those items, including informational items and continued items. The Board may also discuss other items that do not appear on this agenda but will not act on those items unless action is urgent, and a resolution is passed by a two-thirds (2/3) vote declaring that the need for action arose after posting of this agenda.</i><br><br><i>The running times listed on this agenda are only estimates and may be discussed earlier or later than shown. At the discretion of the Board, an item may be moved on the agenda and or taken out of order. <b>TIMED ITEMS</b> as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.</i> |                        |
| <b>4. EMPLOYEE ANNOUNCEMENTS, PROMOTIONS, COMMENDATIONS, AND KUDOS</b>  |                        |
| <b>5. CONSIDER ADOPTION OF RESOLUTION R2018-04, IN HONOR OF MICHAEL MILLER, PLANT OPERATOR</b> (Discussion/Action) ( <i>Motion</i> ) ( <b>Roll Call Vote</b> ) (5 min.)   |                        |
| <b>6. CONSENT CALENDAR</b> ( <i>Motion</i> ) ( <b>Roll Call Vote</b> ) (5 min.) <i>All items in Agenda Item 6 will be approved as one item if they are not excluded from the motion adopting the consent calendar.</i>  |                        |
| <b>A.</b> Approval of Board and Committee Meeting Minutes   |                        |
| 1. April 24, 2018 Special Board Meeting Minutes   |                        |
| 2. May 1, 2018 Improvements Committee Meeting Minutes   |                        |
| 3. May 3, 2018 Security Committee Meeting Minutes   |                        |
| <b>B.</b> Approval of Bills Paid Listing  |                        |

7. **STAFF REPORTS** (Receive and File)
  - A. General Manager's Report
  - B. Administration/Financial Report
  - C. Security Report
  - D. Utilities Report
8. **CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (Discussion/Action) (Motion)
9. **REVIEW THE DISTRICT'S JUNE MEETING DATES/TIMES**
  - A. Improvements – June 5, 2018 at 8:30 a.m.
  - B. Finance – June 5, 2018 at 9:30 a.m.
  - C. Personnel – June 5, 2018 at 10:30 a.m.
  - D. Security – June 7, 2018 at 4:00 p.m.
  - E. Communications – June 7, 2018 at 4:30 p.m.
  - F. Regular Board Meeting – June 20, 2018 - open session at 5:00 p.m.
10. **CONSIDER SELECTION FOR SACRAMENTO LOCAL AGENCY FORMATION COMMISSION (LAFCo), SPECIAL DISTRICT REPRESENTATION TO THE CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD FOR SACRAMENTO COUNTY** (Discussion/Action) (Motion) (5 min.)
11. **COMMENTS FROM THE PUBLIC**

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

*If you wish to address the Board at this time or at the time of an agendized item, as a courtesy, please state your name and address. Speakers presenting individual opinions shall have 3 minutes to speak. Speakers presenting opinions of groups or organizations shall have 5 minutes per group.*
12. **CORRESPONDENCE**
  - A. May 3, 2018 Letter from Department of Transportation – Regarding Speed Limit on Highway 16
13. **CONSIDER APPROVAL OF ANNUAL AUDIT ENGAGEMENT LETTER** (Discussion/Action) (Motion) (5 min.)
14. **CONSIDER ADOPTION OF RESOLUTION R2018-03 DECLARING 2001 F-250 VEHICLE NUMBER 812 AS DISTRICT SURPLUS EQUIPMENT** (Discussion/ Action) (Motion) (Roll Call Vote) (30 min.)
15. **CONSIDER APPROVAL OF PROPOSAL FOR WATER TREATMENT PLANT 2 EFFLUENT PUMP REPAIRS** (Discussion/Action) (Motion) (15 min.)

**16. CONSIDER ADOPTION OF RESOLUTION R2018-02 APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2018/2019, INCLUDING CAPITAL PROJECTS (10 min.)**

- A. Presentation by Staff
- B. Public Comment on the 2018/2019 Budget, Including Capital Projects
- C. Board Discussion/Adoption of Resolution R2018-02, a Resolution Approving the Proposed Budget for Fiscal Year 2018/2019, Including Capital Projects (Discussion/Action) **(Motion) (Roll Call Vote)**

**17. PUBLIC HEARING TO CONSIDER ADOPTION OF THE PROPOSED SERVICE CHARGE INCREASES AND SPECIAL TAX ADJUSTMENTS (5 min.) (Time is approximate but will not be conducted before 6:00 p.m.)**

- A. Presentation by Staff.
- B. The Board President will open the Public Hearing for public comment on Ordinance O2018-02, Amending Chapter 14 of the District Code, Relating to Water service charges; Amending Chapter 15 of the District Code Relating to Sewer service charges; Amending Chapter 16 and Chapter 16A of the District Code Relating to Drainage Tax; Amending Chapter 21 of the District Code Relating to Security tax; and Amending Chapter 31 of the District Code Relating to Solid Waste Collection and Disposal service charges.
- C. The Board President will close the Public Hearing on Ordinance O2018-02, Amending Chapter 14 of the District Code, Relating to Water service charges; Amending Chapter 15 of the District Code Relating to Sewer service charges; Amending Chapter 16 and Chapter 16A of the District Code Relating to Drainage Tax; Amending Chapter 21 of the District Code Relating to Security tax; and Amending Chapter 31 of the District Code Relating to Solid Waste Collection and Disposal service charges.
- D. Board Discussion/Introduction of Ordinance O2018-02, an Ordinance Amending Chapter 14 of the District Code, Relating to Water service charges; Amending Chapter 15 of the District Code Relating to Sewer service charges; Amending Chapter 16 and Chapter 16A of the District Code Relating to Drainage Tax; Amending Chapter 21 of the District Code Relating to Security tax; and Amending Chapter 31 of the District Code Relating to Solid Waste Collection and Disposal service charges. (Discussion/Action) **(Motion) (Roll Call Vote)**

**18. DIRECTOR COMMENTS/SUGGESTIONS**

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

**19. ADJOURNMENT (Motion)**

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

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is May 11, 2018. Posting locations are: 1) District Office; 2) Rancho Murieta Post Office; 3) Rancho Murieta Association; 4) Murieta Village Association.

## RESOLUTION R2018-04

# IN HONOR OF Michael Miller

**WHEREAS**, Michael (Mike) Miller first worked with Rancho Murieta Community Services District in 2004 as a temporary employee through Hydro Science Operations; and

**WHEREAS**, Mike became a permanent employee with Rancho Murieta Community Services District on June 18, 2011 as Plant Operator II; and

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

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

**WHEREAS**, Mike will retire on June 24, 2018 after seven (7) years of service to the residents and employees of the Rancho Murieta Community Services District; and

**NOW THEREFORE BE IT PROCLAIMED**, this 16<sup>th</sup> Day of May in the year 2018, that the Board of Directors of the Rancho Murieta Community Services District, recognizes, appreciates, and commends Mike Miller for his seven (7) years of service to the community and District, and wishes him well in his future endeavors.

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Mark Pecotich, Board President

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Morrison Graf, Vice - President

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Les Clark, Director

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John Merchant, Director

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Gerald Pasek, Director



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING

April 24, 2018

Call to Order 5:30 p.m.

### 1. CALL TO ORDER/ROLL CALL

Vice President Morrison Graf called the Special Board Meeting of the Board of Directors of Rancho Murieta Community Services District to order at 5:30 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Morrison Graf, Les Clark, John Merchant, and Gerald Pasek. Also, present were Mark Martin, General Manager; Eric Thompson, Controller; Jeff Werblun, Security Chief; Paul Siebensohn, Director of Field Operations; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, District General Counsel. President Mark Pecotich arrived at 5:35 p.m.

### 2. ADOPT AGENDA

**Motion/Clark to adopt the agenda and move Agenda Item 3 to after Agenda Item 8. Second/Pasek. Ayes: Graf, Clark, Merchant, Pasek. Noes: None. Absent: Pecotich. Abstain: None.**

### 4. CONSENT CALENDAR (taken out of order)

Under Agenda Item 4a3, Director Pasek asked when staff will be presenting the Security Department Assessment report and action plan to the Board. Mark Martin, General Manager, stated the goal is to present it at the June 7, 2018 Security Committee meeting and to the Board at the June 20, 2018 Board meeting.

### 5. STAFF REPORTS

Under Agenda Item 5a, Director Clark commented on the District's new phone system and suggested notification be sent out to the public regarding the benefits of the new system. Mark Martin, General Manager, stated that he would do that once staff is familiar with the system.

Under Agenda Item 5b, Director Merchant asked about the balance in the District's account at El Dorado Savings. Eric Thompson, Controller, stated that about half of the funds in the account are used each month. Mr. Thompson will be transferring some of those funds to the District's LAIF account.

Director Clark asked about the delinquent accounts. Eric Thompson stated that delinquent accounts are sent to the County (Teeter) annually.

Under Agenda Item 5c, Director Merchant asked what the difference is between citation and admonishment. Chief Werblun stated that admonishments are a verbal advisals and a citation is an actual citation being issued.

Under Agenda Item 5d, Director Clark stated that at the Rancho Murieta Association's (RMA) April Board meeting, it was announced that there would be no chemical or dye treatments in the lakes (reservoirs) this year. Paul Siebensohn, Director of Field Operations, stated that there will not be any dye treatments but there is a slight possibility of a chemical treatment being needed.

### 6. CORRESPONDENCE

None.

### 7. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

No discussion.

## **8. REVIEW MAY BOARD/COMMITTEE MEETING DATES/TIMES**

No discussion.

## **3. COMMENTS FROM THE PUBLIC**

None.

## **9. RECEIVE PRESENTATION BY THE SACRAMENTO COUNTY PLANNING DEPARTMENT REGARDING NEW RULES FOR ACCESSORY DWELLING THAT IMPACT THE RANCHO MURIETA AREA**

Jessica Brandt from the Sacramento County Planning Department made a brief presentation regarding the new accessory dwelling Unit (ADU) process and the potential impacts of the requirements that will allow accessory dwelling units without a discretionary permit.

Recent proposed legislation, SB 831 (Wieckowski), would eliminate all fees charged by a local agency, school district, special district, and water corporation for ADUs. These one-time fees are currently paid by the developers to local agencies to account for the cost of installing water and sewer connections, impacts on the capacity of the local water systems, as well as impacts on the usage of local parks, fire station services, and other public services that will be used by the new residents. The County will be creating a web page to keep the public up-to-date on the proposed legislation.

Director Clark stated that it would be beneficial if the County would make a presentation to the homeowner associations in the community regarding this matter.

## **10. DISCUSS RANCHO MURIETA COMMUNITY SERVICES DISTRICT SECURITY DEPARTMENT'S ROLE/RESPONSIBILITY IN ANIMAL CONTROL**

Mark Martin, General Manager, gave a brief overview of the District's position on the Security Department continuing animal control calls. On September 29, 2017, the District and Security Department were notified that Cal-OSHA (California Occupational Safety and Health) was opening an investigation into our practice on handling animal calls, specifically dogs, snakes, bats and other animals. After several months of investigation by Cal-OSHA, the District received a letter stating that the District is in violation of not providing proper training, the District did not have proper Injury Illness Prevention Plans (IIPP) in place for animal calls, and/or procedures in place in case an Officer gets injured by an animal.

Effective March 20, 2018, the District suspended all animal control related activities with certain exceptions such as: barking dogs (Rancho Murieta Association (RMA) CC&R violation), aggressive or attacking animals, or animals in the roadway (public safety issues). Security Department staff will assist residents in a limited capacity with trying to contact a found animal's owner, utilizing our pet ID chip scanner, taking down lost animal information, and assisting any potential citizen groups or animal control in locating pet owners by accessing our residential computer database.

Director Clark stated that the community has a group of local volunteers that are willing to assist with stray animals and suggested the District include a section on animal injuries in the IIPP.

President Pecotich stated that the community needs to recognize that Security Department does a lot for the community, not just animal calls.

By consensus, the Board agreed to continue with the decision of the Security Committee to suspend responding to animal calls and to rescind any policies related to animal control.



## **11. CONSIDER APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 3, AFL-CIO AND RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

Mark Martin, General Manager, a summary of the new Memorandum of Understanding (MOU) between the International Union of Operating Engineers, Local 3, and the District, which was ratified on Thursday, April 20, 2018.

Changes to the previous MOU includes: The MOU is for three (3) years, January 1, 2018 thru December 31, 2020; effective January 1, 2018, represented employees will receive a three percent (3%) salary range increase; effective January 1, 2019, all represented employees will receive a three percent (3%) salary range increase; effective January 1, 2020, all represented employees will received a two and three-quarters percent (2¾ %) salary range increase; certification pay for backhoe operator has been deleted; Security Training Officer pay differential may continue past two (2) weeks if needed; employees who receive an associates academic degree by an accredited college or university will receive a one-time lump sum of \$500 only if awarded after the employee has been employed by the District for at least six (6) months; employees who receive a bachelors academic degree by an accredited college or university will receive a one-time lump sum of \$1,000 only if awarded after the employee has been employed by the District for at least six (6) months; longevity pay will be awarded to any employee who is employed with the District for 15 years and to any employee who is employed with the District for 25 years (these awards are for employees that reach those milestones after the date of this MOU); and Patrol Officers uniform allowance will increase from two (2) to three (3) uniforms a year.

**Motion/Pasek** to Approve the Memorandum of Understanding (MOU) between the International Union of Operating Engineers, Local 3, AFL-CIO and Rancho Murieta Community Services District. **Second/Merchant.**  
**Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None**

## **12. CONSIDER APPROVAL OF ADDITIONAL COSTS FOR CULVERT CROSSING AT WATER TREATMENT PLANT - STREAM ALTERATION PERMIT**

Paul Siebensohn, Director of Field Operations, gave a summary of the recommendation to approve the additional costs for the culvert crossing at the water treatment plant - stream alteration permit. The fee sheet available on the Department of Fish and Wildlife's website gave an amount of \$2,109. Apparently, that information was incorrect, per a 2018 fee update. The updated amount for the permit is \$2,170.50, a difference of \$61.50.

**Motion/Clark** to approve an additional cost for Culvert Crossing at Water Treatment Plant- Stream Alteration Permit payment, in an amount not to exceed \$61.50. Funding to come from Water Capital Improvement Reserves. **Second/Pasek.** **Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None**

## **13. CONSIDER APPROVAL OF BID FOR DAM INUNDATION MAPPING AND EMERGENCY ACTION PLAN**

Paul Siebensohn gave a summary of the recommendation to approve the bid from Dominichelli & Associates, Inc. for the development of a Dam Inundation Mapping and Emergency Action Plan. California passed a new law requiring that that Dam owners provide flood inundation maps for their dams that have a classification of "high" by January 1, 2019 and that dams with the classification of "significant" by January 1, 2021. A dam with the classification of "low" is not required as there is no expected loss of life or property.

**Motion/Graf** to approve bid from Dominichelli & Associates, Inc., for development of a Dam Inundation Mapping and Emergency Action Plan, in an amount not to exceed \$65,906.50 which includes a ten percent (10%) contingency. Funding to come from one-fourth (¼) Sewer Replacement Reserves and three-fourths (¾)



*from Water Replacement Reserves. Second/Clark. Roll Call Vote: Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None*

#### **14. REVIEW PROPOSED BUDGET FOR FISCAL YEAR 2018-2019**

Eric Thompson, Controller, gave review of the proposed budget for the 2018-2019 fiscal year. The proposed budget increase changed from 3.90% to 3.85% for an average residential customer and 4.04% to 3.95% for the average Murieta Village customer, due to California Waste Recovery Services lowering their rate increase to the District. The District received a total of four (4) objection letters.

Director Merchant asked staff to provide a history of rate increases.

#### **15. DIRECTOR COMMENTS/SUGGESTIONS**

Eric Thompson, Controller, gave a summary of the to-date solar power savings.

Director Merchant stated that there is a CPAC meeting tomorrow night regarding Scott Road.

Director Clark commented on providing notification to the community regarding the change in animal control calls.

President Pecotich stated that the acquisition of the Rancho Murieta Country Club is suspended at this time. The property available for sale has changed over the last few months.

President Pecotich stated he will finish his current term on the Board but will not be seeking re-election in November 2018. Director Merchant thanked President Pecotich for all his efforts while on the Board.

Mark Martin, General Manager, recognized Debby Bradberry for all her efforts regarding the new phone system.

#### **16. ADJOURNMENT**

**Motion/Clark to adjourn at 8:12 p.m. Second/Merchant. Ayes: Pecotich, Graf, Clark, Merchant, Pasek. Noes: None. Absent: None. Abstain: None.**

Respectfully submitted,

Suzanne Lindenfeld  
District Secretary

# MEMORANDUM

Date: May 1, 2018  
To: Board of Directors  
From: Improvements Committee Staff  
Subject: May 1, 2018 Improvements Committee Meeting Minutes

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## 1. CALL TO ORDER

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

## 2. PUBLIC COMMENT

None.

## 3. MONTHLY UPDATES

Paul Siebensohn, Director of Field Operation, stated there are no updates since the April 24, 2018 Special Board Meeting. Staff is working on the Capital Improvement Projects for the 2018-2019 fiscal year budget.

Mark Martin, General Manager, stated that he contacted the company that won the bid for the emergency well last year and they agreed to honor the previous proposal.

## 4. DECLARE TRUCK #812 SURPLUS EQUIPMENT AND AUTHORIZE SALE OF DISTRICT SURPLUS EQUIPMENT

Paul Siebensohn, Director of Field Operations, gave a summary of the recommendation to adopt Resolution R2018-03 declaring vehicle number 812 as surplus equipment. ***This item will be on the May 16, 2018 Regular Board Meeting agenda.***

## 5. WATER TREATMENT PLANT #2 EFFLUENT PUMP REPAIRS

Paul Siebensohn, Director of Field Operations, gave an overview of the recommendation to approve the cost for three (3) water plant #2 effluent pump repairs; two (2) to be done now and one (1) to be done next fall. ***This item will be on the May 16, 2018 Regular Board Meeting agenda.***

Director Clark suggested noting in the memo to the Board that corrosive resistant products will be used.

Director Graf asked why bronze was being used. Paul Siebensohn stated he will check on that.

## 6. DIRECTORS & STAFF COMMENTS/SUGGESTIONS

Paul Siebensohn, Director of Field Operations, stated that he is working with Coastland Engineering on a plan and the costs for the conversion of the water treatment plant from chlorine gas to sodium hypochlorite.

Paul Siebensohn stated that per Director Pasek's comment regarding the culvert project, piping is viable and in use for two (2) of the chemicals. This should cut the costs to about 1/3 of the approved amount.

Director Clark suggested that the Board review the Capital Improvement Projects listing quarterly and commented that there could be potential for conflict regarding easements due to the future Habitat Conservation Plan.

**7. ADJOURNMENT**

The meeting was adjourned at 9:02 a.m.

DRAFT

## MEMORANDUM

Date: May 4, 2018  
To: Board of Directors  
From: Security Committee Staff  
Subject: May 3, 2018 Security Committee Meeting Minutes

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### 1. CALL TO ORDER

Director Pecotich called the meeting to order at 5:00 p.m. Present were Directors Mark Pecotich and Les Clark. Present from District staff were Mark Martin, General Manager; Jeff Werblun, Security Chief; and Suzanne Lindenfeld, District Secretary.

### 2. COMMENTS FROM THE PUBLIC

Betty Ferraro commented on the need for an additional emergency exit in Murieta South and that the Red Cross has a variety of services they will offer to the community in case of an emergency.

### 3. MONTHLY UPDATES

Director Clark commented on rescinding policy P2005-17 regarding kennel fees. Mark Martin, General Manager, stated that staff is already moving forward with that based on the direction give by the Board at the April 24. 2018 Special Board meeting.

### 4. DISCUSS STATUS OF RANCHO MURIETA ASSOCIATION (RMA) PLAN FOR ESCUELA GATE

Mark Martin, General Manager, gave a summary of Rancho Murieta Association's plan for Escuela Gate. The plan is to have it an unmanned gate for residents to use during certain hours. It can also be used for special events and sporting events in the community. There may be a camera and speaker installed in case there is a need to contact the front gates. A discussion followed.

Director Pecotich commented on his feeling that an unmanned gate does not meet the standards that the community has and expects regarding access to the community and suggested that Kiwanis assist at the Escuela Gate during sporting events, so the gate is not just left open for anyone to enter.

Betty Ferraro asked who is paying for the gate. Danise Hetland, RMA Assistant General Manager, stated that RMA is financially responsible for the gate.

Mark Martin, General Manager, will submit a letter to RMA from the District in response to their current plan for the Escuela Gate.

### 5. CONTINUE WORK/DISCUSSION ON SECURITY PLAN

Mark Martin, General Manager, stated that staff will be working and presenting to the Security Committee an action plan based on the recommendations of the Security Assessment Report. The plan will include suggested outreach to the community for additional input, a recommendation on a camera plan, and address the survey results and comments. The goal is to have the plan ready for review at the June or July Committee meeting.

## **6. DIRECTOR & STAFF COMMENTS**

Director Clark suggested the District look at additional costs to Security concerning the possible increase of gate activity by residents outside of the gates.

Chief Werblun stated that the new radios are up and running with no problems.

President Pecotich asked about the new radar guns. Danise Hetland stated that RMA has received them but will be training their staff on the use of them first then train Security staff. An agreement regarding the maintenance of the radar guns is needed since RMA will be giving one of them to the Security Department to use.

## **7. ADJOURNMENT**

The meeting adjourned at 5:51 p.m.

## MEMORANDUM

Date: May 2, 2018  
To: Board of Directors  
From: Eric Thompson, Controller  
Subject: Bills Paid Listing

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Enclosed is the Bills Paid Listing Report for **April 2018**. 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:

<b><u>Vendor</u></b>	<b><u>Project / Purpose</u></b>	<b><u>Amount</u></b>	<b><u>Funding</u></b>
Asco Power Service Inc	Repairs & Maintenance	\$ 6,000.00	Operating Expense
California Waste Recovery Systems	Solid Waste Monthly Contract	\$ 47,178.77	Operating Expense
Fritts Ford	2018 Ford F-350	\$ 35,292.61	Sewer Capital Replacement Reserves
Bartkiewicz, Kronick & Shanahan	Legal Services	\$ 6,057.72	Operating Expense
County of Sacramento	Quarterly Solid Waste Surcharge	\$ 8,825.04	Operating Expense
Prodigy Electric & Controls Inc.	CIA Ditch Repairs	\$ 15,466.00	Operating Expense & Billed Receivable
S. M. U. D.	Purchased Power	\$ 12,281.09	Operating Expense
Domino Solar LTD	Purchased Power	\$ 10,734.38	Operating Expense

PREPARED BY: Eric Thompson, Controller

REVIEWED BY: , District Treasurer

## Rancho Murieta Community Services District

### Bills Paid Listing for April 2018

Ck Number	Date	Vendor	Amount	Purpose
EFT	4/1/2018	CalPERS	\$38,498.42	Payroll - PERS Medical
EFT	4/1/2018	CalPERS	\$8.91	Payroll - PERS Unfunded
EFT	4/1/2018	CalPERS	\$11,977.85	Payroll - PERS Unfunded
EFT	4/1/2018	EFTPS	\$235.00	Payroll - Taxes - Fed
EFT	4/2/2018	EDD	\$49.56	Payroll - Taxes - CA
EFT	4/3/2018	Pitney Bowes	\$50.00	Postage
CM33330	4/5/2018	Costco Membership	\$1,220.08	Monthly Supplies
CM33331	4/6/2018	A Leap Ahead IT	\$4,329.40	VOID
CM33332	4/6/2018	Accounting & Association Software Group	\$123.75	VOID
CM33333	4/6/2018	American Family Life Assurance Co.	\$494.61	Payroll - Aflac
CM33334	4/6/2018	Applications By Design, Inc.	\$520.00	IT Support
CM33335	4/6/2018	Aramark Uniform & Career Apparel, LLC	\$310.32	Uniform Service - Water
CM33336	4/6/2018	Asco Power Service Inc	\$6,000.00	Repairs & Maintenance
CM33337	4/6/2018	California State Disbursement Unit	\$52.15	Payroll - Other
CM33338	4/6/2018	California Waste Recovery Systems	\$47,178.77	Solid Waste Monthly Contract
CM33339	4/6/2018	Chrysler Capital	\$156.80	Security Vehicle Lease
CM33340	4/6/2018	Cisco Air Systems, Inc	\$2,910.62	Repairs & Maintenance
CM33341	4/6/2018	County of Sacramento	\$601.00	Permits
CM33342	4/6/2018	Express Office Products, Inc.	\$242.79	Office Supplies
CM33343	4/6/2018	FedEx Office and Print Services	\$1,351.74	Community Communications
CM33344	4/6/2018	Fritts Ford	\$35,292.61	2018 Ford F-350
CM33345	4/6/2018	Guardian Life Insurance	\$4,859.49	Payroll - Dental
CM33346	4/6/2018	Hach Company	\$2,086.81	Repairs & Maintenance
CM33347	4/6/2018	Jess Hill	\$100.00	Conservation
CM33348	4/6/2018	Howe It's Done	\$336.18	BOD Meeting
CM33349	4/6/2018	Legal Shield	\$40.01	Payroll - Legal
CM33350	4/6/2018	Norcal Parts dba Lodi Truck and Equipment	\$840.19	Tools
CM33351	4/6/2018	Mark Coverdale (DBA) Mark Coverdale Photogr	\$194.49	Office Supplies
CM33352	4/6/2018	Nationwide Retirement Solution	\$1,142.00	Payroll - Deferred Comp
CM33353	4/6/2018	Operating Engineers Local Union No. 3	\$588.94	Payroll - Union Dues
CM33354	4/6/2018	PDF Tactical	\$2,343.24	Contract Labor - Gate
CM33355	4/6/2018	Rancho Murieta Ace Hardware	\$241.57	Monthly Supplies
CM33356	4/6/2018	Robert F Mistron Construction Co DBA Handy	\$405.00	Repairs & Maintenance
CM33357	4/6/2018	Romo Landscaping	\$770.00	Landscaping
CM33358	4/6/2018	Santander Leasing	\$240.00	Security Vehicle Lease
CM33359	4/6/2018	Norman Paul Morgan, (DBA) Sierra Foothill F	\$885.73	Repairs & Maintenance
CM33360	4/6/2018	State of California	\$2,109.00	Streambed Alteration Permit
CM33361	4/6/2018	TASC	\$196.14	Payroll - Beneflex
CM33362	4/6/2018	The Ed Jones Co.	\$182.01	Uniforms



## Rancho Murieta Community Services District

### Bills Paid Listing for April 2018

Ck Number	Date	Vendor	Amount	Purpose
CM33363	4/6/2018	U.S. Bank Corp. Payment System	\$4,404.16	Fuel & Supplies
CM33364	4/6/2018	U.S. HealthWorks Medical Group, PC	\$52.00	Training & Safety
CM33365	4/6/2018	Univar USA Inc.	\$2,530.86	Chemicals
CM33366	4/6/2018	Vision Service Plan (CA)	\$420.56	Payroll - Vision
CM33367	4/6/2018	W.W. Grainger Inc.	\$528.84	Supplies
CM33368	4/6/2018	Waterwise Consulting, INC	\$140.00	Conservation
CM33369	4/6/2018	A Leap Ahead IT	\$4,329.40	IT Support
CM33370	4/6/2018	Accounting & Association Software Group	\$123.75	IT Support
EFT	4/6/2018	EFTPS	\$8,949.54	Payroll - Taxes - Fed
EFT	4/6/2018	EDD	\$2,361.22	Payroll - Taxes - CA
EFT	4/6/2018	CalPERS	\$9,665.65	Payroll - PERS PR
EFT	4/15/2018	EDD	\$7,785.86	Payroll - SUTA
CM33371	4/20/2018	A&D Automatic Gate and Access	\$213.19	Repairs & Maintenance
CM33372	4/20/2018	Duloglo Enterprises Inc DBA Action Cleaning	\$1,172.00	Monthly Cleaning Service
CM33373	4/20/2018	American Family Life Assurance Co.	\$494.61	Payroll - Aflac
CM33374	4/20/2018	Aramark Uniform & Career Apparel, LLC	\$469.99	Uniform Service - Water
CM33375	4/20/2018	AT&T	\$915.79	Monthly Cell Phones
CM33376	4/20/2018	Bartkiewicz, Kronick & Shanahan	\$6,057.72	Legal Services
CM33377	4/20/2018	Arthur J. Belton	\$100.00	Conservation
CM33378	4/20/2018	California Laboratory Services	\$1,306.34	Monthly Lab Tests
CM33379	4/20/2018	California State Disbursement Unit	\$52.15	Payroll - Other
CM33380	4/20/2018	Caltronics Business Systems	\$1,108.84	Copier - Admin
CM33381	4/20/2018	CDW Government Inc.	\$208.17	IT Hardware
CM33382	4/20/2018	County of Sacramento	\$8,825.04	Quarterly Solid Waste Surcharge
CM33383	4/20/2018	County of Sacramento	\$37.00	Preemployment Screening
CM33384	4/20/2018	Daily Journal Corporation	\$155.40	Community Communications
CM33385	4/20/2018	Express Office Products, Inc.	\$122.09	Office Supplies
CM33386	4/20/2018	Galls/Quartermaster	\$118.50	Uniforms - Security
CM33387	4/20/2018	Gempler's, Inc.	\$1,335.20	Repairs & Maintenance
CM33388	4/20/2018	Greenfield Communications	\$541.30	Internet/TV
CM33389	4/20/2018	Hach Company	\$2,066.59	Repairs & Maintenance
CM33390	4/20/2018	Steve Heffelfinger	\$300.00	Conservation
CM33391	4/20/2018	Ken Grady Company, Inc.	\$1,404.20	Repairs & Maintenance
CM33392	4/20/2018	Kirby's Pump & Mechanical	\$142.50	Repairs & Maintenance
CM33393	4/20/2018	Legal Shield	\$40.01	Payroll - Legal
CM33394	4/20/2018	Anne H Long (DBA) Marion Leasing	\$526.90	Copier - Admin
CM33395	4/20/2018	Nationwide Retirement Solution	\$1,057.00	Payroll - Deferred Comp
CM33396	4/20/2018	Operating Engineers Local Union No. 3	\$615.71	Payroll - Union Dues
CM33397	4/20/2018	PDF Tactical	\$2,872.24	Contract Labor - Gate

## Rancho Murieta Community Services District


### Bills Paid Listing for April 2018

Ck Number	Date	Vendor	Amount	Purpose
CM33398	4/20/2018	Pitney Bowes	\$252.32	Office Supplies
CM33399	4/20/2018	Pitney Bowes	\$695.23	Postage Machine Lease
CM33400	4/20/2018	Prodigy Electric & Controls Inc.	\$15,466.00	CIA Ditch Repairs
CM33401	4/20/2018	Public Agency Retirement Services	\$340.43	Payroll - OPEB
CM33402	4/20/2018	Rancho Murieta Association	\$150.00	Landscaping
CM33403	4/20/2018	Rancho Murieta Association	\$472.74	Purchased Power
CM33404	4/20/2018	RingCentral	\$3,621.68	Phones
CM33405	4/20/2018	S. M. U. D.	\$12,281.09	Purchased Power
CM33406	4/20/2018	Domino Solar LTD	\$10,734.38	Purchased Power
CM33407	4/20/2018	Sprint	\$190.15	Monthly Air Cards
CM33408	4/20/2018	State of California	\$32.00	Preemployment Screening
CM33409	4/20/2018	Streamline	\$300.00	Website Hosting
CM33410	4/20/2018	TASC	\$69.41	Payroll - Beneflex
CM33411	4/20/2018	TASC	\$196.14	Payroll - Beneflex
CM33412	4/20/2018	TPX Communications	\$674.89	Monthly Phones
CM33413	4/20/2018	U.S. HealthWorks Medical Group, PC	\$364.00	Training & Safety
CM33414	4/20/2018	Univar USA Inc.	\$2,073.75	Chemicals
CM33415	4/20/2018	W.W. Grainger Inc.	\$379.28	Repairs & Maintenance
CM33416	4/20/2018	Western Exterminator Co.	\$515.00	Monthly Service
EFT	4/20/2018	EFTPS	\$9,043.44	Payroll - Taxes - Fed
EFT	4/20/2018	EDD	\$2,354.45	Payroll - Taxes - CA
EFT	4/20/2018	CalPERS	\$9,898.35	Payroll - PERS PR
EFT	4/25/2018	Pitney Bowes	\$1,250.00	Postage
		<b>TOTAL</b>	<b>\$309,617.08</b>	

**Rancho Murieta Community Services District**  
**Bills Paid Listing for April 2018**

Ck Number	Date	Vendor	Amount	Purpose
		<b>CFD 2014-1 Bank of America Checking</b>		
CM2062	4/6/2018	NBS	\$1,604.50	CFD 2014 Admin Fee 4/1-6/30/18
CM2063	4/20/2018	Corelogic Solutions, LLC	\$200.00	CFD 2014-1 Admin Cost
CM2064	4/20/2018	NBS	\$1,624.04	CFD 2014-1 Annual Report
		<b>TOTAL</b>	<b>\$3,428.54</b>	
		<b>EL DORADO PAYROLL</b>		
Checks: CM11777 to CM11784 and Direct Deposits: DD10394 to DD10455			\$ 108,829.59	Payroll
EFT	Various	National Payment Corp	\$126.98	Payroll
		<b>TOTAL</b>	<b>\$108,956.57</b>	

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer

# MEMORANDUM

**Date:** May 14, 2018  
**To:** Board of Directors  
**From:** Mark Martin, General Manager  
**Subject:** General Manager's Report

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## **EMPLOYEE RELATIONS/DEVELOPMENT**

The District has implemented a web-based Human Resources training tool for HR training topics. This tool is provided at no cost to CSD through its risk manager. The system tracks the time spent on each learning module and records each employee's completion of key required modules.

An Aflac benefits meeting is scheduled for employees on May 16.

## **OUTREACH**

I met with Supervisor Sue Frost on April 25. We discussed animal control, Sheriff patrols, speed limit along Jackson Highway and Scott Creek road. Supervisor Frost clearly understood that animal control was the responsibility of the County. She mentioned she had escalated communications regarding the speed limit issue to state and federal level representatives.

Related to the speed limit issue, Assembly-member Ken Cooley visited Rancho Murieta on April 27 to personally observe the Rancho Murieta section of Jackson Highway where the speed limit reduction is being requested. On May 1, I followed-up with Mr. Cooley's office with the District's concerns and support to reduce the speed limit through Rancho Murieta.

On May 3, I attended the Regional Water Authority board meeting. Topics included potential of a water meter replacement consortium to purchase replacement meters at a discount, a potential option for the District. Staff from RWA presented information on the RWA's water conservation outreach program and initiatives in detail and provided an update on regional water planning efforts.

