



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 JACKSON ROAD
RANCHO MURIETA, CA 95683
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AGENDA

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

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

REGULAR BOARD MEETING

December 17, 2014

Closed Session 4:00 p.m. * Open 5:00 p.m.
RMCS Administration Building – Board Room
15160 Jackson Road
Rancho Murieta, CA 95683

BOARD MEMBERS

Gerald Pasek	President
Roberta Belton	Vice President
Betty Ferraro	Director
Paul Gumbinger	Director
Michael Martel	Director

STAFF

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

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
December 17, 2014

Closed Session 4:00 p.m. * Open Session 5:00 p.m.

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

AGENDA

- | | RUNNING TIME |
|--|--------------|
| 1. CALL TO ORDER - Determination of Quorum - President Pasek (Roll Call) | 4:00 |
| 2. DISTRICT SECRETARY WILL ADMINISTER THE OATH OF OFFICE TO GERALD PASEK, PAUL GUMBINGER, AND MARK PECOTICH (5 min.) | 4:05 |
| 3. CLOSED SESSION
<i>Under Government Code 54957.6: Conference with designated Labor Negotiator, Edward R. Crouse, Regarding Negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO.</i>

<i>Under Government Code 54956.9(d)(1) Conference with Legal Counsel - Existing Litigation - Papas v. Rancho Murieta Community Services District, Rancho Murieta Association, Sacramento Superior Court Case Number: 34-2014-00170251.</i> | 4:10 |
| 4. OPEN SESSION/REPORT BACK FROM CLOSED SESSION
<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>

<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. TIMED ITEMS as specifically noted, such as Hearings or Formal Presentations of community-wide interest, will not be taken up earlier than listed.</i> | 5:00 |
| 5. COMMENTS FROM THE PUBLIC
<i>Members of the public may comment on any item of interest within the subject matter jurisdiction of the District and any item specifically agendized. Members of the public wishing to address a specific agendized item are encouraged to offer their public comment during consideration of that item.</i> | 5:05 |

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 agenda item, as a courtesy, please state your name and address, and limit your comments to no more than 3 minutes so that others may be allowed to speak.

6. **CONSIDER ADOPTION OF AGENDA (Motion) (5 min.)** 5:10
7. **SPECIAL ANNOUNCEMENTS AND ACTIVITIES (5 min.)** 5:15
8. **CONSIDER ADOPTION OF RESOLUTION 2014-31, RESOLUTION DECLARING THE RESULTS OF THE NOVEMBER 4, 2014 ELECTION (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)** 5:20
9. **CONSIDER ADOPTION OF RESOLUTION 2014-32, IN HONOR OF ROBERTA BELTON, DIRECTOR, RANCHO MURIETA COMMUNITY SERVICES DISTRICT (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)** 5:25
10. **PRESENTATION OF PLAQUE TO ROBERTA BELTON, DIRECTOR, RANCHO MURIETA COMMUNITY SERVICES DISTRICT (Director Comments) (5 min.)** 5:30
11. **CONSIDER ADOPTION OF CONSENT CALENDAR (Motion) (Roll Call Vote) (5 min.)** 5:35
All the following items in Agenda Item 11 will be approved as one item if they are not excluded from the motion adopting the consent calendar.
 - a. **Approval of Board Meeting Minutes**
 1. November 19, 2014 Regular Board Meeting
 2. November 25, 2014 Special Board Meeting
 - b. **Committee Meeting Minutes (Receive and File)**
 1. December 3, 2014 Personnel Meeting
 2. December 4, 2014 Finance Meeting
 3. December 4, 2014 Security Meeting
 4. December 5, 2014 Improvements Meeting
 5. December 5, Communications Meeting
 - c. **Approval of Bills Paid Listing**
12. **STAFF REPORTS (Receive and File) (5 min.)** 5:40
 - a. General Manager's Report
 - b. Administration/Financial Report
 - c. Security Report
 - d. Water/Wastewater/Drainage Report
13. **CORRESPONDENCE (5 min.)** 5:45

- 14. CONSIDER ELECTION OF BOARD OFFICERS** (5 min.) 5:50
- a. President
 - b. Vice-President
- 15. CONSIDER COMMITTEE ASSIGNMENTS** (5 min.) 5:55
- 16. CONSIDER ADOPTION OF REVISED JOB DESCRIPTIONS** 6:00
 (Discussion/Action) (Motion) (Roll Call Vote) (10 min.)
- a. General Manager
 - b. Controller
 - c. Accounting Supervisor
- 17. CONSIDER ADOPTION OF EMPLOYEE PERFORMANCE AND INCENTIVE PLAN** 6:10
 (Discussion/Action) (Motion) (Roll Call Vote) (5 min.)
- 18. CONSIDER EXTENDING TERM OF EDWARD R. CROUSE'S EMPLOYMENT AS INTERIM GENERAL MANAGER TO JANUARY 2, 2015** (Discussion/Action) 6:15
 (Motion) (Roll Call Vote) (5 min.)
- 19. CONSIDER APPROVING NBS GOVERNMENT FINANCE GROUP PROPOSAL FOR COMMUNITY FACILITIES DISTRICT NO. 2014-1 ADMINISTRATIVE SERVICES** (Discussion/Action) (Motion) (Roll Call Vote) (5 min.) 6:20
- 20. CONSIDER APPROVING DUMP TRUCK PURCHASE** (Discussion/Action) (Motion) (5 min.) 6:25
- 21. DISCUSS DISTRICT PAYING FOR WATER LINE REPLACEMENT IN CONNECTION WITH NORTH GATE CONSTRUCTION PROJECT** (Discussion/Action) (10 min.) 6:30
- 22. REVIEW NEW NORTH GATE CONSTRUCTION-RELATED TRANSITION PLAN** (Discussion/Action) (10 min.) 6:40
- 23. CONSIDER APPROVING BID FOR NEW SECURITY SURVEILLANCE CAMERA SYSTEM** (Discussion/Action) (Motion) (5 min.) 6:50
- 24. CONSIDER APPROVING BID FOR GATE OPERATORS AND BARCODE READERS FOR THE NEW NORTH GATE** (Discussion/Action) (Motion) (5 min.) 6:55
- 25. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE** (5 min.) 7:00
- 26. RECEIVE WATER CONSERVATION UPDATE** (Discussion/Action) (5 min.) 7:05
- 27. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES** (5 min.) 7:10

28. REVIEW MEETING DATES/TIMES FOR THE FOLLOWING: (5 min.)

7:15

Next Regular Board Meeting: January 21, 2015

Board Goal Workshop: January 23, 2015 at 12:00 noon

Committee Meeting Schedule:

✚ Personnel	January 7, 2015 at 9:00 a.m.
✚ Finance	January 8, 2015 at 8:30 a.m.
✚ Security	January 8, 2015 at 9:00 a.m.
✚ Communications	January 9, 2015 at 8:30 a.m.
✚ Improvements	January 9, 2015 at 9:00 a.m.
✚ Joint Security	T.B.A.
✚ Parks -	T.B.A.
✚ Security Ad Hoc	T.B.A.

29. COMMENTS/SUGGESTIONS – BOARD MEMBERS AND STAFF

7:20

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

30. ADJOURNMENT (Motion)

7:25

"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 December 12, 2014. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

Oath of Office

State of California

County of Sacramento

For the office of Director, Rancho Murieta Community Services District.

I, Gerald Pasek, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Gerald Pasek

Term Expires: November 2018.

Subscribed and sworn before me, this 17th day of December, 2014.

Suzanne Lindenfeld, District Secretary

Oath of Office

State of California

County of Sacramento

For the office of Director, Rancho Murieta Community Services District.

I, Paul Gumbinger, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Paul Gumbinger

Term Expires: November 2018.

Subscribed and sworn before me, this 17th day of December, 2014.

Suzanne Lindenfeld, District Secretary

Oath of Office

State of California

County of Sacramento

For the office of Director, Rancho Murieta Community Services District.

I, Mark Pecotich, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Mark Pecotich

Term Expires: November 2018.

Subscribed and sworn before me, this 17th day of December, 2014.

Suzanne Lindenfeld, District Secretary

RESOLUTION 2014-31

**RESOLUTION OF THE BOARD OF DIRECTORS OF
RANCHO MURIETA COMMUNITY SERVICES DISTRICT
DECLARING RESULTS OF THE ELECTION OF NOVEMBER 4, 2014**

WHEREAS, the Rancho Murieta Community Services District pursuant to Resolution 2014-02 called for a General District Election to be held along with the General Election held on November 4, 2014; and

WHEREAS, it was submitted to elect three (3) Directors to the Board of Directors of Rancho Murieta Community Services District; and

WHEREAS, the number of nominees for the office of Director, Rancho Murieta Community Services District, did not exceed the offices to be filled, therefore no election for the Rancho Murieta Community Services District was required at the November 4, 2014 General Election;

WHEREAS, a petition signed by ten percent (10%) of the voters or fifty (50) voters, whichever is the smaller number, in the District requesting that the General District Election be held was not presented to the Registrar of Voters;

WHEREAS, in accordance with Section §10515 of the Elections Code of the State of California, the Sacramento County Board of Supervisors appointed to such office the following persons who filed a Declaration of Candidacy and who shall take office and serve exactly as if elected at the General District Election.

Paul Gumbinger
Gerald "Jerry" Pasek
Mark Pecotich

WHEREAS, the Department of Voter Registration and Election, County of Sacramento has provided the Certificate of Facts.

PASSED AND ADOPTED this 17th day of December, 2014, by the following Roll Call Vote:

Ayes:

Noes:

Abstain:

Absent:

Gerald Pasek, President of the Board
Rancho Murieta Community Services District

Attest:

Suzanne Lindenfeld, District Secretary

RESOLUTION 2014-32

IN HONOR OF ROBERTA BELTON, DIRECTOR

WHEREAS, Roberta "Bobbi" Belton was elected in 2006 to the Rancho Murieta Community Services District Board of Directors, and

Whereas, Bobbi generously gave a great deal of her time and energy to the community and the District Board, and

Whereas, during her term, Bobbi served as President from 2009 - 2012 and Vice - President of the Board from 2013 - 2014 and as a committee member on the following Board Committees: Communications & Technology, Finance, Joint Security, Parks, Personnel, and Security, and

Whereas, in serving on these committees, Bobbi shared her vast experience and insight on the operation and finances of the District, and

Whereas, Bobbi's leadership and vision will enable the District to continue to benefit from her service in the years to come, and

Whereas, Bobbi's example and counsel will be missed by the Board and staff of the Rancho Murieta Community Services District, as well as the community as a whole, and

NOW THEREFORE BE IT PROCLAIMED, this 17th Day of December in the year 2014, that the Board of Directors of the Rancho Murieta Community Services District, recognizes, appreciates and commends Roberta Belton for her eight (8) years of service to the community and District, and wishes her well in her future endeavors.

Gerald Pasek, Director

Betty Ferraro, Director

Paul Gumbinger, Director

Michael Martel, Director

Mark Pecotich, Director

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Regular Meeting

MINUTES

November 19, 2014

4:00 p.m. Closed Session - 5:00 p.m. Open Session

1. CALL TO ORDER/ROLL CALL

President Gerald Pasek called the regular meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Roberta Belton, and Betty Ferraro. Also present were Edward R. Crouse, Interim General Manager; Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; Tracey Hays, Interim Controller; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, General Counsel. Director Paul Gumbinger was absent.

2. BOARD ADJOURNED TO CLOSED SESSION AT 4:01 P.M. TO DISCUSS THE FOLLOWING ITEMS:

Under Government Code 54957.6: Conference with designated Labor Negotiator, Edward R. Crouse, Regarding Negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO.

3/4. BOARD RECONVENED TO OPEN SESSION AT 5:02 P.M. AND REPORTED THE FOLLOWING:

Under Government Code 54957.6: Conference with designated Labor Negotiator, Edward R. Crouse, Regarding Negotiations with the International Union of Operating Engineers, Local 3, AFL-CIO. Nothing to report.

5. COMMENTS FROM THE PUBLIC

Ted Hart commented on the report 60 Minutes did on water and suggested the District put out a bullet point flyer to the residents regarding the status of the water in the community. Director Ferraro will get with Mr. Hart to discuss his idea.

Phil Neff commented on Lake Guadalupe being filled, his concern that the District is not charging all water users the same rate, his concern that the District is taking water from one to give to another, and that the District should be charging for the recycled water. Paul Siebensohn stated he will meet with Mr. Neff to discuss his concerns.

6. ADOPT AGENDA

Motion/Ferraro to adopt the agenda. **Second/Belton. Ayes: Pasek, Belton, Ferraro, Martel. Noes: None. Absent: Gumbinger.**

7. SPECIAL ANNOUNCEMENTS AND ACTIVITIES

None.

8. CONSENT CALENDAR

Motion/Belton to adopt the consent calendar. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Belton, Ferraro, Martel. Noes: None. Absent: Gumbinger.**

9. STAFF REPORTS

No discussion.

10. CORRESPONDENCE

None.

11. CONSIDER ADOPTION OF A RESOLUTION, ACTING AS THE LEGISLATIVE BODY OF RANCHO MURIETA CSD COMMUNITY FACILITIES DISTRICT NO. 2014-1 (RANCH NORTH/MURIETA GARDENS), MODIFYING RESOLUTION 2014-24 (WHICH AUTHORIZED ISSUANCE OF CFD #214-1 SPECIAL TAX BONDS) CONCERNING THE BOND DENOMINATION AMOUNT AND BOND TRANSFER RESTRICTIONS

Ed Crouse gave a brief summary of the recommendation to adopt Resolution 2014-30, modifying Resolution 2014-24 concerning the bond denomination amount and bond transfer restrictions. These changes will make the bonds more marketable but could result in many individual investors holding the bonds. The prospective institutional investor visited the site.

Motion/Martel to adopt Resolution 2014-30, Acting as the Legislative Body of Rancho Murieta CSD Community Facilities District No. 2014-1 (Rancho North/Murieta Gardens), Modifying Resolution 2014-24 (Which Authorized Issuance of CFD #2014-1 Special Tax Bonds) Concerning the Bond Denomination Amount and Bond Transfer Restrictions. **Second/Ferraro. Roll Call Vote: Ayes: Pasek, Belton, Ferraro, Martel. Noes: None. Absent: Gumbinger.**

12. STATUS OF PARKS COMMITTEE AND COMMITTEE MEETINGS UNDER 1990 AND 1991 PARK DEVELOPMENT AGREEMENTS

Ed Crouse gave a brief history of the Parks Committee and the Parks Agreements. There is nothing in the Parks Agreements that requires the Committee to hold regular meetings.

President Pasek asked who would be in charge once the other homeowner associations exist. Ed Crouse stated that he does not believe any one entity will be in charge.

John Sullivan commented on his desire to restart the Parks Committee meetings and to get the past minutes and financials from the beginning of Parks Committee to see what has gone on.

Director Ferraro commented on her having been asking Ranch Murieta Association (RMA) to schedule a Parks Committee meeting but that has not happened yet, RMA has changed the Parks Matrix without input from the Parks Committee, and the need to review the 1990 and 1991 Parks Agreements.

Ed Crouse stated that Greg Vorster, General Manager, RMA, will hold a Parks Committee meeting once he gets in writing from the developers who their representatives are.

Director Martel commented on his concern that some of the homeowners should be done paying their share of the park contributions but there is no accountability on where the money has gone.

President Pasek suggested a letter be sent to RMA regarding the Board's concerns.

Ed stated that RMA collects Parks Fees, but the District has the ability to collect it if needed. President Pasek stated that he thought the Board had voted to change it to the District collecting the fee not RMA. Ed will check into it.

13. SECURITY GATE CONTROL POLICY DISCUSSION

President Pasek stated that with the new North Gate going in and development starting the District needs to develop a gate policy that would incorporate all the various homeowner associations concerns. President Pasek also stated that the Security Department should be reimbursed for time spent at the various compliance meetings.

Director Belton left at 6:00 p.m.

Steve Murphy commented on his concern regarding the District and RMA not working together, access rights, and RMA gate rules. Since it is RMA's gate, everyone needs to follow their rules.

Chief Remson stated that it is RMA's gate but that the other entities in the community have easement rights for access through the gates. While RMA has to let them have access, they do not have to give them bar codes.

This item was referred to the Security Committee.

14. CONSIDER APPROVING RANCHO MURIETA NORTH SECURITY GATE PROJECT COOPERATION AND FUNDING AGREEMENT

Chief Remson gave a brief summary of the recommendation to approve the North Security Gate Project Cooperation and Funding Agreement.

Director Ferraro commented on her concern regarding the size of the generator and that the current generator should work. Ed Crouse stated that the upgrade of the generator is to accommodate full build out.

Director Ferraro commented on her concerns with the District paying for equipment when there is no contract or Board approval stating that the District will pay for equipment. The MBA states that RMA is responsible for the North Gate.

Director Martel stated that although this was discussed by the Security Committee and the Security Ad Hoc Committee, he does not agree with the cost and suggested this be referred back to the Security Committee.

This matter was tabled due to the lack of a motion.

15. CONSIDER APPROVING WATER TREATMENT PLANT EXPANSION PROJECT SPECIAL INSPECTION COSTS

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal for the Water Treatment Plant Expansion Project special inspection.

Motion/Martel to approve the proposal from Bay Area Coating Consultant Services Inc. for special inspection services, in an amount not to exceed \$15,000. Funding to come from the approved

Water Treatment Plant Contingency. **Second/Ferraro. Ayes: Pasek, Ferraro, Martel. Noes: None. Absent: Belton and Gumbinger.**

16. RECEIVE WATER TREATMENT PLANT EXPANSION PROJECT UPDATE

Paul Siebensohn gave a brief update on the Water Treatment Plant Expansion Project. The project is on track, possibly slipping a week. Staff is waiting for confirmation from Roebbelen with an updated Master Project Schedule. As of today, the main trade contractor, KG Walters, has more staff onsite to expedite the forming of the concrete walls within the former filter room and sedimentation basin of plant #1.

17. RECEIVE WATER CONSERVATION UPDATE

Paul Siebensohn gave a brief update on water conservation in the community. Reservoirs are 10.7% higher this year than they were this time last year.

18. CONSIDER CONFERENCE/EDUCATION OPPORTUNITIES

No comments.

19. REVIEW MEETING DATES/TIMES

No comments.

20. COMMENTS/SUGGESTIONS

Chief Remson commented on the timeline for the new North Gate and the need to move forward with the conduit and generator.

Paul Siebensohn commented on the water waste violation reporting has decreased.

Director Martel stated he is waiting for an answer from legal counsel regarding who owes the District how much for water and when will the District be paid.

President Pasek commented on the need for a policy regarding the surveillance cameras including when and who supplies/maintains them.

Director Ferraro stated she agrees with John Sullivan that the Parks Committee meetings need to start up again. Director Ferraro wished everyone a Happy Thanksgiving.

Ed Crouse wished everyone a Happy Thanksgiving and thanked Paul for his work on the WDR, which is going to the Regional Board in December.

21. ADJOURNMENT

Motion/Martel to adjourn at 7:03 p.m. Second/Ferraro. Ayes: Pasek, Ferraro, Martel. Noes: None. Absent: Belton and Gumbinger.

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Board of Directors Special Meeting

MINUTES

November 25, 2014

4:00 p.m. Open- Session

1. CALL TO ORDER/ROLL CALL

President Gerald Pasek called the special meeting of the Board of Directors of Rancho Murieta Community Services District to order at 4:00 p.m. in the District meeting room, 15160 Jackson Road, Rancho Murieta. Directors present were Gerald Pasek, Roberta Belton, Betty Ferraro, and Paul Gumbinger. Also present were Edward R. Crouse, Interim General Manager; Greg Remson, Security Chief; Suzanne Lindenfeld, District Secretary; and Richard Shanahan, General Counsel.

2. ADOPT AGENDA

Motion/Belton to adopt the agenda with Agenda Items 4 and 5 being removed. **Second/Martel.**

President Pasek stated that Agenda Items 4 and 5 need to be discussed by the Board. Director Gumbinger agreed.

Edward Crouse stated that Agenda Item 5 should be discussed now because of the long lead time once the items are ordered.

Director Martel stated that the District needs to move forward with the cameras.

Amended Motion/Belton to adopt the agenda with Item 6 being moved to Item 4. **Second/Martel.**
Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.

3. COMMENTS FROM THE PUBLIC

None.

6. CONSIDER APPROVING RANCHO MURIETA NORTH SECURITY GATE PROJECT COOPERATION AND FUNDING AGREEMENT

Chief Remson gave a brief summary of the recommendation to approve the Rancho Murieta North Security Gate Project Cooperation and Funding Agreement. President Pasek suggested a change to Agreement section 4 to change Project Work to District's Portion. Richard Shanahan, District's General Counsel, agreed. Mr. Shanahan will make the change.

Director Gumbinger suggested staff surplus the old generator.

Director Ferraro commented on her view that per District Code, Chapter 21, the District is responsible to provide security services not equipment and suggested the District get a lease agreement before moving forward. Director Gumbinger stated that you need the equipment to provide the services. Director Martel agreed that the District needs to get in writing who is responsible for what.

Richard Shanahan agreed that a lease should be done, but that it can wait until after the gate is completed.

Motion/Belton to approve Rancho Murieta North Security Gate Project Cooperation and Funding Agreement with the change to section 4 noted above, in an amount not to exceed \$65,000 towards the costs of the North Gate Security Project, specifically for the purchase and installation of a backup generator and electrical conduit. Funding to come from: \$37,000 from Replacement Reserves for the generator and \$28,000 from internal borrowing from Capital Improvement Fees with repayment from Security Impact Fees. **Second/Gumbinger. Ayes: Pasek, Belton, Gumbinger, Martel. Noes: Ferraro.**

4. CONSIDER APPROVAL OF SECURITY AND FINANCIAL SUPPORT TO THE NEW NORTH GATE CONSTRUCTION EFFORT

Chief Remson gave a brief summary of the recommendation to approve security and financial support to the New North Gate Construction effort.

Director Belton commented on her concern regarding the short notice for this agenda item.

President Pasek suggested using the equipment the District currently is using instead of replacing it.

Director Gumbinger commented on the lag time between when the time the equipment is taken out of the current gate and the time it is up and operating in the new gate. Also, with the new gate there will be six gates instead of the current three.

President Pasek requested staff to develop a transition plan with Rancho Murieta Association (RMA) before approval is given.

5. CONSIDER APPROVAL OF LONG LEAD PROCUREMENT OF SECURITY EQUIPMENT SUPPORTING THE NORTH GATE

Chief Remson gave a brief summary of the recommendation to approve the long lead procurement of security equipment supporting the new North Gate. Director Martel agreed that since the current equipment has been previously damaged, it would be best to get all new at this time.

Mr. Shanahan suggested folding this item in to RMA as was done for Agenda Item 6. Ed Crouse stated that he spoke with Greg Vorster, RMA General Manager, who said this would get approved by the RMA Board of Directors. Chief Remson agreed with the suggestion.

Director Belton commented on her concerns that the District does not have the funds to cover the costs of the cameras since the grants that the previous General Manager promised are not coming. Director Belton suggested this item be put off to the December Security Committee meeting and then the December Board meeting. Director Gumbinger and Martel agreed.

7. COMMENTS/SUGGESTIONS

President Pasek stated that Richard Shanahan is working on the North Gate lease agreement and should have to the Board for review in January 2015. Ed Crouse stated that the District will take the lead on developing policies and procedures for the gates.