I attended the Central Valley Clean Water Association annual conference on May 9. Topics included monitoring of salts and nitrogen, responding to climate change challenges, and collective Publicly Owned Treatment Works (POTW) call for reasonable parameters to proposals by the State for increased regulatory reporting. Received an excellent presentation from the operator of the Santa Rosa area water system on some of the challenges faced by the agency as area fires raged last October along with lessons learned in the aftermath.

## **RMA REQUEST FOR CLARIFICATION OF REASON FOR CSD CESSATION OF ANIMAL CONTROL**

CSD received a letter from RMA dated April 23, 2018 requesting an official response from CSD as to why CSD ceased animal control. CSD's response letter, dated April 30, 2018, re-emphasized the many points offered in prior CSD Security Committee and Board Meeting discussions.

## **ESCUELA GATE LETTER RESPONSE TO RMA**

RMA submitted a letter to CSD dated May 4, 2018 requesting CSD's formal response to RMA's proposal to add new gates to Escuela Drive entrance to the community. This letter followed a May 3, 2018 Security Committee meeting where CSD was afforded the first opportunity review a schematic of RMA's proposed set of gates. In the response letter, CSD emphasized significant perimeter security concerns about the proposed unmanned, regularly open set of barcoded and pressure detection gates open from Stonehouse Park to Stonehouse Road and supported the general concept of a unmanned barcode gates both directions between Stonehouse Park and Pera Drive that will limit access to/from Stonehouse Park to residents with barcodes. CSD expects an RMA reply to questions and comments posed by CSD before the item is brought back to the Security Committee for further review and discussion. Depending on RMA's turnaround of the response, the item is expected to return to the Security Committee in either June or July.

## **LETTER SUPPORTING REDUCTION OF JACKSON HIGHWAY SPEED LIMIT THROUGH RANCHO MURIETA**

As mentioned in last month's update, a letter dated April 12, 2018 was sent to the new statewide director of Caltrans Laurie Berman, State Assembly member Cooley, State Senator Berryhill, and Supervisor Sue Frost, among others, in support of reducing the speed limit (see attached). Caltrans' District 3 director responded with a letter received May 10, 2018 laying out the regulations behind the setting of speed limits of state highways and offered that Caltrans would conduct a new Engineering & Traffic Study (E&TS) in spring or early summer to determine if a revised speed limit is justified.

## **IT**

The District's new phone system went live April 25. Although there have been a few technical difficulties due to improper switching of a few phone lines, the overall implementation has gone well. Reports of a bug in CSD's new phone system is somewhat off-mark as the issue was due to the prior phone company's failure to fully release certain phone numbers properly to the new phone system vendor. We continue to work through this issue with all vendors to make sure everything runs smoothly. Notices will remain on CSD's website for to contact an alternative gate number (916) 354-2273, until the issue is fully resolved.

## MEMORANDUM

Date: May 9, 2018  
 To: Board of Directors  
 From: Eric Thompson, Controller  
 Subject: Administration / Financial Reports

Enclosed is a combined financial summary for **April 2018**. 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 items of interest are included.*

**Residential Water Consumption** – Year-to-date residential water usage was up 10.3% versus budget through April. Listed below are year-to-date water consumption numbers using weighted averages:

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>Residences</b>	0.0%	2,539	2,539	2,539	2,539	2,539	2,539	2,539	2,539	2,540	2,540		
	Weighted Average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>Cubic Feet</b>	1,574	2,920	2,844	2,695	2,109	1,191	840	812	774	631	926		
<b>Gallons per day</b>	392	728	709	672	526	297	210	203	193	157	231		
<b>Planned Usage GPD</b>	612												

**Commercial/Other Water Consumption** – Year-to-date commercial water usage was up 2.4% versus budget through April. Listed below are year-to-date water consumption numbers in cubic feet:

	YTD Totals	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
<b>Commercial</b>	644,427	114,866	113,467	103,801	88,440	33,156	20,523	34,889	44,559	39,201	51,525		
<b>Parks</b>	261,257	83,599	70,380	44,880	42,838	6,858	939	481	6,080	481	4,721		
<b>Raw Water</b>	653,877	183,011	147,231	159,474	122,373	27,651	199	0	50	7,804	6,084		
<b>CSD</b>	118,806	19,713	19,745	19,532	14,619	6,473	5,519	8,386	8,106	7,745	8,968		
<b>Totals</b>	<b>1,678,367</b>	<b>401,189</b>	<b>350,823</b>	<b>327,687</b>	<b>268,270</b>	<b>74,138</b>	<b>27,180</b>	<b>43,756</b>	<b>58,795</b>	<b>55,231</b>	<b>71,298</b>		

**Lock-Offs** – During the month of April, there were 17 lock-offs.

**Connection Fees** – There were no new connection fees received in April.

**Aging Report** – Delinquent accounts totaled \$221,546 which was 32.2% of the total accounts receivable balance of \$689,775. Past due receivables increased \$23,023 or 11.6% from the prior month. Of the total delinquent amount \$215,642 was related to undeveloped property.

**Summary of Reserve Accounts as of April 30, 2018** – The District’s reserve accounts began this fiscal year with a balance of \$5,344,437 and have increased \$334,178 year-to-date. In addition to the recurring monthly reserve contributions and normal inter-fund borrowing repayments, the District: received \$924 in reserve interest income from CAMP; received \$20,475 in earnings from LAIF; was reimbursed \$2,109 from Water Improvement Reserves for the Water Treatment Plant Streambed Alteration Permit; was reimbursed \$62 from Water Augmentation Reserves for labor related to the Emergency Well Project; was reimbursed \$11,666 from Sewer

Capital Replacement Reserves for the wiring replacement at the Michigan Bar Dam; was reimbursed \$9,887 from Security Capital Replacement Reserves for the purchase and programming of new radios; and was reimbursed \$49,266 from Security Impact Fee Reserves for the Burns & MacDonnell security assessment. The total amount of reserves held by the District on April 30, 2018 was \$5,678,614. See the following table for information by specific reserve account.

**Reserve Fund Balances**

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2017</i>	<i>YTD Collected &amp; Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance Apr 30, 2018</i>
Water Capital Replacement (200-2505)	1,130,169	208,027	(8,864)	1,329,332
Sewer Capital Replacement (250-2505)	2,478,211	346,175	(153,873)	2,670,513
Drainage Capital Replacement (260-2505)	81,850	27,429	(6,198)	103,081
Security Capital Replacement (500-2505)	160,345	39,907	(82,650)	117,602
Admin Capital Replacement (xxx-2505-99)	57,174	44,186	(14,366)	86,994
Sewer Capital Improvement Connection (250-2500)	4,067	48	(0)	4,115
Capital Improvement (xxx-2510)	366,117	29,107	(51,624)	343,600
Water Supply Augmentation (200-2511)	1,703,006	71,232	(45,845)	1,728,393
WTP Construction Fund Reserve (200-2513)	(671,793)	155,989	(179,288)	(695,092)
Security Impact Fee Reserves (500-2513)	35,291	4,051	(49,266)	(9,923)
<b>Total Reserves</b>	<b>5,344,437</b>	<b>926,151</b>	<b>(591,974)</b>	<b>5,678,615</b>

**Inter-fund Borrowing Balances**

<i>Inter-fund Borrowing</i>	<i>Fiscal Yr Beg Balance July 1, 2016</i>	<i>YTD Interest</i>	<i>YTD Repayment</i>	<i>Period End Balance Apr 30, 2018</i>
Sewer Loan to WTP Construction Fund	1,137,179	11,468	(128,460)	1,020,187
WSA Loan to WTP Construction Fund	379,060	3,823	(42,820)	340,063
N. Gate Security Loan from Drainage Fund	63,203	572	(19,602)	44,173
<b>Total Inter-fund Borrowing</b>	<b>1,579,442</b>	<b>15,863</b>	<b>(190,882)</b>	<b>1,404,423</b>

**Financial Items of Note**

**M&R Litigation** – year-to-date, the District has incurred and paid \$5,706 in legal fees related to the M&R litigation. Total fees paid pursuant to this lawsuit (excluding staff time) are \$68,193.

**County Club and Open Space** – the District incurred \$756 in labor costs related to the proposed country club and open space purchase during the month of April. Since early October 2017, \$46,301 (including staff time) has been spent on this project.



## ***Financial Summary Report (year-to-date through April 30, 2018)***

### **Revenues:**

**Water Charges**, year-to-date, are **above** budget \$56,178 or 3.5%

**Sewer Charges**, year-to-date, are **below** budget \$9,506 or (0.9%)

**Drainage Charges**, year-to-date, are **below** budget \$1,727 or (1.0%)

**Security Charges**, year-to-date, are **below** budget \$6,980 or (0.6%)

**Solid Waste Charges**, year-to-date, are **above** budget \$5,266 or 1.0%

**Total Revenue**, which includes other income, property taxes, and interest income is **above** budget \$151,578 or 3.0%. Roughly \$69K of this amount is related to CIA Ditch repairs.

**Expenses:** Year-to-date total operating expenses are **below** budget \$84,690 or (1.7%). There have been no operational reserve expenditures so far this year. Operational reserve expenditures cover projects funded from reserves which are also recorded as operational expenses through the income statement as required by Generally Accepted Accounting Principles (GAAP).

**Water Expenses** (including wages & employer costs) year-to-date, are **above** budget \$19,241 or 1.4%. Repairs & maintenance expenses are the Water Department's largest over budget line item so far this year. Other line item overages include permits, CIA Ditch repairs, purchased power, and telephones.

**Sewer Expenses**, year-to-date, are **below** budget by \$83,216 or (9.7%). Purchased power is the Sewer Department's largest over budget line item, but these figures do not take into account the cumulative net energy credit balance of \$10,614. During the month of April, the wastewater treatment plant (WWTP) solar array generated 32,185 excess kWh above and beyond the 42,224 we purchased from SMUD. Since the WWTP solar array went online, we have not paid SMUD for any electricity usage.

**Drainage Expenses**, year-to-date, are **above** budget by \$4,949 or 4.0%. Drainage saw a front-loading of expenses during this fiscal year. These numbers have started to normalize (and additional budget is added) and the department's expenses went from being 49.2% over through September to 37.7% through October and now to 4.0% through April.

**Combined Water/Sewer/Drainage Wages & Employer Costs**, year-to-date, are **below** budget by \$70,175 or (6.2%). These savings are offset by \$34,188 in contract staffing, which is used to help reduce the operational effects of position vacancies. Utility personnel at the District allocate their time between the Water, Sewer and Drainage Departments as needed and as directed. This section is being reported to help gauge overall utility personnel expenses versus budget.

**Security Expenses**, year-to-date, are **below** budget by \$48,524 or (4.9%). Security Gate expenses are **below** budget by \$931 or (0.2%) so far this year, with savings in wages and employer costs (due to vacancies) being offset by contract personnel costs. Security Patrol expenses are **below** budget by \$27,308 or (6.5%), with savings across most expense categories, the largest being salaries & wages and employer costs. General Security expenses are **below** budget by \$20,286 or (16.0%) for the year, due primarily to the vacancy in the (permanent) Chief position earlier in the year.

**Solid Waste Expenses**, year-to-date, are **above** budget by \$3,487 or 0.7%. Solid waste revenues and expenses are driven by service requests from the community and are both slightly over budget through April.

**General Expenses**, year-to-date, are **above** budget by \$57,855 or 5.8%. Legal expenses, General Manager recruitment, salaries & wages, consulting expenses, and expenses related to the Open Space/Country Club proposed purchase are the biggest contributors to the overage in general expenses.

**Net Income:** Year-to-date unadjusted net income, before depreciation, is \$423,856 versus a budget of \$192,056. Net income/(Loss) adjusted for estimated depreciation expense is (\$751,977). The full-year expected net operating income (loss) before depreciation, per the 2017-2018 budget, is (\$181). Including inter-fund borrowing interest expenses and tax revenues allocated to the Drainage department, the expected net operating loss is (\$14,693), as shown on the financial statements.

**Rancho Murieta Community Services District**  
**Summary Budget Performance Report**  
**For the Month Ending April 30, 2018**

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE Amount	%
<b>REVENUES</b>								
Water Charges	32.5%	\$1,982,280	32.0%	\$1,614,923	\$1,671,101	32.1%	\$56,178	3.5%
Sewer Charges	21.6%	1,317,230	21.7%	1,096,755	1,087,249	20.9%	(9,506)	(0.9%)
Drainage Charges	3.2%	197,610	3.3%	164,670	162,943	3.1%	(1,727)	(1.0%)
Security Charges	21.6%	1,321,377	21.8%	1,101,138	1,094,158	21.0%	(6,980)	(0.6%)
Solid Waste Charges	10.6%	646,796	10.7%	538,990	544,256	10.5%	5,266	1.0%
Other Income	1.8%	110,430	1.7%	88,236	198,608	3.8%	110,372	125.1%
Interest Earnings	0.1%	8,370	0.1%	7,320	5,295	0.1%	(2,025)	(27.7%)
Property Taxes	9.8%	598,680	9.9%	498,900	498,900	9.6%	0	0.0%
Property Tax (Reserve Alloc)	-1.3%	(77,220)	-1.3%	(64,350)	(64,350)	-1.2%	(0)	0.0%
<b>Total Revenues</b>	<b>100.0%</b>	<b>6,105,554</b>	<b>100.0%</b>	<b>5,046,582</b>	<b>5,198,160</b>	<b>100.0%</b>	<b>151,578</b>	<b>3.0%</b>
<b>OPERATING EXPENSES</b>								
<b>Water/Sewer/Drainage</b>								
Salaries & Wages	15.6%	951,320	15.3%	742,900	695,188	14.6%	(47,712)	(6.4%)
Employer Costs	7.6%	466,890	7.9%	382,081	358,847	7.5%	(23,234)	(6.1%)
Capital Project Labor Alloc	0.0%	0	0.0%	0	(310)	0.0%	(310)	0.0%
Power	5.5%	333,950	5.4%	263,580	280,441	5.9%	16,861	6.4%
Chemicals	2.8%	169,540	2.4%	116,045	106,527	2.2%	(9,518)	(8.2%)
Maintenance/Repairs	5.6%	340,500	5.1%	245,945	291,508	6.1%	45,563	18.5%
Water Meters/Boxes	0.9%	54,000	0.9%	43,000	15,086	0.3%	(27,914)	(64.9%)
Lab Tests	0.7%	44,200	0.6%	31,500	21,562	0.5%	(9,938)	(31.5%)
Permits	1.2%	73,640	1.4%	66,425	70,423	1.5%	3,998	6.0%
Training/Safety	0.3%	19,300	0.3%	13,775	13,240	0.3%	(535)	(3.9%)
Equipment Rental	0.6%	35,930	0.5%	26,500	8,070	0.2%	(18,431)	(69.5%)
Other Direct Costs	8.5%	519,810	8.6%	416,719	390,380	8.2%	(26,339)	(6.3%)
<b>Subtotal Water/Sewer/Drainage</b>	<b>49.3%</b>	<b>3,009,080</b>	<b>48.4%</b>	<b>2,348,470</b>	<b>2,250,962</b>	<b>47.3%</b>	<b>(97,508)</b>	<b>(4.2%)</b>
<b>Security</b>								
Salaries & Wages	10.8%	659,800	10.7%	520,500	429,562	9.0%	(90,938)	(17.5%)
Employer Costs	7.7%	470,700	8.0%	387,300	332,913	7.0%	(54,387)	(14.0%)
Off Duty Sheriff	0.1%	4,000	0.1%	4,000	6,895	0.1%	2,895	72.4%
Other	1.8%	107,414	1.8%	84,857	178,763	3.8%	93,906	110.7%
<b>Subtotal Security</b>	<b>20.3%</b>	<b>1,241,914</b>	<b>20.6%</b>	<b>996,657</b>	<b>948,132</b>	<b>19.9%</b>	<b>(48,524)</b>	<b>(4.9%)</b>
<b>Solid Waste</b>								
CWRS Contract	9.2%	561,100	9.6%	467,580	471,298	9.9%	3,718	0.8%
Sacramento County Admin Fee	0.6%	35,500	0.6%	29,580	29,349	0.6%	(231)	(0.8%)
HHW Event	0.2%	14,730	0.0%	0	0	0.0%	0	0.0%
<b>Subtotal Solid Waste</b>	<b>10.0%</b>	<b>611,330</b>	<b>10.3%</b>	<b>497,160</b>	<b>500,647</b>	<b>10.5%</b>	<b>3,487</b>	<b>0.7%</b>
<b>General / Admin</b>								
Salaries & Wages	8.7%	531,300	8.6%	415,400	441,720	9.3%	26,320	6.3%
Employer Costs	4.9%	297,200	5.0%	243,850	228,033	4.8%	(15,817)	(6.5%)
Capital Project Labor Alloc	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Insurance	1.6%	95,296	1.6%	79,413	76,103	1.6%	(3,311)	(4.2%)
Legal	1.0%	60,000	1.0%	50,000	45,740	1.0%	(4,260)	(8.5%)
Office Supplies	0.3%	21,300	0.4%	17,500	17,804	0.4%	304	1.7%
Director Meeting Payments	0.3%	18,000	0.3%	15,000	8,854	0.2%	(6,146)	(41.0%)
Telephones	0.1%	4,780	0.1%	4,014	6,276	0.1%	2,262	56.4%
IT Systems Maintenance	1.4%	88,096	1.6%	79,547	76,624	1.6%	(2,923)	(3.7%)
Community Communications	0.1%	4,550	0.0%	1,550	4,062	0.1%	2,512	162.1%
Postage	0.3%	20,400	0.4%	18,300	15,853	0.3%	(2,447)	(13.4%)
Bld/Grounds Maint/Pest Cntr	0.3%	17,400	0.3%	13,600	25,366	0.5%	11,766	86.5%
Other	1.5%	91,200	1.4%	67,065	116,659	2.4%	49,594	73.9%
<b>Subtotal General / Admin</b>	<b>20.5%</b>	<b>1,249,522</b>	<b>20.7%</b>	<b>1,005,239</b>	<b>1,063,095</b>	<b>22.3%</b>	<b>57,855</b>	<b>5.8%</b>
<b>Total Operating Expenses</b>	<b>100.1%</b>	<b>6,111,847</b>	<b>100.0%</b>	<b>4,847,526</b>	<b>4,762,836</b>	<b>100.0%</b>	<b>(84,690)</b>	<b>(1.7%)</b>
<b>Operating Income (Loss)</b>	<b>100.0%</b>	<b>(6,293)</b>	<b>100.0%</b>	<b>199,056</b>	<b>435,324</b>	<b>100.0%</b>	<b>236,268</b>	<b>118.7%</b>

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
<b>Non-Operating Expenses</b>								
Water Reserve Expenditure	0.1%	8,400	0.1%	7,000	11,468	100.0%	4,468	63.8%
Sewer Reserve Expenditure	0.0%	0	0.0%	0	0	0.0%	0	0.0%
Drainage Reserve Expenditure	0.0%	0	0.0%	0	0	0.0%	0	0.0%
<b>Total Non-Operating Expenses</b>	<b>0.1%</b>	<b>8,400</b>	<b>0.1%</b>	<b>7,000</b>	<b>11,468</b>	<b>100.0%</b>	<b>4,468</b>	<b>63.8%</b>
<b>Net Income (Loss)</b>	<b>100.0%</b>	<b>(14,693)</b>	<b>100.0%</b>	<b>192,056</b>	<b>423,856</b>	<b>100.0%</b>	<b>231,800</b>	<b>120.7%</b>

## Rancho Murieta Community Services District

### Budget Performance Report by FUND For the Month Ending April 30, 2018

	% of Total Rev	Annual Budget	% of Total Rev	YTD Budget	YTD Actuals	% of Total Rev	YTD VARIANCE Amount	%
<b>WATER</b>								
<b>REVENUES</b>								
Water Charges	98.4%	\$1,982,280	98.4%	\$1,614,923	\$1,671,101	93.7%	\$56,178	3.5%
Interest Earnings	0.2%	3,900	0.2%	3,400	2,779	0.2%	(621)	(18.3%)
Other Income	1.4%	28,770	1.4%	22,603	109,788	6.2%	87,185	385.7%
<b>Total Water Revenues</b>	<b>100.0%</b>	<b>2,014,950</b>	<b>100.0%</b>	<b>1,640,926</b>	<b>1,783,669</b>	<b>100.0%</b>	<b>142,743</b>	<b>8.7%</b>
<b>EXPENSES (excluding depreciation)</b>								
Salaries & Wages	26.4%	532,740	25.4%	416,024	389,360	21.8%	(26,664)	(6.4%)
Employer Costs	13.0%	261,740	13.0%	214,110	200,365	11.2%	(13,745)	(6.4%)
Capital Project Labor Alloc	0.0%	0	0.0%	0	(310)	0.0%	(310)	0.0%
Power	10.2%	204,970	9.7%	158,975	164,200	9.2%	5,225	3.3%
Chemicals	4.6%	93,000	4.3%	70,955	69,821	3.9%	(1,134)	(1.6%)
Chemicals - T&O	0.5%	9,500	0.4%	6,320	3,701	0.2%	(2,619)	(41.4%)
Maintenance/Repairs	7.0%	142,000	6.1%	99,945	160,296	9.0%	60,351	60.4%
Water Meters/Boxes	2.7%	54,000	2.6%	43,000	15,086	0.8%	(27,914)	(64.9%)
Lab Tests	1.4%	28,000	1.1%	18,000	11,373	0.6%	(6,627)	(36.8%)
Permits	1.6%	32,000	1.5%	25,000	27,822	1.6%	2,822	11.3%
Training/Safety	0.5%	9,300	0.5%	8,000	5,802	0.3%	(2,198)	(27.5%)
Equipment Rental	1.0%	21,000	0.9%	15,500	3,640	0.2%	(11,860)	(76.5%)
Other Direct Costs	17.3%	348,880	17.9%	292,971	298,404	16.7%	5,433	1.9%
<b>Operational Expenses</b>	<b>86.2%</b>	<b>1,737,130</b>	<b>83.4%</b>	<b>1,368,800</b>	<b>1,349,559</b>	<b>75.7%</b>	<b>(19,241)</b>	<b>(1.4%)</b>
<b>Water Income (Loss)</b>	<b>13.8%</b>	<b>277,820</b>	<b>16.6%</b>	<b>272,126</b>	<b>434,110</b>	<b>24.3%</b>	<b>161,984</b>	<b>59.5%</b>
<b>38.9% Net Admin Alloc</b>	<b>14.2%</b>	<b>286,212</b>	<b>13.7%</b>	<b>225,104</b>	<b>246,959</b>	<b>13.8%</b>	<b>21,855</b>	<b>9.7%</b>
<b>Reserve Expenditures</b>	<b>0.4%</b>	<b>8,400</b>	<b>0.4%</b>	<b>7,000</b>	<b>11,468</b>	<b>0.6%</b>	<b>4,468</b>	<b>63.8%</b>
<b>Total Net Income (Loss)</b>	<b>-0.8%</b>	<b>(16,792)</b>	<b>2.9%</b>	<b>47,022</b>	<b>175,683</b>	<b>9.8%</b>	<b>140,128</b>	<b>298.0%</b>
<b>SEWER</b>								
<b>REVENUES</b>								
Sewer Charges	98.4%	1,317,230	98.5%	1,096,755	1,087,249	98.2%	(9,506)	(0.9%)
Interest Earnings	0.2%	2,920	0.2%	2,420	249	0.0%	(2,171)	(89.7%)
Other Income	1.4%	18,500	1.3%	14,573	19,614	1.8%	5,041	34.6%
<b>Total Sewer Revenues</b>	<b>100.0%</b>	<b>1,338,650</b>	<b>100.0%</b>	<b>1,113,748</b>	<b>1,107,111</b>	<b>100.0%</b>	<b>(6,637)</b>	<b>(0.6%)</b>
<b>EXPENSES (excluding depreciation)</b>								
Salaries & Wages	26.3%	351,990	24.7%	274,873	241,709	21.8%	(33,164)	(12.1%)
Employer Costs	8.6%	172,510	8.6%	141,248	127,013	7.1%	(14,235)	(10.1%)
Power	8.9%	118,600	8.7%	96,725	109,686	9.9%	12,961	13.4%
Chemicals	4.2%	56,040	2.9%	31,770	22,755	2.1%	(9,015)	(28.4%)
Maintenance/Repairs	13.9%	186,500	12.2%	136,000	127,303	11.5%	(8,697)	(6.4%)
Lab Tests	1.2%	16,200	1.2%	13,500	10,189	0.9%	(3,311)	(24.5%)
Permits	2.6%	35,140	3.1%	34,925	36,737	3.3%	1,812	5.2%
Training/Safety	0.7%	10,000	0.5%	5,775	7,438	0.7%	1,663	28.8%
Equipment Rental	0.8%	10,200	0.8%	9,000	1,477	0.1%	(7,523)	(83.6%)
Other Direct Costs	12.2%	162,950	10.0%	111,748	88,040	8.0%	(23,708)	(21.2%)
<b>Operational Expenses</b>	<b>83.7%</b>	<b>1,120,130</b>	<b>76.8%</b>	<b>855,564</b>	<b>772,348</b>	<b>69.8%</b>	<b>(83,216)</b>	<b>(9.7%)</b>
<b>Sewer Income (Loss)</b>	<b>16.3%</b>	<b>218,520</b>	<b>23.2%</b>	<b>258,184</b>	<b>334,763</b>	<b>30.2%</b>	<b>76,579</b>	<b>29.7%</b>
<b>29.7% Net Admin Alloc</b>	<b>16.3%</b>	<b>218,521</b>	<b>15.4%</b>	<b>171,866</b>	<b>188,552</b>	<b>17.0%</b>	<b>16,686</b>	<b>9.7%</b>
<b>Reserve Expenditures</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>(1)</b>	<b>7.8%</b>	<b>86,318</b>	<b>146,211</b>	<b>13.2%</b>	<b>59,893</b>	<b>69.4%</b>
<b>DRAINAGE</b>								
<b>REVENUES</b>								
Drainage Charges	99.0%	197,610	98.9%	164,670	162,943	99.0%	(1,727)	(1.0%)
Property Tax	2.4%	33,580	2.4%	27,983	27,983	2.4%	0	0.0%
Property Tax (Reserve Alloc)	-2.3%	(31,540)	-2.3%	(26,283)	(26,283)	-2.2%	0	0.0%
Interest Earnings	0.0%	50	0.0%	50	(20)	0.0%	(70)	(139.0%)
<b>Total Drainage Revenues</b>	<b>100.0%</b>	<b>199,700</b>	<b>100.0%</b>	<b>166,420</b>	<b>164,623</b>	<b>100.0%</b>	<b>(1,797)</b>	<b>(1.1%)</b>



	% of Total Rev	Annual Budget	% of Total Rev	YTD Budget	YTD Actuals	% of Total Rev	YTD VARIANCE Amount	%
<b>EXPENSES (excluding depreciation)</b>								
Salaries & Wages	33.3%	66,590	31.2%	52,003	64,119	38.9%	12,116	23.3%
Employer Costs	1.6%	32,640	1.6%	26,723	31,469	1.8%	4,746	17.8%
Power	5.2%	10,380	4.7%	7,880	6,554	4.0%	(1,326)	(16.8%)
Chemicals	5.5%	11,000	4.2%	7,000	10,250	6.2%	3,250	46.4%
Maintenance/Repairs	6.0%	12,000	6.0%	10,000	3,910	2.4%	(6,090)	(60.9%)
Permits	3.3%	6,500	3.9%	6,500	5,865	3.6%	(636)	(9.8%)
Equipment Rental	2.4%	4,730	1.2%	2,000	2,953	1.8%	953	47.6%
Other Direct Costs	4.0%	7,980	7.2%	12,000	3,936	2.4%	(8,064)	(67.2%)
<b>Operational Expenses</b>	<b>76.0%</b>	<b>151,820</b>	<b>74.6%</b>	<b>124,106</b>	<b>129,055</b>	<b>78.4%</b>	<b>4,949</b>	<b>4.0%</b>
<b>Drainage Income (Loss)</b>	<b>24.0%</b>	<b>47,880</b>	<b>25.4%</b>	<b>42,314</b>	<b>35,568</b>	<b>21.6%</b>	<b>(6,746)</b>	<b>(15.9%)</b>
<b>6.1% Net Admin Alloc</b>	<b>22.5%</b>	<b>44,882</b>	<b>21.2%</b>	<b>35,299</b>	<b>38,726</b>	<b>23.5%</b>	<b>3,427</b>	<b>9.7%</b>
<b>Reserve Expenditures</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
<b>Total Net Income (Loss)</b>	<b>1.5%</b>	<b>2,998</b>	<b>4.2%</b>	<b>7,015</b>	<b>(3,158)</b>	<b>-1.9%</b>	<b>(10,173)</b>	<b>(145.0%)</b>
<b>SECURITY</b>								
<b>REVENUES</b>								
Security Charges	95.0%	1,321,377	95.0%	1,101,138	1,094,158	93.6%	(6,980)	(0.6%)
Interest Earnings	0.0%	600	0.1%	600	604	0.1%	4	0.6%
Property Tax	4.7%	65,040	4.7%	54,200	54,200	4.6%	0	0.0%
Property Tax (Reserve Alloc)	-3.3%	(45,680)	-3.3%	(38,067)	(38,067)	-3.3%	(0)	0.0%
Other Income	3.6%	49,760	3.6%	41,460	57,946	5.0%	16,486	39.8%
<b>Total Security Revenues</b>	<b>100.0%</b>	<b>1,391,097</b>	<b>100.0%</b>	<b>1,159,331</b>	<b>1,168,841</b>	<b>100.0%</b>	<b>9,509</b>	<b>0.8%</b>
<b>EXPENSES (excluding depreciation)</b>								
Salaries & Wages	47.4%	659,800	44.9%	520,500	429,562	36.8%	(90,938)	(17.5%)
Employer Costs	23.4%	470,700	23.6%	387,300	332,913	18.7%	(54,387)	(14.0%)
Equipment Repairs	0.4%	4,900	0.3%	3,670	7,183	0.6%	3,513	95.7%
Vehicle Maintenance	0.4%	6,000	0.4%	5,000	4,168	0.4%	(832)	(16.6%)
Vehicle Fuel	1.0%	14,000	1.0%	11,667	11,624	1.0%	(43)	(0.4%)
Off Duty Sheriff	0.3%	4,000	0.3%	4,000	6,895	0.6%	2,895	72.4%
Other	5.9%	82,514	5.6%	64,520	155,788	13.3%	91,268	141.5%
<b>Operational Expenses</b>	<b>89.3%</b>	<b>1,241,914</b>	<b>86.0%</b>	<b>996,657</b>	<b>948,132</b>	<b>81.1%</b>	<b>(48,524)</b>	<b>(4.9%)</b>
<b>Security Income (Loss)</b>	<b>10.7%</b>	<b>149,183</b>	<b>14.0%</b>	<b>162,675</b>	<b>220,708</b>	<b>18.9%</b>	<b>58,034</b>	<b>35.7%</b>
<b>20.3% Net Admin Alloc</b>	<b>10.7%</b>	<b>149,360</b>	<b>10.1%</b>	<b>117,470</b>	<b>128,876</b>	<b>11.0%</b>	<b>11,405</b>	<b>9.7%</b>
<b>Total Net Income (Loss)</b>	<b>0.0%</b>	<b>(176)</b>	<b>3.9%</b>	<b>45,204</b>	<b>91,833</b>	<b>7.9%</b>	<b>46,629</b>	<b>103.2%</b>
<b>SOLID WASTE</b>								
<b>REVENUES</b>								
Solid Waste Charges	99.9%	646,796	99.9%	538,990	544,256	99.7%	5,266	1.0%
Interest Earnings	0.1%	600	0.1%	600	1,422	0.3%	822	136.9%
<b>Total Solid Waste Revenues</b>	<b>100.0%</b>	<b>647,396</b>	<b>100.0%</b>	<b>539,590</b>	<b>545,678</b>	<b>100.0%</b>	<b>6,088</b>	<b>1.1%</b>
<b>EXPENSES (excluding depreciation)</b>								
CWRS Contract	86.7%	561,100	86.7%	467,580	471,298	86.4%	3,718	0.8%
Sacramento County Admin Fee	5.5%	35,500	5.5%	29,580	29,349	5.4%	(231)	(0.8%)
HHW Event	2.3%	14,730	0.0%	0	0	0.0%	0	0.0%
<b>Operational Expenses</b>	<b>94.4%</b>	<b>611,330</b>	<b>92.1%</b>	<b>497,160</b>	<b>500,647</b>	<b>91.7%</b>	<b>3,487</b>	<b>0.7%</b>
<b>Solid Waste Income (Loss)</b>	<b>5.6%</b>	<b>36,066</b>	<b>7.9%</b>	<b>42,430</b>	<b>45,030</b>	<b>8.3%</b>	<b>2,600</b>	<b>6.1%</b>
<b>5.0% Net Admin Alloc</b>	<b>5.7%</b>	<b>36,788</b>	<b>5.4%</b>	<b>28,934</b>	<b>31,743</b>	<b>5.8%</b>	<b>2,809</b>	<b>9.7%</b>
<b>Total Net Income (Loss)</b>	<b>-0.1%</b>	<b>(722)</b>	<b>2.5%</b>	<b>13,496</b>	<b>13,288</b>	<b>2.4%</b>	<b>(209)</b>	<b>(1.5%)</b>
<b>OVERALL NET INCOME(LOSS)</b>	<b>-0.3%</b>	<b>(14,693)</b>	<b>4.3%</b>	<b>199,056</b>	<b>423,856</b>	<b>8.9%</b>	<b>224,800</b>	<b>112.9%</b>

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## INVESTMENT REPORT

*CASH BALANCE AS OF APRIL 30, 2018*

INSTITUTION	YIELD	BALANCE
<b>CSD FUNDS</b>		
<i>EL DORADO SAVINGS BANK</i>		
SAVINGS	0.03%	\$ 1,004,979.20
CHECKING	0.02%	\$ 137,357.86
PAYROLL	0.02%	\$ 4,064.63
<i>BANNER BANK</i>		
EFT	0.00%	\$ 15,305.19
<i>LOCAL AGENCY INVESTMENT FUND (LAIF)</i>		
UNRESTRICTED	1.66%	\$ 456,927.36
RESTRICTED RESERVES	1.66%	\$ 5,066,744.36
<i>CALIFORNIA ASSET MGMT (CAMP)</i>		
OPERATION ACCOUNT	1.84%	\$ 611,870.03
<i>UNION BANK</i>		
PARS GASB45 TRUST (balance as of 3/31/18)	-0.48%	\$ 1,625,748.52
<b>TOTAL CSD</b>		<b>\$ 8,922,997.15</b>

### BOND FUNDS

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

<i>BANK OF AMERICA</i>		
CHECKING	0.00%	\$ 327,160.72
<i>WILMINGTON TRUST (balance as of 11/30/17)</i>		
BOND RESERVE FUND	0.72%	\$ 392,373.94
BOND ADMIN EXPENSE	0.72%	\$ 24.31
BOND SPECIAL TAX FUND	0.72%	\$ 7.56
BOND ACQ & CONSTRUCTION	0.72%	\$ 3,761.51
BOND REDEMPTION ACCOUNT	0.72%	\$ -
BOND COI	0.72%	\$ -
BOND SURPLUS	0.72%	\$ 59.69
<b>TOTAL CFD</b>		<b>\$ 723,387.73</b>
<b>TOTAL ALL FUNDS</b>		<b>\$ 9,646,384.88</b>

*\*Investments comply with the CSD adopted investment policy.*

PREPARED BY: Eric Thompson, Controller

REVIEWED BY:  , District Treasurer



# MEMORANDUM

**Date:** May 9, 2018  
**To:** Board of Directors  
**From:** Jeffery Werblun, Security Chief  
**Subject:** Security Report for the Month of April 2018

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## OPERATIONS UPDATES

Currently there is one Security Gate Officer position open, one Security Sergeant and one Patrol Officer. Interviews were conducted for all positions and we have a few candidates currently in the hiring process. Contract security PDF has provided support staff to fill the gate vacancies and patrol in the meantime.