Director Belton commented on her disappointment that the District is not receiving the grant money that Joe Blake stated was coming. She wished everyone a Happy Thanksgiving.

Director Ferraro requested the Communications Committee discuss getting information to the public regarding the new gate and to turn off their irrigation systems. President Pasek stated that the new Pipeline has a reminder to shut off irrigation systems in it.

Director Martel commented on his view that the District should be paying for the water pipe replacement necessitated by the North Gate project and suggested this item go to the December Improvements Committee for discussion. Director Martel also stated that RMA should be paying for the conduit and wiring for the new North Gate, not the District.

8. ADJOURNMENT

Motion/Belton to adjourn at 5:21 p.m. **Second/Gumbinger. Ayes: Pasek, Belton, Ferraro, Gumbinger, Martel. Noes: None.**

Respectfully submitted,

Suzanne Lindenfeld
District Secretary

MEMORANDUM

Date: December 3, 2014
To: Board of Directors
From: Personnel Committee Staff
Subject: December 3, 2014 Personnel Committee Meeting

Director Ferraro called the meeting to order at 9:05 a.m. Present were Directors Ferraro and Gumbinger. Present from District staff was Edward R. Crouse, Interim General Manager; Greg Remson, Security Chief, Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. REVIEW JOB DESCRIPTIONS

General Manager - Director Gumbinger suggested the Director of Administration job description be attached to the General Manager job description since the person will be covering both positions. Suzanne stated that Richard Shanahan, District General Counsel, reviewed the job descriptions and recommended they go to the Board for approval as is. Director Gumbinger also stated that on page 3, NIMS should be spelled out so it is clear what that certificate is. That change will be made. **This item will be on the December 17, 2014 Board of Directors meeting agenda.**

Controller - Director Gumbinger stated that there is a typo on page 2 - General Mamanger should be General Manager. The correction will be made. **This item will be on the December 17, 2014 Board of Directors meeting agenda.**

Accounting Supervisor - no changes. **This item will be on the December 17, 2014 Board of Directors meeting agenda.**

4. DISCUSS INCENTIVE BONUSSES

Ed Crouse gave a brief summary of the recommendation to adopt the Performance and Incentive Plan. Richard Shanahan is on board with the concept and will review the plan. Staff will contact other districts to see if they have a similar program and what their policy is. **This item will be on the December 17, 2014 Board of Directors meeting agenda.**

5. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Director Ferraro asked about the river flow. Paul Siebensohn stated the flow is currently at 30 cfs.

Director Gumbinger stated it was nice to have a meeting again.

Ed Crouse stated that union negotiation meeting is scheduled for today at 10:00 a.m., December 10, 2014 at 10:00 a.m. and December 17, 2014 at 10:00 a.m. The goal is to have it completed by the December 17, 2014 meeting.

Chief Remson stated that the new Patrol Office is currently training at the gates and will move to patrol training in the next few weeks. The contractor doing some digging the North Gate hit a power line, knocking out power for a few minutes. The barcode reader was out until the following morning.

Ed commented on the electrical contractor needing to trench across the outbound lane, which will divert outgoing traffic down Lago for a day or two.

6. ADJOURNMENT

The meeting was adjourned at 9:25 a.m.

DRAFT

MEMORANDUM

Date: December 4, 2014
To: Board of Directors
From: Finance Committee Staff
Subject: December 4, 2014 Finance Committee Meeting

CALL TO ORDER

Director Pasek called the meeting to order at 8:32 a.m. Present were Directors Pasek and Belton. Present from District staff were Greg Remson, Security Chief; Tracey Hays, Interim Controller; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

UPDATES

Water Treatment Plant Expansion Project Financing

Paul recently approved partial payment request #4 in an amount around \$400,000, which is payable in December.

As of December 2, 2014, the bonds still have not been sold. We are working with the landowners and placement agent to move the sale forward. We sent a courtesy heads-up letter to the landowners notifying them of our intent to draw against their Letter of Credit if bond proceeds are not forthcoming. We will be meeting with them soon to review backup documentation required by the FSA as well as a reviewing construction progress.

Darlene is preparing a separate Water Treatment Plant (WTP) fund to account for incoming proceeds and outgoing expenses on a monthly basis. Likewise, she is setting up the new CFD internal accounts for the new Bank of America CFD checking account.

Reynen & Bardis (R&B) Letters of Credit (LOC) renewal should be forthcoming by December 4, 2014. We have been in contact with representatives from R&B who are tracking the LOC renewal at Wells Fargo.

Audit Status

Larry Bain was out late October and again right before Thanksgiving. We understand he has completed all his field work and hopes to complete the audit in time for our January 2015 Finance Committee meeting.

Reserve Study Status

Staff is reviewing the draft report. A conference call with Liz Ruess, Project Manager, is scheduled for Wednesday, December 3, 2014. The draft report will be sent to the January Finance Committee

for review. Liz, along with Derek Eckert, will be attending the January Finance Committee meeting to answer any questions the Committee may have.

NBS GOVERNMENT FINANCE GROUP PROPOSAL FOR CFD #2014-1 ADMINISTRATION SERVICES

Suzanne gave a brief summary of the recommendation to approve the proposal from NBS Government Finance Group for administration services related to the CFD #2014-1. **This item will be added to the December 17, 2014 Board of Directors meeting agenda.**

DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Director Belton asked if pumping has begun yet. Director Pasek stated not yet since there are more storms on the way.

ADJOURNMENT

The meeting was adjourned at 8:42 a.m.

DRAFT

MEMORANDUM

Date: December 4, 2014
To: Board of Directors
From: Security Committee Staff
Subject: December 4, 2014 Security Committee Meeting

1. CALL TO ORDER

Director Belton called the meeting to order at 9:00 a.m. Present were Directors Belton and Martel. Present from District staff were Greg Remson, Security Chief and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. MONTHLY UPDATES

Operations

Thanksgiving weekend was busy at the gates and steady for calls for service. No major incidents were reported.

The new Security Patrol Officer, Jeremiah Truelock (JT), has begun gate training. When this is complete he will begin patrol training. The process should take 4-6 weeks.

The Security Gate Officer applicant is completing the pre-employment process and should begin training in two (2) weeks.

A Security Patrol Officer is still out on a Worker's Comp injury. There is no tentative return date.

Due to having the new Patrol Officer in training and the injured Patrol Officer off, I am going to hire a contract Patrol Officer to help cover patrol shifts. This will help keep me off of the patrol schedule and allow me to focus on the new North Gate and other administrative duties.

Incidents of Note

Chief Remson gave a brief overview of the incidents of note for the month of November 2014.

RMA Citations/Admonishments

Chief Remson stated that he did not have the citations/admonishments available.

Rancho Murieta Association Compliance/Grievance/Safety Committee Meeting

The meeting was held on November 3, 2014 at the Rancho Murieta Association (RMA) office. The Committee discussed boat usage and fishing, estate sales, and recommended the purchase of two additional radar trailers. There was one appearance regarding chickens for a 4H project. The next meeting is scheduled for December 1, 2014.

Security Ad Hoc Committee

No additional information.

New North Gate

The detours down Murieta Parkway, Lago Drive, and Guadalupe Drive have, for the most part, been smooth. There is some occasional congestion behind the gate when merging and we have received some complaints about speeding. To help remind drivers of their speed, RMA has put out the radar trailer in various areas and the Patrol Officers have shown a presence in those areas. The replacement water line has been installed. Electrical conduit and footings are being installed for the building, precludes, and curbs. The Request for Proposal (RFPs) for the security cameras, gate operators and barcode readers were not properly advertized, so this will be done this week. The bids should be received prior to the December Board meeting for approval. RMA is using www.ranchomurieta.com to update the community on the progress of construction.

4. DISCUSS POLICY FOR NEW NORTH GATE

Chief Remson gave a brief summary of the current gate policy. With the new North Gate under construction and new development starting, staff will take the lead in developing a new gate policy. The goal is to have agreement with all entities on gate access and identification of vehicles in accordance with the requirements of the individual homeowner association CC&Rs. A discussion followed.

Director Martel stated that the bar code policy needs to be more detailed and consistent and suggested getting input from the Gate Officers. Director Belton suggested a section be included regarding medical equipment providers.

5. NORTH GATE TRANSITION PLAN - Update

Chief Remson stated that the transition plan is in process.

DIRECTOR & STAFF COMMENTS

No comments.

5. ADJOURNMENT

The meeting adjourned at 9:33 a.m.

MEMORANDUM

Date: December 5, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: December 5, 2014 Committee Meeting Minutes

CALL TO ORDER

Director Pasek called the meeting to order at 8:00 a.m. Present were Directors Pasek and Gumbinger. Present from District staff were Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

2. COMMENTS FROM THE PUBLIC

None.

3. UPDATES

Augmentation Well

Paul Siebensohn reported that feedback from drillers was that a lot of water would be needed during the drilling process for the bore hole size we are requesting and it would be too difficult for them to provide. As a result, staff is looking into the District being able to provide the water needed and hope to have this project out to be rebid in January 2015, leaving a large window of time open for drillers to be able to complete the work as they become available. A request for updated Right of Entry (ROE) agreements has been sent to the landowner's representative to grant access for the project to proceed in 2015.

Master Reclamation Permit

Paul Siebensohn reported that on Thursday, December 4, 2014, the proposed Waste Discharge Requirements (WDRs) and Master Reclamation Permit was approved by the Regional Board. Paul will be providing a more detailed presentation on what this means to the District at the January 2015 Board meeting.

Water Treatment Plant Expansion Project

Paul Siebensohn reported that completed work includes 24" Raw water piping up to entrance gate; 12" filtration piping around Plant #2; drying bed extension; sewer force main and conduit from water plant to Clementia Circle; demolition of Plant #1 filter and sedimentation basins; form, rebar, and pouring of chlorine contact chamber extension; forming of floor above contact chamber extension; electrical conduit from SMUD power source to back of Plant #1; transformer pad; salvaging of requested Plant #1 equipment; south side fence posts; rip-rap slop protection along drainage channel; site grading and concrete pad for future bulk chemical tanks; placement of future chemical trench box.

An updated overall project schedule was provided showing that the project is on track for commissioning of the plant in May of 2015 with the project punch lists to be completed by the end of June 2015. Director Pasek requested the updated schedule be posted in the conference room.

Conservation

Paul Siebensohn reported that the water treatment plant production for November was down to 8.21%. A majority of the community is continuing to do an excellent job conserving water. We received 0.95" of rain in November. Long term forecasting from the National Weather Service Climate Prediction Center continues to show that the drought remains but will improve in our region.

Murieta Gardens

Hotel

John Sullivan reports that their final map will be recorded by December 11, 2014. No work is anticipated to occur before then and has to wait for the wet weather to clear up.

Infrastructure

Although grading of the roads and detention basin started last month, recent rains have delayed work until the area is dry enough to allow earthwork to continue.

4. APPROVE DUMP TRUCK PURCHASE

Paul Siebensohn gave a brief summary of the recommendation to approve the proposal from Harrold Ford for the purchase of a new dump truck. **This item will be added to the December 17, 2014 Board of Directors meeting agenda.**

5. DISCUSS PAYING FOR WATER LINE REPLACEMENT AT NORTH GATE

Paul Siebensohn gave a brief summary of the District's normal practice to not pay for or contribute to the relocation of existing facilities. In the case of the North Gate, while the existing pipeline was shown on the plans, the pipe material was discovered to be asbestos concrete; the elevation of the new pavement sub-grade pavement was too low, causing a potentially serious threat to the pipe breakage during construction due to heavy equipment working in the area. **This item will be added to the December 17, 2014 Board of Directors meeting agenda.**

6. DIRECTORS' & STAFF COMMENTS/SUGGESTIONS

Paul Siebensohn reported that river diversions will begin today. Using the two (2) 125HP pumps, pumping should be completed in 2 ½ months if ran continuously.

7. ADJOURNMENT

The meeting was adjourned at 8:31 a.m.

MEMORANDUM

Date: December 5, 2014
To: Board of Directors
From: Communication & Technology Committee Staff
Subject: December 5, 2014 Communication & Technology Committee Meeting

Director Ferraro called the meeting to order at 8:34 a.m. Present were Directors Ferraro and Martel. Present from District staff were Greg Remson, Security Chief; Paul Siebensohn, Director of Field Operations; and Suzanne Lindenfeld, District Secretary.

COMMENTS FROM THE PUBLIC

None.

PUBLIC OUTREACH

DISCUSS POLICY FOR FLYERS FOR PRIVATE ENTITIES IN MONTHLY BILLINGS

Suzanne stated that in October 2014, Joseph Blake, the District's previous General Manager, agreed to let Rancho Murieta Country Club (RMCC) put a flyer in the District's October billing statement. The District's normal practice is to not allow advertisements for any events and/or entities other than District sponsored events. Dick Shanahan weighed in too and his comments were that he thought we could open up ourselves to all sorts of First Amendment conflicts and protests by allowing some and not others. His recommendation is not to allow any. In light of our past practice, we will no longer allow outside entity inserts in our billing. The Committee requested staff develop a policy limiting the District advertising only for District sponsored events.

DISCUSS ADDING COMMUNITY EVENTS SECTION TO PIPELINE

Staff recommended continuing our normal practice of not publishing a community calendar in our monthly pipeline. The Committee requested staff develop a policy limiting the District advertising only for District sponsored events.

DISCUSS GETTING NORTH GATE CONSTRUCTION INFORMATION TO PUBLIC

Director Ferraro commented on her concerns regarding the District funding for the new North Gate and that this item be sent out for a community vote before the project moves any farther. Director Martel stated that he does not feel it needs to go to the community for a vote but that this matter needs to be discussed further by the Finance Committee.

DIRECTOR & STAFF COMMENTS/SUGGESTIONS

Paul Siebensohn commented on future outreach the District will be doing to meet the required guidelines related to our sewer system and MS4 permits.

ADJOURNMENT

The meeting was adjourned at 9:04 a.m.

MEMORANDUM

Date: December 8, 2014
 To: Board of Directors
 From: Tracey Hays, Interim Controller
 Subject: Bills Paid Listing

Enclosed is the Bills Paid Listing Report for **November 2014**. Please feel free to call me before the Board meeting regarding any questions you may have relating to this report. This information is provided to the Board to assist in answering possible questions regarding large expenditures.

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

Vendor	Project/Purpose	Amount	Funding
All Electric Motors, Inc.	Recondition Vert Motor WTP #1	\$6,817.19	Operating Expense
Apple One Employment Services	Admin - Hays	\$5,259.66	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services	\$12,434.25	Operating Expense
California Waste Recovery Systems	Solid Waste Monthly Contract	\$46,128.42	Operating Expense
County of Sacramento	Qtr Waste Disposal	\$8,757.21	Operating Expense
Golden State Flow Management.	Meters	\$5,815.37	Operating Expense
HD Supply Constr. Supply LTD	Tools	\$6,614.96	Operating Expense
HDR Engineering, Inc.	WTPE #1	\$25,031.35	Reserve Funding
Roebbelen Construction Management Services	WTPE #1	\$1,368,257.87	Reserve Funding
State Water Resources Control Board	Recycled Water/Large Water System Fees	\$10,923.69	Operating Expense
US Bank Corp	Monthly Gasoline Bill	\$5,020.56	Operating Expense
Univar USA Inc.	Chemicals	\$8,920.82	Operating Expense
Bartkiewicz, Kronick & Shanahan	Legal Services	\$15,469.84	Operating Expense
Fulbright & Jaworski, LLP	RMCS D CFD 2014-01	\$40,000.00	Developer Deposit
N J McCutchen, Inc.	Cover/Actuator Security Cover	\$6,104.00	Operating Expense
NTU Technologies, Inc.	Chemicals	\$9,718.00	Operating Expense
State Water Resources Control Board	Annual Permits	\$7,914.00	Operating Expense

Rancho Murieta Community Services District
Bills Paid Listing for November 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28831	11/7/2014	A Leap Ahead IT	\$3,585.07	Monthly IT Services
CM28832	11/7/2014	All Electric Motors, Inc.	\$6,817.19	Recondition Motor
CM28833	11/7/2014	American Family Life Assurance Co.	\$478.40	Payroll
CM28834	11/7/2014	Apple One Employment Services	\$5,259.66	Admin Temp - Hays
CM28835	11/7/2014	Applications By Design, Inc.	\$125.00	Security Data Back up
CM28836	11/7/2014	Aramark Uniform & Career Apparel, LLC	\$244.39	Uniform Service
CM28837	11/7/2014	Atkins North America, Inc.	\$545.00	Augmentation Well Pipeline
CM28838	11/7/2014	Baker Williams Engineering Group Inc	\$2,170.00	Survey/Civil Eng: CAD Plans
CM28839	11/7/2014	Bartkiewicz, Kronick & Shanahan	\$12,434.25	Legal Services
CM28840	11/7/2014	California Public Employees' Retirement Sys	\$33,524.71	Monthly Medical
CM28841	11/7/2014	California Waste Recovery Systems	\$46,128.42	Solid Waste Monthly Contract
CM28842	11/7/2014	CWEA	\$235.00	Renewal Certification - Bohannon
CM28843	11/7/2014	Capital One Commercial	\$1,958.62	Monthly Supplies
CM28844	11/7/2014	County of Sacramento	\$1,191.07	Off Duty Sheriff's Program
CM28845	11/7/2014	County of Sacramento	\$8,757.21	Qtr Waste Disposal
CM28846	11/7/2014	Ditch Witch Equipment Company, Inc.	\$1,224.62	Repair Vactor
CM28847	11/7/2014	Domenichelli and Associates, Inc	\$2,400.00	Feasibility Analysis
CM28848	11/7/2014	Dunbar Air Conditioning Heating & Ref Servi	\$1,056.00	Air Conditioner Repair
CM28849	11/7/2014	Employment Development Department	\$2,415.11	Payroll
CM28850	11/7/2014	Express Office Products, Inc.	\$241.22	Office Supplies
CM28851	11/7/2014	Folsom Lake Fleet Services	\$850.47	Service: 212/214
CM28852	11/7/2014	Franchise Tax Board	\$75.00	Payroll
CM28853	11/7/2014	Golden State Flow Measurement	\$5,815.37	Meters
CM28854	11/7/2014	Government Finance Officers Assoc.	\$160.00	Membership - Gillum
CM28855	11/7/2014	Guardian Life Insurance	\$4,678.59	Payroll
CM28856	11/7/2014	Hastie's Capitol Sand and Gravel Co.	\$734.40	Fill Sand/Crush Rock
CM28857	11/7/2014	HDS White Cap Const Supply	\$6,614.96	Tools
CM28858	11/7/2014	HDR Engineering, Inc	\$25,031.35	WTP 1 Expansion
CM28859	11/7/2014	Leroy Heimbecher	\$200.00	Toilet Rebate (2)
CM28860	11/7/2014	Raymond Helmick	\$100.00	Toilet Rebate
CM28861	11/7/2014	Legal Shield	\$91.95	Payroll
CM28862	11/7/2014	Marquee Fire Protection	\$650.00	Fire System Inspection
CM28863	11/7/2014	Nationwide Retirement Solution	\$876.00	Void
CM28864	11/7/2014	Operating Engineers Local Union No. 3	\$565.50	Payroll
CM28865	11/7/2014	P. E. R. S.	\$11,484.17	Payroll
CM28866	11/7/2014	Rancho Murieta Ace Hardware	\$183.96	Monthly Supplies
CM28867	11/7/2014	Rancho Murieta Association	\$245.93	SMUD - North Gate
CM28868	11/7/2014	Roebelen Construction Management Services	\$1,368,257.87	WTP 1 Expansion
CM28869	11/7/2014	Romo Landscaping	\$385.00	Landscaping
CM28870	11/7/2014	State Water Resources Control Board	\$10,923.69	Large Water System Fee

Rancho Murieta Community Services District
Bills Paid Listing for November 2014

Ck Number	Date	Vendor	Amount	Purpose
CM28871	11/7/2014	TASC	\$81.15	Payroll
CM28872	11/7/2014	U.S. Bank Corp. Payment System	\$5,020.56	Monthly Gasoline Bill
CM28873	11/7/2014	U.S. HealthWorks Medical Group, PC	\$1,050.00	Flu shots
CM28874	11/7/2014	U.S. Postmaster	\$440.00	Postage
CM28875	11/7/2014	Univar USA Inc.	\$8,920.82	Chemicals
CM28876	11/7/2014	USA Blue Book	\$3,472.08	Maintenace & Repairs
CM28877	11/7/2014	Valley Rubber & Gasket Co., Inc.	\$404.25	Vactor Hose Repair
CM28878	11/7/2014	Vision Service Plan (CA)	\$482.36	Payroll
CM28879	11/7/2014	W.W. Grainger Inc.	\$1,052.57	Maint Rpr; Supplies
CM28880	11/7/2014	Watchdogs Surveillance	\$204.60	So. Gate Camera
CM28881	11/7/2014	Youngdahl Consulting Group, Inc.	\$1,741.00	WTP 1 Expansion
EFT	11/10/2014	EFTPS	\$9,256.00	Payroll
CM28882	11/11/2014	Nationwide Retirement Solution	\$476.00	Payroll
CM28883	11/21/2014	203-Praxair Distribution Inc.,	\$1,819.64	Mig Welder Set up
CM28884	11/21/2014	Action Cleaning Systems	\$1,172.00	Monthly Cleaning Service
CM28885	11/21/2014	American Family Life Assurance Co.	\$455.84	Payroll
CM28886	11/21/2014	Apple One Employment Services	\$4,991.00	Admin Temp - Hays
CM28887	11/21/2014	Aramark Uniform & Career Apparel, LLC	\$287.14	Uniform Service
CM28888	11/21/2014	Arnolds For Awards	\$31.83	Nameplate: Gillum/Pecotich
CM28889	11/21/2014	AT&T	\$35.00	Monthly Internet Bill
CM28890	11/21/2014	AT&T	\$847.86	Monthly Phone Bill
CM28891	11/21/2014	Bartkiewicz, Kronick & Shanahan	\$15,469.84	Legal Services
CM28892	11/21/2014	Blue Gavel Press	\$129.40	Cal/Osha Compliance Guide
CM28893	11/21/2014	BlueLine Rental, LLC	\$2,890.62	Backhoe Rental
CM28894	11/21/2014	California Laboratory Services	\$4,420.78	Monthly Lab Tests
CM28895	11/21/2014	Caltronics Business Systems	\$1,489.84	Copeir Maintenance
CM28896	11/21/2014	CDW Government Inc.	\$269.04	Dual Stand/Sonicwall
CM28897	11/21/2014	Cell Energy Inc.	\$340.46	Emergency Lighting Batteries
CM28898	11/21/2014	Deluxe Business Checks and Solutions	\$207.80	W-2/1099 Forms
CM28899	11/21/2014	eCivis, Inc.	\$3,081.25	User License
CM28900	11/21/2014	Economic & Planning Systems, Inc.	\$1,967.60	CFD 2014 Project
CM28901	11/21/2014	Employment Development Department	\$2,924.17	Payroll
CM28902	11/21/2014	Express Office Products, Inc.	\$798.84	Office Supplies
CM28903	11/21/2014	Folsom Lake Fleet Services	\$440.32	Service: 211
CM28904	11/21/2014	Ford Motor Credit Company LLC	\$234.78	Lease Payment
CM28905	11/21/2014	Franchise Tax Board	\$75.00	Payroll
CM28906	11/21/2014	Fulbright & Jaworski LLP	\$40,000.00	RMCS D CFD 2014-01
CM28907	11/21/2014	Galls/Quartermaster	\$23.15	Uniform: Bennett
CM28908	11/21/2014	Greenfield Communications	\$136.98	Internet/TV
CM28909	11/21/2014	Hach Company	\$760.67	Maint Rpr; Supplies
CM28910	11/21/2014	Home Depot Credit Services	\$372.37	Safety Prizes