The new radios were delivered were sent out to be programmed and activated. The radios were put into service April 26, 2018 and are working very well so far.

Animal control types of calls for service handled by District Security have been suspended. This is as a result of an anonymous complaint to Cal OSHA and an investigation into our operations in regards to dogs, snakes, and other animal calls the District has responded to in the past. The District was found to be in violation and assessed a fine. An internal review of policy, law, and district codes revealed that the District cannot operate as we had been in regards to animal calls and per the Government Code and other laws, the District is not authorized to conduct animal related calls. The District will continue to assist residents and local volunteer groups with lost or found animals as a resource to locate the owner of the animal. All other calls regarding animals will be referred to the appropriate agency. District Security will respond to animals that pose a danger to the community such as aggressive dogs or animals creating a traffic hazard and security will request the assistance of the appropriate agency if necessary.

## INCIDENTS OF NOTE

April 9, 2018 at 1839 hours, 7200 block of Murieta Parkway. Patrol responded to a report of an unresponsive driver passed out at the wheel. Patrol arrived and determined the driver showed signs of being under the influence. California Highway Patrol (CHP) responded and conducted an investigation. The driver was arrested for driving under the influence (DUI).

April 17, 2018 at 2355 hours, Post Office Parking Lot. Patrol responded to a report of a driver passed out behind the wheel in the parking lot at the Post Office. When Patrol arrived, the Officer noticed the car was running, the stereo was turned up loud, and saw several empty beer bottles throughout the interior of the vehicle. The driver was non responsive. The Officer had Sacramento Metro Fire Department (SMFD) respond to access the driver. They were able to wake up the driver and determined the driver was intoxicated only and did not require medical aid. CHP was notified to respond. After the SMFD left, the Officer was standing by with the driver waiting for CHP to arrive. The driver decided to take off and fled on foot into the business office area of the Murieta Plaza. The Officer did not chase after him. CHP arrived and conducted an area search for the suspect but did not locate him. The suspect's mother arrived on scene and took possession of the vehicle.

## RANCHO MURIETA ASSOCIATION COMPLIANCE MEETING

The meeting was held April 3, 2018. Nothing to report.

#### **CONTRACT SECURITY**

We are currently using PDF Security to supplement open positions at the Gates. We also used a PDF employee that was patrol trained, to cover graveyard patrol shifts periodically when we had a patrol officer on modified duty due to an injury. PDF has been responsive to our needs.

#### **SECURITY ASSESSMENT REPORT**

The summary report was presented to the Security Committee meeting on April 5, 2018. The goal is to have a draft action plan ready to present to the June Security Committee.



## RMA Rule Violations / Citations April 2018

Driveway Parking	14
Park Hours	5
Stop Sign	3
Unsafe Driving	
Speeding	2
Unlicensed Driver	
Overnight Street Parking	8
<hr/>	
<b>Total</b>	<b>32</b>



**Rancho Murieta Association  
Rule Violations/Admonishments/Complaints  
April 2018**

Gate Entrance Refusals	39
Parking	1
Unsafe Driving	2
Open Garage Door	
Park Hours	
Speeding	
Loose/Off Leash Dogs	3
Barking Dogs	6
Unlicensed Driver	3
Stop Sign	1
<hr/>	
<b>Total</b>	<b>55</b>

Note: A *complaint* of a violation does NOT necessarily mean a violation occurred. The complaint may have been unfounded, officers were unable to locate the complaint, or the complaint was not actually in fact a RMA Rule violation at all.

# MEMORANDUM

Date: May 9, 2018  
To: Board of Directors  
From: Paul Siebensohn, Director of Field Operations  
Subject: Water/Wastewater/Drainage Report

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

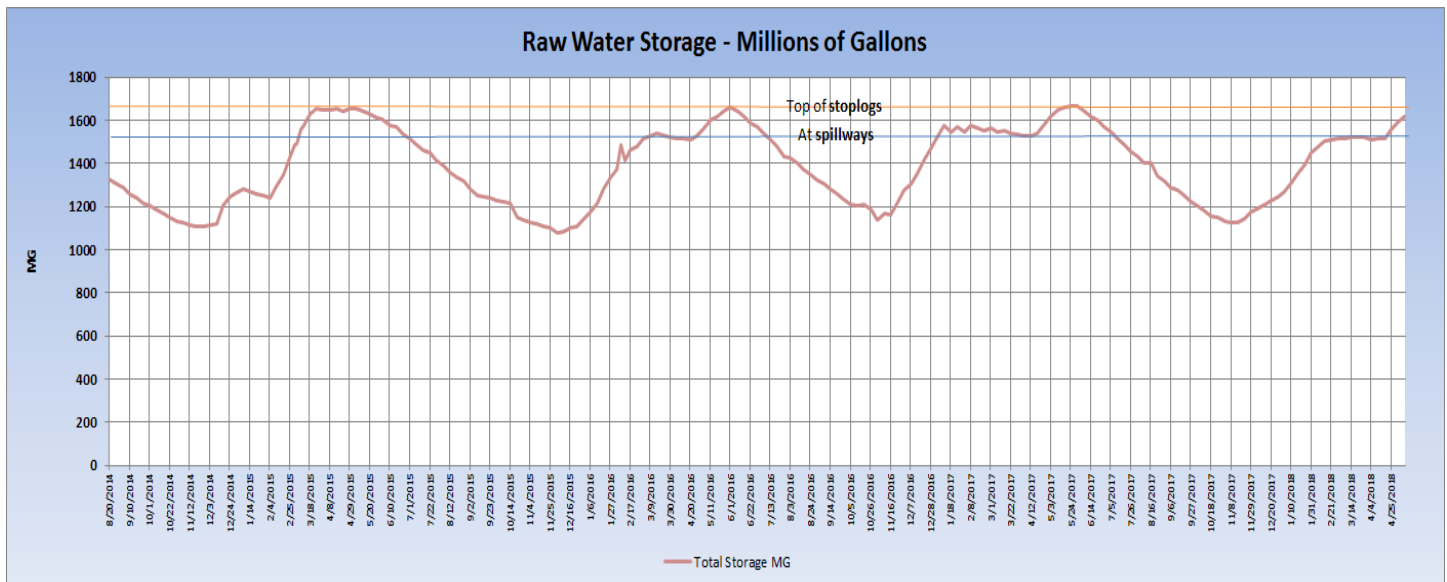
## WATER TREATMENT

Water Treatment Plant (WTP) #1 is currently set to run at 1.4 million gallons per day (mgd), averaging a production volume of 1.34 mgd. Water Treatment Plant #2 remains off but ready for operation. Total water production for April 2018 was 26,108,000 gallons.

## WATER SOURCE OF SUPPLY

We are continuing to operate two (2) pumps, running at around 11.3 cubic feet per second to top off our reservoirs. On May 9, 2018, all raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,618.2 MG (4,966.5 AF) of which 1,454.3 MG (4,463.4) is usable due to dead storage. This is approximately 97.25% full to the top of the stoplogs installed in the reservoir spillways. For Calero and Chesbro Reservoirs alone, storage measured 1,214 MG (3,725.9 AF), or 1,164.7 MG (3,272.9 AF) usable. In April 2018 there was 2.81" of rainfall and evaporation was 4.48". So far this diversion season, we have pumped 447.5 MG (1,818 AF) to storage. We should have all reservoirs topped off within 20 days of this report and then will continue to maintain they are full until the end of the diversion season on May 31, 2018.

Below is a graphic representation of the water storage reservoir levels from 2014 to date.



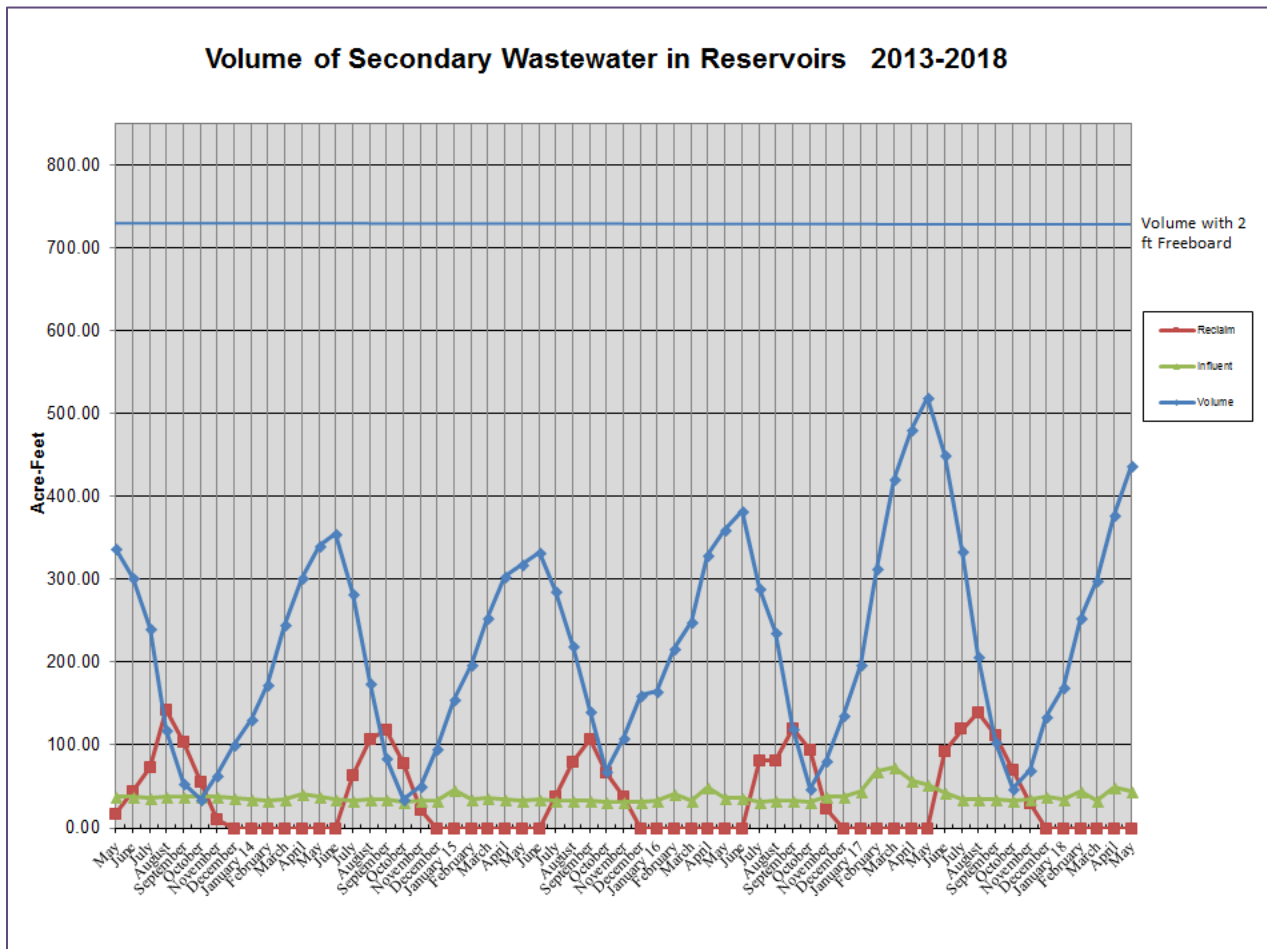
**WASTEWATER COLLECTION, TREATMENT, AND RECLAMATION**

Influent wastewater flow averaged 0.475 million gallons a day, for a total of 14.263 MG, (43.77 AF). This is approximately 185 gpd per sewer connection. Secondary wastewater storage measured 142.811 MG (438.3 AF) on May 9, 2018. The reclamation system is ready for operation and we will be test operating it on May 14<sup>th</sup> to ensure operation. I notified Rancho Murieta Country Club (RMCC) that we are planning to supply recycled water to the Golf Course starting on May 22, 2018 to supply its irrigation needs.

I notified the RMCC general manager, via email, that a new recycled water supervisor needs to be designated and a User Reclamation Plan needs to be signed and submitted to the District, along with various other requirements, now that their Superintendent is no longer there. The purpose is to ensure that proper use and reporting for recycled water is followed per the District’s recycled water standards and the Master Reclamation permit and Waste Discharge Requirements of the California Regional Water Quality Control Board. RMCC did convey that they have repaired their recycled water irrigation line between Hole 13 & 14 North that runs under Guadalupe Drive.

Maintenance this past month included continuing weed control around the the facility and cleaning of the equalization basin.

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



## **SEWER COLLECTION**

The Cantova sewer lift station continues to have issues with ragging from “wipes” and other debris. Staff has been having to pull the pumps out of the sewage wet well and manually remove debris weekly since the last update. Operations staff has worked with a contractor to pump and remove grease and debris which collects on the surface of sewage dry well at the Main Lift North (MLN) sewer pumping station. Visual inspections under the deck plating where we rehabbed the sewage dry well pits show that the pits, deck plate beams, and decking are all in excellent condition.

Utility staff completed some sewer jetting to clean the sewer lines in Rancho Murieta South around Celebrar and Reynosa Drives.

## **DRAINAGE / STORMWATER**

As the weather continues to warm, the weeds are growing *like weeds*, really fast. Utility staff is beginning limited weed control in areas, targeting near culver entrances and exists. We are over budget due to storm pump repairs needed at Main Lift South and staff response during heavy storms this past season. Repairs to the erosion damage and corrugated pipe failure in the Chesbro Reservoir protection ditch is near completion. (See photo below.)



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

In April 2018, five (5) ¾” meters were replaced. Twenty-four (24) Utility Star reports, two (2) rebate inspections, one (1) high water use investigation, and fifteen (15) underground service alerts (USAs) were completed. There were three (3) service line leaks reported and repaired along with the replacement of two (2) other adjacent service lines for proactive maintenance. As the weather has warmed up and irrigations systems are being turned on and/or operated longer, staff has been getting more calls for water leaks, typically stemming from private property irrigation systems.

## **PROJECTS**

### **Development**

#### **The Retreats East and North**

No update.

#### **The Retreats West**

A home called for water and sewer inspections and passed inspection after rectifying installations per District standards.

#### **The Murieta Gardens - Murieta Marketplace**

No update. This project is still on hold.



### **The Murieta Gardens – Inn**

Red-lines of the as-builts for Murieta Inn's irrigation system have been received and forwarded to Coastland Engineering for review for compliance with the District Recycled water code.

### **The Murieta Gardens – Highway 16 Off-Site Improvements**

This project is proceeding again beginning late Sunday evening on May 13, 2018.

### **The Murieta Gardens II – Subdivision**

The plans for the 78 lots at the Murieta Gardens have been signed off and I have requested hard copy and electronic copies. It is assumed this project will be proceeding soon, although no notice has been given to the District. K. Hovnanian Homes has notified the District that they have acquired this property and requested a fire flow report from the District.

### **Rancho Murieta North – Development Project**

No update.

### **FAA Business Park**

The plans for this project have been approved and assumed to be proceeding soon.

### **The Greens Neighborhood Park**

No update. Rancho Murieta Association (RMA) still needs to repair the keystone block wall along the discharge side of the culvert at the park entrance.

### **EMERGENCY WELL PROJECT**

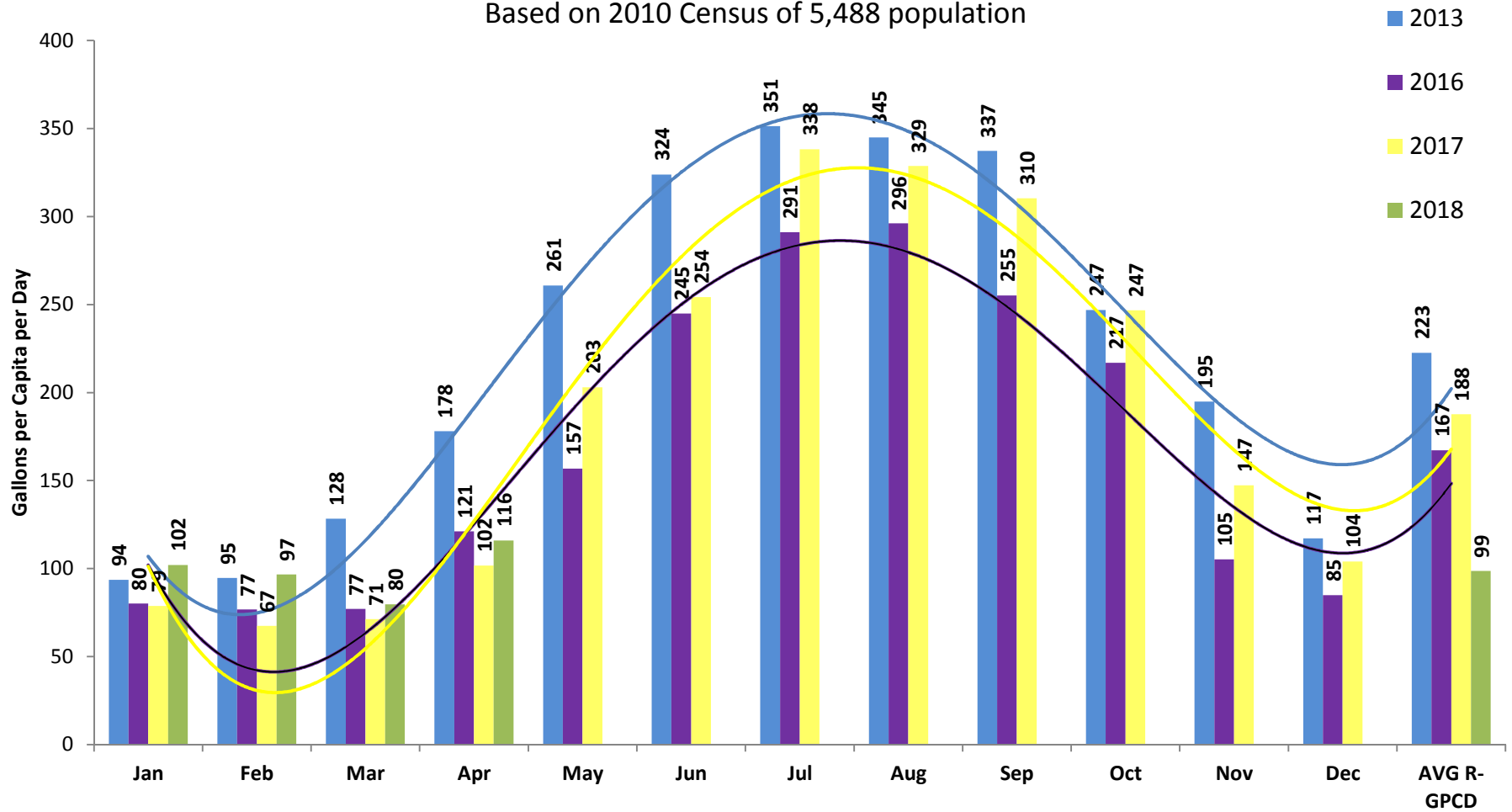
The General Manager has reached out to a vendor to provide an appraisal for the proposed well site B. I am providing the vendor the proposed plan outlines for the site.

# Rancho Murieta - Residential Gallons per Capita per Day

Comparison of 2013 (drought base yr) to 2016, 2017 and 2018

Residential Potable Water Consumption

Based on 2010 Census of 5,488 population



Conservation achieved April 2016 versus January 2013: 32%

Conservation achieved April 2017 versus January 2013: 43%

Conservation achieved April 2018 versus January 2013: 35%

2016 versus 2013 YTD conservation: 28%

2017 versus 2013 YTD conservation: 35%

2018 versus 2013 YTD conservation: 20%

## CONFERENCE/EDUCATION SCHEDULE

Date: May 10, 2018  
To: Board of Directors  
From: Suzanne Lindendorf, District Secretary  
Subject: Review Upcoming Conference/Education Opportunities

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

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

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

2018 Special Districts Legislative Days	May 22, 2018	Sacramento
General Manager Leadership Summit	June 24, 2018	Olympic Valley
Special District Leadership Academy	July 8, 2018	Napa Valley
2018 Annual Conference & Show	September 24, 2018	Indian Wells

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

No Information Currently Available on Upcoming Conferences.

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

No Information Currently Available on Upcoming Conferences.

### **AMERICAN WATER WORKS ASSOCIATION (AWWA)**

No Information Currently Available on Upcoming Conferences.

**Rancho Murieta Community Services District**  
**June 2018 Board/Committee Meeting Schedule**

**JUNE 5, 2018**

Improvements @ 8:30 a.m.  
Finance @ 9:30 a.m.  
Personnel @ 10:00 a.m.

**JUNE 7, 2018**

Security @ 4:00 p.m.  
Communications @ 4:30 p.m.

**Board Meeting – June 20, 2018 Open Session @ 5:00 p.m.**





DATE: April 20, 2018

TO: Board of Directors of Independent Special Districts

RE: **SELECTION PROCEDURE FOR SPECIAL DISTRICT REPRESENTATION TO THE CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD FOR SACRAMENTO COUNTY**

I am writing to open the selection process for the Independent Special Districts' representative and alternate for the Consolidated Redevelopment Oversight Board in Sacramento County.  
***Please respond by 3:30 PM, May 25, 2018.***

On July 1, 2018, the 400+ redevelopment agency (RDA) oversight boards across the state will be consolidated into just one oversight board per county. In Sacramento County, there are various RDA oversight boards, which will be consolidated into one board per state Health & Safety Code § 34179(j). At the direction of the Commission, I am conducting the Redevelopment Agency Oversight Board (RDAOB) selection process pursuant to GC 56332. The selection process is open to all members of the Independent Special District Selection Committee, in the same manner as the process for selecting special district representation on the Commission.

Your Board is invited to vote for a Primary representative. There is also one Alternative representative nominated. The ballot is attached, including the respective candidates statements of qualifications. ***Please respond by 3:30 PM, May 25, 2018.***

To be valid, the ballot must be acted upon by a majority vote of the governing board of your Independent Special District in an official meeting of that board and certified by the Secretary or Clerk of the Board. Any ballot received by the Executive Officer after the specified time and date shall not be valid. The candidate who receives the most votes will be determined the winner outright. In the event of a tie, there will be a run-off election held in the same format as the initial election. The Executive Officer will announce the results of the election within seven days of the close of balloting.

If you have questions regarding the election procedure, please do not hesitate to contact me at (916) 874- 6458.

Sincerely,  
**SACRAMENTO LOCAL AGENCY FORMATION COMMISSION**

  
Donald J. Lockhart, AICP  
Executive Officer

Attachment: Ballot w/ Candidates Statement of Qualifications





# Ballot

Independent Special District Representative Consolidated  
Redevelopment Agency Oversight Board (RDAOB)

Please select one candidate from each category

## RDAOB Representative - Please Vote for ONE Candidate Below

**Paula Hansen**

Southgate Recreation & Park District

**Terri R. Leimbach**

Cordova Recreation & Park District

**Amanda Thomas**

Sacramento Metropolitan Fire District

## RDAOB Alternate Representative - Please Vote for ONE Candidate Below

**Jeff Frye**

Sacramento Metropolitan Fire District

Ballot must be received by LAFCo no later than

**3:30 pm on Friday May 25, 2018**

Special Districts must return the ballots to LAFCo by the date specified above. Any ballot received after the specified date shall not be valid. The candidate who receives the most votes will determine the winner outright. The LAFCo Executive Officer will announce the results of the election within seven days of the specified date. If you have any questions, please call Sacramento LAFCo at (916)874-6458

\_\_\_\_\_  
Name of Special District

\_\_\_\_\_  
Date of Meeting

\_\_\_\_\_  
Signature of Secretary or Clerk of the Board

\_\_\_\_\_  
E-Mail Address

Please feel free to:

Scan and E-mail the ballot back to Diane Thorpe, at [diane.thorpe@saclafco.org](mailto:diane.thorpe@saclafco.org)

Fax to (916)854-9097

Or mail it to:

**LAFCo**

**1112 "I" Street, Suite 100**

**Sacramento CA 95814**

**Paula Hansen**  
**Administration Manager**

**Southgate Recreation & Park District**

**6000 Orange Avenue**

**Sacramento, CA 95823**

**Tel: 916-428-1171 ext. 12**

**Fax: 916-428-7334**

**Email: PHansen@SouthgateRecAndPark.net**

Paula Hansen is the Administration Manager for Southgate Recreation & Park District, an independent special district in Sacramento, CA. She has 23 years' experience in local government administration and management with expertise in the areas of finance, accounting, budgets, and human resources. Southgate Recreation & Park District serves over 124,000 residents in the south Sacramento community. It is one of 33, out of 2,610 independent special districts in California, to be recognized as a District of Distinction by the Special District Leadership Foundation since 2012.

Ms. Hansen's accomplishments in finance and accounting include

- Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for 10 years (1 of 2 park districts and 41 special districts, out of 2,160 special districts in California)
- GFOA Distinguished Budget Presentation Award for 12 years (1 of 2 park districts and 41 special districts, out of 2,160 special districts in California)
- Management and direction of financial, budget and accounting operations
- Preparation of financial reports and balanced budgets for 24 funds
- Development of Capital Improvement Plans (CIP)
- Oversight of debt issuances for capital development and refinance
- Directing formation and administration of Mello-Roos Community Facilities Districts and Landscaping and Lighting assessment districts
- Development of financial policies and procedures

**Accomplishments and Affiliations**

California Special Districts Association (CSDA) Audit Committee (2013-present)

CSDA Fiscal Committee (2013-present)

CSDA Expert Feedback Teams: Human Resources & Personnel, Governance, and Revenue

Government Finance Officers Association (GFOA)

California Park and Recreation Society (CPRS)

Girl Scouts volunteer

Venturing Crew (Boy Scouts) volunteer

**Work History**

Southgate Recreation & Park District, Sacramento CA 1994-present

Grant Thornton LLP, Stockton, CA 1993-1994

State of California Board of Equalization, Sacramento, CA 1992-1993

**Education and Credentials**

Bachelor of Science-Business Administration, California State University, Sacramento 1992

Special District Administrator Certification, Special District Leadership Foundation 2018

**Terri Leimbach**  
**9108 Plumgrove Way**  
**Sacramento, CA 95826**  
**916-363-8563**

## **STATEMENT OF QUALIFICATIONS**

### **EXPERIENCE**

- 2005 – 2016 Fulton-El Camino Recreation & Park District, Superintendent of Administration responsible for all financial reporting to the Board of Directors, all accounting functions, human resources, and office management (Retired)
- 2010 – 2016 CAPRI, California Association of Parks and Recreation Indemnity, Elected Member of the Board of Directors responsible for financial oversight of risk pool and policies relating to covered losses of the member park districts (Retired)
- 2014 – Present Cordova Recreation & Park District, Elected Member of the Board of Directors responsible for financial oversight and District policies, serving on the finance and personnel committee and policy committee for three years and Chair of the Board in 2017

### **COMMUNITY ACTIVITIES**

- 2014 – Present Rosemont Community Association, member
- 2016 – Present AARP, volunteer tax preparer certified by the IRS to prepare tax returns for seniors and low income community members
- 2018 Appointed to the Cordova Community Planning Advisory Council, Board member
- 2004 – 2013 Unitarian Universalist Community Church, Treasurer

### **EDUCATION AND CERTIFICATIONS**

- Master's Degree (MSM), Eastern Nazarene College
- Bachelor of Arts (German), Emmanuel College
- Special District Leadership and Management Certification, Special District Institute



# Amanda Thomas

Chief Financial Officer

Sacramento Metropolitan Fire District

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## Experience

### **Chief Financial Officer**

**Sacramento Metropolitan Fire District, Sacramento, CA**

*April 2015 – present*

Direct financial operations and planning activities for the District, including overseeing the development and management of the District's \$200 million operating budget.

Report financial results and present financial projections and other analyses to District Board of Directors, executive and management staff, labor organizations, and external stakeholders.

Lead a professional staff performing duties including accounting, budgeting, economic development, financial reporting, grants management, payroll, and program administration.

Represent the District on Oversight Boards for former Redevelopment Agency Successor Agencies for the County of Sacramento and the City of Rancho Cordova.

### **Deputy Director, Airport Finance and Administration**

Sacramento County Department of Airports, Sacramento, CA

*September 2008 – April 2015*

Directed the financial, business, marketing, and administrative functions for a system of four airports, including Sacramento International Airport, with a total annual operating budget of \$200 million.

Led the transition to a cloud-based budgeting and financial reporting software, resulting in improved financial reporting and increased engagement of department managers.

Working with an outside consultant, developed a financial model to produce financial forecasts based on a range of future air traffic scenarios and presented this information to department stakeholders.

Served on the strategic planning steering committee, identifying a new vision, mission and key success measures, and culminating in a detailed business plan and robust internal communication plan to inform and engage employees.

Led the financing plan for the airport's \$1 billion "Big Build" terminal development program, including three separate bond issuances and successful funding applications to the federal government for both grants and passenger facility charges.

**Business Services Manager**

Sacramento County Department of Airports, Sacramento, CA

*March 2006 – September 2008*

Managed the financial planning and contracting activities of the County Airport System, including annual budget, airline rates and charges, capital finance, long term financial planning, financial analysis, and professional services contracts.

Developed and implemented a new airline rate structure and cost accounting methodology that strictly adhered to federal policy and successfully avoided formal challenge despite strong airline opposition.

**Associate Director**

Leigh Fisher Associates, Burlingame, CA

*January 2004 – March 2006*

Managed financial and management consulting engagements for some of the busiest U.S. airports, including Atlanta and Los Angeles.

Led the management and organization line of business and served as deputy business unit leader for business and finance, responsible for staff planning, utilization, training, and recruitment.

**Senior Consultant, Associate, Analyst Associate**

Leigh Fisher Associates, San Mateo, CA

*July 1999 – January 2004*

Managed consulting projects totaling over \$700,000 in annual fee volume, including compensation studies, operational reviews, and financial feasibility studies.

Developed and utilized detailed financial models to support feasibility studies in connection with the issuance of airport revenue bonds, the calculation of airline rates and charges, and general financial and strategic business planning purposes.

**Education**

**B.A., Economics**

Stanford University, Stanford, CA

1999

Phi Beta Kappa

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## SUMMARY

- An accomplished performer with 10+ years of progressive responsibility in real estate and business development.
- Solid reputation for building strong relationships with customers, stakeholders and coworkers.
- Experience in a wide variety of administrative functions:
  - Business Development
  - Agreement Administration
  - Project Management
  - Negotiations
  - Market Research/Analytics
  - Budgeting & Allocation
  - Economic Development
  - Planning
  - Community Relations

## PROFESSIONAL EXPERIENCES

**Sacramento Metropolitan Fire District – Mather, CA**

## Economic Development Manager

2016 to Present

- Plans, organizes and directs the economic development activities of the District including: land use planning, real estate acquisition and disposition, leases, intergovernmental affairs, tax sharing agreements and property tax forecasting.
- Participates in and has major responsibilities for the development and implementation of the District's strategic and long-range planning efforts, goals and objectives, budgeting, and programs consistent with the District mission statement and level of service.
- Researches property tax and other current or potential revenue streams and matches sources to District goals; determines and implements strategies for generating funding to support District goals.

**Sacramento County Department of Airports – Sacramento, CA**

## Senior Airport Economic Development Specialist - Finance &amp; Administration (formerly Commercial Strategy)

2012 to 2016

- Coordinates and performs a wide variety of tasks related to real estate development at Sacramento County-operated airports including marketing, land use planning, negotiations, entitlements, permitting and construction.

## Key Accomplishments:

- Serves as the project manager and client's central point of contact for the development of a hotel at Sacramento International.
- Serves as the project manager and client's central point of contact for the development of EVA Air's Flight Training Academy at Mather Airport.
- Coordinated transfer of ownership of Mather Airport from United States Air Force to County of Sacramento.

## Interim Airport Manager – Mather Airport

December 2011 to March 2012

- Manages, supervises, and coordinates the activities and operations of Mather Airport and coordinates assigned activities with other sections, departments, outside agencies and the general public.

## Senior Airport Economic Development Specialist – Properties &amp; Business Development

2010 to 2012

- Performs property and tenant management activities including the negotiation of airport leases and agreements, development of rates and charges schedules, development of lease documents and monitoring the implementation of lease terms.
- Conducts research, statistical analyses, and economic feasibility studies relating to existing and new airport services, including airline passenger, air freight, on-airport facility and business development and airport ground transportation services.

## Key Accomplishments:

- Acted as liaison between airport management, the design team and the airlines to design and build airline leased space for the \$1 billion Terminal Modernization Program dubbed Big Build at Sacramento International Airport.
- Served as Aeromexico's central point of contact as a new entrant into the Sacramento market.
- Negotiated and established scheduled ground transportation service to Napa and South Lake Tahoe.

## Airport Economic Development Specialist – Properties &amp; Business Development

2008 to 2010

- Carried out projects, studies, or other work involving property management and lease administration.

## Key Accomplishments:

- Managed all airline, rental car, ground transportation and parking agreements at Sacramento International.

**Sacramento County Assessor's Office – Sacramento, CA**

## Associate Real Property Appraiser – Commercial South

2007 to 2008

- Performs a wide variety of responsible and complicated assessment and appraisal duties to determine the fair value of, and assess taxes on, improved and unimproved properties. Real properties include, but are not limited to agricultural, marine, residential, commercial, industrial, multi-use, unique and specialized properties and open space lands.

Key Accomplishments:

- Served as a liaison between software developers and end users in the development and implementation of a new work flow system at the Assessor's Office.

Real Property Appraiser I/II – Residential North

2004 to 2007

- Performs a wide variety of responsible and complicated assessment and appraisal duties to determine the fair value of, and assess taxes on, improved and unimproved properties.

Twelve Bridges Golf Club – Lincoln, CA

Food & Beverage Manager

1998 to 2000

- Responsible for coordinating all phases of restaurant, group meeting/banquet functions and beverage service held at the golf course.

Key Accomplishments:

- Co-directed food service portion of 1998-2000 LPGA Longs Drug Challenge
- Co-designed and managed Micros computer system
- Created and conducted all customer service training for staff

PROFESSIONAL ASSOCIATIONS & LICENSES

- California Real Estate Broker License # 01809281
- CCIM Institute – Candidate
- Certified Property Tax Appraiser License # 9519 (Expired)

EDUCATION

- B.A., Psychology; California State University Sacramento, 2001

**DEPARTMENT OF TRANSPORTATION****DISTRICT 3**

703 B STREET  
MARYSVILLE, CA 95901  
PHONE (530) 741-4233  
FAX (530) 741-4245  
TTY 711  
www.dot.ca.gov/dist3



*Making Conservation  
a California Way of Life.*

**RECEIVED****MAY 10 2018****Rancho Murieta  
Community Services District**

May 3, 2018

MR. Mark Martin, General Manager  
Mr. Mark Pecotich, Board President  
RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
15160 Jackson Road  
P.O. Box 1050  
Rancho Murieta, CA 95683

Dear Mr. Martin and Mr. Pecotich:

Thank you for your April 3, 2018 letter alerting us to your concern related to the speeds on Highway 16, Rancho Murieta community.

Speed limits in the state of California are set in accordance to the California Vehicle Code (CVC) and we are bound by the law to determine speed limits accordingly. In general, all highways in the state are, by law, either 55 mph if they are 2-lane undivided or 65 mph if multi-lane or divided highways. We are prohibited from lowering a speed limit below the 55/65 mph limits without the support of an Engineering & Traffic Survey (E&TS).


An E&TS establishes the 85<sup>th</sup> percentile speed that the motoring public travels a particular section of roadway when in free flow conditions. Free flow conditions are when vehicles are not obstructed or restricted by other vehicles or conditions, typically during weekday off-peak hours.

The Federal Highway Administration (FHWA) and other entities have determined that the 85<sup>th</sup> percentile speed is the speed at which vehicles travel the safest and is the standard for setting speeds throughout the United States.

We will prioritize this route to perform an E&TS for later this spring or early summer and determine if a lower speed is justified.

You may contact Mr. Fernando Rivera, our Traffic Safety Branch Chief, at (530) 741-5712 to discuss this further. Also, feel free to contact me any time to discuss your concerns or items of mutual interest.

Sincerely,

  
AMARJEET S. BENIPAL  
District Director

Rancho Murieta Community Services District  
May 3, 2018  
Page 2

cc: Senator Tom Berryhill  
Assemblymember Ken Cooley  
Sacramento County Supervisor Sue Frost  
Rancho Murieta Association  
Darryl Chambers, Caltrans

## MEMORANDUM

Date: May 9, 2018  
To: Board of Directors  
From: Mark Martin, General Manager  
Subject: Consider Approval of Annual Audit Engagement Letter

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### RECOMMENDED ACTION

To approve the annual audit engagement letter with Larry Bain, CPA for the 2017-2018 financial audit and authorize the General Manager to sign the engagement letter.

### DISCUSSION

The audit covers the District wide Financial Statements and Community Facilities District 2014-1 (CFD 2014-1) Financial Statements. The not-to-exceed fee for the District audits is \$15,500 and \$2,500 for the CFD 2014-1, respectively. The District audit is paid from operating budget and the CFD 2014-1 audit is paid from administration fees collected in the Special Assessment Levy.

Attached is the engagement letter to perform the 2017-18 financial audit for the District and the CFD #2014-1. Mr. Bain's proposal anticipates that the audit will commence on September 4, 2018 and that the draft audit report will be issued in October 2018. In keeping with the SCO requirement for audit engagement partner rotation, which is required for the 2018/2019 fiscal year, Mr. Bain has transitioned that role to his partner for the 2018/2019 fiscal year audit. Mr. Bain's transition plan has been approved by his AICPA peer reviewer and it satisfies the SCO audit engagement partner rotation requirement.

# LARRY BAIN, CPA

## AN ACCOUNTING CORPORATION

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2148 Frascati Drive, El Dorado Hills, CA 95762 / 916.601-8894  
[lbain@sbcglobal.net](mailto:lbain@sbcglobal.net)

April 12, 2018

Board of Directors  
Rancho Murieta Community Services District  
15160 Jackson Road  
Rancho Murieta, CA 95683

We are pleased to confirm our understanding of the services we are to provide Rancho Murieta Community Services District for the fiscal years ended June 30, 2018. We will audit the financial statements of the business-type activities and the aggregate discretely presented component units, including the related notes to the financial statements, which comprises the basic financial statements of Rancho Murieta Community Services District as of and for the fiscal years ended June 30, 2018. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Rancho Murieta Community Services District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Rancho Murieta Community Services District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Pension information for GASB 68 compliance
- 3) OPEB Plan information for GASB 75 compliance

We have also been engaged to report on supplementary information other than RSI that accompanies Rancho Murieta Community Services District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) The Schedules of Operating Revenues for the Water, Sewer, Drainage, Solid Waste and Security Funds

### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with modified cash basis of accounting. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Rancho Murieta Community Service District's financial statements. Our report will be addressed to governing board of Rancho Murieta Community



# LARRY BAIN, CPA

## AN ACCOUNTING CORPORATION

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Services District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unqualified (unmodified), we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

### **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the business-type activities of the Rancho Murieta Community Services District and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

# LARRY BAIN, CPA

## AN ACCOUNTING CORPORATION

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### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Rancho Murieta Community Services District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

# LARRY BAIN, CPA

## AN ACCOUNTING CORPORATION

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### **Engagement Administration, Fees, and Other**

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The workpapers for this engagement are the property of Larry Bain, CPA and constitute confidential information. However, we may be requested to make certain workpapers available to regulatory agencies pursuant to authority given to it by law or regulations. If requested, access to such workpapers will be provided under the supervision of Larry Bain, CPA. Furthermore, upon request, we may provide photocopies of selected workpapers to the regulatory agency. The regulatory agency may intend, or decide; to distribute photocopies or information contained therein to others, including to governmental agencies.

We expect to begin our audit on September 4, 2018 and to issue our reports no later than October 2018. Larry Bain is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$15,500 for the District audit and \$2,500 for the CFD 2014-1 component unit audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

# LARRY BAIN, CPA

AN ACCOUNTING CORPORATION

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We appreciate the opportunity to be of service to Rancho Murieta Community Services District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Larry Bain, CPA  
An Accounting Corporation

**RESPONSE:**

This letter correctly sets forth the understanding of Rancho Murieta Community Services District.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## MEMORANDUM

Date: May 1, 2018  
To: Board of Directors  
From: Paul Siebensohn, Director of Field Operations  
Subject: Consider Adoption of Resolution R2018-03, Surplus District Equipment

---

### **RECOMMENDED ACTION**

Adopt Resolution R2018-03 declaring the 2001 Ford F-250, vehicle number 812, as District surplus equipment.

### **BACKGROUND**

The District purchased this Ford F-250 truck in 2001. This vehicle has approximately 114,108 miles and countless run hours on it. The truck was originally purchased from the Sewer Budget and reserved for a five (5) year replacement under that budget. Costs to maintain this vehicle are running too high to keep as a valuable asset and mileage is extremely poor at 8.6 miles per gallon.

***The Improvements Committee recommends adoption.***

**RESOLUTION # R2018-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
AUTHORIZING DISPOSAL OF DISTRICT SURPLUS EQUIPMENT**

**WHEREAS**, in the past, the Rancho Murieta Community Services District has purchased equipment to be used in the provision of water, sewer, drainage, solid waste, and security services to the community of Rancho Murieta; and

**WHEREAS**, the equipment listed below has become obsolete and its useful life has been consumed:

<u>No.</u>	<u>Description</u>
1	2001 Ford F-250 (vehicle #812)

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Rancho Murieta Community Services District declares this equipment surplus to the needs of the District and no longer necessary for the District's uses. The Board authorizes the General Manager to sell the equipment for fair value with procedures, terms and conditions that he finds appropriate or, if the General Manager determines that any equipment has no substantial value, to dispose of the equipment.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of May 2018, by the following roll call vote:

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstain:**

\_\_\_\_\_  
Mark Pecotich, President of the Board  
Rancho Murieta Community Services District

[SEAL]

Attest:

\_\_\_\_\_  
Suzanne Lindenfeld, District Secretary

## MEMORANDUM

Date: May 1, 2018  
To: Board of Directors  
From: Paul Siebensohn, Director of Field Operations  
Subject: Consider Approval of Proposal for Water Treatment Plant 2 – Effluent Pump Repairs

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### RECOMMENDED ACTION

Approve the proposal from Kirby Pump and Mechanical for three (3) Water Plant #2 effluent pump repairs to in an amount not to exceed \$51,377.70, which includes a ten percent (10%) contingency. Funding to come from Water Capital Replacement Reserves.

### BACKGROUND

As part of normal preventative maintenance, staff pulled out two (2) of the three (3) effluent pumps at Water Plant #2. Inspection of the pumps showed excessive wear in the cast iron suction bells and column-flange adaptors, nearly complete corrosion on bolts, rusting of the columns, and bearings in need of replacement. These pumps operate to pump water from Water Treatment Plant #2 into a common water distribution line that feeds the VanVleck and Rio Oso water storage tanks. They operate in a highly corrosive atmosphere due to chlorine addition prior to discharging.

The attached quote from Kirby Pump & Mechanical is a cost per pump for repair and replacement of parts to bring the pumps up to fully rehabilitated condition for optimal operation. If approved, we anticipate having the two (2) pumps repaired and placed back into service as soon as practical, and having the third repaired next fall.

***Improvements Committee recommends approval.***



# KIRBY'S PUMP AND MECHANICAL, INC.

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■ PUMP REPAIR  
■ INSTALLATION  
3233 FITZGERALD ROAD  
RANCHO CORDOVA, CA 95742  
TELEPHONE (916) 635-2735  
FAX (916) 635-6090  
CONTRACTOR LIC. #538234

April 25, 2018

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

Attn: Paul Siebensohn

Re: Booster Pumps - Water Treatment Plant

Gentlemen:

Pull and transport booster pumps to shop; disassemble and inspect. Replace Johnston bowl assemblies with Fairbank Morse units epoxy-coated with an NSF61-approved product suitable for potable water. The bowls will have bronze impellers with bronze case wear rings and stainless steel bolting. Provide new column with NSF61-approved coating inside and out. Furnish new stainless steel shafting; replace bearings. Furnish new discharge head. Assemble, install, and test.

Price per pump - \$ 15,569.00 including tax.

Three to four weeks for coating and re-installation.

Best Regards,

*J Paul Hannum*

J Paul Hannum

Kirby's Pump and Mechanical, Inc.



## MEMORANDUM

Date: May 10, 2018  
To: Board of Directors  
From: Mark Martin, General Manager  
Subject: Consider Adoption of Resolution R2018-02, A Resolution Adopting the Proposed Budget for the 2018-2019 Fiscal Year, Including Capital Projects

---

### RECOMMENDED ACTION

Adopt Resolution R2018-02, a Resolution adopting the proposed budget for fiscal year (FY) 2018-2019, including Capital Projects.

### BACKGROUND

On April 24, 2018, a Budget Workshop was held to review the proposed 2018-2019 budget. Questions that were submitted by the Board were answered by staff which aided in the understanding of the budget assumptions and resulting service rates.

#### *Budget Overview*

Staff began the budget process in January 2018 for the 2018-2019 fiscal year budget. Staff has continued to work on fine tuning the proposed 2018-2019 budget in an effort to keep rate increases at a minimum while still providing the quality of services expected by the community.

#### **Revenue assumptions used in this proposed budget are:**

1. Sacramento County property tax allocations are projected to increase 8.9%, or approximately \$53,000, over the FY 2017-2018 budgeted amount.
2. Growth of four (4) new residential connections during the fiscal year.
3. Water consumption is projected to increase 2.5% over FY 2017-2018 volumes.
4. Security reserves are funded by the transfer of approximately \$245,000 of Sacramento County property tax revenues to Security; a net of \$49,000 to reserves.
5. Drainage reserves are funded by the transfer of \$100,000 of Sacramento County property tax revenues to Drainage; a net of \$33,000 to reserves.

The Board has provided direction to the General Manager to assess and recommend strategic new positions to enhance the organizational structure of the District to ensure proper administration and increase staff capacity so that enough resources are available to meet existing and future operating and regulatory requirements while not overloading existing staff. From my assessment of the District's operations, I propose the following two (2) new permanent positions for fiscal year 2018-2019.

The new Director of Business Operations position is expected to help free the General Manager from day-to-day detailed administrative tasks, allowing him to tackle higher-level issues of most concern to the Board and the residents, provide an operational backup for the General Manager, and retain institutional knowledge across all District functions in a manner that assists the General Manager in the event of a turnover of General Manager. This Director would assist the General Manager on special projects and oversee daily functions of finance, payroll, human resources, IT, and customer service. This position would also be assigned special projects

working with the Director of Field Operations to help that individual gain capacity. An additional focus would be helping to organize and manage District files/records to ensure proper archives are kept and updated.

The requested position of Utility Worker III would be partially focused on stormwater management and drainage as well as assisting with water and sewer responsibilities. Greater regulatory requirements have created a need for this added position. Like the Director of Business Operations, this position would help the Director of Field Operations gain additional administrative capacity to focus on the regulatory requirements of water and sewer and aid in the management of the overall Field Operations function. Some of the specific responsibilities envisioned are MS4 permit compliance, Illicit discharge detection and elimination inspections, public outreach involvement and participation, construction site stormwater runoff control, stormwater pollution prevention, post-construction stormwater management, water quality monitoring in detention basins and outfalls, and addressing emerging stormwater regulations as they arise.

### DETAILED BUDGET UPDATES/CHANGES

- The overall monthly customer bill under the proposed budget is anticipated to increase by \$6.57, or 3.85%. Details of each service/tax increase is as follows:
  - o Water - \$3.02 or 4.3% increase (including WTP Debt Service)
  - o Sewer - \$1.22 or 2.7% increase
  - o Solid Waste - \$0.66 or 3.1% increase (which is a pass-through to CWRS)
  - o Security - \$0.57 or 2.0% (maximum allowable)
  - o Drainage - \$0.10 or 2.0% (maximum allowable)
  - o CA Potential Taxes - \$1.00
- The historical 10-Year average overall monthly customer bill increase is 2.6%. Details of each service/tax increase is as follows:
  - o Water – 3.4%
  - o Sewer – 1.3%
  - o Solid Waste – 1.9%
  - o Security – 2.0% (maximum allowable)
  - o Drainage – 2.0% (maximum allowable)
- Capital Replacement Reserve contributions across all funds/departments are budgeted at \$571,181, versus \$548,948 for FY 2017-2018. The \$22,233 increase in Reserve contributions represents a 4.1% annual increase. Details of Capital Replacement Reserve contribution changes by fund are as follows:
  - o Water – **(\$395)** or **(0.2%)**, this decrease is due to fewer new connections than were budgeted for in FY 2017-2018.
  - o Sewer – \$17,848 or 8.5%, this budget-over-budget increase is actually misstated. Due to a reporting error, Sewer Capital Replacement Reserve contributions for FY 2017-2018 were shown as \$208,851 when they should have been \$227,125. Had this been reported correctly, the change would have been **(\$426)** or **(0.2%)**, which is in-line with the decrease in Water Reserves.
  - o Solid Waste – N/A.
  - o Security – \$3,320 or 7.3%, due to increased property taxes being allocated to the Department.
  - o Drainage – \$1,460 or 4.6%, due to increased property taxes being allocated to the Department.
- Historically consolidated Employer Costs expenses for each department have now been broken out into four (4) separate expense line items:
  - o Health, Dental, & Vision
  - o Pension Costs

- Payroll Taxes
- Other Employer Costs
- The following items, which were historically grouped together in each department's Miscellaneous Costs line item, have been reclassified as described below:
  - Recruitment Expenses now has its own account in each department.
  - Contract/Temporary Staffing now has its own account in each department.
  - TASC (Beneflex) Administration Fees are now being coded to the Other Employer Costs line.
  - Annual required GASB/PERS reports are now being coded to the Other Employer Costs line.
  - Payroll Direct Deposit fees are now being coded to the Other Employer Costs line.
- Purchased Power from SMUD is budgeted at a 1.0% increase in all departments. Both solar arrays (WTP & WWTP) are budgeted at their contracted rates and will reduce the impact of the increase in SMUD rates.
- Payroll items of Note:
  - One (1) additional position was added to the Administration Department.
  - One (1) additional position was added to the Water/Sewer/Drainage department.
  - Health Insurance rates were budgeted for a 10% increase, with no increase in the Opt-Out monthly rate. Dental and Vision rates were rounded up to the next nearest \$5.00.
  - OPEB contributions were decreased to \$150,000 from \$189,000 for the year.
  - Negotiations with OE3 on wage rate increases are finalized and resulted in a 3% increase to salaries and wages for represented employees.
- Information Systems Maintenance & Telephone line items have been updated to reflect the District's move to fiber internet and the upgrade to the new RingCentral VOIP system.
- Property Tax allocations to Security and Drainage were increased as follows:
  - Security: \$65,040 in FY 2017-2018 (of which \$45,680 was allocated to Reserves)  
\$245,000 in FY 2018-2019 (of which \$49,000 is allocated to Reserves)
  - Drainage: \$33,580 in FY 2017-2018 (of which \$31,540 was allocated to Reserves)  
\$100,000 in FY 2018-2019 (of which \$33,000 is allocated to Reserves)
- Administration Department items of Note:
  - Contract/Temporary Staffing is budgeted at \$15,000 for front desk coverage while staff works to complete the scanning of historical data into the Electronic Data Management System.
  - Recruitment is budgeted \$8,000 for the recruitment for the before mentioned additional position.
  - Legal expenses are budgeted \$74,400, versus \$60,000 in FY 2017-2018.
  - Election costs are budgeted at \$6,000.
  - New Initiatives (Director Initiatives) is budgeted at \$35,000 for items such as the potential purchase of the Country Club and open space, and other initiatives that may arise.
  - Insurance rates are budgeted for a 20% increase based on updates received from our carrier (previously a 10% increase – necessitated the reduction in OPEB contributions)
  - Property Tax Revenue is budgeted at \$305,000, versus \$500,060 in FY 2017-2018, due to increased allocations to both Security and Drainage.
  - Total Administration Expenses are budgeted at \$1,504,837, versus \$1,305,222 for FY 2017-2018, predominantly due to the additional position being added.

- Solid Waste Department items of Note:
  - o Jack Fiori with California Waste Recovery Services (Cal Waste) provided updated contract rate information that estimated a 2.4% - 2.7% increase in the structured pricing of our solid waste contract for FY 2018-2019.
  - o Staff assumed a 3.5% increase in Sacramento County's landfill surcharge.
  - o No Household Hazardous Waste collection event(s) were budgeted for FY 2018-2019. The FY 2017-2018 budget includes \$13,580 in June of 2018 for this collection.
  
- Drainage Department items of Note:
  - o The allocation of utility personnel wages and employer costs for Drainage was increased from 7.0% to 8.7%. It was this increase that necessitated the increase in the allocation of Property Tax revenues to Drainage.
  
- Water Department items of Note:
  - o The proposed budget for Water assumes four (4) additional residential and no (0) additional commercial connections for FY 2018-2019.
  - o Projected water consumption (both residential and commercial) is budgeted for a 2.5% increase.
  - o No increase in non-service revenues are included in this budget.
  - o Dam Inspection costs are budgeted at \$52,877, versus \$39,300 for FY 2017-2018.
  
- Sewer Department items of Note:
  - o The proposed budget for Sewer assumes four (4) additional residential and no (0) additional commercial connections for FY 2018-2019.
  
- Security Department items of Note:
  - o Security Patrol Wages and Employer Costs are budgeted fully-staffed. Currently the Patrol Sergeant and one (1) Patrol position are vacant.
  - o Security Gate Wages and Employer Costs are budgeted fully-staffed. Currently there is one (1) full-time Gate position open.
  - o Gate Information Systems Maintenance is budgeted at \$10,506, versus \$2,700 for FY 2017-2018. The online resident access program that was rolled out this year added an additional \$400/month in costs to this line item.

### **Capital Project Listing**

The Capital Project Listing for FY 2018-2019 is attached. New projects are shown in **RED**.

**RESOLUTION NO. R2018-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT  
APPROVING THE BUDGET FOR FISCAL YEAR 2018-2019**

**WHEREAS**, District departments have submitted estimates of budget requirements for Fiscal Year 2018-2019 and those estimates have been reviewed by the General Manager and Finance Committee; and

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

**WHEREAS**, the Board of Directors has reviewed and considered the proposed budget for Fiscal Year 2018-2019; and

**WHEREAS**, a public presentation and hearing were conducted for the budget for the Fiscal Year 2018-2019 on May 16, 2018 at 6:00 p.m. in the Board Room at 15160 Jackson Road, Rancho Murieta, California.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that (1) the proposed budget for Fiscal Year 2018-2019, as submitted by the District General Manager and as reviewed by the Board of Directors is a proper financial program for the budget period and constitutes the budget for 2018-2019; and (2) the District's 2018-2019 Budget is hereby adopted in the form as presented at this meeting and ordered filed with the County Auditor of Sacramento County in accordance with Sections 53901 and 61110 of the Government Code.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of May 2018, by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Mark Pecotich, President of the Board  
Rancho Murieta Community Services District

[SEAL]

Attest:

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Suzanne Lindenfeld, District Secretary

**Rancho Murieta Community Services District**

**Average Monthly Customer Bill**

**Residential Metered Lot**

		Current Monthly Rates July 1, 2017	Proposed Monthly Rates July 1, 2018	\$ Change	% Change
<b>Water</b>	<i>Average Usage in CF</i>	<b>1,426</b>	<b>1,426</b>		
Residential Base (excluding reserves)		\$ 32.79	\$ 34.52	\$ 1.73	5.3%
Reserve Contribution		7.75	7.75	-	0.0%
Total Residential Base		\$ 40.54	\$ 42.27	\$ 1.73	4.3%
old rate Water Usage	\$ .0166 per cubic foot	23.67			
new rate Water Usage	\$ .0175 per cubic foot		24.96	1.29	5.4%
<b>Total Water</b>		\$ 64.21	\$ 67.23	\$ 3.02	4.7%
<b>WTP Debt Service Charge (interfund borrowing)</b>		6.00	6.00	-	0.0%
<b>Sewer</b>					
Residential Base (excluding reserves)		39.19	40.41	1.22	3.1%
Reserve Contribution		6.76	6.76	-	0.0%
Total Residential Base		\$ 45.95	\$ 47.17	\$ 1.22	2.7%
<b>Solid Waste (avg. 64 Gallon Container)</b>		21.01	21.67	0.66	3.1%
<b>Security Tax (Maximum Tax Ceiling \$29.15)</b>		28.58	29.15	0.57	2.0%
<b>Drainage Tax (Maximum Tax Ceiling \$5.12)</b>		5.02	5.12	0.10	2.0%
		<b>\$ 170.77</b>	<b>\$ 176.34</b>	<b>\$ 5.57</b>	<b>3.26%</b>
<b>SB 623/Governor Brown Safe &amp; Affordable Drinking Water Fee</b>			\$ 1.00	\$ 1.00	
Total Potential Bill incl CA Tax			<b>\$ 177.34</b>	<b>\$ 6.57</b>	<b>3.85%</b>

**Murieta Village Lot**

		Current Monthly Rates July 1, 2017	Proposed Monthly Rates July 1, 2018	\$ Change	% Change
<b>Water</b>	<i>Average Usage in CF</i>	<b>418</b>	<b>418</b>		
Residential Base		\$ 32.79	\$ 34.52	\$ 1.73	5.3%
Reserve Contribution		7.75	7.75	-	0.0%
Total Residential Base		\$ 40.54	\$ 42.27	\$ 1.73	4.3%
old rate Water Usage	\$ .0166 per cubic foot	6.94			
new rate Water Usage	\$ .0175 per cubic foot		7.32	0.38	5.5%
<b>Total Water</b>		\$ 47.48	\$ 49.59	\$ 2.11	4.4%
<b>WTP Debt Service Charge (interfund borrowing)</b>		6.00	6.00	-	0.0%
<b>Sewer</b>					
Residential Base (excluding reserves)		39.19	40.41	1.22	3.1%
Reserve Contribution		6.76	6.76	-	0.0%
Total Residential Base		\$ 45.95	\$ 47.17	\$ 1.22	2.7%
<b>Solid Waste (avg. 64 Gallon Container)</b>		21.01	21.67	0.66	3.1%
<b>Security Tax (Maximum Tax Ceiling \$7.03)</b>		6.89	7.03	0.14	2.0%
<b>Drainage Tax (Maximum Tax Ceiling \$3.42)</b>		3.35	3.42	0.07	2.0%
		<b>\$ 130.68</b>	<b>\$ 134.88</b>	<b>\$ 4.19</b>	<b>3.21%</b>
<b>SB 623/Governor Brown Safe &amp; Affordable Drinking Water Fee</b>			\$ 1.00	\$ 1.00	
Total Potential Bill incl CA Tax			<b>\$ 135.88</b>	<b>\$ 5.19</b>	<b>3.97%</b>

**Vacant or Unmetered Lot**

<b>Security Tax (Maximum Tax Ceiling \$23.32)</b>		\$ 22.86	\$ 23.32		2.0%
* <b>Water Standby</b>	\$10.00 PER YEAR	\$ 0.83	\$ 0.83		0.0%
* <b>Sewer Standby</b>	\$10.00 PER YEAR	\$ 0.83	\$ 0.83		0.0%
<b>Drainage Tax (Maximum Tax Ceiling \$5.12)</b>		\$ 5.02	\$ 5.12		2.0%
		<b>\$ 29.54</b>	<b>\$ 30.10</b>		

% Change over prior year

**1.90%**

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



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

### BUDGET SUMMARY COMBINED FUNDS

	<i>Actual</i> 2016-17	<i>Adopted</i> <i>Budget</i> 2017-18	<i>Projected</i> 2017-18	<i>%</i> <i>Variance</i> 2017-18	<i>Proposed</i> <i>Budget</i> 2018-19	<i>% Change</i> <i>Budget</i> 2017-18
<b>Revenues:</b>						
Service Charges	5,346,022	<b>5,466,018</b>	5,519,552	1.0%	<b>5,759,274</b>	5.4%
Property Taxes	608,600	<b>598,680</b>	598,680	0.0%	<b>650,000</b>	8.6%
Interest Earnings	12,278	<b>7,470</b>	4,524	-39.4%	<b>5,990</b>	-19.8%
Other Charges / Reimbursements	108,067	<b>34,099</b>	140,273	311.4%	<b>45,693</b>	34.0%
<b>Total Revenues:</b>	<b>6,074,967</b>	<b>6,106,267</b>	<b>6,263,029</b>	<b>2.6%</b>	<b>6,460,957</b>	<b>5.8%</b>
<b>Expenditures:</b>						
<b>Total Operating Expenses</b>	<b>5,631,120</b>	<b>6,106,448</b>	<b>6,048,969</b>	<b>-0.9%</b>	<b>6,496,531</b>	<b>6.4%</b>
Initial Overage (Deficit)	443,847	(181)	214,061		(35,574)	
<b>Transfer from Fund Balance</b>	<b>30,192</b>	<b>0</b>	<b>17,312</b>		<b>35,574</b>	
<b>Net Income (Loss)</b>	<b>474,039</b>	<b>(181)</b>	<b>231,373</b>		<b>(0)</b>	
<b>Reserve Collections</b>						
Water	213,265	<b>262,877</b>	259,031	-1.5%	<b>262,482</b>	-0.2%
Sewer	209,747	<b>208,851</b>	224,831	7.7%	<b>226,699</b>	8.5%
Security	45,684	<b>45,680</b>	45,678	0.0%	<b>49,000</b>	7.3%
Drainage	0	<b>31,540</b>	31,540	0.0%	<b>33,000</b>	4.6%
<b>Total Reserve Collections</b>	<b>468,696</b>	<b>548,948</b>	<b>561,080</b>	<b>2.2%</b>	<b>571,181</b>	<b>4.1%</b>
<b>Add'l Transfers to Repl Reserves</b>	<b>360,000</b>	<b>0</b>	<b>212,697</b>		<b>0</b>	
<b>Inter-fund Borrowing Repayment</b>	<b>210,209</b>	<b>210,108</b>	<b>209,952</b>	<b>-0.1%</b>	<b>211,836</b>	<b>0.8%</b>
<b>Depreciation</b>	<b>1,484,465</b>	<b>1,491,005</b>	<b>1,425,117</b>	<b>-4.4%</b>	<b>1,440,000</b>	<b>1.0%</b>



# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - WATER FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Sales</b>	1,757,711	1,776,830	1,836,219	3.3%	1,962,929	6.9%	10.5%
<b>Commercial Sales</b>	178,409	196,680	202,681	3.1%	208,512	2.9%	6.0%
<b>Other Sales</b>	10,067	8,410	8,401	-0.1%	8,400	0.0%	-0.1%
<b>Availability Fees</b>	310	360	300	-16.7%	300	0.0%	-16.7%
Late Charges	17,831	15,800	20,285	28.4%	18,000	-11.3%	13.9%
Telephone Line Contracts	5,798	5,760	5,934	3.0%	6,215	4.7%	7.9%
Meter Installation Fees	6,011	1,600	2,800	75.0%	1,600	-42.9%	0.0%
Interest Income	5,476	3,900	3,325	-14.7%	4,700	41.4%	20.5%
Inspection Fees	1,891	500	1,007	101.3%	506	-49.7%	1.2%
Project Reimbursement	10,020	0	77,973	0.0%	2,400	-96.9%	0.0%
Other	8,309	5,100	6,063	18.9%	4,800	-20.8%	-5.9%
<b>Operating Revenues</b>	<b>2,001,832</b>	<b>2,014,940</b>	<b>2,164,987</b>	<b>7.4%</b>	<b>2,218,362</b>	<b>2.5%</b>	<b>10.1%</b>
<b>Expenditures:</b>							
<b>Water Source of Supply</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	21,211	19,030	40,209	111.3%	21,214	-47.2%	11.5%
Employers Costs	9,098	9,300	18,353	97.3%	9,757	-46.8%	4.9%
Power	51,202	72,500	67,660	-6.7%	62,755	-7.2%	-13.4%
Dam Inspection	37,402	39,300	39,687	1.0%	52,877	33.2%	34.5%
Chemicals - Routine	6,975	9,000	5,451	-39.4%	6,636	21.7%	-26.3%
Chemicals - Taste & Odor	7,375	9,500	8,461	-10.9%	10,000	18.2%	5.3%
Maint/Repairs	10,895	10,000	26,352	163.5%	10,800	-59.0%	8.0%
Equipment Rental	0	3,000	5,163	72.1%	3,000	-41.9%	0.0%
Supplies	472	600	1,049	74.8%	1,500	43.0%	150.0%
Other	0	250	500	100.0%	250	-50.0%	0.0%
<b>Subtotals</b>	<b>144,630</b>	<b>172,480</b>	<b>212,884</b>	<b>23.4%</b>	<b>178,788</b>	<b>-16.0%</b>	<b>3.7%</b>
<b>Water Treatment</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	243,711	228,320	203,033	-11.1%	222,747	9.7%	-2.4%
Employers Costs	102,679	111,530	98,368	-11.8%	94,503	-3.9%	-15.3%
Power	91,759	82,870	100,421	21.2%	82,017	-18.3%	-1.0%
Chemicals	67,361	84,000	90,809	8.1%	90,000	-0.9%	7.1%
Maint/Repairs	95,957	51,000	99,670	95.4%	120,000	20.4%	135.3%
Lab Tests	13,653	28,000	22,470	-19.8%	17,000	-24.3%	-39.3%
Equipment Rental	614	8,000	2,000	-75.0%	4,800	140.0%	-40.0%
Taste & Odor Treatment	0	0	0	0.0%	0	0.0%	0.0%
Supplies	10,561	500	9,261	1752.2%	16,800	81.4%	3260.0%
Other	0	500	500	0.0%	500	0.0%	0.0%
<b>Subtotals</b>	<b>626,295</b>	<b>594,720</b>	<b>626,531</b>	<b>5.3%</b>	<b>648,367</b>	<b>3.5%</b>	<b>9.0%</b>
<b>Water Transmission &amp; Distr</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	194,654	190,260	184,861	-2.8%	222,747	20.5%	17.1%
Employers Costs	84,049	92,940	89,974	-3.2%	94,503	5.0%	1.7%
Maint/Repairs	40,747	48,000	28,109	-41.4%	50,400	79.3%	5.0%
Meters/Box/Valve	39,315	54,000	31,836	-41.0%	36,000	13.1%	-33.3%
Power	46,449	49,600	45,737	-7.8%	48,629	6.3%	-2.0%
Equipment Rental	0	10,000	3,977	-60.2%	6,000	50.9%	-40.0%
Post Repair Road Paving	24,886	36,000	28,726	-20.2%	36,000	25.3%	0.0%
Supplies	272	4,000	1,099	-72.5%	1,200	9.2%	-70.0%
Other	59	8,200	250	-97.0%	600	140.0%	-92.7%
<b>Subtotals</b>	<b>430,431</b>	<b>493,000</b>	<b>414,569</b>	<b>-15.9%</b>	<b>496,079</b>	<b>19.7%</b>	<b>0.6%</b>