**Rancho Murieta Community Services District
Bills Paid Listing for November 2014**

Ck Number	Date	Vendor	Amount	Purpose
CM28911	11/21/2014	J B Bostick Company	\$4,775.00	Rpr: Asphalt
CM28912	11/21/2014	Donald Kurtz	\$1,399.50	CFD #1 Mello-Roos tax refund
CM28913	11/21/2014	Legal Shield	\$91.95	Payroll
CM28914	11/21/2014	Jeffrey Murray	\$100.00	Toilet Rebate
CM28915	11/21/2014	N.J McCutchen, Inc.,	\$6,104.00	Cover & Actuator Security Cover
CM28916	11/21/2014	Nationwide Retirement Solution	\$394.00	Payroll
CM28917	11/21/2014	NTU Technologies, Inc.	\$9,718.00	Chemicals
CM28918	11/21/2014	Operating Engineers Local Union No. 3	\$542.88	Payroll
CM28919	11/21/2014	Pitney Bowes	\$189.09	Supplies
CM28920	11/21/2014	Public Agency Retirement Services	\$300.00	Trust Admin Fees
CM28921	11/21/2014	Rancho Murieta Assocation	\$150.00	Landscaping
CM28922	11/21/2014	Sacramento Bee	\$521.30	Ad - Gate Officer
CM28923	11/21/2014	Sierra Chemical West Company	\$121.14	Chemicals
CM28924	11/21/2014	Sierra Office Supplies	\$2,145.96	Supplies
CM28925	11/21/2014	SimplexGrinnell LP	\$48.00	Supplies
CM28926	11/21/2014	Sprint	\$2,038.34	Monthly Cell Phone Bill
CM28927	11/21/2014	State Board of Equalization	\$2,172.37	Water Right Fee
CM28928	11/21/2014	State Water Resources Control Board	\$570.00	WW Grade 2/WWT Grade 4 Renewals
CM28929	11/21/2014	State Water Resources Control Board	\$7,914.00	Annual Permit Fees
CM28930	11/21/2014	Sweet Septic, Inc.	\$625.00	Pumping Services WTP
CM28931	11/21/2014	TASC	\$61.50	Payroll
CM28932	11/21/2014	TASC	\$81.15	Payroll
CM28933	11/21/2014	TelePacific Communications	\$512.18	Monthly Phone Bill
CM28934	11/21/2014	USA Blue Book	\$1,000.39	Tools
CM28935	11/21/2014	W.W. Grainger Inc.	\$2,441.92	Maint & Rpr:Supplies
CM28936	11/21/2014	Watchdogs Surveillance	\$2,849.44	Cameras - North Gate
CM28937	11/21/2014	Western Exterminator Co.	\$527.00	Monthly Service & Rodent Control
CM28938	11/21/2014	Employment Development Department	\$2,131.64	Payroll
EFT	11/24/2014	EFTPS	\$9,563.03	Payroll
EFT	11/24/2014	EFTPS	\$6,971.87	Payroll
EFT	11/24/2014	US Postmaster	\$1,500.00	Postage
EFT	11/3/2014	EFTPS	\$126.63	Payroll
		Total	\$1,753,801.04	

MEMORANDUM

Date: December 11, 2014
To: Board of Directors
From: Edward R. Crouse, Interim General Manager
Subject: General Manager's Report

The following are highlights since our last Board Meeting.

Employee Relations

Debby has been working with staff on finalizing their medical spending account, childcare account and medical/health benefit employee share contributions for January 2015 payroll.

OE-3 contract negotiations are continuing with meetings on December 3, 10 and 16. We hope to have an agreement in time for the December Board meeting.

Finance/IT

Larry Bain, our auditor, was out just before Thanksgiving to finish his last bit of fieldwork. He hopes to have a draft available for the January 2015 Finance Committee meeting.

Staff reviewed and provided comments on the Reserve Study. The consultants are making the changes and will have a draft for the January Finance Committee meeting.

Debby is updating the accounting software for year-end close and 2015 changes.

Security

The new Security Patrol Officer, Jeremiah Truelock, has begun gate training and soon will transition to patrol training. The new Gate Officer is in the pre-employment process and should be on board before year-end to start his training.

Due to patrol staffing limitations, Chief Remson hired contract security officers to cover graveyard shifts. This allows him to be in the office more to complete his administrative duties and not pull patrol shifts.

Water

Water production at Plant 2 was generally flat over last month, at 0.8 mgd. It should drop further now that rains have come and residents begin to turn off their sprinklers. We will have another reminder to turn off sprinklers in the upcoming Pipeline.

We started diversion in early December after the first storms bumped flows up to over 140 cfs, but they dropped off rapidly. Hopefully, this new series of storms will add more snow, which helps maintain higher river flows due to snowmelt.

Wastewater

Flows to the plants are still abnormally low for this time of year, in part to conservation and in part to the lack of rain induced infiltration and inflow (I/I). However, with the storms, we will get a chance to see how tight our sewer collection is in preventing I/I.

Drainage

Staff started early this fall with creek maintenance so we should be able to handle higher creek flows due to these high intensity storms.

Solid Waste

Nothing new to report on the collections side.

With Christmas Day is on Thursday, the collection schedule will be as follows: Thursday (12/25) route collection will be performed on Friday (12/26).

With New Years Day is on Thursday, the collection schedule will be as follows: Thursday (01/01) route collection will be performed on Friday (01/02).

Christmas tree pick-up will from December 26, 2014 to January 15, 2015. Please have your trees placed at the curbside on your regular service day.

Engineering

Augmentation Well

Paul is working on making water available at the site(s), which was one of the limitations in past bidding effort. We expect to rebid sometime in January 2015.

Master Reclamation Permit Application

The Regional Board approved the Waste Discharge Requirement (WDR) and Master Reclamation Permit for the District on December 4, 2014. Paul is working on a presentation for the January Board meeting on the new WDR impacts on our operations.

Murieta Gardens

Hotel - John Sullivan reports that their final map should be recorded by December 11, 2014. No work is anticipated to occur before then and they will have to wait for the wet weather to clear up.

Infrastructure - Although grading of the roads and stormwater detention basin started last month, recent rains have delayed work until the area is dry enough to allow earthwork to continue.

Retreats - Infrastructure plans were approved pending final County and Fire approvals. Tom deRegt hopes to begin construction on March 15, 2015 on the models and the first release of eight (8) patio homes.

Conservation

Paul reports November usage is down 8.21% vs. the past five (5) year average and 24.7% vs. October of last year.

MEMORANDUM

Date: December 11, 2014
 To: Board of Directors
 From: Tracey Hays, Interim Controller
 Subject: Administration/Financial Reports

Enclosed is a combined financial summary report for **November 2014**. Following are highlights from various internal financial reports. Please feel free to call me before the Board meeting regarding any questions you may have relating to these reports.

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

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

	12 month rolling % increase	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Residences	0.0	2,513	2514	2514	2515	2516							
	Weighted average	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cubic Feet	1922	2383	2403	2037	1573	1215							
Gallons per day	479	594	599	508	392	303							
Planning Usage GPD	583												

Lock-Offs - For the month of November, there were 18 lock-offs.

Aging Report – Delinquent accounts total \$64,591 which is 12.9% of the total accounts receivable balance of \$501,898. Past due receivables, as a percent of total receivables, have increased approximately \$11,253 since October.

Summary of Reserve Accounts as of November 30, 2014 – The District’s reserve accounts have increased \$214,296, year to date, since July 1, 2014. The increase is due to the reserve amounts collected in the Water and Sewer base rates and interest earned. The District has expended \$3,075,415 of reserves since the beginning of the fiscal year, which started July 1, 2014. The total amount of reserves held by the District as of November 30, 2014 is \$5,816,232. Please see the Reserve Fund Balances table below for information by specific reserve account.

Reserve Fund Balances

<i>Reserve Descriptions</i>	<i>Fiscal Yr Beg Balance July 1, 2014</i>	<i>YTD Collected & Interest Earned</i>	<i>YTD Spent</i>	<i>Period End Balance November 30, 2014</i>
Water Capital Replacement (200-2505)	2,822,854	70,376	(3,012,655)	(119,425)
Sewer Capital Replacement (250-2505)	2,443,274	82,641	(36,197)	2,489,718
Drainage Capital Replacement (260-2505)	58,010	0	(2,205)	55,805
Security Capital Replacement (500-2505)	101,509	0	(1,160)	100,349
Admin Capital Replacement (xxx-2505-99)	38,382	0	0	38,382
Sewer Capital Improvement Connection (250-2500)	4,018	0	(0)	4,018
Capital Improvement (xxx-2510)	393,628	3,540	(0)	397,168
Water Supply Augmentation (200-2511)	2,256,479	8,685	(23,198)	2,241,966
Water Debt Service Reserves (200-2512)	289,414	31,743	(0)	321,157
Sewer Debt Service Reserves (250-2512)	267,471	17,311	(0)	284,782
Rate Stabilization (200/250/500-2515)	2,312	0	(0)	2,312
Total Reserves	8,677,351	214,296	(3,075,415)	5,816,232

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

Period ended October 30, 2014		
1-Month	3-Months	1-Year
1.64%	1.80%	8.01%

Financial Summary Report (year to date through November 30, 2014)

Revenues:

Water Charges, year-to-date, are **below** budget \$90,349 or (9.5%)

Sewer Charges, year-to-date, are **above** budget \$1,198 or 0.2%

Drainage Charges, year-to-date, are **above** budget \$11 or 0.0%

Security Charges, year-to-date, are **above** budget \$293 or 0.1%

Solid Waste Charges, year-to-date, are **above** budget \$1,005 or 0.4%

Total Revenues, which includes other income, property taxes and interest income year-to-date, are **below** budget \$97,715 or (3.7%) (due mostly to water conservation efforts).

Expenses: Year-to-date total operating expenses are **below** budget \$86,899 or (3.6) %. Year-to-date operational reserve expenditures total \$5,627. 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, year-to-date, are **below** budget \$12,569 or (1.8%), prior to reserve expenditures. Most of the operating expense accounts are currently under budget with the largest variances occurring in power, chemicals, and maintenance and repair. These reductions are offset by increased wages and employer costs. Year-to-date \$2,610 of expenses have been incurred from reserves expenditures.

Sewer Expenses, year-to-date, are **below** budget by \$43,353 or (9.9%), prior to reserve expenditures. Currently most of the operating expense accounts are under budget being offset by overages reflected in lab tests. Year-to-date \$665 of expenses have been incurred from reserves expenditures.

Drainage Expenses, year-to-date, are **above** budget by \$11,283 or 18.9%. This variance to the budget is due mostly to increased wages and employer costs by \$15,842. Year-to-date \$2,352 of expenses have been incurred from reserves expenditures.

Security Expenses, year-to-date, are **below** budget by \$1,819 or (0.4%). This reduction is due mostly to staffing gaps in the patrol and gate personnel.

Solid Waste Expenses, year-to-date, are **below** budget by \$1,429 or (0.6%). This decrease in the expenses over budget is reflected in the timing of payments to Sacramento County for admin fees.

General Expenses, year-to-date, are **below** budget by \$39,012 or (7.5%). The variance to the budget is due primarily to the vacancy of the Director of Administration position, affecting both wages and employer costs. This variance is offset by legal and clerical services.

Net Income: Year-to-date unadjusted net income, before depreciation, is \$210,207. Net income/(Loss) adjusted for estimated depreciation expense is (\$244,628).

The YTD expected net operating income before depreciation, per the 2014-2015 budget is \$134,858.

Rancho Murieta Community Services District
Summary Budget Performance Report
YTD THROUGH NOVEMBER 2014

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE	
							Amount	%
REVENUES								
Water Charges	33.1%	\$1,963,040	36.6%	\$955,016	\$864,667	34.4%	(\$90,349)	(9.5%)
Sewer Charges	21.7%	1,286,784	20.6%	535,995	537,193	21.4%	1,198	0.2%
Drainage Charges	3.1%	183,456	2.9%	76,440	76,451	3.0%	11	0.0%
Security Charges	20.8%	1,231,021	19.7%	512,925	513,218	20.4%	293	0.1%
Solid Waste Charges	10.7%	631,830	10.1%	263,260	264,265	10.5%	1,005	0.4%
Other Income	1.9%	114,710	1.8%	47,042	37,966	1.5%	(9,076)	(19.3%)
Interest Earnings	0.0%	1,190	0.0%	575	(222)	0.0%	(797)	(138.6%)
Property Taxes	8.8%	519,960	8.3%	216,651	216,651	8.6%		0.0%
Total Revenues	100.0%	5,931,991	100.0%	2,607,904	2,510,189	100.0%	(97,715)	(3.7%)
OPERATING EXPENSES								
Water/Sewer/Drainage								
Wages	13.8%	810,420	12.8%	305,100	324,732	14.2%	19,632	6.4%
Employer Costs	7.0%	412,790	6.8%	162,003	154,560	6.7%	(7,443)	(4.6%)
Power	6.9%	406,913	6.7%	158,411	134,851	5.9%	(23,560)	(14.9%)
Chemicals	4.1%	240,200	4.9%	117,445	78,404	3.4%	(39,041)	(33.2%)
Maint & Repair	5.9%	345,470	5.3%	126,500	107,738	4.7%	(18,762)	(14.8%)
Meters/Boxes	0.9%	54,000	0.8%	20,000	12,162	0.5%	(7,838)	(39.2%)
Lab Tests	1.3%	74,250	1.2%	27,550	35,814	1.6%	8,264	30.0%
Permits	1.1%	65,600	1.9%	46,100	60,312	2.6%	14,212	30.8%
Training/Safety	0.3%	19,752	0.4%	10,475	3,804	0.2%	(6,671)	(63.7%)
Equipment Rental	0.9%	50,500	0.9%	20,700	31,823	1.4%	11,123	53.7%
Other	8.1%	474,144	8.4%	200,291	205,735	9.0%	5,444	2.7%
Subtotal Water/Sewer/Drainage	50.2%	2,954,039	50.2%	1,194,575	1,149,935	50.1%	(44,640)	(3.7%)
Security								
Wages	10.8%	637,600	10.1%	241,300	242,218	10.6%	918	0.4%
Employer Costs	6.1%	357,500	5.9%	140,700	134,407	5.9%	(6,293)	(4.5%)
Off Duty Sheriff Patrol	0.1%	6,000	0.1%	2,500	1,969	0.1%	(531)	(21.2%)
Other	1.6%	93,483	1.5%	35,795	39,883	1.7%	4,088	11.4%
Subtotal Security	18.6%	1,094,583	17.7%	420,295	418,477	18.2%	(1,818)	(0.4%)
Solid Waste								
CWRS Contract	9.3%	549,840	9.6%	229,100	230,546	10.0%	1,446	0.6%
Sacramento County Admin Fee	0.6%	34,920	0.6%	14,550	11,675	0.5%	(2,875)	(19.8%)
HHW Event	0.2%	12,000	0.0%			0.0%		0.0%
Subtotal Solid Waste	10.1%	596,760	10.2%	243,650	242,221	10.6%	(1,429)	(0.6%)
General / Admin								
Wages	9.4%	552,900	9.2%	219,500	162,148	7.1%	(57,352)	(26.1%)
Employer Costs	5.2%	305,000	5.2%	123,300	85,887	3.7%	(37,413)	(30.3%)
Insurance	1.3%	77,290	1.4%	32,202	34,031	1.5%	1,829	5.7%
Legal	0.5%	30,000	0.5%	12,500	35,025	1.5%	22,525	180.2%
Office Supplies	0.4%	22,800	0.4%	9,500	8,918	0.4%	(582)	(6.1%)
Director Meetings	0.3%	18,000	0.3%	7,500	5,000	0.2%	(2,500)	(33.3%)
Telephones	0.1%	4,800	0.1%	2,000	2,094	0.1%	94	4.7%
Information Systems	1.3%	79,400	1.9%	44,420	45,104	2.0%	684	1.5%
Community Communications	0.1%	5,900	0.1%	2,250	1,270	0.1%	(980)	(43.6%)
Postage	0.4%	22,202	0.4%	9,251	7,940	0.3%	(1,311)	(14.2%)
Janitorial/Landscape Maint	0.3%	17,820	0.3%	7,425	11,287	0.5%	3,862	52.0%
Other	1.8%	107,171	2.2%	52,886	85,018	3.7%	32,132	60.8%
Subtotal General / Admin	21.1%	1,243,283	22.0%	522,734	483,722	21.1%	(39,012)	(7.5%)
Total Operating Expenses	100.0%	5,888,665	100.0%	2,381,254	2,294,355	100.0%	(86,899)	(3.6%)
Operating Income (Loss)	100.0%	43,326	100.0%	226,650	215,834	100.0%	(10,816)	(4.8%)
Non-Operating Expenses								
Water Reserve Expenditure	0.0%		0.0%		2,610	46.4%	2,610	0.0%
Sewer Reserve Expenditure	0.0%		0.0%		665	11.8%	665	0.0%
Drainage Reserve Expenditure	0.0%		0.0%		2,352	41.8%	2,352	0.0%
Total Non-Operating Expenses	0.0%		0.0%		5,627	100.0%	5,627	0.0%
Net Income (Loss)	100.0%	43,326	100.0%	226,650	210,207	100.0%	(16,443)	(7.3%)

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH NOVEMBER 2014

	% of Total	Annual Budget	% of Total	YTD Budget	YTD Actuals	% of Total	YTD VARIANCE Amount %	
WATER								
REVENUES								
Water Charges	98.5%	\$1,963,040	98.7%	\$955,016	\$864,667	98.7%	(\$90,349)	(9.5%)
Interest Earnings	0.0%	80	0.0%	40	(105)	0.0%	(145)	(362.5%)
Other Income	1.5%	29,460	1.3%	12,275	11,136	1.3%	(1,139)	(9.3%)
Total Water Revenues	100.0%	1,992,580	100.0%	967,331	875,698	100.0%	(91,633)	(9.5%)
EXPENSES (excluding depreciation)								
Wages	25.5%	437,630	23.6%	164,754	197,315	28.8%	32,561	19.8%
Employer Costs	13.0%	223,220	12.6%	87,483	93,602	13.7%	6,119	7.0%
Power	14.7%	252,702	13.5%	93,924	83,067	12.1%	(10,857)	(11.6%)
Chemicals	7.3%	124,500	8.1%	56,135	42,571	6.2%	(13,564)	(24.2%)
T&O - Chemicals/Treatment	3.0%	51,000	4.6%	31,900	14,411	2.1%	(17,489)	(54.8%)
Maint & Repair	9.4%	161,070	9.0%	62,750	50,086	7.3%	(12,664)	(20.2%)
Meters/Boxes	3.1%	54,000	2.9%	20,000	12,162	1.8%	(7,838)	(39.2%)
Lab Tests	2.1%	36,000	1.8%	12,500	4,807	0.7%	(7,693)	(61.5%)
Permits	1.9%	32,000	1.8%	12,500	19,969	2.9%	7,469	59.8%
Training/Safety	0.4%	7,500	0.5%	3,150	919	0.1%	(2,231)	(70.8%)
Equipment Rental	1.7%	30,000	1.4%	10,000	13,790	2.0%	3,790	37.9%
Other Direct Costs	17.9%	307,364	20.4%	141,941	151,769	22.2%	9,828	6.9%
Operational Expenses	100.0%	1,716,986	100.0%	697,037	684,468	100.0%	(12,569)	(1.8%)
Water Income (Loss)	16.1%	275,594	38.8%	270,294	191,230	27.9%	(79,064)	(29.3%)
38.9% Net Admin Alloc	16.0%	275,492	16.8%	116,908	102,517	15.0%	(14,391)	(12.3%)
Reserve Expenditures	0.0%		0.0%		2,610	0.4%	2,610	0.0%
Total Net Income (Loss)	0.0%	102	22.0%	153,386	86,103	12.6%	(67,283)	(43.9%)
SEWER								
REVENUES								
Sewer Charges	98.4%	1,286,784	98.4%	535,995	537,193	99.0%	1,198	0.2%
Interest Earnings	0.0%	140	0.0%	60	(146)	0.0%	(206)	(343.3%)
Other Income	1.5%	20,190	1.5%	8,410	5,669	1.0%	(2,741)	(32.6%)
Total Sewer Revenues	100.0%	1,307,114	100.0%	544,465	542,716	100.0%	(1,749)	(0.3%)
EXPENSES (excluding depreciation)								
Wages	28.8%	316,060	27.2%	118,989	93,070	23.6%	(25,919)	(21.8%)
Employer Costs	14.7%	160,720	14.4%	63,180	46,766	11.9%	(16,414)	(26.0%)
Power	12.9%	141,021	13.6%	59,530	49,791	12.6%	(9,739)	(16.4%)
Chemicals	6.4%	70,300	7.5%	32,660	31,830	8.1%	(830)	(2.5%)
Maint & Repair	15.7%	172,500	13.4%	58,750	55,412	14.0%	(3,338)	(5.7%)
Lab Tests	3.5%	38,250	3.4%	15,050	31,007	7.9%	15,957	106.0%
Permits	2.6%	28,600	6.5%	28,600	34,517	8.7%	5,917	20.7%
Training/Safety	1.1%	12,200	1.7%	7,325	2,885	0.7%	(4,440)	(60.6%)
Equipment Rental	1.5%	16,000	1.6%	7,200	8,959	2.3%	1,759	24.4%
Other Direct Costs	12.9%	141,040	10.7%	46,700	40,394	10.2%	(6,306)	(13.5%)
Operational Expenses	100.0%	1,096,691	100.0%	437,984	394,631	100.0%	(43,353)	(9.9%)
Sewer Income (Loss)	19.2%	210,423	24.3%	106,481	148,085	37.5%	41,604	39.1%
29.7% Net Admin Alloc	19.2%	210,336	20.4%	89,258	78,272	19.8%	(10,986)	(12.3%)
Reserve Expenditures	0.0%		0.0%		665	0.2%	665	0.0%
Total Net Income (Loss)	0.0%	87	3.9%	17,223	69,148	17.5%	51,925	301.5%
DRAINAGE								
REVENUES								
Drainage Charges	100.0%	183,456	100.0%	76,440	76,451	100.0%	11	0.0%
Interest Earnings	0.0%	50	0.0%	25	(21)	0.0%	(46)	(184.0%)
Total Drainage Revenues	100.0%	183,506	100.0%	76,465	76,430	100.0%	(35)	0.0%
EXPENSES (excluding depreciation)								
Wages	40.4%	56,730	35.9%	21,357	34,347	48.5%	12,990	60.8%
Employer Costs	20.6%	28,850	19.0%	11,340	14,192	20.0%	2,852	25.1%
Power	9.4%	13,190	8.3%	4,957	1,993	2.8%	(2,964)	(59.8%)
Chemicals	3.8%	5,400	3.8%	2,250	1,763	2.5%	(487)	(21.6%)
Maint & Repair	8.5%	11,900	8.4%	5,000	2,240	3.2%	(2,760)	(55.2%)
Permits	3.6%	5,000	8.4%	5,000	5,826	8.2%	826	16.5%
Equipment Rental	3.2%	4,500	5.9%	3,500	9,074	12.8%	5,574	159.3%
Other Direct Costs	10.5%	14,792	10.3%	6,150	1,402	2.0%	(4,748)	(77.2%)
Operational Expenses	100.0%	140,362	100.0%	59,554	70,837	100.0%	11,283	18.9%
Drainage Income (Loss)	30.7%	43,144	28.4%	16,911	5,593	7.9%	(11,318)	(66.9%)
6.1% Net Admin Alloc	30.8%	43,200	30.8%	18,333	16,075	22.7%	(2,258)	(12.3%)
Reserve Expenditures	0.0%		0.0%		2,352	3.3%	2,352	0.0%
Total Net Income (Loss)	0.0%	(56)	-2.4%	(1,422)	(12,834)	-18.1%	(11,412)	802.5%
SECURITY								
REVENUES								
Security Charges	96.1%	1,231,021	96.1%	512,925	513,218	96.8%	293	0.1%
Interest Earnings	0.0%	400	0.0%	200	(27)	0.0%	(227)	(113.5%)