<b>Water Administration</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	69,429	<b>95,130</b>	82,760	-13.0%	<b>106,070</b>	28.2%	11.5%
Employers Costs	31,373	<b>47,970</b>	41,049	-14.4%	<b>47,432</b>	15.5%	-1.1%
Permits	44,021	<b>32,000</b>	36,842	15.1%	<b>28,044</b>	-23.9%	-12.4%
Equipment Maint	19,124	<b>8,000</b>	9,109	13.9%	<b>15,614</b>	71.4%	95.2%
Legal/Consulting	21,417	<b>62,000</b>	41,188	-33.6%	<b>89,650</b>	117.7%	44.6%
Vehicle Fuel	8,784	<b>9,300</b>	10,833	16.5%	<b>10,500</b>	-3.1%	12.9%
Training/Safety	5,602	<b>9,300</b>	9,006	-3.2%	<b>8,100</b>	-10.1%	-12.9%
Regional Water Authority	8,521	<b>7,500</b>	9,188	22.5%	<b>9,500</b>	3.4%	26.7%
Central Ground Water Authority	10,511	<b>13,000</b>	12,000	-7.7%	<b>9,500</b>	-20.8%	-26.9%
Supplies	3,261	<b>5,500</b>	3,973	-27.8%	<b>4,020</b>	1.2%	-26.9%
Dam Liability Coverage	11,000	<b>11,400</b>	11,099	-2.6%	<b>14,400</b>	29.7%	26.3%
Telephones	9,120	<b>6,600</b>	12,862	94.9%	<b>6,156</b>	-52.1%	-6.7%
Information Systems Maint	5,326	<b>40,930</b>	8,124	-80.2%	<b>8,995</b>	10.7%	-78.0%
Vehicle Maint.	15,066	<b>20,000</b>	24,126	20.6%	<b>21,000</b>	-13.0%	5.0%
Tools	5,753	<b>4,000</b>	3,781	-5.5%	<b>6,000</b>	58.7%	50.0%
CIA Ditch Operations	0	<b>3,500</b>	76,251	2078.6%	<b>3,600</b>	-95.3%	2.9%
Uniforms	4,419	<b>5,040</b>	5,518	9.5%	<b>4,800</b>	-13.0%	-4.8%
Conservation	17,731	<b>50,000</b>	21,835	-56.3%	<b>13,260</b>	-39.3%	-73.5%
Travel/Meetings	1,646	<b>1,800</b>	1,190	-33.9%	<b>1,800</b>	51.2%	0.0%
Copier Maintenance	77	<b>120</b>	75	-37.2%	<b>120</b>	59.3%	0.0%
Memberships	1,346	<b>3,950</b>	5,164	30.7%	<b>5,395</b>	4.5%	36.6%
Building Maint	1,714	<b>1,690</b>	1,769	4.7%	<b>1,795</b>	1.4%	6.2%
Nonroutine Maint/Repair	26,863	<b>25,000</b>	35,092	40.4%	<b>24,000</b>	-31.6%	-4.0%
Other	46,477	<b>4,800</b>	24,743	415.5%	<b>8,190</b>	-66.9%	70.6%
<b>Subtotals</b>	<b>368,580</b>	<b>468,530</b>	<b>487,581</b>	<b>4.1%</b>	<b>447,941</b>	<b>-8.1%</b>	<b>-4.4%</b>
<b>Total Operating Expenses</b>	<b>1,569,936</b>	<b>1,728,730</b>	<b>1,741,565</b>	<b>0.7%</b>	<b>1,771,175</b>	<b>1.7%</b>	<b>2.5%</b>
General Fund Net Alloc	248,439	<b>286,210</b>	286,210	0.0%	<b>461,160</b>	61.1%	61.1%
<b>Total Expenses</b>	<b>1,818,375</b>	<b>2,014,940</b>	<b>2,027,775</b>	<b>0.6%</b>	<b>2,232,335</b>	<b>10.1%</b>	<b>10.8%</b>
<b>Initial Overage(Deficit)</b>	<b>183,458</b>	<b>(0)</b>	<b>137,212</b>		<b>(13,973)</b>		
<b>Transfer from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>13,973</b>		
<b>Net Income (Loss)</b>	<b>183,458</b>	<b>(0)</b>	<b>137,212</b>		<b>(0)</b>		
Depreciation	829,781	<b>840,000</b>	817,165	-2.7%	<b>840,000</b>	2.8%	0.0%
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	9,074	<b>8,400</b>	12,140	44.5%	<b>18,619</b>	53.4%	121.7%
Interfund Borrowing Repaymen	187,373	<b>187,272</b>	187,116	-0.1%	<b>189,000</b>	1.0%	0.9%
Water Reserves Collected	213,265	<b>262,877</b>	259,031	-1.5%	<b>262,482</b>	1.3%	-0.2%

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - SEWER FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Service</b>	1,185,170	1,188,520	1,184,718	-0.3%	1,222,817	3.2%	2.9%
<b>Commercial Service</b>	121,256	128,290	123,278	-3.9%	132,264	7.3%	3.1%
<b>Availability Fees</b>	500	420	360	-14.3%	380	5.6%	-9.5%
Late Charges	17,831	15,800	20,285	28.4%	15,800	-22.1%	0.0%
Interest Income	3,376	2,920	386	-86.8%	490	26.9%	-83.2%
Project Reimbursement	2,184	2,190	2,184	-0.3%	2,184	0.0%	-0.3%
Inspection Fees	1,138	510	506	-0.8%	759	50.0%	48.8%
Other	0	0	0	0.0%	0	0.0%	0.0%
<b>Operating Revenues</b>	<b>1,331,455</b>	<b>1,338,650</b>	<b>1,331,718</b>	<b>-0.5%</b>	<b>1,374,694</b>	<b>3.2%</b>	<b>2.7%</b>

<b>Expenditures:</b>							
<b>Sewer Collection</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	104,419	133,180	114,840	-13.8%	148,498	29.3%	11.5%
Employers Costs	44,992	65,060	40,056	-38.4%	63,029	57.4%	-3.1%
Power	16,231	16,600	16,617	0.1%	16,221	-2.4%	-2.3%
Maint/Repairs	62,733	40,000	52,439	31.1%	40,000	-23.7%	0.0%
Equipment Rental	1,438	3,000	2,227	-25.8%	2,400	7.8%	-20.0%
Supplies	4,944	3,300	1,098	-66.7%	3,000	173.2%	-9.1%
Other	1,000	1,000	1,000	0.0%	600	-40.0%	-40.0%
<b>Subtotals</b>	<b>235,756</b>	<b>262,140</b>	<b>228,277</b>	<b>-12.9%</b>	<b>273,748</b>	<b>19.9%</b>	<b>4.4%</b>

<b>Sewer Treatment &amp; Disposal</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	141,484	180,750	164,858	-8.8%	183,501	11.3%	1.5%
Employers Costs	62,657	88,300	81,694	-7.5%	77,871	-4.7%	-11.8%
Power	112,859	102,000	111,716	9.5%	96,080	-14.0%	-5.8%
Maint/Repairs	58,340	75,000	96,410	28.5%	69,000	-28.4%	-8.0%
Chemicals	29,083	56,040	52,205	-6.8%	37,500	-28.2%	-33.1%
Lab Tests	14,182	16,200	13,586	-16.1%	15,000	10.4%	-7.4%
Supplies	6,034	900	6,061	573.4%	5,400	-10.9%	500.0%
Equipment Rental	1,319	7,200	0	-100.0%	2,400	0.0%	-66.7%
Sludge Removal Off Site	25,563	11,250	10,939	-2.8%	11,000	0.6%	-2.2%
Other	500	500	500	0.0%	600	20.0%	20.0%
<b>Subtotals</b>	<b>452,020</b>	<b>538,140</b>	<b>537,969</b>	<b>0.0%</b>	<b>498,352</b>	<b>-7.4%</b>	<b>-7.4%</b>

<b>Sewer Administration</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	53,078	<b>38,060</b>	42,708	12.2%	<b>63,642</b>	49.0%	67.2%
Employers Costs	22,322	<b>19,150</b>	21,037	9.9%	<b>29,760</b>	41.5%	55.4%
Equipment Maint	42,600	<b>31,500</b>	21,888	-30.5%	<b>36,000</b>	64.5%	14.3%
Vehicle Fuel	16,857	<b>13,500</b>	10,514	-22.1%	<b>17,800</b>	69.3%	31.9%
Permits	34,143	<b>35,140</b>	38,352	9.1%	<b>41,492</b>	8.2%	18.1%
Legal/Consulting (Engineer)	5,211	<b>80,000</b>	45,639	-43.0%	<b>11,400</b>	-75.0%	-85.8%
Training/Safety	8,962	<b>10,000</b>	12,068	20.7%	<b>9,700</b>	-19.6%	-3.0%
Supplies	3,497	<b>4,200</b>	3,645	-13.2%	<b>4,020</b>	10.3%	-4.3%
Information Systems Maint	2,616	<b>16,020</b>	2,187	-86.3%	<b>4,885</b>	123.3%	-69.5%
Vehicle Maint.	12,214	<b>7,000</b>	13,232	89.0%	<b>15,000</b>	13.4%	114.3%
Tools	3,212	<b>4,200</b>	6,221	48.1%	<b>3,600</b>	-42.1%	-14.3%
Telephones	8,323	<b>5,850</b>	9,272	58.5%	<b>6,156</b>	-33.6%	5.2%
Uniforms	4,588	<b>4,420</b>	5,483	24.1%	<b>4,800</b>	-12.5%	8.6%
Travel/Meetings	1,646	<b>2,000</b>	1,465	-26.8%	<b>1,800</b>	22.9%	-10.0%
Building Maint	2,416	<b>1,720</b>	1,781	3.6%	<b>1,855</b>	4.1%	7.8%
Copier Maintenance	77	<b>60</b>	60	0.6%	<b>120</b>	98.8%	100.0%
Memberships	4,870	<b>5,030</b>	1,929	-61.7%	<b>3,180</b>	64.9%	-36.8%
Sewer General Fine	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Nonroutine Maint/Repair	6,253	<b>40,000</b>	16,000	-60.0%	<b>12,000</b>	-25.0%	-70.0%
Other	42,876	<b>2,000</b>	19,039	851.9%	<b>4,895</b>	-74.3%	144.8%
<b>Subtotals</b>	<b>275,761</b>	<b>319,850</b>	<b>272,520</b>	<b>-14.8%</b>	<b>272,105</b>	<b>-0.2%</b>	<b>-14.9%</b>
<b>Total Operating Expenses</b>	<b>963,537</b>	<b>1,120,130</b>	<b>1,038,766</b>	<b>-7.3%</b>	<b>1,044,205</b>	<b>0.5%</b>	<b>-6.8%</b>
General Fund Net Allocation	202,370	<b>218,520</b>	226,612	3.7%	<b>352,090</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>1,165,907</b>	<b>1,338,650</b>	<b>1,265,378</b>	<b>-5.5%</b>	<b>1,396,295</b>	<b>10.3%</b>	<b>4.3%</b>
<b>Initial Overage(Deficit)</b>	<b>165,547</b>	<b>0</b>	<b>66,340</b>		<b>(21,601)</b>		
<b>Transfer from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>21,601</b>		
<b>Net Income (Loss)</b>	<b>165,547</b>	<b>0</b>	<b>66,340</b>		<b>0</b>		
Depreciation	609,394	<b>609,160</b>	566,365	-7.0%	<b>558,000</b>	-1.5%	-8.4%
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Sewer Reserves Collected	209,747	<b>208,851</b>	224,831	7.7%	<b>226,699</b>	0.8%	8.5%

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - DRAINAGE FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Special Taxes</b>	157,629	<b>164,030</b>	164,288	0.2%	<b>167,422</b>	1.9%	2.1%
<b>Commercial Special Taxes</b>	30,377	<b>33,580</b>	31,576	-6.0%	<b>34,248</b>	8.5%	2.0%
Property Tax Allocation	0	<b>33,580</b>	33,580	0.0%	<b>100,000</b>	197.8%	197.8%
Tax Allocation to Reserves	0	<b>(31,540)</b>	(31,540)	0.0%	<b>(33,000)</b>	4.6%	4.6%
Interest Income	105	<b>50</b>	52	3.8%	<b>60</b>	15.6%	20.0%
Other	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
<b>Operating Revenues</b>	<b>188,111</b>	<b>199,700</b>	<b>197,956</b>	<b>-0.9%</b>	<b>268,730</b>	<b>35.8%</b>	<b>34.6%</b>
<b>Expenditures:</b>							
Wages	65,924	<b>66,590</b>	77,487	16.4%	<b>92,282</b>	19.1%	38.6%
Employers Costs	29,786	<b>32,640</b>	36,888	13.0%	<b>39,233</b>	6.4%	20.2%
MS4 Permit	6,513	<b>6,500</b>	5,865	-9.8%	<b>6,500</b>	10.8%	0.0%
MS4 Stormwater Outreach	0	<b>3,000</b>	3,000	0.0%	<b>3,000</b>	0.0%	0.0%
Power	9,692	<b>10,380</b>	9,346	-10.0%	<b>10,039</b>	7.4%	-3.3%
Chemicals	11,953	<b>11,000</b>	17,750	61.4%	<b>14,812</b>	-16.6%	34.7%
Maint/Repairs	20,775	<b>12,000</b>	6,910	-42.4%	<b>15,000</b>	117.1%	25.0%
Equipment Rental	1,319	<b>4,730</b>	6,183	30.7%	<b>3,000</b>	-51.5%	-36.6%
Training/Safety	307	<b>700</b>	472	-32.6%	<b>600</b>	27.2%	-14.3%
Improvements	1,209	<b>3,580</b>	906	-74.7%	<b>5,000</b>	452.2%	39.7%
Legal/Consulting	153	<b>2,000</b>	1,204	-39.8%	<b>2,000</b>	66.1%	0.0%
Uniforms	0	<b>200</b>	0	-100.0%	<b>400</b>	0.0%	100.0%
Tools	984	<b>400</b>	2,089	422.3%	<b>4,544</b>	117.5%	1036.0%
Other	108	<b>1,100</b>	625	-43.2%	<b>0</b>	-100.0%	-100.0%
<b>Total Operating Expenses</b>	<b>148,723</b>	<b>154,820</b>	<b>168,724</b>	<b>9.0%</b>	<b>196,410</b>	<b>16.4%</b>	<b>26.9%</b>
General Fund Net Allocation	38,958	<b>44,880</b>	46,543	3.7%	<b>72,320</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>187,681</b>	<b>199,700</b>	<b>215,268</b>	<b>7.8%</b>	<b>268,730</b>	<b>24.8%</b>	<b>34.6%</b>
<b>Transfer from Fund Balance</b>	<b>30,192</b>	<b>0</b>	<b>17,312</b>		<b>0</b>		
<b>Net Income (Loss)</b>	<b>30,622</b>	<b>(0)</b>	<b>0</b>		<b>(0)</b>		
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Drainage Reserves Collected	0	<b>31,540</b>	31,540	0.0%	<b>33,000</b>	4.6%	4.6%

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - SOLID WASTE FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Solid Waste Charges</b>	643,321	<b>647,520</b>	654,103	1.0%	<b>673,985</b>	3.0%	4.1%
Other	1,163	<b>600</b>	1,266	111.0%	<b>1,229</b>	-2.9%	104.8%
<b>Operating Revenues</b>	<b>644,483</b>	<b>648,120</b>	<b>655,369</b>	<b>1.1%</b>	<b>675,214</b>	<b>3.0%</b>	<b>4.2%</b>
<b>Expenditures:</b>							
CWRS Contract	559,864	<b>561,652</b>	566,148	0.8%	<b>579,691</b>	2.4%	3.2%
Sac. County Admin. Fee	35,132	<b>36,100</b>	35,229	-2.4%	<b>36,252</b>	2.9%	0.4%
Consulting/Legal	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
HHW Event	0	<b>13,580</b>	0	-100.0%	<b>0</b>	0.0%	-100.0%
<b>Subtotal</b>	<b>594,996</b>	<b>611,332</b>	<b>601,378</b>	<b>-1.6%</b>	<b>615,944</b>	<b>2.4%</b>	<b>0.8%</b>
General Fund Net Allocation	31,933	<b>36,790</b>	38,150	3.7%	<b>59,270</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>626,929</b>	<b>648,122</b>	<b>639,528</b>	<b>-1.3%</b>	<b>675,214</b>	<b>5.6%</b>	<b>4.2%</b>
<b>Net Income (Loss)</b>	<b>17,554</b>	<b>(2)</b>	<b>15,841</b>		<b>0</b>		



# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - SECURITY FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Special Taxes</b>	1,082,218	<b>1,123,748</b>	1,124,838	0.1%	<b>1,146,274</b>	1.9%	2.0%
<b>Commercial Special Taxes</b>	179,055	<b>197,630</b>	188,790	-4.5%	<b>201,743</b>	6.9%	2.1%
Late Charges	35,662	<b>30,000</b>	38,971	29.9%	<b>39,000</b>	0.1%	30.0%
Title Transfer Fees	5,217	<b>5,700</b>	5,642	-1.0%	<b>5,400</b>	-4.3%	-5.3%
Bar Code Income	9,040	<b>7,800</b>	8,600	10.3%	<b>7,800</b>	-9.3%	0.0%
Fines, Enforcement	2,100	<b>2,100</b>	2,100	0.0%	<b>2,100</b>	0.0%	0.0%
Interest Income	886	<b>600</b>	476	-20.7%	<b>500</b>	5.1%	-16.7%
Property Tax Allocation	65,040	<b>65,040</b>	65,040	0.0%	<b>245,000</b>	276.7%	276.7%
Tax Allocation to Reserves	(45,680)	<b>(45,680)</b>	(45,680)	0.0%	<b>(49,000)</b>	7.3%	7.3%
Gain/(Loss) - Capital Asset	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Other	6,510	<b>4,160</b>	8,163	96.2%	<b>5,800</b>	-29.0%	39.4%
<b>Operating Revenues</b>	<b>1,340,049</b>	<b>1,391,096</b>	<b>1,396,940</b>	<b>0.4%</b>	<b>1,604,617</b>	<b>14.9%</b>	<b>15.3%</b>
<b>Expenditures:</b>							
<b>Security Gates</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	283,797	<b>297,900</b>	270,619	-9.2%	<b>329,635</b>	21.8%	10.7%
Employers Costs	184,555	<b>230,300</b>	201,135	-12.7%	<b>234,867</b>	16.8%	2.0%
Information Systems Maint	6,687	<b>2,700</b>	7,795	188.7%	<b>10,506</b>	34.8%	289.1%
Equipment Repairs	2,052	<b>3,300</b>	7,654	131.9%	<b>3,600</b>	-53.0%	9.1%
Bar Codes	4,517	<b>8,800</b>	9,017	2.5%	<b>6,000</b>	-33.5%	-31.8%
Telephones	4,281	<b>3,450</b>	6,354	84.2%	<b>6,120</b>	-3.7%	77.4%
Building Maint	3,437	<b>3,450</b>	3,515	1.9%	<b>3,600</b>	2.4%	4.3%
Power	7,731	<b>8,800</b>	8,178	-7.1%	<b>8,706</b>	6.5%	-1.1%
Uniforms	3,040	<b>3,000</b>	3,480	16.0%	<b>2,400</b>	-31.0%	-20.0%
Supplies	438	<b>200</b>	50	-75.0%	<b>300</b>	500.0%	50.0%
Training/Safety	300	<b>300</b>	427	42.2%	<b>0</b>	-100.0%	-100.0%
Other	36,443	<b>3,200</b>	49,159	1436.2%	<b>600</b>	-98.8%	-81.3%
<b>Subtotal</b>	<b>537,278</b>	<b>565,400</b>	<b>567,382</b>	<b>0.4%</b>	<b>606,334</b>	<b>6.9%</b>	<b>7.2%</b>
<b>Security Patrol</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	285,952	<b>276,500</b>	261,628	-5.4%	<b>283,888</b>	8.5%	2.7%
Employers Costs	156,437	<b>196,100</b>	196,232	0.1%	<b>255,213</b>	30.1%	30.1%
Vehicle Fuel	15,916	<b>14,000</b>	13,857	-1.0%	<b>16,200</b>	16.9%	15.7%
Off Duty Sheriff Patrol	4,431	<b>4,000</b>	6,895	72.4%	<b>8,000</b>	16.0%	100.0%
Vehicle Maint.	2,725	<b>6,000</b>	5,668	-5.5%	<b>9,000</b>	58.8%	50.0%
Vehicle Lease	719	<b>5,880</b>	860	-85.4%	<b>4,762</b>	453.5%	-19.0%
Information Systems Maint	0	<b>2,430</b>	1,000	-58.8%	<b>600</b>	-40.0%	-75.3%
Training/Safety	1,475	<b>2,400</b>	1,114	-53.6%	<b>1,600</b>	43.6%	-33.3%
Safety Center	5,128	<b>2,280</b>	2,861	25.5%	<b>5,573</b>	94.8%	144.4%
Uniforms	2,496	<b>3,100</b>	4,869	57.1%	<b>3,000</b>	-38.4%	-3.2%
Telephones	4,314	<b>3,990</b>	5,315	33.2%	<b>6,795</b>	27.8%	70.3%
Equipment Repairs	510	<b>1,600</b>	913	-42.9%	<b>1,200</b>	31.4%	-25.0%
Supplies	0	<b>300</b>	75	-75.0%	<b>300</b>	300.0%	0.0%
Other	359	<b>2,000</b>	497	-75.2%	<b>0</b>	-100.0%	-100.0%
<b>Subtotal</b>	<b>480,461</b>	<b>520,580</b>	<b>501,785</b>	<b>-3.6%</b>	<b>596,130</b>	<b>18.8%</b>	<b>14.5%</b>

<b>Security Administration</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	75,600	<b>85,400</b>	41,768	-51.1%	<b>79,278</b>	89.8%	-7.2%
Employers Costs	50,795	<b>44,300</b>	31,216	-29.5%	<b>55,363</b>	77.4%	25.0%
Legal/Consulting	6,774	<b>8,000</b>	31,088	288.6%	<b>6,000</b>	-80.7%	-25.0%
Supplies	6,501	<b>6,000</b>	6,304	5.1%	<b>6,000</b>	-4.8%	0.0%
Telephones	1,036	<b>885</b>	1,159	31.1%	<b>1,197</b>	3.2%	35.3%
Information System Maint	6,163	<b>7,590</b>	3,864	-49.1%	<b>6,068</b>	57.0%	-20.1%
Training/Safety	2,482	<b>1,200</b>	3,168	164.0%	<b>2,350</b>	-25.8%	95.8%
Travel/Meetings	534	<b>480</b>	159	-66.9%	<b>600</b>	277.5%	25.0%
Uniforms	646	<b>400</b>	967	141.7%	<b>600</b>	-37.9%	50.0%
Equipment Maint	1,904	<b>600</b>	747	24.6%	<b>600</b>	-19.7%	0.0%
Other	6,458	<b>1,080</b>	2,624	143.0%	<b>3,438</b>	31.0%	218.3%
<b>Subtotal</b>	<b>158,891</b>	<b>155,935</b>	<b>123,064</b>	<b>-21.1%</b>	<b>161,494</b>	<b>31.2%</b>	<b>3.6%</b>
<b>Total Operating Expenses</b>	<b>1,176,630</b>	<b>1,241,914</b>	<b>1,192,231</b>	<b>-4.0%</b>	<b>1,363,958</b>	<b>14.4%</b>	<b>9.8%</b>
General Fund Net Allocation	129,648	<b>149,360</b>	154,890	3.7%	<b>240,660</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>1,306,278</b>	<b>1,391,274</b>	<b>1,347,120</b>	<b>-3.2%</b>	<b>1,604,618</b>	<b>19.1%</b>	<b>15.3%</b>
<b>Initial Overage(Deficit)</b>	<b>33,771</b>	<b>(178)</b>	<b>49,820</b>		<b>(0)</b>		
<b>Transfer from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		
<b>Net Income (Loss)</b>	<b>33,771</b>	<b>(178)</b>	<b>49,820</b>		<b>(0)</b>		
Depreciation	45,289	<b>41,845</b>	41,587	-0.6%	<b>42,000</b>	1.0%	0.4%
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	560	<b>540</b>	691	27.9%	<b>690</b>	-0.1%	27.8%
Internal Borrowing Repayment	22,836	<b>22,836</b>	22,836	0.0%	<b>22,836</b>	0.0%	0.0%
Security Reserves	45,684	<b>45,680</b>	45,678	0.0%	<b>49,000</b>	7.3%	7.3%



# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - GENERAL FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
Property Taxes	543,560	500,060	500,060	0.0%	305,004	-39.0%	-39.0%
Title Transfer Fees	10,433	10,400	9,933	-4.5%	10,800	8.7%	3.8%
Interest	2,435	300	285	-4.8%	240	-15.9%	-20.0%
CIA Ditch Service Charges	0	1,800	1,800	0.0%	1,800	0.0%	0.0%
Other	12,609	1,200	3,981	231.7%	1,500	-62.3%	25.0%
<b>Total Operating Revenues</b>	<b>569,037</b>	<b>513,760</b>	<b>516,059</b>	<b>0.4%</b>	<b>319,344</b>	<b>-38.1%</b>	<b>-37.8%</b>
<b>Expenditures:</b>							
Wages	534,357	531,300	556,516	4.7%	632,600	13.7%	19.1%
Director Meeting Stipends	11,500	18,000	12,454	-30.8%	18,000	44.5%	0.0%
Employers Costs	238,119	297,200	281,847	-5.2%	357,880	27.0%	20.4%
Liability Insurance	90,989	95,296	92,316	-3.1%	109,588	18.7%	15.0%
Information Systems Maintenanr	79,725	88,096	84,152	-4.5%	90,962	8.1%	3.3%
Community Communications	3,744	4,550	7,357	61.7%	5,200	-29.3%	14.3%
Legal	93,819	60,000	58,244	-2.9%	74,400	27.7%	24.0%
Office Supplies	19,843	21,300	21,283	-0.1%	22,450	5.5%	5.4%
Building/Grounds Maintenance	16,007	17,400	29,071	67.1%	20,560	-29.3%	18.2%
Postage	19,181	20,400	18,253	-10.5%	20,160	10.4%	-1.2%
Telephones	6,001	4,780	6,533	36.7%	7,759	18.8%	62.3%
New Initiatives	0	11,000	24,184	119.9%	35,000	44.7%	218.2%
Audit	13,900	14,000	14,500	3.6%	15,000	3.4%	7.1%
Consulting	0	3,600	18,675	418.8%	5,400	-71.1%	50.0%
Memberships	6,109	9,600	9,487	-1.2%	9,271	-2.3%	-3.4%
Training/Safety	2,467	4,800	8,561	78.4%	8,910	4.1%	85.6%
Power	7,417	6,730	2,468	-63.3%	1,285	-47.9%	-80.9%
Meetings	9,754	7,970	7,348	-7.8%	12,355	68.1%	55.0%
Director Expense Reimburseme	5,899	4,800	4,493	-6.4%	5,400	20.2%	12.5%
Equipment Maint	4,716	2,700	2,996	11.0%	2,950	-1.5%	9.3%
Election Costs	5,452	0	0	0.0%	6,000	0.0%	0.0%
Mail Machine Lease	2,312	2,800	3,251	16.1%	2,800	-13.9%	0.0%
Copy Machine Maintenance	18,757	16,000	16,538	3.4%	19,224	16.2%	20.2%
Clerical Services	0	0	2,382	0.0%	15,000	529.8%	0.0%
Other	17,632	7,200	23,396	224.9%	6,683	-71.4%	-7.2%
<b>Total Operating Expenses</b>	<b>1,207,698</b>	<b>1,249,522</b>	<b>1,306,305</b>	<b>4.5%</b>	<b>1,504,837</b>	<b>15.2%</b>	<b>20.4%</b>
<b>Overage(Deficit)</b>	<b>(638,661)</b>	<b>(735,762)</b>	<b>(790,245)</b>	<b>7.4%</b>	<b>(1,185,493)</b>	<b>50.0%</b>	<b>61.1%</b>

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## POSITION LISTING (headcount)

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
	Approved	Approved	Approved	Approved	Approved	Approved
<b>ADMIN DEPT.</b>						
GENERAL MGR. / DIRECTOR OF ADMIN	1.0	1.0	1.0	1.0	1.0	1.0
DISTRICT SECRETARY	1.0	1.0	1.0	1.0	1.0	1.0
DIRECTOR OF BUSINESS OPERATIONS	1.0	0.0	0.0	0.0	0.0	1.0
DIRECTOR OF ADMINISTRATION	1.0	0.0	0.0	0.0	0.0	0.0
CONTROLLER	0.0	1.0	1.0	1.0	1.0	1.0
ACCOUNTING SUPERVISOR	1.0	1.0	1.0	1.0	1.0	1.0
ACCOUNTING ASSISTANT I,II	1.0	1.0	1.0	1.0	1.0	1.0
OFFICE ASSISTANT I, II	1.0	1.0	1.0	1.0	1.0	1.0
<b>DEPT. SUBTOTAL</b>	7.0	6.0	6.0	6.0	6.0	7.0
<b>WATER/SEWER/DRAINAGE DEPT.</b>						
DIRECTOR OF FIELD OPS	1.0	1.0	1.0	1.0	1.0	1.0
CHIEF PLANT OPERATOR	1.0	1.0	1.0	1.0	1.0	1.0
PLANT OPERATOR I, II, III	4.0	4.0	4.0	4.0	4.0	4.0
EQUIPMENT MECHANIC	1.0	1.0	1.0	1.0	1.0	1.0
UTILITIES SUPERVISOR	1.0	1.0	1.0	1.0	1.0	1.0
UTILITY WORKER I, II, III	4.0	4.0	4.0	4.0	4.0	5.0
TEMP UTILITY WORKER	0.5	0.5	0.5	0.5	0.5	0.5
OPERATOR IN TRAINING	0.0	0.0	0.0	1.0	1.0	1.0
<b>DEPT. SUBTOTAL</b>	12.5	12.5	12.5	13.5	13.5	14.5
<b>SECURITY DEPT.</b>						
CHIEF	1.0	1.0	1.0	1.0	1.0	1.0
SERGEANT - PATROL	1.0	1.0	1.0	1.0	1.0	1.0
PATROL OFFICER	5.0	5.0	5.0	5.0	5.0	5.0
GATE OFFICER	8.0	8.0	8.0	8.0	8.0	8.0
PART-TIME GATE OFFICER	1.0	1.0	1.0	1.0	1.0	1.0
TEMP GATE OFFICER	1.0	1.0	1.0	1.0	1.0	1.0
<b>DEPT. SUBTOTAL</b>	17.0	17.0	17.0	17.0	17.0	17.0
<b>TOTALS</b>	36.5	35.5	35.5	36.5	36.5	38.5

This indicates a change

Project Number	Project Description	Budget Amount	Funding Source	Status	Bid Date
<b>Water / Sewer Department</b>					
1	01-03-1 Geographical Information System (GIS)	100,000	Capital Improvement Reserves		TBD
2	03-06-2 Security Access System - Water & Wastewater Facilities	40,000	Replacement Reserves - Water / Sewer		TBD
3	08-07-1 Bobcat Compact Track Loader	54,000	Replacement Reserves - Water & Sewer		TBD
4	10-05-1 Excavate Sediment out of Calero	20,000	Replacement Reserves	on-hold	
5	11-03-1 Fueling Station	40,000	Replacement Reserves - borrow & repay	removed	
6	12-10-1 Emergency/Augmentation Well	1,043,200	Water Augmentation Reserves	in-process	
7	13-02-2 WWRP Filter PLC Replacement	125,000	Replacement Reserves - Sewer		Nov-18
8	14-01-2 MLN Generator	125,000	Replacement Reserves - Sewer	on-hold	
9	14-02-1 Granlees Forebay Repairs	130,000	Replacement Reserves - Water	in-process	
40	<del>16-01-2 Truck - quarter ton or smaller (replaced #214)</del>	<del>27,000</del>	<del>Replacement Reserves - Sewer</del>	<del>complete</del>	
44	17-03-1 Dam Inundation Study	60,000	Replacement Reserves - Water	in-process	
12	18-01-2 Cantova Pump Station Repairs - Generator	35,000	Replacement Reserves - Sewer		Apr-19
13	18-02-2 Cantova Pump Station Repairs - Pumps	35,000	Replacement Reserves - Sewer		Apr-19
14	18-04-1 Reservoir Monitoring - Water	65,000	Capital Improvement Reserves		Jul-18
15	18-05-2 Reservoir Monitoring - Sewer	65,000	Capital Improvement Reserves		Jul-18
16	18-06-1 WTP Culvert	159,880	Capital Improvement Reserves	in-process	
17	18-07-2 WWRP Chlorine Gas to Bleach Conversion	266,140	Capital Improvement Reserves		Aug-18
18	18-08-1 Mobile MMS - Water	15,000	Capital Improvement Reserves		TBD
19	18-09-2 Mobile MMS - Sewer	15,000	Capital Improvement Reserves		TBD
20	18-10-1 District Headquarters Conversion (part of Recycled Water)	26,500	Water Augmentation Reserves		Jul-18
21	18-11-1 Commercial Loop Conversion (part of Recycled Water)	33,125	Water Augmentation Reserves		Jul-18
22	18-12-1 Rio Oso Booster Pump Replacement	50,000	Water Replacement Reserves		Jul-18
23	18-13-1 Truck - half ton or smaller (replace #215)	45,000	Sewer Replacement Reserves		Sep-18
24	18-15-2 Brush Aerator Replacement	80,000	Sewer Replacement Reserves		Jul-18
<b>Department Subtotal</b>		<b>\$ 2,587,845</b>			
<b>Drainage Department</b>					
25	18-03-2 MLS Storm Pump Repairs	68,000	Drainage Replacement Reserves		Aug-18
26	18-14-2 Trash Capture	80,000	Capital Improvement Reserves		Aug-18
<b>Department Subtotal</b>		<b>\$ 148,000</b>			

Project Number	Project Description	Budget Amount	Funding Source	Status	Bid Date
<b>Security Department</b>					
27	05-12-3 Wireless Network Site Survey, Acquisition & Startup Costs	100,000	Capital Improvement Reserves	removed	
28	14-02-3 Spare Gate Operator	7,000	Replacement Reserves—Security	removed	
29	17-01-3 Two-Way Radio Replacement	12,000	Replacement Reserves—Security	complete	
30	17-02-3 Security Patrol Vehicle	26,000	Replacement Reserves—Security	complete	
<b>Department Subtotal</b>		<b>\$ -</b>			
<b>Admin Department</b>					
34	04-12-4 Records Storage Vault	20,000	Capital Improvement Reserves	removed	
32	10-07-4 Electronic Document Management System	25,000	Unrestricted Cash	complete	
33	10-08-4 Email Exchange Server	20,000	Unrestricted Cash	removed	
<b>Department Subtotal</b>		<b>\$ -</b>			
<b>2018-19 Grand Totals</b>		<b>\$ 2,735,845</b>			

**Project number consists of AA-BB-C**  
AA - The year the project is to begin  
BB - The actual project number assigned for the current year  
C - The department requesting the project  
    1 - Water  
    2 - Sewer / Drainage  
    3 - Security  
    4 - Admin

**CAPITAL EXPENDITURE REQUEST****Date:** April 25, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Cantova Generator Replacement**PLANNING:** RMCS D / Coastland**PROJECT CATEGORY:** Sewer Replacement Reserves

DESIGN: N/A

**PROJECT NUMBER:** 18-01-2

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: N/A

CONSTRUCTION: N/A

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Determine appropriately sized generator to meet current and future demands, as well as Air Quality Management District standards.

ENVIRONMENTAL: N/A

DESIGN: Replacement of existing generator with new power generation system.

CONSTRUCTION: N/A

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	September 2018	March 2019	7 months
ENVIRONMENTAL	N/A		
BID	April 2019	May 2019	4 weeks
COMPLETION	July 2019	August 2019	6 weeks

**PROJECT OBJECTIVES:** Replace the existing 116 hp diesel fired generator with a liquid propane fired generator that complies with Air Quality Management District standards, providing emergency backup power for the Cantova sewer pumping station.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District with reliable and supportable equipment for long term use, especially in light of increasing sewer flows from the Murieta Gardens project. System would be automated vs existing one which requires manual startup and transfer of power.

**INTANGIBLE:**

**CAPITAL EXPENDITURE REQUEST**

Date: April 25, 2018

**PROJECT REQUEST SUMMARY**

Department: Sewer

**PROJECT NAME:** Cantova Generator replacement**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0			
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$35,000
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS	TBD				
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capitol Replacement Reserves.

**CAPITAL EXPENDITURE REQUEST****Date:** April 25, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Cantova Pump/Rail replacement**PLANNING:** RMCSO / Coastland**PROJECT CATEGORY:** Sewer Replacement Reserves

DESIGN: N/A

**PROJECT NUMBER:** 18-02-2

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: N/A

CONSTRUCTION: N/A

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: District staff / Coastland

ENVIRONMENTAL: N/A

DESIGN: District staff / Coastland

CONSTRUCTION: N/A

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	September 2018	March 2019	7 months
ENVIRONMENTAL	N/A		
BID	April 2019	May 2019	4 weeks
COMPLETION	July 2019	August 2019	6 weeks

**PROJECT OBJECTIVES:** Replace the two sewer pumps that are discontinued and no longer have parts available for repair, and frequently have failures. Reinstall two new sewer pumps and rails capable of passing and grinding solids that frequently cause maintenance issues.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District with reliable and supportable equipment for long term use, especially in light of increasing sewer flows from the Murieta Gardens project.

**INTANGIBLE:** Prevention of the potential for excessive down time due to equipment failure which could create a backup in sewer collection system and create potential for sanitary sewer overflows.

**CAPITAL EXPENDITURE REQUEST**

Date: April 25, 2018

PROJECT REQUEST SUMMARY

Department: Sewer

**PROJECT NAME:** Cantova Pump/Rail replacement

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$35,000
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS	TBD				
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capitol Replacement Reserves.



**CAPITAL EXPENDITURE REQUEST****Date:** April 26, 2018**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Reservoir monitoring system**PLANNING:** RMCS D / TESCO**PROJECT CATEGORY:** Water – Capital Improvements

DESIGN:

**PROJECT NUMBER:** 18-04-1

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: Paul Siebensohn / TESCO

CONSTRUCTION: TESCO / Prodigy Electric / District staff

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: District staff

ENVIRONMENTAL: N/A

DESIGN: Paul – Outline areas for systems to be mounted and identify nearest electrical and telemetry connections. TESCO – Monitoring and data capture system design

CONSTRUCTION: TESCO – Monitoring and data capture system design. Prodigy / District staff– electrical and system mounting.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	March 2018	June 2018	4 months
ENVIRONMENTAL	N/A		
BID	July 2018	July 2018	2 weeks
COMPLETION	August 2019	September 2019	2 months

**PROJECT OBJECTIVES:** Have online reservoir monitoring systems that capture level data as required by the State Water Board, Department of Water Resources.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District and its regulators historical data for reservoir volumes and water diversions.

**INTANGIBLE:** n/a

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY**

Department: Water

**PROJECT NAME:** Water – Reservoir monitoring system**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: Required for water rights reporting

OPERATING: N/A

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				Est \$65,000
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Water Capital Improvement.

**CAPITAL EXPENDITURE REQUEST****Date:** April 26, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Sewer – Reservoir monitoring system**PLANNING:** RMCSO / TESCO**PROJECT CATEGORY:** Water – Capital Improvements

DESIGN:

**PROJECT NUMBER:** 18-05-2

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: Paul Siebensohn / TESCO

CONSTRUCTION: TESCO / Prodigy Electric / District staff

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: District staff

ENVIRONMENTAL: N/A

DESIGN: Paul – Outline areas for systems to be mounted and identify nearest electrical and telemetry connections. TESCO – Monitoring and data capture system design.

CONSTRUCTION: TESCO – Monitoring and data capture system design. Prodigy / District staff– electrical and system mounting.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	March 2018	June 2018	4 months
ENVIRONMENTAL	N/A		
BID	July 2018	July 2018	2 weeks
COMPLETION	September 2019	November 2019	2 months

**PROJECT OBJECTIVES:** Have online reservoir monitoring systems that capture level data for reporting for the State Water Resources Control Board, as well as to prevent overflow issues, and future feedback for reservoir feed systems.**POTENTIAL BENEFITS:****TANGIBLE:** Provides District and its regulators historical data for reservoir volumes and optimizes staff time vs needing to physically measure each reservoir and start/stop pumping accordingly to maintain volumes for Rancho Murieta Country Club irrigation needs and to maintain freeboard per State requirements.**INTANGIBLE:** System would provide a valuable tool for future start/stop of pumping systems. System would monitor and alarm out to staff in case of exceeding high or low values.

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY**

Department: Sewer

**PROJECT NAME:** Sewer – Reservoir monitoring system**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Would optimize operations.

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				Est \$65,000
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capital Improvement.

**CAPITAL EXPENDITURE REQUEST****Date:** May 9, 2018**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Culvert Crossing at Water Plant**PLANNING:** RMCS D**PROJECT CATEGORY:** Water – Capital Improvement

DESIGN: RMCS D

**PROJECT NUMBER:** 18-06-01

CONSTRUCTION: RMCS D

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn / Ron Greenfield

DESIGN: Paul Siebensohn

CONSTRUCTION: RMCS D staff

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Project is outlined in adopted Capital Improvement Fee Study update. Pre-Cast Concrete culvert of 4'x6'x20' to be placed in creek bed crossing to provide fire road access open space and back of the Water Plant as well as RMCS D staff access with large vehicle to the raw water screening station, drying beds, and vendors a safe route for chemical deliveries. Forming of a headwall and roadway improvements will follow. Note: we may forgo installation of an AC roadway and substitute for a rolled AB roadway only.

ENVIRONMENTAL: Stream Alteration Permit required with Department of Fish & Wildlife.

DESIGN: 4'x6'x20' prefabricated box culvert was planned however we may reevaluate the culvert box size due to a recent storm. Project also assumes design for providing AC paving along this route to the back of the Water Plant, which may be reevaluated to provide aggregate base road only.

CONSTRUCTION: District staff will conduct most of the construction. A crane contractor will need to be utilized when placing the pre-fabricated concrete box culvert.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	March 2018	July 2018	months
ENVIRONMENTAL	May 2018	July 2018	3 months
BID	N/A	N/A	
COMPLETION	August 2018	November 2018	3.5 months

**PROJECT OBJECTIVES:** To provide fire road access open space and back of the Water Plant as well as RMCS D staff access with large vehicle to the raw water screening station, drying beds, and vendors a safe route for chemical deliveries.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides a safe and reliable route to back of Water Plant.

**INTANGIBLE:** n/a

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Culvert Crossing at Water Plant**PROJECT IMPACTS:**

ENVIRONMENTAL: Stream Alteration Permit needed; Stormwater Best Management Practices installed.

RIGHT OF WAY: Area is within District property

AGENCY APPROVALS: DFW

WATER RIGHTS: N/A

OPERATING: Timing of project will need to be coordinated with needed chemical deliveries for WTP.

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$159,880
Note: AC Road					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS	0				
OTHER					


**PROJECT FUNDING COMMENTS:**

Funding to come from Water Capital Improvements

**Excerpt from Coastland CIP/Fee Study Report:**

**Culvert Crossing at Water Treatment Plant (CIP 17-1-04)**

This project consists of drainage improvements to the recently expanded water treatment plant. The new membrane segment of the water treatment plant requires a number of new chemicals to operate and maintain these membranes to achieve full-life expectancy. These improvements consist of installation of a 4'x6' box culvert and construction of a 20' wide access road for a permanent creek crossing into the water treatment plant, which provides a safer and more reliable route for chemical delivery and maintenance vehicles at the water treatment plant while also complying with stormwater regulations. Without this improvement, chemical deliveries to the facility would be affected at times when the existing creek crossing is flooded.

Rancho Murieta Community Services District Capital Improvement Program PROJECT DATA FORM																																			
<i>Project Number:</i> 17-1-04		<i>Project Name:</i> Culvert Crossing at Water Treatment Plant																																	
<i>Location:</i> Water Treatment Plant		<i>Project Type:</i> Water																																	
<i>Description:</i> Construction of Drainage Culvert at Water Treatment Plant				<i>Water Treatment Plant</i>																															
<i>Justification:</i> Facility Improvement																																			
<i>Notes:</i> Water Treatment Plant Operational Efficiency - Vehicle, Chemical Delivery, Maintenance, and Stormwater Quality																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 30%;">Item</th> <th style="width: 15%;">Previous Expenditures</th> <th style="width: 15%;">Cost Estimate</th> <th style="width: 10%;">Total</th> </tr> </thead> <tbody> <tr> <td rowspan="5" style="text-align: center; vertical-align: middle;"><i>PROJECT COST</i></td> <td>Administration/Management</td> <td></td> <td style="text-align: right;">\$5,710</td> <td style="text-align: right;">\$5,710</td> </tr> <tr> <td>Planning/Environmental</td> <td></td> <td style="text-align: right;">\$5,710</td> <td style="text-align: right;">\$5,710</td> </tr> <tr> <td>Engineering</td> <td></td> <td style="text-align: right;">\$17,130</td> <td style="text-align: right;">\$17,130</td> </tr> <tr> <td>Construction</td> <td></td> <td style="text-align: right;">\$114,200</td> <td style="text-align: right;">\$114,200</td> </tr> <tr> <td>Construction Management/Inspection</td> <td></td> <td style="text-align: right;">\$17,130</td> <td style="text-align: right;">\$17,130</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;">\$0</td> <td style="text-align: right;">\$159,880</td> <td style="text-align: right;">\$159,880</td> </tr> </tbody> </table>						Item	Previous Expenditures	Cost Estimate	Total	<i>PROJECT COST</i>	Administration/Management		\$5,710	\$5,710	Planning/Environmental		\$5,710	\$5,710	Engineering		\$17,130	\$17,130	Construction		\$114,200	\$114,200	Construction Management/Inspection		\$17,130	\$17,130		<b>Total</b>	\$0	\$159,880	\$159,880
	Item	Previous Expenditures	Cost Estimate	Total																															
<i>PROJECT COST</i>	Administration/Management		\$5,710	\$5,710																															
	Planning/Environmental		\$5,710	\$5,710																															
	Engineering		\$17,130	\$17,130																															
	Construction		\$114,200	\$114,200																															
	Construction Management/Inspection		\$17,130	\$17,130																															
	<b>Total</b>	\$0	\$159,880	\$159,880																															

## Rancho Murieta Community Services District

Project Name: Culvert Crossing at Water Treatment Plant

Job Number: 17-1-04

### Engineer's Estimate of Probable Cost

Item No.	Item Description	Estimated Quantity	Unit of Measure	Unit Cost	Item Total
1	Pre-Cast Concrete Culvert (4' x 6' x 20')	1	LS	\$23,000.00	\$23,000.00
2	Headwall	1	LS	\$8,000.00	\$8,000.00
3	Roadway Improvements*	1	LS	\$48,000.00	\$48,000.00
4	Streambed Alteration Permit	1	LS	\$1,500.00	\$1,500.00
5	Stormwater Best Management Practices	1	LS	\$6,000.00	\$6,000.00
6	Mobilization (10%)	1	LS	\$8,650.00	\$8,650.00

Subtotal \$95,150.00

20% Contingency \$19,030.00

**Total Construction Cost \$114,180.00**

\* Assumes a 4" AC / 3" AB, 20' wide (300 LF)

- 4" x 20' x 300' = 145 Tons

- 3" x 20' x 300' = 56 CY

- Grading & Base Compaction



**CAPITAL EXPENDITURE REQUEST****Date:** April 26, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Sewer – Chlorine gas to bleach conversion**PLANNING:** RMCS D / TESCO / Coastland**PROJECT CATEGORY:** Sewer – Capital Improvements**DESIGN:****PROJECT NUMBER:** 18-07-2**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: Paul Siebensohn / Coastland / TESCO

DESIGN: Paul Siebensohn / Coastland / TESCO

CONSTRUCTION: TESCO / Prodigy Electric / District staff

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: System conversion has been outlined in Facility Capital Improvement Project No.17-2-04.

ENVIRONMENTAL: N/A

DESIGN: Paul – I've already outlined the place of anticipated storage and injection and procured budgetary quotes for recommended storage and chemical feed systems. Coastland or other engineer to provide details for design to develop a request for proposal and to update facility As-built plans. Prodigy Electric – electrical needs. TESCO – to provide chemical feed system integration design for basic controls.

CONSTRUCTION: District staff to provide majority of trenching and construction with some items such as the concrete pad and setting of tanks to be contracted. Prodigy electric – electrical and control wiring and system mounting.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	May 2018	August 2018	4 months
ENVIRONMENTAL	N/A		
BID	August 2018	September 2018	1 month
COMPLETION	November 2018	March 2019	5 months

**PROJECT OBJECTIVES:** Eliminate the use of chlorine gas at the Wastewater Plant for recycled water disinfection and convert to using industrial strength sodium hypochlorite (bleach) for safety of staff and community.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Safer product for staff; Substantially less regulatory oversight and required staff training; Mitigates risk to community from transport, storage and use of chlorine gas.

**INTANGIBLE:** Provides a safer alternative for the neighboring community vs the potential of a catastrophic chlorine gas leak.

**CAPITAL EXPENDITURE REQUEST**

**Date:** April 26, 2018

**PROJECT REQUEST SUMMARY**

**Department:** Sewer

**PROJECT NAME:** Sewer – Chlorine gas to bleach conversion

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Schedule for project is targeted for when the Recycled Water facility would normally be offline.

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	\$36,000		\$36,000
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				\$266,140
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capital Improvement.

**Excerpt from Coastland CIP/Fee Study Report:**

**Chlorine Gas to Bleach Conversion – Wastewater Treatment Plant (CIP 17-2-04)**

This project consists of modifications to the wastewater treatment plant disinfection processes. Due to the heightened security and safety concerns of storing and feeding chlorine gas, increased demand in use of chlorine gas due to the growth experienced by the District and anticipated increased flows to the wastewater treatment plant created at build-out of the service area, and the required transportation of this chemical through the community to the wastewater treatment plant, the District plans to convert the chlorine gas to bleach as the disinfection process. The use of chlorine gas as a disinfection method has declined in the municipal waste treatment industry due to risk. This process for treatment is more cost effective, and safer to deliver, store and feed than chlorine gas. The wastewater treatment plant process controls will be modified with new chemical feed pumps and installation of a new 5,000-gallon tank for liquid sodium hypochlorite (bleach). Improvements will be constructed outside, near the existing chlorine contact chamber. This conversion will allow the District to more safely and efficiently disinfect while accommodating additional wastewater treatment flows from a larger customer base. In addition, mitigation of risks associated with potential growth infringing around the wastewater treatment plant triggers the need for increased safety of the community.

Rancho Murieta Community Services District Capital Improvement Program PROJECT DATA FORM				
<i>Project Number:</i> 17-2-04		<i>Project Name:</i> Chlorine Gas to Bleach Conversion - Wastewater Treatment Plant		
<i>Location:</i> Wastewater Treatment Plant		<i>Project Type:</i> Sewer		
<i>Description:</i> Conversion of Treatment Systems from Chlorine Gas to Bleach				<i>Sewer Treatment Plant</i>
<i>Justification:</i> Facility Improvement				
<i>Notes:</i> Increased Safety due to growth encroachment and Disinfection Process				
	<i>Item</i>	<i>Previous Expenditures</i>	<i>Cost Estimate</i>	<i>Total</i>
<i>PROJECT COST</i>	Administration/Management		\$9,505	\$9,505
	Planning/Environmental		\$9,505	\$9,505
	Engineering		\$28,515	\$28,515
	Construction		\$190,100	\$190,100
	Construction Management/Inspection		\$28,515	\$28,515
	<b>Total</b>		\$0	\$266,140



**Rancho Murieta Community Services District**  
**Project Name: Chlorine Gas to Bleach Conversion - Wastewater Treatment Plant**  
**Job Number: 17-2-04**

**Engineer's Estimate of Probable Cost**

Item No.	Item Description	Estimated Quantity	Unit of Measure	Unit Cost	Item Total
1	Equipment* (Piping, Chemical Feed Pumps, Control Panel)	1	LS	\$52,000.00	\$52,000.00
2	Site/Facility Conversion	1	LS	\$35,000.00	\$35,000.00
3	Systems Conversion and Telemetry	1	LS	\$16,000.00	\$16,000.00
4	Field Startup	1	LS	\$10,000.00	\$10,000.00
5	Staff Training	1	LS	\$5,000.00	\$5,000.00
6	Enclosure & Screening	1	LS	\$18,000.00	\$18,000.00
7	Permit Modifications	1	LS	\$8,000.00	\$8,000.00
8	Mobilization (10%)	1	LS	\$14,400.00	\$14,400.00
				Subtotal	\$158,400.00
				20% Contingency	\$31,680.00
				<b>Total Construction Cost</b>	<b>\$190,080.00</b>

\* Hopkins Technical Products Quote 2/6/17  
5100 Gallon Tank  
Chemical Feed Pumps

**CAPITAL EXPENDITURE REQUEST****Date:** April 26, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Water & Sewer – Mobile MMS**PLANNING:** RMCS D / Websoft Developers Inc.**PROJECT CATEGORY:** Water & Sewer – Capital Improvement**DESIGN:****PROJECT NUMBER:** 18-08-1 & 18-09-2**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: Paul Siebensohn / Websoft Developers Inc.

DESIGN: Paul Siebensohn / Websoft Developers Inc.

CONSTRUCTION: N/A

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Determine equipment and data capture needs for Water &amp; Sewer systems.

ENVIRONMENTAL: N/A

DESIGN: RMCS D staff – Set up of data capture tables and workflow management for Water and Sewer and Drainage and provide District maps of infrastructure to be monitored. Websoft – design conversion maps of Water &amp; Sewer systems, develop capture tables, setup system for workflow management, data capture, storage, and retrieval.

CONSTRUCTION: Websoft – Setup and test system.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	September 2018	October 2018	2 months
ENVIRONMENTAL	N/A		
BID	N/A		
COMPLETION	November 2018	February 2019	4 months

**PROJECT OBJECTIVES:** Have web based mobile monitoring system that allows staff to input information for regulatory reporting and maintenance management.**POTENTIAL BENEFITS:****TANGIBLE:** Provides District and its staff a time saving web-based system that can be accessed anywhere, anytime for data input in “real time” with exportability for reporting and information access.**INTANGIBLE:**

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY****Department:** Water & Sewer**PROJECT NAME:** Water & Sewer – Reservoir monitoring system**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Would optimize operations.

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	\$10,500 + \$3,500	\$13,000 + \$3,000	\$30,000
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				\$30,000
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Water &amp; Sewer Capital Improvements split 50:50.

**CAPITAL EXPENDITURE REQUEST****Date:** May 9, 2018**PROJECT REQUEST SUMMARY****Department:** Water Augmentation**PROJECT NAME:** Water – District Headquarters Conversion to recycled water **PLANNING:** RMCS D**PROJECT CATEGORY:** Water – Augmentation**DESIGN:** RMCS D**PROJECT NUMBER:** 18-10-1**CONSTRUCTION:** RMCS D**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: Paul Siebensohn / Ron Greenfield / Coastland

CONSTRUCTION: RMCS D staff

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: This improvement will disconnect two existing potable water connections for irrigation of District's Administration and Safety Center buildings and grounds and connect to the Recycled Water Pumping Station for irrigation supply.

ENVIRONMENTAL: N/A

DESIGN: Note points for tie-in to Recycled Water system, disconnection of potable system, hydraulic system pressure control for irrigation system demands. Update District plans to reflect system changes.

CONSTRUCTION: RMCS D staff

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2018	July 2018	1 months
ENVIRONMENTAL	N/A	N/A	
BID	N/A	N/A	
COMPLETION	August 2018	September 2018	1 months

**PROJECT OBJECTIVES:** Disconnect potable services and provide a recycled water supply for irrigation needs.**POTENTIAL BENEFITS:****TANGIBLE:** Replacing potable water use with recycled water offsets the Districts potable water demand.**INTANGIBLE:** n/a

**CAPITAL EXPENDITURE REQUEST**

Date: May 9, 2018

**PROJECT REQUEST SUMMARY****Department:** Water Augmentation**PROJECT NAME:** Water – District Headquarters Conversion to recycled water**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	\$2,000	\$2,500	\$4,500
CURRENT PROJECT BUDGET	0	0			
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS					
OTHER – Water Augmentation	\$1,000		\$1,000	\$20,000	\$26,500

**PROJECT FUNDING COMMENTS:**

Funding to come from Water Augmentation.



**Excerpt from Coastland CIP/Fee Study Report:**

In support of the Rancho Murieta Community Services District (District) Water Supply Augmentation Fee Update, Coastland has prepared this technical memorandum to summarize the various recycled water projects that are necessary for the Phase 1 - Initial Buildout and Phase 2 – Complete Buildout of the District's Recycled Water Program. As a result of the January 2016 Water Supply Assessment report, the District is recommending that the Recycled Water Program be identified / defined as the Water Supply Augmentation project moving forward. The Water Supply Assessment report identified that with the reduction in potable water demands afforded by the implementation of the Recycled Water Program the augmentation well, which is currently defined as the Water Supply Augmentation project, is no longer necessary to augment water supply during periods of extreme drought.

**District Headquarters Conversion (CIP 17-5-04)**

This improvement will disconnect two existing potable water irrigation services associated with the District's Administration Building and connect to the Recycled Water Pumping Station for irrigation supply.

**CAPITAL EXPENDITURE REQUEST****Date:** April 26, 2018**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Commercial Loop Conversion**PLANNING:** RMCS D**PROJECT CATEGORY:** Water – Augmentation

DESIGN: RMCS D

**PROJECT NUMBER:** 18-11-1

CONSTRUCTION: TBD

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

DESIGN: Paul Siebensohn / Developer

CONSTRUCTION: Developer for Murieta Gardens

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: District staff / Developer of Murieta Gardens II

ENVIRONMENTAL: N/A

DESIGN: Note points for tie-in to existing OE3 irrigation system commercial loop and backflow protection and compliance with Recycled Water Standards.

CONSTRUCTION: Developer has conveyed that their running a sewer line for the Murieta Gardens II project towards the Cantova Lift station and a recycled water line could be put in at the same time.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	June 2018	June 2018	1 months
ENVIRONMENTAL	N/A		
BID	July 2018	July 2018	2 weeks
COMPLETION	July 2018	August 2018	1 months

**PROJECT OBJECTIVES:** Provide a recycled water supply line at an opportune time of construction for future use of recycled water in the OE3 & Teamsters irrigated areas.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Replacing potable water use with recycled water offsets the Districts potable water demand.

**INTANGIBLE:** n/a

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Commercial Loop Conversion**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: Easement could be provided along with sewer line that is being routed in the same area.

AGENCY APPROVALS: I've discussed recycled water use with OE3 and they are open to using recycled water.

WATER RIGHTS: N/A

OPERATING: N/A

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS					
OTHER					\$33,125

**PROJECT FUNDING COMMENTS:**


Funding to come from Water Augmentation.

**Excerpt from Coastland CIP/Fee Study Report:**

In support of the Rancho Murieta Community Services District (District) Water Supply Augmentation Fee Update, Coastland has prepared this technical memorandum to summarize the various recycled water projects that are necessary for the Phase 1 - Initial Buildout and Phase 2 – Complete Buildout of the District’s Recycled Water Program. As a result of the January 2016 Water Supply Assessment report, the District is recommending that the Recycled Water Program be identified / defined as the Water Supply Augmentation project moving forward. The Water Supply Assessment report identified that with the reduction in potable water demands afforded by the implementation of the Recycled Water Program the augmentation well, which is currently defined as the Water Supply Augmentation project, is no longer necessary to augment water supply during periods of extreme drought.

**Commercial Loop Conversion (CIP 17-5-11)**

This improvement will disconnect the existing potable water irrigation service associated with the Murieta Plaza Commercial area and connect to the Lone Pine drive Recycled Water transmission main for irrigation supply and connect on Cantova Drive to supply the southern commercial (Operating Engineers to FAA) areas.

Rancho Murieta Community Services District Capital Improvement Program PROJECT DATA FORM				
<b>Project Number:</b> 17-5-11		<b>Project Name:</b> Commercial Loop Conversion		
<b>Location:</b> Commercial District		<b>Project Type:</b> Recycled Water		
<b>Description:</b> Conversion of Irrigation Service to Recycled Water				
<b>Justification:</b> Facility Improvement				
<b>Notes:</b>				
<i>Rancho Murieta Community Services District</i>				
				
	<i>Item</i>	<i>Previous Expenditures</i>	<i>Cost Estimate</i>	<i>Total</i>
<i>PROJECT COST</i>	Project Administration		\$1,250	\$1,250
	Planning/Environmental		\$1,250	\$1,250
	Engineering		\$2,500	\$2,500
	Construction		\$25,000	\$25,000
	Construction Management/Inspection		\$3,125	\$3,125
	<b>Total</b>	\$0	\$33,125	\$33,125

**CAPITAL EXPENDITURE REQUEST****Date:** April 26, 2018**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Rio Oso booster pump replacement & Jockey pump **PLANNING:** RMCS D**PROJECT CATEGORY:** Water – Capital Replacement**DESIGN:****PROJECT NUMBER:** 18-12-1**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: RMCS D staff

DESIGN: RMCS D Staff

CONSTRUCTION: Pump supplier / District staff

**WORK ORDERS:**

PLANNING:

DESIGN: Power Services Inc.

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: RMCS D staff

ENVIRONMENTAL: N/A

DESIGN: Existing pumps are obsolete and no “drop in” replacement is available. Pump & motor would be supplied to retrofit the system for a spare.

CONSTRUCTION: Prodigy / District staff– electrical and system mounting.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	May 2018	July 2018	2.5 months
ENVIRONMENTAL	N/A		
BID	July 2018	July 2018	2 weeks
COMPLETION	September 2018	September 2018	1 week

**PROJECT OBJECTIVES:** Have a replacement available for existing booster pump system which is in continuous use. Install a smaller horse power pump vs continuous inefficient operation of 125 hp pump system.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District and its customers reliable water supply pressure and electrical cost savings in perpetuity of system operation.

**INTANGIBLE:** Having the system retrofitted on our time vs during a potential failure would eliminate excessive potential downtime from research, procurement, and installation for an obsolete system, as well as to avoid the repercussions from the downtime.

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

**PROJECT REQUEST SUMMARY****Department:** Water**PROJECT NAME:** Water – Rio Oso booster pump replacement & Jockey pump**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Would provide reliable operation of distribution system and jockey pump would lower annual operating costs at an estimate of \$3,400 /yr.

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$0
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$50,000
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from a combination of Water Capital Replacement and Improvement reserves.

**CAPITAL EXPENDITURE REQUEST****Date:** May 5, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Sewer - Truck purchase**PLANNING:** Paul Siebensohn**PROJECT CATEGORY:** Reserve funding

DESIGN:

**PROJECT NUMBER:** 18-13-2

CONSTRUCTION:

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn

**WORK ORDERS:**

DESIGN:

DESIGN:

CONSTRUCTION:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Solicit bids from various area dealerships for a half ton or smaller truck for Field Operations staff.

ENVIRONMENTAL: n/a

DESIGN: n/a

CONSTRUCTION: n/a

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING			
ENVIRONMENTAL	n/a	n/a	
BID	September 2018	October 2018	1 months
COMPLETION			

**PROJECT OBJECTIVES:** Obtain replacement truck for highest maintenance cost vehicle in fleet, #215 F-150 purchased in 2003 with current mileage of 133,604.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides necessary equipment for staff to complete duties.

**INTANGIBLE:** Provides a safe and properly working vehicle for staff as well as avoiding more time for administration of repeated vehicle repairs.

**CAPITAL EXPENDITURE REQUEST**

Date: May 5, 2018

**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Sewer - Truck purchase**PROJECT IMPACTS:**

ENVIRONMENTAL:

RIGHT OF WAY:

AGENCY APPROVALS:

WATER RIGHTS:

OPERATING:

CAPACITY:

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0				
CURRENT PROJECT BUDGET					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$45,000
UNRESTRICTED CASH					
CAPITAL IMPROVEMENT FEES					
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Vehicle being replaced was an asset purchased and depreciated for in the Districts Sewer fund. Total cost to include tool boxes, bedliner, and applicable taxes and licensing



**CAPITAL EXPENDITURE REQUEST****Date:** May 11, 2018**PROJECT REQUEST SUMMARY****Department:** Sewer**PROJECT NAME:** Sewer – Brush Aerator replacements**PLANNING:** RMCS D**PROJECT CATEGORY:** Sewer – Capital Replacement**DESIGN:****PROJECT NUMBER:** 18-15-2**CONSTRUCTION:****PROJECT STAFFING:**

PLANNING: RMCS D staff

DESIGN: RMCS D staff

CONSTRUCTION: Prodigy Electric / District staff / crane operator

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

**PLANNING:** District staff - request replacements in-kind; bidding through board approval; coordination of crane operator, delivery offloading and setting of new equipment, and electrical connection with electrical contractor.

ENVIRONMENTAL: N/A

**DESIGN:** RMCS D staff – request new replacements relative to the old equipment which is no longer manufactured or supported with parts or equipment.

**CONSTRUCTION:** District staff would assist contractors with installations and removal. Prodigy Electric – provide electrical disconnections and connections and wiring as needed. Crane operator – remove existing aerators, offload and set new aerators.

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2018	July 2018	2 weeks
ENVIRONMENTAL	N/A		
BID	July 2018	July 2018	1 month
COMPLETION	September 2019	October 2019	1 month

**PROJECT OBJECTIVES:** Replace two failed brush aerator and one currently piecemealed aerator with three new one.

**POTENTIAL BENEFITS:**

**TANGIBLE:** Provides District direct replacements of three (3) existing brush aerators, needed to maintain a full mix of dissolved oxygen in the secondary process ponds system.

**INTANGIBLE:** Prevention of noncompliance with Regional Board requirements for dissolved oxygen in secondary pond process.

**CAPITAL EXPENDITURE REQUEST**

Date: May 11, 2018

**PROJECT REQUEST SUMMARY**

Department: Sewer

**PROJECT NAME:** Sewer – Brush Aerator replacements**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

OPERATING: Minimal impact to operations.

CAPACITY: N/A

<b>PROJECT BUDGET</b>	<b>PLAN</b>	<b>ENVIRON</b>	<b>DESIGN</b>	<b>COMPLETION</b>	<b>TOTAL</b>
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$80,000
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS					
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Sewer Capital replacement. Budgetary quotes for replacement are \$70,000 for three brush style pond aerators; \$3,000 for electrical; \$3,500 for crane rental to offload and set/ remove existing; \$3,500 for miscellaneous needs for anchoring, possible wiring replacement etc.

**CAPITAL EXPENDITURE REQUEST****Date:** May 9, 2018**PROJECT REQUEST SUMMARY****Department:** Drainage**PROJECT NAME:** Drainage – Main Lift South storm pump repairs**PLANNING:** RMCS D**PROJECT CATEGORY:** Drainage – Capital Replacement**DESIGN:** RMCS D**PROJECT NUMBER:** 18-03-2**CONSTRUCTION:** RMCS D / vendor**PROJECT STAFFING:**

PLANNING: Paul Siebensohn / Pump vendor

DESIGN: N/A

CONSTRUCTION: RMCS D staff / Pump vendor

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: Repair two Stormwater pumps at the District's Main Lift South stormwater pumping station, specifically pumps 4 & 5. The Main Lift South Storm water pumps pump water that is collected from the interior side of the South community levee and pumps it to the Cosumnes River. During the course of heavy storms, four of the five pumps sustained some damage that would not allow them to rotate. Two (2) pumps were pulled out to have them taken apart for evaluation and bids then solicited for their repair. Only two (2) pumps were pulled and repaired due to the costs involved and limited drainage funds available of the time, these two (2) more need repair.