Rancho Murieta Community Services District
Budget Performance Report by FUND
YTD THROUGH NOVEMBER 2014

	% of	Annual	% of	YTD	YTD	% of	YTD VARIANCE	
	Total	Budget	Total	Budget	Actuals	Total	Amount	%
Other Income	3.9%	\$50,060	3.9%	\$20,855	\$16,845	3.2%	(\$4,010)	(19.2%)
Total Security Revenues	100.0%	1,281,481	100.0%	533,980	530,036	100.0%	(3,944)	(0.7%)
EXPENSES (excluding depreciation)								
Wages	58.3%	637,600	57.4%	241,300	242,218	57.9%	918	0.4%
Employer Costs	32.7%	357,500	33.5%	140,700	134,407	32.1%	(6,293)	(4.5%)
Equipment Repairs	0.4%	4,400	0.4%	1,835	1,425	0.3%	(410)	(22.3%)
Vehicle Maintenance	0.6%	6,700	0.7%	2,775	4,336	1.0%	1,561	56.3%
Vehicle Fuel	1.9%	20,550	2.3%	9,775	9,333	2.2%	(442)	(4.5%)
Off Duty Sheriff Patrol	0.5%	6,000	0.6%	2,500	1,969	0.5%	(531)	(21.2%)
Other	5.6%	61,833	5.1%	21,410	24,788	5.9%	3,378	15.8%
Operational Expenses	100.0%	1,094,583	100.0%	420,295	418,476	100.0%	(1,819)	(0.4%)
Security Income (Loss)	17.1%	186,898	27.0%	113,685	111,560	26.7%	(2,125)	(1.9%)
20.3% Net Admin Alloc	13.1%	143,765	14.5%	61,008	53,496	12.8%	(7,512)	(12.3%)
Total Net Income (Loss)	3.9%	43,133	12.5%	52,677	58,064	13.9%	5,387	10.2%
SOLID WASTE REVENUES								
Solid Waste Charges	99.9%	631,830	99.9%	263,260	264,265	100.0%	1,005	0.4%
Interest Earnings	0.1%	400	0.1%	200		0.0%	(200)	(100.0%)
Total Solid Waste Revenues	100.0%	632,230	100.0%	263,460	264,265	100.0%	805	0.3%
EXPENSES (excluding depreciation)								
CWRS Contract	92.1%	549,840	94.0%	229,100	230,546	95.2%	1,446	0.6%
Sacramento County Admin Fee	5.9%	34,920	6.0%	14,550	11,675	4.8%	(2,875)	(19.8%)
HHW Event	2.0%	12,000	0.0%			0.0%		0.0%
Operational Expenses	100.0%	596,760	100.0%	243,650	242,221	100.0%	(1,429)	(0.6%)
Solid Waste Income (Loss)	5.9%	35,470	8.1%	19,810	22,044	9.1%	2,234	11.3%
5.0% Net Admin Alloc	5.9%	35,410	6.2%	15,027	13,176	5.4%	(1,851)	(12.3%)
Total Net Income (Loss)	0.0%	60	2.0%	4,783	8,868	3.7%	4,085	85.4%
OVERALL NET INCOME(LOSS)	100.0%	43,326	100.0%	226,647	209,349	100.0%	(17,298)	(7.6%)

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

INVESTMENT REPORT

CASH BALANCE AS OF NOVEMBER 30, 2014

INSTITUTION	YIELD	BALANCE
CSD FUNDS		
EL DORADO SAVINGS BANK		
SAVINGS	0.03%	\$ 345,997.55
CHECKING	0.02%	\$ 9,778.73
PAYROLL	0.02%	\$ 70,214.63
AMERICAN WEST BANK		
EFT	0.05%	\$ 8,872.49
LOCAL AGENCY INVESTMENT FUND (LAIF)		
UNRESTRICTED		\$ -
RESTRICTED RESERVES	0.23%	\$ 3,728,804.30
CALIFORNIA ASSET MGMT (CAMP)		
OPERATION ACCOUNT	0.06%	\$ 3,605,566.65
UNION BANK		
PARS GASB45 TRUST (balance as of 10/31/14)		\$ 716,740.17
TOTAL		\$ 8,485,974.52

BOND FUNDS

COMMUNITY FACILITIES DISTRICT NO. 1 (CFD)

BANK OF AMERICA		
CHECKING	N/A	\$ 34,261.85
CALIFORNIA ASSET MGMT (CAMP)		
SPECIAL TAX	0.05%	\$ 8,303.77
US BANK		
SPECIAL TAX REFUND	0.00%	\$ -
BOND RESERVE FUND/ SPECIAL TAX FUND	0.00%	\$ -
TOTAL		\$ 42,565.62
TOTAL ALL FUNDS		\$ 8,528,540.14

The investments comply with the CSD adopted investment policy.

PREPARED BY: Tracey Hays
Interim Controller

MEMORANDUM

Date: December 11, 2014
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Security Report for the Month of November 2014

OPERATIONS

Thanksgiving weekend was busy at the gates and steady for calls for service. No major incidents were reported.

An off-duty Sheriff's deputy has been scheduled for New Years Eve.

The new Security Patrol Officer, Jeremiah Truelock, will complete gate training this week. When this is complete he will begin patrol training. The training should take about 3-4 weeks.

The Security Gate Officer applicant has passed the pre-employment process and will begin training on December 27.

The Security Patrol Officer is still out on a Worker's Comp injury. There is no tentative return date.

Due to having the new Patrol Officer in training and the injured officer off I am going to hire a contract officer to help cover patrol shifts. This will help keep me off of the patrol schedule and allow me to focus on the new North Gate and other administrative duties. The contract officer has been working out fine.

INCIDENTS OF NOTE

November 2, Sunday, reported at 10:38 a.m. at the water tank off of Lone Pine Drive, vandalism. Graffiti was applied to the tank with a black marker.

November 8, Saturday, reported at 8:46 p.m. at the Country Store. A driver was contacted by CHP regarding a possible hit & run on Jackson Road. CHP arrested the driver for DUI.

November 8, Saturday, reported at 10:56 p.m. on Colbert Drive. Vehicle collision. Driver failed to make the turn due to excessive speed and hit the landscape divider. No injuries, CHP responded for report.

November 13, Thursday, reported at 5:50 p.m. at Plaza Foods. Public intoxication. Plaza foods employee reported an extremely intoxicated subject at the store. A non-resident was contacted who said he was going to drive home. A taxi was called and transported the subject home.

November 27, Thursday, reported at 12:38 a.m. on Bermuda Court. Report of an intoxicated and possibly suicidal subject in the area. SSD and Sac Metro Fire were notified and responded. Subject was arrested by SSD for public intoxication.

During the month of November, District Security Patrol Officers also responded to complaints of loud parties, smashed pumpkins, disturbances and trespassing.

RANCHO MURIETA ASSOCIATION COMPLIANCE/GRIEVANCE/SAFETY COMMITTEE MEETING

The meeting was held on November 3, 2014 at the Rancho Murieta Association (RMA) office. The Committee discussed boat usage and fishing, estate sales, and recommended the purchase of two additional radar trailers. There was one appearance reading chickens for a 4H project.

The next meeting is scheduled for December 1, 2014.

SECURITY AD HOC COMMITTEE

No additional information.

NEW NORTH GATE

The detours down Murieta Parkway, Lago Drive, and Guadalupe Drive have for the most part been smooth. There is some occasional congestion behind the gate when merging, and we have received some complaints about speeding. To help remind drivers of their speed RMA has put out the radar trailer in various areas and the patrol officers have shown a presence in those areas. The replacement water line has been installed. Electrical conduit and footings are being installed for the building, precludes, and curbs. The RFPs for the security cameras, gate operators and barcode readers were not properly advertized, so this will be done this week. The bids should be received prior to the December board meeting for approval. RMA is using www.ranchomurieta.com to update the community on the progress of construction.

MEMORANDUM

Date: December 9, 2014
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Water/Wastewater/Drainage Report

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

WATER

Water Plant #1 is offline and under rehabilitation. Water Treatment Plant #2 is set at 0.8 mgd, currently operating an average of 20 hours per day for an average production flow of 0.67 MGD. Total potable water production for November 2014 was approximately 29 million gallons (MG) or 89 acre-feet (af). This is approximately 370 gallons per day per customer.

WATER SOURCE OF SUPPLY

On November 12, 2014, the combined raw water storage for Calero, Chesbro, and Clementia Reservoirs measured approximately 1,116.35 MG (3,426.2 AF) of which 952.42 MG (2,923 acre-feet (AF)) is usable due to dead storage. September 2, 2014, it was at 1,286.7 MG (3,949 AF). For Calero and Chesbro alone, the storage measured 852.2 MG (2,615.5 AF), or 802.84 MG (2,162.5 AF) usable. For reference, an average year's production has been 581 MG (1802 AF). One algae treatment took place on November 10, 2014 for taste and odor control.

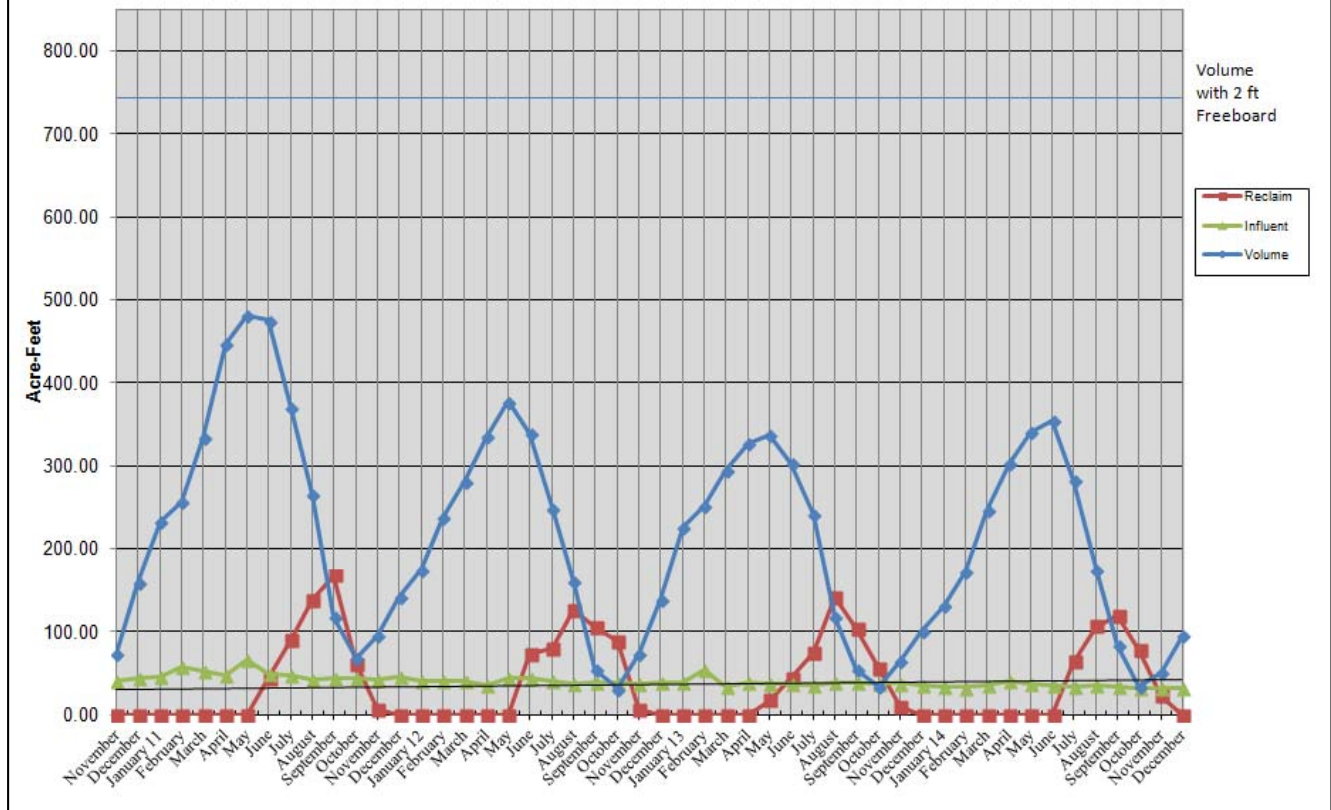
We received 0.95" of rain and evaporation was 1.26".