ENVIRONMENTAL: N/A

DESIGN: N/a

CONSTRUCTION: District staff will work with the awarded pump vendor to pull and reinstall pumps

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2018	July 2018	1 months
ENVIRONMENTAL	N/A	N/A	
BID	August 2018	August 2018	3 weeks
COMPLETION	September 2018	November 2018	3 months

**PROJECT OBJECTIVES:** Repair existing stormwater pumps to bring them back to optimal level of operation.**POTENTIAL BENEFITS:****TANGIBLE:** Provides pumping of water from interior of levee to exterior of levee to protect South community.**INTANGIBLE:** n/a

**CAPITAL EXPENDITURE REQUEST**

Date: April 26, 2018

PROJECT REQUEST SUMMARY

Department: Drainage

**PROJECT NAME:** Drainage – Main Lift South storm pump repairs

**PROJECT IMPACTS:**

ENVIRONMENTAL: N/A

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

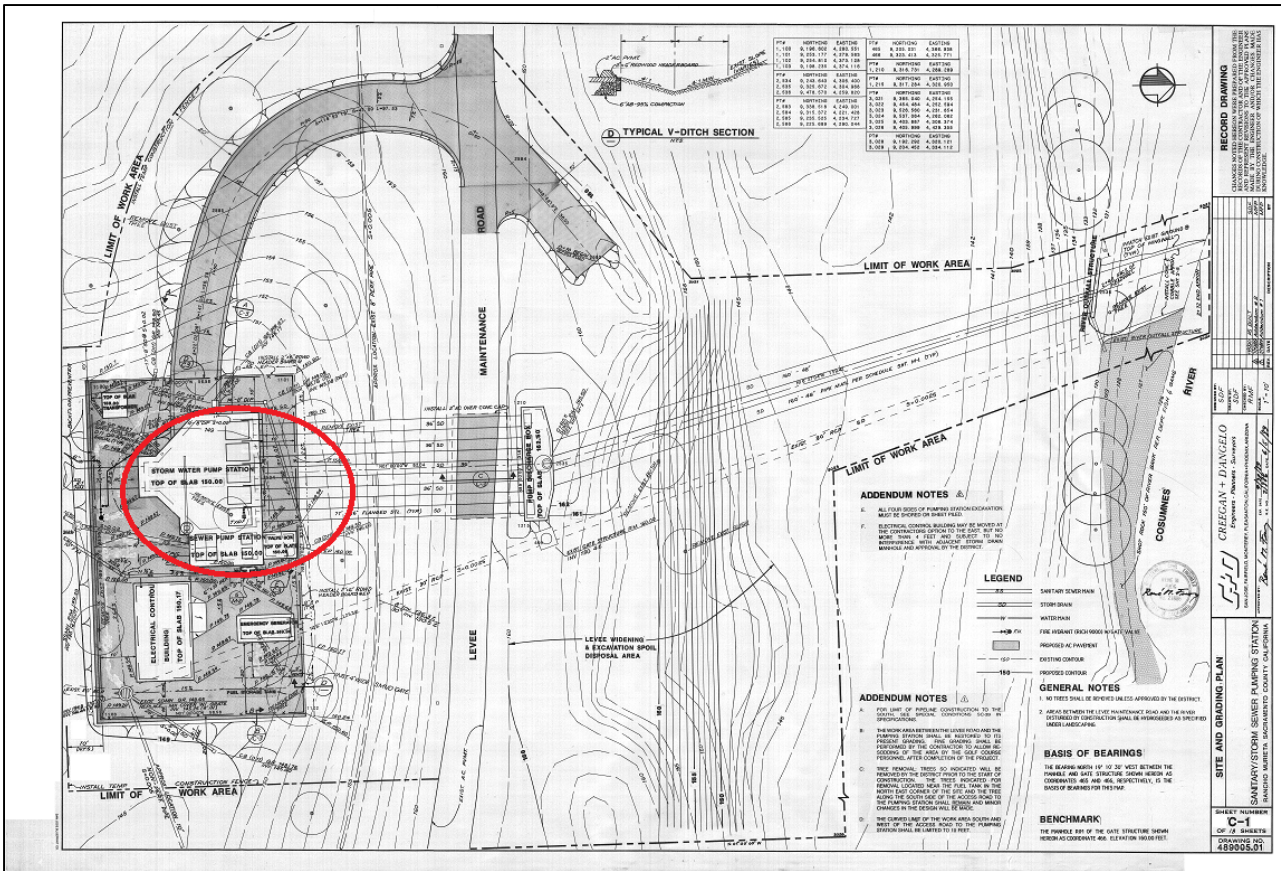
OPERATING: No impacts.

CAPACITY: N/A

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	0	0	0		0
CURRENT PROJECT BUDGET	0	0		0	\$68,000
Note: AC Road					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					\$68,000
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS	0				
OTHER					

**PROJECT FUNDING COMMENTS:**

Funding to come from Drainage Capital Replacement.



MLS Stormwater Motors, pumps are located beneath the motors

**CAPITAL EXPENDITURE REQUEST****Date:** May 10, 2018**PROJECT REQUEST SUMMARY****Department:** Drainage**PROJECT NAME:** Drainage – Trash Capture**PLANNING:** RMCSO / consultant**PROJECT CATEGORY:** Drainage – Capital Improvement

DESIGN: RMCSO / consultant

**PROJECT NUMBER:** 18-14-2

CONSTRUCTION: RMCSO / vendor

**PROJECT STAFFING:**

PLANNING: Paul Siebensohn / consultant

DESIGN: Paul Siebensohn / consultant

CONSTRUCTION: RMCSO staff / vendor

**WORK ORDERS:**

PLANNING:

DESIGN:

CONSTRUCTION:

**SCOPE/DESCRIPTION:**

PLANNING: The State Water Resources Control Board (State Water Board) adopted statewide Trash Provisions to address the pervasive impacts trash has on the beneficial uses of our surface waters. Throughout the state, trash is typically generated on land and transported to surface water, predominantly through stormwater discharges. These discharges from Phase II MS4s (municipal separate storm sewer system) are regulated through a statewide general permit (Phase II MS4 Permit) pursuant to section 402(p) of the Federal Clean Water Act. The District has been designated a small MS4 by the State Water Resources Control Board and therefore falls within this program.

ENVIRONMENTAL: TBD

DESIGN: N/a

CONSTRUCTION: District staff will work with the awarded pump vendor to pull and reinstall pumps

PHASE	START DATE	ESTIMATED COMPLETION DATE	ESTIMATED TIME REQUIRED
PLANNING	July 2018	July 2018	1 months
ENVIRONMENTAL	N/A	N/A	
BID	August 2018	August 2018	3 weeks
COMPLETION	September 2018	November 2018	3 months

**PROJECT OBJECTIVES:** Comply with State Water Board requirements for implementation of their Trash Policy. This includes identify priority land uses and others that contribute trash or that have discharges of concerns; conducting trash assessments in the dry and wet seasons; determining needs for a "Full Capture System Equivalency," procurement and constructing the system; demonstrating compliance to the State Water Board.

**POTENTIAL BENEFITS:****TANGIBLE:** Protects the Cosumnes River from trash and provide compliance with the Water Board.**INTANGIBLE:** n/a

**CAPITAL EXPENDITURE REQUEST**

Date: May 10, 2018

**PROJECT REQUEST SUMMARY**

Department: Drainage

**PROJECT NAME:** Drainage – Trash Capture**PROJECT IMPACTS:**

ENVIRONMENTAL: TBD

RIGHT OF WAY: N/A

AGENCY APPROVALS: N/A

WATER RIGHTS: N/A

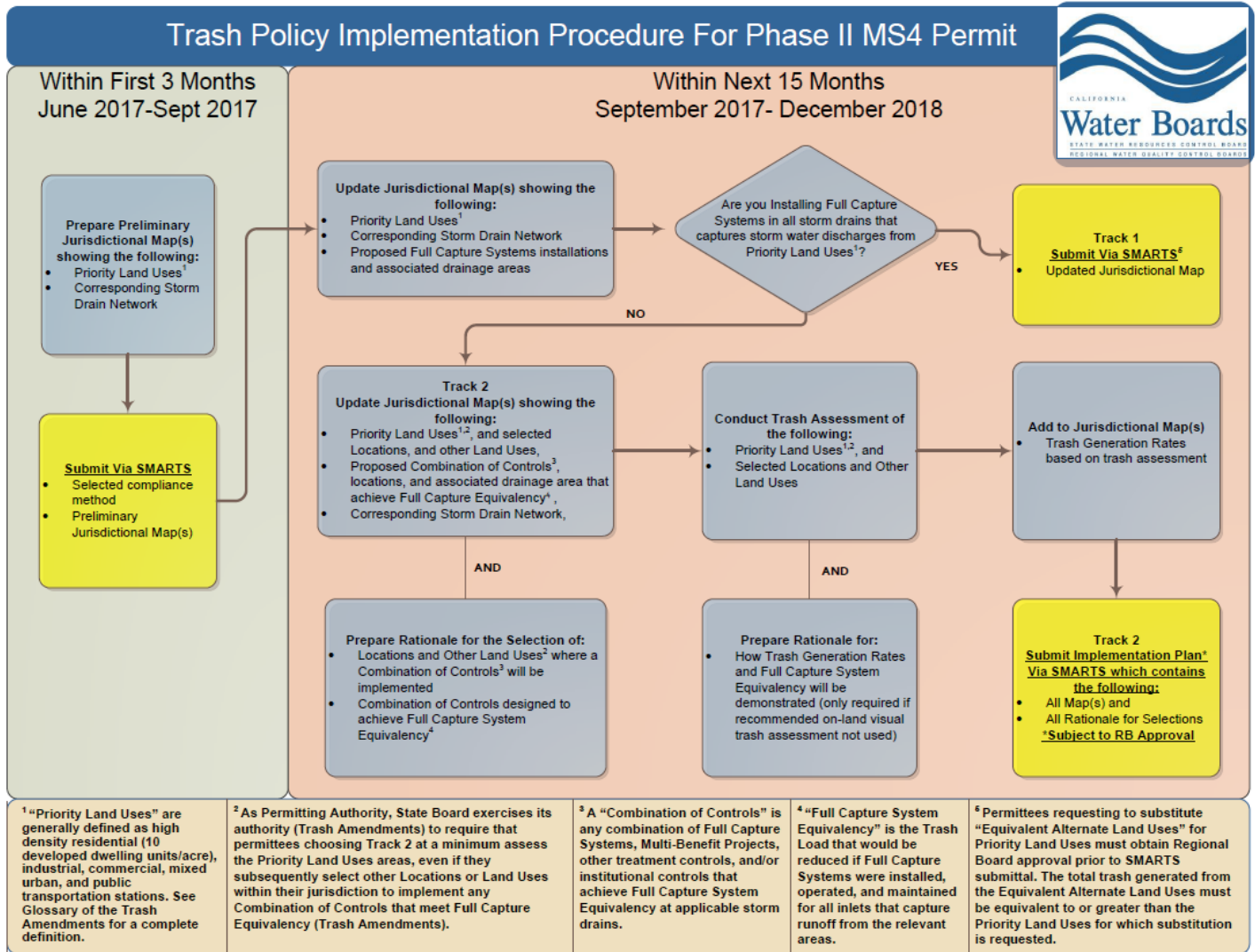
OPERATING: No impacts.

CAPACITY: Systems may impact flow rates

PROJECT BUDGET	PLAN	ENVIRON	DESIGN	COMPLETION	TOTAL
<b>ORIGINAL BUDGET</b>					
INITIAL PERIODS OF FUNDING	\$15,000	0	\$15,000	\$50,000	\$80,000
CURRENT PROJECT BUDGET	0	0		0	
Note: AC Road					
<b>ADJUSTED PROJECT BUDGET</b>					
<b>PROJECT FUNDING</b>					
REPLACEMENT RESERVES					
UNRESTRICTED CASH	0				
CAPITAL IMPROVEMENT FEES	0				
DEVELOPER CONTRIBUTIONS	0				
OTHER					\$80,000

**PROJECT FUNDING COMMENTS:**

Funding to come from Drainage Improvement Reserves.



The District is following Track 2 as noted in the flow chart above.




**Excerpt from Coastland CIP/Fee Study Report:**

**Trash Containment Structures (CIP 17-2-16)**

This project consists of installation of ten trash racks in various locations in the District's drainage shed. The District's MS4 NPDES permit requires collection and removal of trash from the drainage system before runoff enters the Cosumnes River. Instead of requiring each new subdivision to construct de-centralized systems, several centralized systems will be constructed to serve larger regional drainage sheds and water bodies, allowing for a better planned system that meets these regulatory requirements.

Rancho Murieta Community Services District Capital Improvement Program PROJECT DATA FORM				
<i>Project Number:</i> 17-2-16		<i>Project Name:</i> Trash Containment Structures		
<i>Location:</i> Throughout District		<i>Project Type:</i> Drainage		
<i>Description:</i> Screening Structures		<i>Throughout District</i>		
<i>Justification:</i> Regulatory				
<i>Notes:</i> Regulatory - NPDES Stormwater				
	<i>Item</i>	<i>Previous Expenditures</i>	<i>Cost Estimate</i>	<i>Total</i>
<i>PROJECT COST</i>	Project Administration		\$4,090	\$4,090
	Planning/Environmental		\$4,090	\$4,090
	Engineering		\$12,270	\$12,270
	Construction		\$81,800	\$81,800
	Construction Management/Inspection		\$12,270	\$12,270
	<b>Total</b>	\$0	\$115,000	\$115,000



**Rancho Murieta Community Services District**

Project Name: Trash Containment Structures

Job Number: 17-2-16

**Engineer's Estimate of Probable Cost**

Item No.	Item Description	Estimated Quantity	Unit of Measure	Unit Cost	Item Total
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1	Structures	10	EA	\$5,000.00	\$50,000.00
2	Mechanical Plumbing Modifications	10	EA	\$1,200.00	\$12,000.00
3	Mobilization (10%)	1	LS	\$6,200.00	\$6,200.00

Subtotal \$68,200.00

20% Contingency \$13,640.00

**Total Construction Cost \$81,840.00**

## MEMORANDUM

Date: May 10, 2018  
To: Board of Directors  
From: Mark Martin, General Manager  
Subject: Public Hearing to Consider Adoption of the Proposed Service Charge Increases and Special Tax Adjustments

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### RECOMMENDED ACTION

Introduce Ordinance O2018-02, an Ordinance of the Rancho Murieta Community Services District, amending Chapter 14 of the District Code relating to Water Service Charges; amending Chapter 15 of the District Code relating to Sewer Service Charges; amending Chapter 16 of the District Code relating to Drainage Service Charges; amending Chapter 16A of the District Code relating to Drainage Special Tax; amending Chapter 21 of the District Code relating to Security Special Tax; and amending Chapter 31 of the District Code relating to Solid Waste Collection and Disposal Service Charges, waive the full reading of the Ordinance and continue to the June 20, 2018 Board Meeting for adoption.

### BACKGROUND

The purpose of this rate adjustment hearing is to receive community input on the rate adjustments as well as to receive Board direction addressing adjustments based on community input. To formally adopt new rates, various chapters of the District Code will be changed by adopting the attached Ordinance O2018-02.

#### *Rate Adjustment Overview*

The effect of the proposed rate changes on the average monthly bill for a residential metered lot is 3.85%, or an average increase of \$6.57 per month. Impacts to individual customer bills will vary depending on the monthly amount of water used by each customer.

Operational costs are estimated to increase 6.4%, approximately \$390,083, for fiscal year 2018 – 2019. This increase is the net result of increases in items such as wages and employer costs, medical premiums, SMUD electric rates, solid waste contract rates, insurance costs, and permits.

The proposed rate increase also includes an increase in Capital Replacement Reserve Contributions of \$22,233 for the year. This increase brings the total Capital Replacement Reserve Contributions to \$571,181 for fiscal year 2018 – 2019. Planning for capital replacement needs and collecting the capital over time will place the District in a fiscally sound position for future capital replacement projects.

The proposed increases in Capital Replacement Reserve Contributions for Security and Drainage are accomplished through the allocation of property tax revenue, which the District receives from Sacramento County. Security Fund Reserve Contributions are increasing 7.3% to \$49,000 for the year; Drainage Fund Reserve Contributions are increasing 4.6% to \$33,000. Historically, the property tax revenues have been used to off-set the District's General Fund expenses. The reduction in General Fund revenues due to this allocation results in slightly higher rates in our other funds (i.e., Water, Sewer, and Solid Waste).

A summary of the proposed rate change by Service Charge and Special Tax area follows on the next page:

## WATER

The proposed 2018-19 monthly bill increase for an average consumption residential metered lot is projected to be \$3.02 or 4.7% (or 4.3% including the WTP Debt Service Charge)

	Current Rate 2017-18	Proposed 2018-19
Base Charge (w/o reserve contribution)	\$32.79	\$34.52
Reserve Contribution	\$7.75	\$7.75
<b>Total Base Charge</b>	<b>\$40.54</b>	<b>\$42.27</b>
Debt Service Charge (repay internal borrowing)	\$6.00	\$6.00
Usage Charge (per cf)	\$.0166	\$.0175
<ul style="list-style-type: none"> <li>• Non-residential customers are charged one base charge per month per meter plus the reserve contribution times their Water EDU (equivalent dwelling unit) value plus usage</li> </ul>		

## DRAINAGE

The proposed 2018-19 monthly bill increase for a residential metered lot is projected to be \$0.10 or 2.0%.

	Current Rate 2017-18	Proposed 2018-19	Max Rate 2018-19
<b>Developed Property</b>			
<b>Residential (per lot)</b>			
Metered	\$5.02	\$5.12	\$5.12
Unmetered	\$5.02	\$5.12	\$5.12
The Villas	\$3.35	\$3.42	\$3.42
Murieta Village	\$3.35	\$3.42	\$3.42
<b>Non-Residential (per acre)</b>			
1 Retail	\$25.089	\$25.591	\$25.591
2 Industrial/Whse	\$26.655	\$27.188	\$27.188
3 Light Industrial	\$20.382	\$20.790	\$20.790
4 Office	\$23.520	\$23.991	\$23.991
5 Landscape (golf course/park sites)	\$4.705	\$4.799	\$4.799
6 Murieta Equestrian Center	\$1.815	\$1.852	\$1.852
7 RMCC (club house and parking)	\$0.000	\$0.000	\$0.000
8 Airport	\$2.090	\$2.132	\$2.132
9 Geyer Property	\$15.680	\$15.993	\$15.993
<b>Undeveloped Property</b>			
Residential & Non-Residential	\$2.961	\$3.020	\$3.020

## SEWER

The proposed 2018-19 monthly bill increase for a residential metered lot is projected to be \$1.22 or 2.7%.

	Current Rate 2017-18	Proposed 2018-19
Base Charge (w/o reserve contribution)	\$39.19	\$40.41
Reserve Contribution	\$6.76	\$6.76
<b>Total Base Charge</b>	<b>\$45.95</b>	<b>\$47.17</b>
<ul style="list-style-type: none"> <li>• Non-residential customers are charged the base charge plus the reserve contribution times their Sewer EDU (equivalent dwelling unit) value</li> </ul>		

## SECURITY

The proposed 2018-19 monthly bill increase for a residential inside-gate metered lot is projected to be \$0.57 or 2.0%.

	Current Rate 2017-18	Proposed 2018-19	Max Rate 2018-19
<b>Developed Property</b>			
<b>Residential (per lot)</b>			
Inside Gates			
Metered	\$28.58	\$29.15	\$29.15
Unmetered	\$22.86	\$23.32	\$23.32
Outside Gates	\$6.89	\$7.03	\$7.03
<b>Non-Residential (per Building square foot)</b>			
1 Highway Retail	\$.2576	\$.2628	\$.2628
2 Other Retail/comm.	\$.0277	\$.0283	\$.0283
3 Industrial/Whse/Lt Industrial	\$.0606	\$.0618	\$.0618
4 Office	\$.0146	\$.0149	\$.0149
5 Institutional	\$.0146	\$.0149	\$.0149
6 Public Utility	\$.0462	\$.0471	\$.0471
7 Murieta Equestrian Center	\$.0043	\$.0044	\$.0044
8 RMCC	\$.0725	\$.0740	\$.0740
9 Airport	\$.0184	\$.0188	\$.0188
<b>Undeveloped Property (per acre)</b>			
Inside Gates	\$24.1728	\$24.6563	\$24.6563
Outside Gates	\$3.6022	\$3.6742	\$3.6742

## SOLID WASTE

The proposed 2018-19 monthly bill increase for a 64-gallon container is projected to be \$0.66 (\$0.63 for the container and \$.03 for the Sacramento County Surcharge) or 3.1%, related to operational cost increases per contract with California Waste Recovery Services and anticipated increases in Sacramento County's landfill surcharges.

	Current Rate 2017-18	Proposed 2018-19
38 gallon container (T38)	\$18.06	\$18.64
64 gallon container (T64)	\$19.81	\$20.44
96 gallon container (T96)	\$29.48	\$30.42
Extra Cart (38 gallon)	\$8.17	\$8.43
Extra Cart (64 gallon)	\$10.16	\$10.49
Extra Cart (96 gallon)	\$21.56	\$22.25
Extra Recycle Cart	\$6.51	\$6.72
Extra Yard Waste Cart	\$6.51	\$6.72
Yard Waste Exemption	(\$2.00)	(\$2.00)
Sac County Surcharge	\$1.20	\$1.23

A comparison of the proposed rate increase by fund is shown in the table below:

	Current Rate 2017-2018	Proposed Rate 2017-2018	Percent Increase
<b>Security</b>	\$28.58	\$29.15	2.0%
<b>Water</b>			4.3%
Base Charge	\$40.54	\$42.27	
Consumption/cubic foot	\$.0166	\$.0175	
WTP Debt Service Charge	\$6.00	\$6.00	
<b>Sewer</b>	\$45.95	\$47.17	2.7%
<b>Drainage</b>	\$5.02	\$5.12	2.0%
<b>Solid Waste</b>			3.1%
64 gallon container	\$19.81	\$20.44	
Sac County Surcharge	\$1.20	\$1.23	

## ORDINANCE NO. O2018-02

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

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

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

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

- (a) As calculated and demonstrated in the 2018-2019 District budget, the increased service charges implemented by this ordinance have been fixed in amounts sufficient to pay the operating expenses of the District's water, sewer and solid waste operations, provide for and fund repairs and replacement of utility system works and equipment, provide for increased costs of regulatory compliance, fund financial reserves, and pay debt service and other costs.
- (b) The increased service charges are reasonably related to, and do not exceed, the District's cost of providing each of the services.
- (c) The revenues derived from the service charges do not exceed the funds required to provide the services and will not be used for any purpose other than the listed services.
- (d) The amount of the service charges imposed on each customer's parcel does not exceed the proportional cost of the particular service attributable to that parcel.
- (e) The District water, sewer and solid waste services are services that are actually used by and immediately available to the owner of each customer parcel.
- (f) No portion of these service charge increases are imposed for general governmental services.
- (g) As calculated and demonstrated in the 2018-2019 District budget, the increased drainage and security special taxes implemented by this ordinance have been fixed in amounts as calculated and determined consistent with the annual tax adjustments as set forth in District Code chapters 16A and 21 and as authorized by the voters at the time of the approval of the special taxes.

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

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

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

(a) General metered service shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 34.52
Reserve Charge	<u>\$ 7.75</u>
Total Basic Service Charge	\$ 42.27/mo

Usage charge per cubic foot:

Basic volumetric rate per cubic foot	\$ 0.0175/cu. ft.
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(b) Metered service to residential lots at Murieta Village shall be as follows:

MONTHLY CHARGES

Base Charge	\$ 34.52
Reserve Charge	<u>\$ 7.75</u>
Total Basic Service Charge	\$ 42.27/mo

Usage charge per cubic foot:

Basic volumetric rate per cubic foot	\$ 0.0175/cu. ft.
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(c) Non-Residential metered service shall be as follows:

MONTHLY CHARGES

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

Monthly Charges

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

Usage charge per cubic foot:

Basic volumetric rate per cubic foot	\$ 0.0175/cu. ft.
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II) The Sewer Code, Chapter 15, Section 7.00 Rates and Charges, is amended as follows:  
Section 7.03 Rates and Charges for Service. The monthly service charge for each premise receiving sewer service from the District shall be:

Residential or other premises, each unit	
Base rate	\$ 40.41 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 47.17 per month

Murieta Village, per unit	
Base rate	\$ 40.41 per month
Reserve contribution	<u>\$ 6.76 per month</u>
Total monthly service charge	\$ 47.17 per month

**Non-Residential**

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

- III) The Drainage Code, Chapter 16, Section 7.00 Rates and Charges, is amended as follows:  
Section 7.01 Rates and Charges: Drainage charges for operation and maintenance of the District's system shall be as set forth in Chapter 16A, Section 3.00.

The Drainage Code, Chapter 16A, Section 3.00 Drainage Tax, is amended as follows:  
Section 3.00 Rates and Charges for Operation and Maintenance of the District's system shall be: Commencing July 1, 2018, property within the District shall be assessed a monthly drainage tax as follows. The maximum monthly tax rates shown reflect annual adjustments, per Section 5.00.

<u>LAND USE</u>		<u>Monthly Special Tax Rates Fiscal Year 2018-19</u>	<u>Monthly Special Tax Rates Maximum Ceiling Rate Year 2018-19</u>
<b>DEVELOPED PROPERTY</b>			
Residential			
-Metered Developed	Per Lot	\$ 5.12	5.12
-Unmetered Developed	Per Lot	\$ 5.12	5.12
-The Villas	Per Lot	\$ 3.42	3.42
-Murieta Village	Per Lot	\$ 3.42	3.42
Non-Residential			
-Retail	Per Acre	\$ 25.591	25.591
-Industrial/Warehouse	"	\$ 27.188	27.188
-Light Industrial	"	\$ 20.790	20.790
-Office	"	\$ 23.991	23.991
-Landscaped Areas (golf course & park site)	"	\$ 4.799	4.799
-Murieta Equestrian Center	"	\$ 1.852	1.852
-RMCC (club house & parking)	"	\$ 0.000	0.000
-Airport	"	\$ 2.132	2.132
-Geyer Property	"	\$ 15.993	15.993
-Hotel/Ext. Stay	"	\$ 25.591	25.591

**UNDEVELOPED PROPERTY**

**Uses Drainage System**

-Residential and Non-Residential	Per Acre	\$ 3.020	3.020
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IV) The Security Code, Chapter 21, Section 5.00 Security Tax, is amended as follows:  
Commencing July 1, 2018, property within the District shall be assessed a monthly security tax as follows. The maximum tax rates shown reflect annual adjustments, per Section 5.00:

LAND USE		Monthly Special Tax Rates Fiscal Year 2018-19	Monthly Special Tax Rates Maximum Ceiling Rate Year 2018-2019
<b>DEVELOPED PROPERTY</b>			
Residential			
Inside Gates			
- Metered	Per Lot	\$ 29.15	29.15
- Unmetered	Per Lot	\$ 23.32	23.32
Outside Gate	Per Lot	\$ 7.03	7.03
Non-Residential			
- Highway Retail	Per Building Sq. Ft.	\$ 0.2628	0.2628
- Other Retail/Commercial	"	\$ 0.0283	0.0283
- Industrial/Warehouse/Lt Industrial	"	\$ 0.0618	0.0618
- Office	"	\$ 0.0149	0.0149
- Institutional	"	\$ 0.0149	0.0149
- Public Utility	"	\$ 0.0471	0.0471
- Equine Complex	"	\$ 0.0044	0.0044
- RMCC	"	\$ 0.0740	0.0740
- Airport	"	\$ 0.0188	0.0188
- Hotel/Ext. Stay	"	\$ 0.0283	0.0283
<b>UNDEVELOPED PROPERTY</b>			
- Inside Gates	Per Acre	\$ 24.6563	24.6563
- Outside Gates	Per Acre	\$ 3.6742	3.6742

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

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

(1) Garbage Collection Services	
38 gallon cart	\$ 18.72
64 gallon cart	\$ 20.53
96 gallon cart	\$ 30.56
(2) Additional Garbage Carts	
38 gallon cart	\$ 8.47
64 gallon cart	\$ 10.53
96 gallon cart	\$ 22.35
(3) Additional Recycling Cart (in excess of 1 recycled cart)	
38 gallon cart	N/A
64 gallon cart	\$ 6.75
96 gallon cart	\$ 6.75

(4) Additional Green Waste Cart (in excess of 2 green waste carts)

38 gallon cart	N/A
64 gallon cart	\$ 6.75
96 gallon cart	\$ 6.75
(5) Sacramento County Surcharge	\$ 1.23

VI) Section 7.01.1 Leaf Collection. During the four (4) month period beginning October 1, and ending January 31 and annually thereafter during the term of this Contract, Service Recipients may place unlimited amounts of leaves at the curb alongside their Green Waste Cart as part of Green Waste Collection Service. The leaves shall be placed in plastic lawn and leaf bags and closed in such a manner as to contain the leaves during Collection. Leaves must be generated by and at the Residential Service Unit wherein the leaves are collected. During this period, CONTRACTOR shall Collect and dispose of all leaves that are properly bagged and placed at the curb at no additional charge to the Service Recipient.

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

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

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

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

**INTRODUCED** by the Board of Directors on the 16<sup>th</sup> day of May, 2018.

**PASSED AND ADOPTED** by the Board of Directors of the Rancho Murieta Community Services District, Sacramento County, California, at a meeting held on June 20, 2018, by the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Mark Pecotich, President of the Board  
Rancho Murieta Community Services District

[seal]

**ATTEST:**

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Suzanne Lindenfeld, District Secretary

**Rancho Murieta Community Services District**

**Average Monthly Customer Bill**

**Residential Metered Lot**

		Current Monthly Rates July 1, 2017	Proposed Monthly Rates July 1, 2018	\$ Change	% Change
<b>Water</b>	<i>Average Usage in CF</i>	<b>1,426</b>	<b>1,426</b>		
Residential Base (excluding reserves)		\$ 32.79	\$ 34.52	\$ 1.73	5.3%
Reserve Contribution		7.75	7.75	-	0.0%
Total Residential Base		\$ 40.54	\$ 42.27	\$ 1.73	4.3%
old rate Water Usage	\$ .0166 per cubic foot	23.67			
new rate Water Usage	\$ .0175 per cubic foot		24.96	1.29	5.4%
<b>Total Water</b>		\$ 64.21	\$ 67.23	\$ 3.02	4.7%
<b>WTP Debt Service Charge (interfund borrowing)</b>		6.00	6.00	-	0.0%
<b>Sewer</b>					
Residential Base (excluding reserves)		39.19	40.41	1.22	3.1%
Reserve Contribution		6.76	6.76	-	0.0%
Total Residential Base		\$ 45.95	\$ 47.17	\$ 1.22	2.7%
<b>Solid Waste (avg. 64 Gallon Container)</b>		21.01	21.67	0.66	3.1%
<b>Security Tax (Maximum Tax Ceiling \$29.15)</b>		28.58	29.15	0.57	2.0%
<b>Drainage Tax (Maximum Tax Ceiling \$5.12)</b>		5.02	5.12	0.10	2.0%
		<b>\$ 170.77</b>	<b>\$ 176.34</b>	<b>\$ 5.57</b>	<b>3.26%</b>
<b>SB 623/Governor Brown Safe &amp; Affordable Drinking Water Fee</b>			\$ 1.00	\$ 1.00	
Total Potential Bill incl CA Tax			<b>\$ 177.34</b>	<b>\$ 6.57</b>	<b>3.85%</b>

**Murieta Village Lot**

		Current Monthly Rates July 1, 2017	Proposed Monthly Rates July 1, 2018	\$ Change	% Change
<b>Water</b>	<i>Average Usage in CF</i>	<b>418</b>	<b>418</b>		
Residential Base		\$ 32.79	\$ 34.52	\$ 1.73	5.3%
Reserve Contribution		7.75	7.75	-	0.0%
Total Residential Base		\$ 40.54	\$ 42.27	\$ 1.73	4.3%
old rate Water Usage	\$ .0166 per cubic foot	6.94			
new rate Water Usage	\$ .0175 per cubic foot		7.32	0.38	5.5%
<b>Total Water</b>		\$ 47.48	\$ 49.59	\$ 2.11	4.4%
<b>WTP Debt Service Charge (interfund borrowing)</b>		6.00	6.00	-	0.0%
<b>Sewer</b>					
Residential Base (excluding reserves)		39.19	40.41	1.22	3.1%
Reserve Contribution		6.76	6.76	-	0.0%
Total Residential Base		\$ 45.95	\$ 47.17	\$ 1.22	2.7%
<b>Solid Waste (avg. 64 Gallon Container)</b>		21.01	21.67	0.66	3.1%
<b>Security Tax (Maximum Tax Ceiling \$7.03)</b>		6.89	7.03	0.14	2.0%
<b>Drainage Tax (Maximum Tax Ceiling \$3.42)</b>		3.35	3.42	0.07	2.0%
		<b>\$ 130.68</b>	<b>\$ 134.88</b>	<b>\$ 4.19</b>	<b>3.21%</b>
<b>SB 623/Governor Brown Safe &amp; Affordable Drinking Water Fee</b>			\$ 1.00	\$ 1.00	
Total Potential Bill incl CA Tax			<b>\$ 135.88</b>	<b>\$ 5.19</b>	<b>3.97%</b>

**Vacant or Unmetered Lot**

<b>Security Tax (Maximum Tax Ceiling \$23.32)</b>		\$ 22.86	\$ 23.32		2.0%
* <b>Water Standby</b>	\$10.00 PER YEAR	\$ 0.83	\$ 0.83		0.0%
* <b>Sewer Standby</b>	\$10.00 PER YEAR	\$ 0.83	\$ 0.83		0.0%
<b>Drainage Tax (Maximum Tax Ceiling \$5.12)</b>		\$ 5.02	\$ 5.12		2.0%
		<b>\$ 29.54</b>	<b>\$ 30.10</b>		

% Change over prior year

**1.90%**

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



## RANCHO MURIETA COMMUNITY SERVICES DISTRICT

### BUDGET SUMMARY COMBINED FUNDS

	<i>Actual</i> 2016-17	<i>Adopted</i> <i>Budget</i> 2017-18	<i>Projected</i> 2017-18	<i>%</i> <i>Variance</i> 2017-18	<i>Proposed</i> <i>Budget</i> 2018-19	<i>% Change</i> <i>Budget</i> 2017-18
<b>Revenues:</b>						
Service Charges	5,346,022	<b>5,466,018</b>	5,519,552	1.0%	<b>5,759,274</b>	5.4%
Property Taxes	608,600	<b>598,680</b>	598,680	0.0%	<b>650,000</b>	8.6%
Interest Earnings	12,278	<b>7,470</b>	4,524	-39.4%	<b>5,990</b>	-19.8%
Other Charges / Reimbursements	108,067	<b>34,099</b>	140,273	311.4%	<b>45,693</b>	34.0%
<b>Total Revenues:</b>	<b>6,074,967</b>	<b>6,106,267</b>	<b>6,263,029</b>	<b>2.6%</b>	<b>6,460,957</b>	<b>5.8%</b>
<b>Expenditures:</b>						
<b>Total Operating Expenses</b>	<b>5,631,120</b>	<b>6,106,448</b>	<b>6,048,969</b>	<b>-0.9%</b>	<b>6,496,531</b>	<b>6.4%</b>
Initial Overage (Deficit)	443,847	(181)	214,061		(35,574)	
<b>Transfer from Fund Balance</b>	<b>30,192</b>	<b>0</b>	<b>17,312</b>		<b>35,574</b>	
<b>Net Income (Loss)</b>	<b>474,039</b>	<b>(181)</b>	<b>231,373</b>		<b>(0)</b>	
<b>Reserve Collections</b>						
Water	213,265	<b>262,877</b>	259,031	-1.5%	<b>262,482</b>	-0.2%
Sewer	209,747	<b>208,851</b>	224,831	7.7%	<b>226,699</b>	8.5%
Security	45,684	<b>45,680</b>	45,678	0.0%	<b>49,000</b>	7.3%
Drainage	0	<b>31,540</b>	31,540	0.0%	<b>33,000</b>	4.6%
<b>Total Reserve Collections</b>	<b>468,696</b>	<b>548,948</b>	<b>561,080</b>	<b>2.2%</b>	<b>571,181</b>	<b>4.1%</b>
<b>Add'l Transfers to Repl Reserves</b>	<b>360,000</b>	<b>0</b>	<b>212,697</b>		<b>0</b>	
<b>Inter-fund Borrowing Repayment</b>	<b>210,209</b>	<b>210,108</b>	<b>209,952</b>	<b>-0.1%</b>	<b>211,836</b>	<b>0.8%</b>
<b>Depreciation</b>	<b>1,484,465</b>	<b>1,491,005</b>	<b>1,425,117</b>	<b>-4.4%</b>	<b>1,440,000</b>	<b>1.0%</b>

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - WATER FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Sales</b>	1,757,711	1,776,830	1,836,219	3.3%	1,962,929	6.9%	10.5%
<b>Commercial Sales</b>	178,409	196,680	202,681	3.1%	208,512	2.9%	6.0%
<b>Other Sales</b>	10,067	8,410	8,401	-0.1%	8,400	0.0%	-0.1%
<b>Availability Fees</b>	310	360	300	-16.7%	300	0.0%	-16.7%
Late Charges	17,831	15,800	20,285	28.4%	18,000	-11.3%	13.9%
Telephone Line Contracts	5,798	5,760	5,934	3.0%	6,215	4.7%	7.9%
Meter Installation Fees	6,011	1,600	2,800	75.0%	1,600	-42.9%	0.0%
Interest Income	5,476	3,900	3,325	-14.7%	4,700	41.4%	20.5%
Inspection Fees	1,891	500	1,007	101.3%	506	-49.7%	1.2%
Project Reimbursement	10,020	0	77,973	0.0%	2,400	-96.9%	0.0%
Other	8,309	5,100	6,063	18.9%	4,800	-20.8%	-5.9%
<b>Operating Revenues</b>	<b>2,001,832</b>	<b>2,014,940</b>	<b>2,164,987</b>	<b>7.4%</b>	<b>2,218,362</b>	<b>2.5%</b>	<b>10.1%</b>
<b>Expenditures:</b>							
<b>Water Source of Supply</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	21,211	19,030	40,209	111.3%	21,214	-47.2%	11.5%
Employers Costs	9,098	9,300	18,353	97.3%	9,757	-46.8%	4.9%
Power	51,202	72,500	67,660	-6.7%	62,755	-7.2%	-13.4%
Dam Inspection	37,402	39,300	39,687	1.0%	52,877	33.2%	34.5%
Chemicals - Routine	6,975	9,000	5,451	-39.4%	6,636	21.7%	-26.3%
Chemicals - Taste & Odor	7,375	9,500	8,461	-10.9%	10,000	18.2%	5.3%
Maint/Repairs	10,895	10,000	26,352	163.5%	10,800	-59.0%	8.0%
Equipment Rental	0	3,000	5,163	72.1%	3,000	-41.9%	0.0%
Supplies	472	600	1,049	74.8%	1,500	43.0%	150.0%
Other	0	250	500	100.0%	250	-50.0%	0.0%
<b>Subtotals</b>	<b>144,630</b>	<b>172,480</b>	<b>212,884</b>	<b>23.4%</b>	<b>178,788</b>	<b>-16.0%</b>	<b>3.7%</b>
<b>Water Treatment</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	243,711	228,320	203,033	-11.1%	222,747	9.7%	-2.4%
Employers Costs	102,679	111,530	98,368	-11.8%	94,503	-3.9%	-15.3%
Power	91,759	82,870	100,421	21.2%	82,017	-18.3%	-1.0%
Chemicals	67,361	84,000	90,809	8.1%	90,000	-0.9%	7.1%
Maint/Repairs	95,957	51,000	99,670	95.4%	120,000	20.4%	135.3%
Lab Tests	13,653	28,000	22,470	-19.8%	17,000	-24.3%	-39.3%
Equipment Rental	614	8,000	2,000	-75.0%	4,800	140.0%	-40.0%
Taste & Odor Treatment	0	0	0	0.0%	0	0.0%	0.0%
Supplies	10,561	500	9,261	1752.2%	16,800	81.4%	3260.0%
Other	0	500	500	0.0%	500	0.0%	0.0%
<b>Subtotals</b>	<b>626,295</b>	<b>594,720</b>	<b>626,531</b>	<b>5.3%</b>	<b>648,367</b>	<b>3.5%</b>	<b>9.0%</b>
<b>Water Transmission &amp; Distr</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	194,654	190,260	184,861	-2.8%	222,747	20.5%	17.1%
Employers Costs	84,049	92,940	89,974	-3.2%	94,503	5.0%	1.7%
Maint/Repairs	40,747	48,000	28,109	-41.4%	50,400	79.3%	5.0%
Meters/Box/Valve	39,315	54,000	31,836	-41.0%	36,000	13.1%	-33.3%
Power	46,449	49,600	45,737	-7.8%	48,629	6.3%	-2.0%
Equipment Rental	0	10,000	3,977	-60.2%	6,000	50.9%	-40.0%
Post Repair Road Paving	24,886	36,000	28,726	-20.2%	36,000	25.3%	0.0%
Supplies	272	4,000	1,099	-72.5%	1,200	9.2%	-70.0%
Other	59	8,200	250	-97.0%	600	140.0%	-92.7%
<b>Subtotals</b>	<b>430,431</b>	<b>493,000</b>	<b>414,569</b>	<b>-15.9%</b>	<b>496,079</b>	<b>19.7%</b>	<b>0.6%</b>

<b>Water Administration</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	69,429	<b>95,130</b>	82,760	-13.0%	<b>106,070</b>	28.2%	11.5%
Employers Costs	31,373	<b>47,970</b>	41,049	-14.4%	<b>47,432</b>	15.5%	-1.1%
Permits	44,021	<b>32,000</b>	36,842	15.1%	<b>28,044</b>	-23.9%	-12.4%
Equipment Maint	19,124	<b>8,000</b>	9,109	13.9%	<b>15,614</b>	71.4%	95.2%
Legal/Consulting	21,417	<b>62,000</b>	41,188	-33.6%	<b>89,650</b>	117.7%	44.6%
Vehicle Fuel	8,784	<b>9,300</b>	10,833	16.5%	<b>10,500</b>	-3.1%	12.9%
Training/Safety	5,602	<b>9,300</b>	9,006	-3.2%	<b>8,100</b>	-10.1%	-12.9%
Regional Water Authority	8,521	<b>7,500</b>	9,188	22.5%	<b>9,500</b>	3.4%	26.7%
Central Ground Water Authority	10,511	<b>13,000</b>	12,000	-7.7%	<b>9,500</b>	-20.8%	-26.9%
Supplies	3,261	<b>5,500</b>	3,973	-27.8%	<b>4,020</b>	1.2%	-26.9%
Dam Liability Coverage	11,000	<b>11,400</b>	11,099	-2.6%	<b>14,400</b>	29.7%	26.3%
Telephones	9,120	<b>6,600</b>	12,862	94.9%	<b>6,156</b>	-52.1%	-6.7%
Information Systems Maint	5,326	<b>40,930</b>	8,124	-80.2%	<b>8,995</b>	10.7%	-78.0%
Vehicle Maint.	15,066	<b>20,000</b>	24,126	20.6%	<b>21,000</b>	-13.0%	5.0%
Tools	5,753	<b>4,000</b>	3,781	-5.5%	<b>6,000</b>	58.7%	50.0%
CIA Ditch Operations	0	<b>3,500</b>	76,251	2078.6%	<b>3,600</b>	-95.3%	2.9%
Uniforms	4,419	<b>5,040</b>	5,518	9.5%	<b>4,800</b>	-13.0%	-4.8%
Conservation	17,731	<b>50,000</b>	21,835	-56.3%	<b>13,260</b>	-39.3%	-73.5%
Travel/Meetings	1,646	<b>1,800</b>	1,190	-33.9%	<b>1,800</b>	51.2%	0.0%
Copier Maintenance	77	<b>120</b>	75	-37.2%	<b>120</b>	59.3%	0.0%
Memberships	1,346	<b>3,950</b>	5,164	30.7%	<b>5,395</b>	4.5%	36.6%
Building Maint	1,714	<b>1,690</b>	1,769	4.7%	<b>1,795</b>	1.4%	6.2%
Nonroutine Maint/Repair	26,863	<b>25,000</b>	35,092	40.4%	<b>24,000</b>	-31.6%	-4.0%
Other	46,477	<b>4,800</b>	24,743	415.5%	<b>8,190</b>	-66.9%	70.6%
<b>Subtotals</b>	<b>368,580</b>	<b>468,530</b>	<b>487,581</b>	<b>4.1%</b>	<b>447,941</b>	<b>-8.1%</b>	<b>-4.4%</b>
<b>Total Operating Expenses</b>	<b>1,569,936</b>	<b>1,728,730</b>	<b>1,741,565</b>	<b>0.7%</b>	<b>1,771,175</b>	<b>1.7%</b>	<b>2.5%</b>
General Fund Net Alloc	248,439	<b>286,210</b>	286,210	0.0%	<b>461,160</b>	61.1%	61.1%
<b>Total Expenses</b>	<b>1,818,375</b>	<b>2,014,940</b>	<b>2,027,775</b>	<b>0.6%</b>	<b>2,232,335</b>	<b>10.1%</b>	<b>10.8%</b>
<b>Initial Overage(Deficit)</b>	<b>183,458</b>	<b>(0)</b>	<b>137,212</b>		<b>(13,973)</b>		
<b>Transfer from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>13,973</b>		
<b>Net Income (Loss)</b>	<b>183,458</b>	<b>(0)</b>	<b>137,212</b>		<b>(0)</b>		
Depreciation	829,781	<b>840,000</b>	817,165	-2.7%	<b>840,000</b>	2.8%	0.0%
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	9,074	<b>8,400</b>	12,140	44.5%	<b>18,619</b>	53.4%	121.7%
Interfund Borrowing Repaymen	187,373	<b>187,272</b>	187,116	-0.1%	<b>189,000</b>	1.0%	0.9%
Water Reserves Collected	213,265	<b>262,877</b>	259,031	-1.5%	<b>262,482</b>	1.3%	-0.2%

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - SEWER FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Service</b>	1,185,170	<b>1,188,520</b>	1,184,718	-0.3%	<b>1,222,817</b>	3.2%	2.9%
<b>Commercial Service</b>	121,256	<b>128,290</b>	123,278	-3.9%	<b>132,264</b>	7.3%	3.1%
<b>Availability Fees</b>	500	<b>420</b>	360	-14.3%	<b>380</b>	5.6%	-9.5%
Late Charges	17,831	<b>15,800</b>	20,285	28.4%	<b>15,800</b>	-22.1%	0.0%
Interest Income	3,376	<b>2,920</b>	386	-86.8%	<b>490</b>	26.9%	-83.2%
Project Reimbursement	2,184	<b>2,190</b>	2,184	-0.3%	<b>2,184</b>	0.0%	-0.3%
Inspection Fees	1,138	<b>510</b>	506	-0.8%	<b>759</b>	50.0%	48.8%
Other	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
<b>Operating Revenues</b>	<b>1,331,455</b>	<b>1,338,650</b>	<b>1,331,718</b>	<b>-0.5%</b>	<b>1,374,694</b>	<b>3.2%</b>	<b>2.7%</b>

**Expenditures:**

	16-17 Actual	17-18 Budget	Projected	Variance	18-19 Budget	Variance	Variance
<b>Sewer Collection</b>							
Wages	104,419	<b>133,180</b>	114,840	-13.8%	<b>148,498</b>	29.3%	11.5%
Employers Costs	44,992	<b>65,060</b>	40,056	-38.4%	<b>63,029</b>	57.4%	-3.1%
Power	16,231	<b>16,600</b>	16,617	0.1%	<b>16,221</b>	-2.4%	-2.3%
Maint/Repairs	62,733	<b>40,000</b>	52,439	31.1%	<b>40,000</b>	-23.7%	0.0%
Equipment Rental	1,438	<b>3,000</b>	2,227	-25.8%	<b>2,400</b>	7.8%	-20.0%
Supplies	4,944	<b>3,300</b>	1,098	-66.7%	<b>3,000</b>	173.2%	-9.1%
Other	1,000	<b>1,000</b>	1,000	0.0%	<b>600</b>	-40.0%	-40.0%
<b>Subtotals</b>	<b>235,756</b>	<b>262,140</b>	<b>228,277</b>	<b>-12.9%</b>	<b>273,748</b>	<b>19.9%</b>	<b>4.4%</b>

	16-17 Actual	17-18 Budget	Projected	Variance	18-19 Budget	Variance	Variance
<b>Sewer Treatment &amp; Disposal</b>							
Wages	141,484	<b>180,750</b>	164,858	-8.8%	<b>183,501</b>	11.3%	1.5%
Employers Costs	62,657	<b>88,300</b>	81,694	-7.5%	<b>77,871</b>	-4.7%	-11.8%
Power	112,859	<b>102,000</b>	111,716	9.5%	<b>96,080</b>	-14.0%	-5.8%
Maint/Repairs	58,340	<b>75,000</b>	96,410	28.5%	<b>69,000</b>	-28.4%	-8.0%
Chemicals	29,083	<b>56,040</b>	52,205	-6.8%	<b>37,500</b>	-28.2%	-33.1%
Lab Tests	14,182	<b>16,200</b>	13,586	-16.1%	<b>15,000</b>	10.4%	-7.4%
Supplies	6,034	<b>900</b>	6,061	573.4%	<b>5,400</b>	-10.9%	500.0%
Equipment Rental	1,319	<b>7,200</b>	0	-100.0%	<b>2,400</b>	0.0%	-66.7%
Sludge Removal Off Site	25,563	<b>11,250</b>	10,939	-2.8%	<b>11,000</b>	0.6%	-2.2%
Other	500	<b>500</b>	500	0.0%	<b>600</b>	20.0%	20.0%
<b>Subtotals</b>	<b>452,020</b>	<b>538,140</b>	<b>537,969</b>	<b>0.0%</b>	<b>498,352</b>	<b>-7.4%</b>	<b>-7.4%</b>



<b>Sewer Administration</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	53,078	<b>38,060</b>	42,708	12.2%	<b>63,642</b>	49.0%	67.2%
Employers Costs	22,322	<b>19,150</b>	21,037	9.9%	<b>29,760</b>	41.5%	55.4%
Equipment Maint	42,600	<b>31,500</b>	21,888	-30.5%	<b>36,000</b>	64.5%	14.3%
Vehicle Fuel	16,857	<b>13,500</b>	10,514	-22.1%	<b>17,800</b>	69.3%	31.9%
Permits	34,143	<b>35,140</b>	38,352	9.1%	<b>41,492</b>	8.2%	18.1%
Legal/Consulting (Engineer)	5,211	<b>80,000</b>	45,639	-43.0%	<b>11,400</b>	-75.0%	-85.8%
Training/Safety	8,962	<b>10,000</b>	12,068	20.7%	<b>9,700</b>	-19.6%	-3.0%
Supplies	3,497	<b>4,200</b>	3,645	-13.2%	<b>4,020</b>	10.3%	-4.3%
Information Systems Maint	2,616	<b>16,020</b>	2,187	-86.3%	<b>4,885</b>	123.3%	-69.5%
Vehicle Maint.	12,214	<b>7,000</b>	13,232	89.0%	<b>15,000</b>	13.4%	114.3%
Tools	3,212	<b>4,200</b>	6,221	48.1%	<b>3,600</b>	-42.1%	-14.3%
Telephones	8,323	<b>5,850</b>	9,272	58.5%	<b>6,156</b>	-33.6%	5.2%
Uniforms	4,588	<b>4,420</b>	5,483	24.1%	<b>4,800</b>	-12.5%	8.6%
Travel/Meetings	1,646	<b>2,000</b>	1,465	-26.8%	<b>1,800</b>	22.9%	-10.0%
Building Maint	2,416	<b>1,720</b>	1,781	3.6%	<b>1,855</b>	4.1%	7.8%
Copier Maintenance	77	<b>60</b>	60	0.6%	<b>120</b>	98.8%	100.0%
Memberships	4,870	<b>5,030</b>	1,929	-61.7%	<b>3,180</b>	64.9%	-36.8%
Sewer General Fine	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Nonroutine Maint/Repair	6,253	<b>40,000</b>	16,000	-60.0%	<b>12,000</b>	-25.0%	-70.0%
Other	42,876	<b>2,000</b>	19,039	851.9%	<b>4,895</b>	-74.3%	144.8%
<b>Subtotals</b>	<b>275,761</b>	<b>319,850</b>	<b>272,520</b>	<b>-14.8%</b>	<b>272,105</b>	<b>-0.2%</b>	<b>-14.9%</b>
<b>Total Operating Expenses</b>	<b>963,537</b>	<b>1,120,130</b>	<b>1,038,766</b>	<b>-7.3%</b>	<b>1,044,205</b>	<b>0.5%</b>	<b>-6.8%</b>
General Fund Net Allocation	202,370	<b>218,520</b>	226,612	3.7%	<b>352,090</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>1,165,907</b>	<b>1,338,650</b>	<b>1,265,378</b>	<b>-5.5%</b>	<b>1,396,295</b>	<b>10.3%</b>	<b>4.3%</b>
<b>Initial Overage(Deficit)</b>	<b>165,547</b>	<b>0</b>	<b>66,340</b>		<b>(21,601)</b>		
<b>Transfer from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>21,601</b>		
<b>Net Income (Loss)</b>	<b>165,547</b>	<b>0</b>	<b>66,340</b>		<b>0</b>		
Depreciation	609,394	<b>609,160</b>	566,365	-7.0%	<b>558,000</b>	-1.5%	-8.4%
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Sewer Reserves Collected	209,747	<b>208,851</b>	224,831	7.7%	<b>226,699</b>	0.8%	8.5%



# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - DRAINAGE FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Special Taxes</b>	157,629	<b>164,030</b>	164,288	0.2%	<b>167,422</b>	1.9%	2.1%
<b>Commercial Special Taxes</b>	30,377	<b>33,580</b>	31,576	-6.0%	<b>34,248</b>	8.5%	2.0%
Property Tax Allocation	0	<b>33,580</b>	33,580	0.0%	<b>100,000</b>	197.8%	197.8%
Tax Allocation to Reserves	0	<b>(31,540)</b>	(31,540)	0.0%	<b>(33,000)</b>	4.6%	4.6%
Interest Income	105	<b>50</b>	52	3.8%	<b>60</b>	15.6%	20.0%
Other	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
<b>Operating Revenues</b>	<b>188,111</b>	<b>199,700</b>	<b>197,956</b>	<b>-0.9%</b>	<b>268,730</b>	<b>35.8%</b>	<b>34.6%</b>
<b>Expenditures:</b>							
Wages	65,924	<b>66,590</b>	77,487	16.4%	<b>92,282</b>	19.1%	38.6%
Employers Costs	29,786	<b>32,640</b>	36,888	13.0%	<b>39,233</b>	6.4%	20.2%
MS4 Permit	6,513	<b>6,500</b>	5,865	-9.8%	<b>6,500</b>	10.8%	0.0%
MS4 Stormwater Outreach	0	<b>3,000</b>	3,000	0.0%	<b>3,000</b>	0.0%	0.0%
Power	9,692	<b>10,380</b>	9,346	-10.0%	<b>10,039</b>	7.4%	-3.3%
Chemicals	11,953	<b>11,000</b>	17,750	61.4%	<b>14,812</b>	-16.6%	34.7%
Maint/Repairs	20,775	<b>12,000</b>	6,910	-42.4%	<b>15,000</b>	117.1%	25.0%
Equipment Rental	1,319	<b>4,730</b>	6,183	30.7%	<b>3,000</b>	-51.5%	-36.6%
Training/Safety	307	<b>700</b>	472	-32.6%	<b>600</b>	27.2%	-14.3%
Improvements	1,209	<b>3,580</b>	906	-74.7%	<b>5,000</b>	452.2%	39.7%
Legal/Consulting	153	<b>2,000</b>	1,204	-39.8%	<b>2,000</b>	66.1%	0.0%
Uniforms	0	<b>200</b>	0	-100.0%	<b>400</b>	0.0%	100.0%
Tools	984	<b>400</b>	2,089	422.3%	<b>4,544</b>	117.5%	1036.0%
Other	108	<b>1,100</b>	625	-43.2%	<b>0</b>	-100.0%	-100.0%
<b>Total Operating Expenses</b>	<b>148,723</b>	<b>154,820</b>	<b>168,724</b>	<b>9.0%</b>	<b>196,410</b>	<b>16.4%</b>	<b>26.9%</b>
General Fund Net Allocation	38,958	<b>44,880</b>	46,543	3.7%	<b>72,320</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>187,681</b>	<b>199,700</b>	<b>215,268</b>	<b>7.8%</b>	<b>268,730</b>	<b>24.8%</b>	<b>34.6%</b>
<b>Transfer from Fund Balance</b>	<b>30,192</b>	<b>0</b>	<b>17,312</b>		<b>0</b>		
<b>Net Income (Loss)</b>	<b>30,622</b>	<b>(0)</b>	<b>0</b>		<b>(0)</b>		
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Drainage Reserves Collected	0	<b>31,540</b>	31,540	0.0%	<b>33,000</b>	4.6%	4.6%

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - SOLID WASTE FUND

May 14, 2018

	<i>Actual</i> 2016-17	<i>Adopted</i> <i>Budget</i> 2017-18	<i>Projected</i> 2017-18	<i>%</i> <i>Variance</i> 2017-18	<i>Proposed</i> <i>Budget</i> 2018-19	<i>% Change</i> <i>Projected</i> 2017-18	<i>% Change</i> <i>Budget</i> 2017-18
<b>Revenues:</b>							
<b>Solid Waste Charges</b>	643,321	<b>647,520</b>	654,103	1.0%	<b>673,985</b>	3.0%	4.1%
Other	1,163	<b>600</b>	1,266	111.0%	<b>1,229</b>	-2.9%	104.8%
<b>Operating Revenues</b>	<b>644,483</b>	<b>648,120</b>	<b>655,369</b>	<b>1.1%</b>	<b>675,214</b>	<b>3.0%</b>	<b>4.2%</b>
<b>Expenditures:</b>							
CWRS Contract	559,864	<b>561,652</b>	566,148	0.8%	<b>579,691</b>	2.4%	3.2%
Sac. County Admin. Fee	35,132	<b>36,100</b>	35,229	-2.4%	<b>36,252</b>	2.9%	0.4%
Consulting/Legal	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
HHW Event	0	<b>13,580</b>	0	-100.0%	<b>0</b>	0.0%	-100.0%
<b>Subtotal</b>	<b>594,996</b>	<b>611,332</b>	<b>601,378</b>	<b>-1.6%</b>	<b>615,944</b>	<b>2.4%</b>	<b>0.8%</b>
General Fund Net Allocation	31,933	<b>36,790</b>	38,150	3.7%	<b>59,270</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>626,929</b>	<b>648,122</b>	<b>639,528</b>	<b>-1.3%</b>	<b>675,214</b>	<b>5.6%</b>	<b>4.2%</b>
<b>Net Income (Loss)</b>	<b>17,554</b>	<b>(2)</b>	<b>15,841</b>		<b>0</b>		

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - SECURITY FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
<b>Residential Special Taxes</b>	1,082,218	<b>1,123,748</b>	1,124,838	0.1%	<b>1,146,274</b>	1.9%	2.0%
<b>Commercial Special Taxes</b>	179,055	<b>197,630</b>	188,790	-4.5%	<b>201,743</b>	6.9%	2.1%
Late Charges	35,662	<b>30,000</b>	38,971	29.9%	<b>39,000</b>	0.1%	30.0%
Title Transfer Fees	5,217	<b>5,700</b>	5,642	-1.0%	<b>5,400</b>	-4.3%	-5.3%
Bar Code Income	9,040	<b>7,800</b>	8,600	10.3%	<b>7,800</b>	-9.3%	0.0%
Fines, Enforcement	2,100	<b>2,100</b>	2,100	0.0%	<b>2,100</b>	0.0%	0.0%
Interest Income	886	<b>600</b>	476	-20.7%	<b>500</b>	5.1%	-16.7%
Property Tax Allocation	65,040	<b>65,040</b>	65,040	0.0%	<b>245,000</b>	276.7%	276.7%
Tax Allocation to Reserves	(45,680)	<b>(45,680)</b>	(45,680)	0.0%	<b>(49,000)</b>	7.3%	7.3%
Gain/(Loss) - Capital Asset	0	<b>0</b>	0	0.0%	<b>0</b>	0.0%	0.0%
Other	6,510	<b>4,160</b>	8,163	96.2%	<b>5,800</b>	-29.0%	39.4%
<b>Operating Revenues</b>	<b>1,340,049</b>	<b>1,391,096</b>	<b>1,396,940</b>	<b>0.4%</b>	<b>1,604,617</b>	<b>14.9%</b>	<b>15.3%</b>
<b>Expenditures:</b>							
<b>Security Gates</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	283,797	<b>297,900</b>	270,619	-9.2%	<b>329,635</b>	21.8%	10.7%
Employers Costs	184,555	<b>230,300</b>	201,135	-12.7%	<b>234,867</b>	16.8%	2.0%
Information Systems Maint	6,687	<b>2,700</b>	7,795	188.7%	<b>10,506</b>	34.8%	289.1%
Equipment Repairs	2,052	<b>3,300</b>	7,654	131.9%	<b>3,600</b>	-53.0%	9.1%
Bar Codes	4,517	<b>8,800</b>	9,017	2.5%	<b>6,000</b>	-33.5%	-31.8%
Telephones	4,281	<b>3,450</b>	6,354	84.2%	<b>6,120</b>	-3.7%	77.4%
Building Maint	3,437	<b>3,450</b>	3,515	1.9%	<b>3,600</b>	2.4%	4.3%
Power	7,731	<b>8,800</b>	8,178	-7.1%	<b>8,706</b>	6.5%	-1.1%
Uniforms	3,040	<b>3,000</b>	3,480	16.0%	<b>2,400</b>	-31.0%	-20.0%
Supplies	438	<b>200</b>	50	-75.0%	<b>300</b>	500.0%	50.0%
Training/Safety	300	<b>300</b>	427	42.2%	<b>0</b>	-100.0%	-100.0%
Other	36,443	<b>3,200</b>	49,159	1436.2%	<b>600</b>	-98.8%	-81.3%
<b>Subtotal</b>	<b>537,278</b>	<b>565,400</b>	<b>567,382</b>	<b>0.4%</b>	<b>606,334</b>	<b>6.9%</b>	<b>7.2%</b>
<b>Security Patrol</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	285,952	<b>276,500</b>	261,628	-5.4%	<b>283,888</b>	8.5%	2.7%
Employers Costs	156,437	<b>196,100</b>	196,232	0.1%	<b>255,213</b>	30.1%	30.1%
Vehicle Fuel	15,916	<b>14,000</b>	13,857	-1.0%	<b>16,200</b>	16.9%	15.7%
Off Duty Sheriff Patrol	4,431	<b>4,000</b>	6,895	72.4%	<b>8,000</b>	16.0%	100.0%
Vehicle Maint.	2,725	<b>6,000</b>	5,668	-5.5%	<b>9,000</b>	58.8%	50.0%
Vehicle Lease	719	<b>5,880</b>	860	-85.4%	<b>4,762</b>	453.5%	-19.0%
Information Systems Maint	0	<b>2,430</b>	1,000	-58.8%	<b>600</b>	-40.0%	-75.3%
Training/Safety	1,475	<b>2,400</b>	1,114	-53.6%	<b>1,600</b>	43.6%	-33.3%
Safety Center	5,128	<b>2,280</b>	2,861	25.5%	<b>5,573</b>	94.8%	144.4%
Uniforms	2,496	<b>3,100</b>	4,869	57.1%	<b>3,000</b>	-38.4%	-3.2%
Telephones	4,314	<b>3,990</b>	5,315	33.2%	<b>6,795</b>	27.8%	70.3%
Equipment Repairs	510	<b>1,600</b>	913	-42.9%	<b>1,200</b>	31.4%	-25.0%
Supplies	0	<b>300</b>	75	-75.0%	<b>300</b>	300.0%	0.0%
Other	359	<b>2,000</b>	497	-75.2%	<b>0</b>	-100.0%	-100.0%
<b>Subtotal</b>	<b>480,461</b>	<b>520,580</b>	<b>501,785</b>	<b>-3.6%</b>	<b>596,130</b>	<b>18.8%</b>	<b>14.5%</b>

<b>Security Administration</b>	<b>16-17 Actual</b>	<b>17-18 Budget</b>	<b>Projected</b>	<b>Variance</b>	<b>18-19 Budget</b>	<b>Variance</b>	<b>Variance</b>
Wages	75,600	<b>85,400</b>	41,768	-51.1%	<b>79,278</b>	89.8%	-7.2%
Employers Costs	50,795	<b>44,300</b>	31,216	-29.5%	<b>55,363</b>	77.4%	25.0%
Legal/Consulting	6,774	<b>8,000</b>	31,088	288.6%	<b>6,000</b>	-80.7%	-25.0%
Supplies	6,501	<b>6,000</b>	6,304	5.1%	<b>6,000</b>	-4.8%	0.0%
Telephones	1,036	<b>885</b>	1,159	31.1%	<b>1,197</b>	3.2%	35.3%
Information System Maint	6,163	<b>7,590</b>	3,864	-49.1%	<b>6,068</b>	57.0%	-20.1%
Training/Safety	2,482	<b>1,200</b>	3,168	164.0%	<b>2,350</b>	-25.8%	95.8%
Travel/Meetings	534	<b>480</b>	159	-66.9%	<b>600</b>	277.5%	25.0%
Uniforms	646	<b>400</b>	967	141.7%	<b>600</b>	-37.9%	50.0%
Equipment Maint	1,904	<b>600</b>	747	24.6%	<b>600</b>	-19.7%	0.0%
Other	6,458	<b>1,080</b>	2,624	143.0%	<b>3,438</b>	31.0%	218.3%
<b>Subtotal</b>	<b>158,891</b>	<b>155,935</b>	<b>123,064</b>	<b>-21.1%</b>	<b>161,494</b>	<b>31.2%</b>	<b>3.6%</b>
<b>Total Operating Expenses</b>	<b>1,176,630</b>	<b>1,241,914</b>	<b>1,192,231</b>	<b>-4.0%</b>	<b>1,363,958</b>	<b>14.4%</b>	<b>9.8%</b>
General Fund Net Allocation	129,648	<b>149,360</b>	154,890	3.7%	<b>240,660</b>	55.4%	61.1%
<b>Total Expenses</b>	<b>1,306,278</b>	<b>1,391,274</b>	<b>1,347,120</b>	<b>-3.2%</b>	<b>1,604,618</b>	<b>19.1%</b>	<b>15.3%</b>
<b>Initial Overage(Deficit)</b>	<b>33,771</b>	<b>(178)</b>	<b>49,820</b>		<b>(0)</b>		
<b>Transfer from Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		
<b>Net Income (Loss)</b>	<b>33,771</b>	<b>(178)</b>	<b>49,820</b>		<b>(0)</b>		
Depreciation	45,289	<b>41,845</b>	41,587	-0.6%	<b>42,000</b>	1.0%	0.4%
<b>Reserves &amp; Debt</b>							
Reserve Expenditures	560	<b>540</b>	691	27.9%	<b>690</b>	-0.1%	27.8%
Internal Borrowing Repayment	22,836	<b>22,836</b>	22,836	0.0%	<b>22,836</b>	0.0%	0.0%
Security Reserves	45,684	<b>45,680</b>	45,678	0.0%	<b>49,000</b>	7.3%	7.3%

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

## BUDGET SUMMARY - GENERAL FUND

May 14, 2018

	Actual 2016-17	Adopted Budget 2017-18	Projected 2017-18	% Variance 2017-18	Proposed Budget 2018-19	% Change Projected 2017-18	% Change Budget 2017-18
<b>Revenues:</b>							
Property Taxes	543,560	500,060	500,060	0.0%	305,004	-39.0%	-39.0%
Title Transfer Fees	10,433	10,400	9,933	-4.5%	10,800	8.7%	3.8%
Interest	2,435	300	285	-4.8%	240	-15.9%	-20.0%
CIA Ditch Service Charges	0	1,800	1,800	0.0%	1,800	0.0%	0.0%
Other	12,609	1,200	3,981	231.7%	1,500	-62.3%	25.0%
<b>Total Operating Revenues</b>	<b>569,037</b>	<b>513,760</b>	<b>516,059</b>	<b>0.4%</b>	<b>319,344</b>	<b>-38.1%</b>	<b>-37.8%</b>
<b>Expenditures:</b>							
Wages	534,357	531,300	556,516	4.7%	632,600	13.7%	19.1%
Director Meeting Stipends	11,500	18,000	12,454	-30.8%	18,000	44.5%	0.0%
Employers Costs	238,119	297,200	281,847	-5.2%	357,880	27.0%	20.4%
Liability Insurance	90,989	95,296	92,316	-3.1%	109,588	18.7%	15.0%
Information Systems Maintenanr	79,725	88,096	84,152	-4.5%	90,962	8.1%	3.3%
Community Communications	3,744	4,550	7,357	61.7%	5,200	-29.3%	14.3%
Legal	93,819	60,000	58,244	-2.9%	74,400	27.7%	24.0%
Office Supplies	19,843	21,300	21,283	-0.1%	22,450	5.5%	5.4%
Building/Grounds Maintenance	16,007	17,400	29,071	67.1%	20,560	-29.3%	18.2%
Postage	19,181	20,400	18,253	-10.5%	20,160	10.4%	-1.2%
Telephones	6,001	4,780	6,533	36.7%	7,759	18.8%	62.3%
New Initiatives	0	11,000	24,184	119.9%	35,000	44.7%	218.2%
Audit	13,900	14,000	14,500	3.6%	15,000	3.4%	7.1%
Consulting	0	3,600	18,675	418.8%	5,400	-71.1%	50.0%
Memberships	6,109	9,600	9,487	-1.2%	9,271	-2.3%	-3.4%
Training/Safety	2,467	4,800	8,561	78.4%	8,910	4.1%	85.6%
Power	7,417	6,730	2,468	-63.3%	1,285	-47.9%	-80.9%
Meetings	9,754	7,970	7,348	-7.8%	12,355	68.1%	55.0%
Director Expense Reimburseme	5,899	4,800	4,493	-6.4%	5,400	20.2%	12.5%
Equipment Maint	4,716	2,700	2,996	11.0%	2,950	-1.5%	9.3%
Election Costs	5,452	0	0	0.0%	6,000	0.0%	0.0%
Mail Machine Lease	2,312	2,800	3,251	16.1%	2,800	-13.9%	0.0%
Copy Machine Maintenance	18,757	16,000	16,538	3.4%	19,224	16.2%	20.2%
Clerical Services	0	0	2,382	0.0%	15,000	529.8%	0.0%
Other	17,632	7,200	23,396	224.9%	6,683	-71.4%	-7.2%
<b>Total Operating Expenses</b>	<b>1,207,698</b>	<b>1,249,522</b>	<b>1,306,305</b>	<b>4.5%</b>	<b>1,504,837</b>	<b>15.2%</b>	<b>20.4%</b>
<b>Overage(Deficit)</b>	<b>(638,661)</b>	<b>(735,762)</b>	<b>(790,245)</b>	<b>7.4%</b>	<b>(1,185,493)</b>	<b>50.0%</b>	<b>61.1%</b>