The Department of Water Resources, Division of Safety of Dams (DSOD) was out on November 13, 2014 for our annual dam inspections. No major issues of concern were noted, only minor requests to remove brush and small trees growing on or near dams.

WASTEWATER TREATMENT, COLLECTION AND RECLAMATION

Influent wastewater flow averaged 0.351 million gallons a day, for a total of 10.5 MG, (32.3 AF) for the month. This is approximately 138 gpd per sewer connection. On December 3, 2014, secondary wastewater storage measured 30.5 MG (93.6 AF), of which 78.7 acre-feet is usable volume. A total of 7.283 MG (22.35 AF) of tertiary recycled water was delivered to the Rancho Murieta Country Club (RMCC) in November. The lowest secondary storage volume was at 9.72 MG (29.82 AF) on November 8. The graph below shows where our secondary storage is comparable to previous years, measured on the first Wednesday of each month.

Volume of Secondary Wastewater in Reservoirs 2010-2014



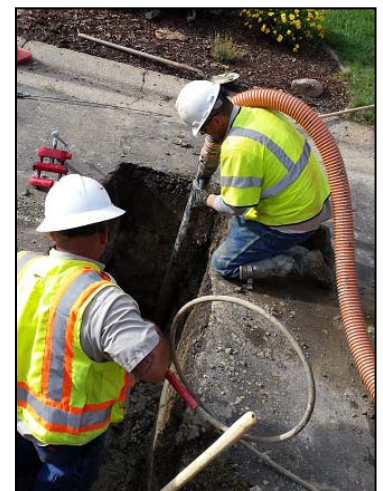
Sewer line maintenance this past month by staff included; South sanitary sewer system maintenance and flushing of sewer mains on Colbert, Fescue, Bent Grass, Linksman, Callaway, Mashi, Wadkins, Surlyn Court, Feathery Court, Boundary Court, Topspin, Stableford and lateral 'A' across golf course for a total of 9,326 Feet; North sanitary sewer system maintenance and flushing of sewer mains in Units 3 & 4 lateral I for a total of 3,275 feet; camera inspection of 470 feet of sewer main in Unit 4.

DRAINAGE / CIA DITCH

Staff has been conducting pre-, during and post stormwater inspections in the community. The entire drainage system has been inspected to ensure that there are no blockages or potential for debris to block culvert pipes to ensure drainage flow. Some additional cutting of vegetation in drainage ditches and stormwater detention basins is done as time and projects allowed.

WATER METERING & UTILITY STAFF WORK

Utility staff replaced twenty-seven (27) water meters and two (2) MXUs. They responded to three (3) water leak complaints, two (2) of which were the District's and repaired by the District. Also completed were eighteen (18) Underground Service Alerts and forty-four (44) Utility Star service orders.



AUGMENTATION WELL

Feedback provided from drillers was that a lot of water would be needed during the drilling process for the bore hole size we are requesting and it would be too difficult for them to provide. As a result, I am looking into the District being able to provide the water needed and hope to have this project out for rebid in January 2015, leaving a large window of time open for drillers to be able to complete the work as they become available. A request for updated Right of Entry (ROE) agreements has been sent to the landowner's representative to grant access for the project to proceed in 2015.

MASTER RECLAMATION PERMIT

On December 4, 2014 the Regional Board approved a new Waste Discharge Requirement and Master Reclamation Permit for the District. This will allow recycled water to be beneficially used throughout the District and designated areas of the Van Vleck ranch within allowable regulations. Immediate benefits to the District will be cost savings coming from no more groundwater monitoring and greater flexibility in recycled water use for dust control, parks, athletic fields, front/rear yard landscaping, etc. once excess recycled water becomes available.

SMUD

SMUD's installation of bird deterrents and increased spacing of the power lines occurred on November 5 - 6, 2014. This will help lessen the possibility of power outages due to bird strikes. This work took place at both Bass Lake and the north end of the Clementia Reservoir.



Reflectors put on power lines over Bass Lake.

MEMORANDUM

Date: December 9, 2014
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Consider Board and Committee Assignments

RECOMMENDED ACTION

Elect Board President.
Elect Board Vice-President.
Board President makes Committee assignments.

BACKGROUND

As required by Chapter 2 of the District Code, the Board Directors elect a Board President and Vice President to serve a two (2) year term. The District Code also allows the President and Vice President to be elected for two (2) consecutive terms (4 years total).

Once the Board President and Vice President are elected, the President makes the Committee assignments.

As is the District's normal practice, and on a yearly basis, for our December Board meeting, the Directors indicate their preferences for committee assignments for the upcoming year. Attached are the current Committee assignments along with the Director's preferences for Committee assignment for 2015.

MEMORANDUM

Date: December 9, 2014
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Consider Board and Committee Assignments

RECOMMENDED ACTION

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BOARD OFFICERS – COMMITTEE ASSIGNMENTS

OFFICE / COMMITTEE	JAN – DEC 2014 ASSIGNMENTS	Jan-Dec 2015 DIRECTOR REQUESTS
President	Gerald Pasek	
Vice President	Roberta Belton	Betty Ferraro
Security Committee	Roberta Belton Michael Martel	Michael Martel Mark Pecotich Betty Ferraro
Finance Committee	Roberta Belton Gerald Pasek	Gerald Pasek Michael Martel
Improvements Committee	Gerald Pasek Paul Gumbinger	Gerald Pasek Paul Gumbinger
Personnel Committee	Betty Ferraro Paul Gumbinger	Paul Gumbinger
Parks Committee	Betty Ferraro Michael Martel (alternate)	Mark Pecotich Betty Ferraro
Communication & Technology Committee	Betty Ferraro Mike Martel	Mark Pecotich Betty Ferraro
Joint Security	Roberta Belton Betty Ferraro	Betty Ferraro
Regional Water Authority Representatives	Gerald Pasek	Gerald Pasek

MEMORANDUM

Date: December 5, 2014
To: Board of Directors
From: Personnel Committee Staff
Subject: Consider Adoption of Revised Job Descriptions

RECOMMENDED ACTION

Adopt the revised General Manager, District Controller, Accounting Supervisor job descriptions.

BACKGROUND

Attached are drafts of the proposed revised job descriptions for the General Manager, District Controller and Accounting Supervisor.

The revision to the General Manager job description is the addition of: shall act as Director of Administration when needed.

Since Darlene Gillum is the General Manager, the following changes are necessary to reflect her dual role and supervisory responsibilities of General Manager and Director of Administration:

- The revisions to the District Controller job description are changing the Director of Administration to General Manager and the Human Resources Specialist to Accounting Supervisor.
- The revision to the Accounting Supervisor job description is the change from Director of Administration to General Manager.

The Personnel Committee recommends adoption.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

GENERAL MANAGER

DEPARTMENT: ADMINISTRATION

FLSA OVERTIME STATUS: EXEMPT

BARGAINING UNIT: N/A

APPROVED BY BOARD OF DIRECTORS – 06-18-2014

SUMMARY: In charge of the administrative, legal, engineering, operations, and financial activities of the District; represent the Board's policies and programs with employees, community organizations, and the general public; review budget requests and make recommendations to the Board on final expenditure levels; responsible for employer-employee relations; responsible for development, maintenance, and improvement of District facilities and services; and perform other related duties as required. Interact with county/state/federal agencies to achieve District objectives.

SUPERVISION: Under administrative direction of the Board of Directors. Direct supervision to department heads.

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

- Serves as chief executive officer for the District; sets vision and implements long range Board established goals for District;
- provides advice and consultation on the development and operation of District services, functions, and policies;
- oversees the preparation of the annual budget, making recommendations to the Board on final expenditure levels; reviews and approves purchase order and budget requests;
- coordinates the preparation of the agenda for Board of Directors' meetings.
- conducts a variety of special studies and surveys to determine effectiveness of District programs and services; maintains continuous awareness of administrative practices and recommends changes which increase the efficiency and economy of District operations and services;
- represents the Board's policies and programs with employees, community representatives, developers, and other government agencies;

- oversees the development and administration of capital improvement budgets and plans;
- directs personnel matters, including employment procedures, grievances, affirmative action, and employer-employee relations; oversees negotiations with bargaining groups;
- negotiates leases, agreements, and contracts; oversees and directs legal counsel;
- performs the duties of, and acts as, Director of Administration;
- coordinates District engineering functions; confers with developers and contractors as necessary; serves as District representative with other public agencies.
- maintains media and public relations;
- Manage day to day operations of the District.

QUALIFICATION REQUIREMENTS:

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

Ability to plan, organize, direct, communicate, coordinate, and supervise the functions and activities of the organization to achieve efficient operations and meet service goals. Exercise leadership, authority, and management tactfully and effectively. Prepare and administer District budgeting and fiscal control processes. Collect and analyze data on a variety of topics, including compensation and other utility billing rates. Effectively organize and carry out public and media relations. Coordinate the preparation of Board agendas. Administer personnel and employer-employee relations programs. Oversee the development and improvement of District facilities and services. Provide advice and consultation to the Board of Directors on the development of ordinances, regulations, policies, and programs. Prepare comprehensive technical reports and recommendations. Effectively represent and implement District policies, programs, and services with employees, contractors, representatives of other agencies, and the public. Establish and maintain cooperative working relationships.

EDUCATION AND/OR EXPERIENCE:

Minimum Education: Undergraduate degree from an accredited four year college or university with a major in Business Administration, Public Administration, Engineering or a closely related field.

Five years of broad and extensive work experience in a management or administrative position in a private or public utility agency. Background should include responsibility for formulation and implementation of programs, budgets and administrative operations.

LICENSE AND/OR CERTIFICATES:

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

Possession of or obtain within 12 months of hire, [National Incident Management System \(NIMS\)](#) IS 100,200 and 700 training.

PHYSICAL DEMANDS:

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

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand, walk, stoop, kneel, or crouch.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

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

The noise level in the work environment is usually quiet.

COMMENTS:

Appointments to this position are made in accordance with California Government Code section 61240.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

CONTROLLER

DEPARTMENT: ADMINISTRATION

FLSA OVERTIME STATUS: EXEMPT

BARGAINING UNIT: N/A

APPROVED BY BOARD OF DIRECTORS – 11/20/2013

SUMMARY: Under general direction, this position performs a variety of difficult and complex accounting work in support of District financial, accounting, payroll, and related administrative and analytical functions; assists with District audits; supports the General Manager / Director of Administration in bargaining unit negotiations; and provides accounting training of District staff.

SUPERVISION: Receives general supervision from the General Manager / Director of Administration.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Plans, organizes, coordinates and assists with daily accounting and payroll functions
- Performs hands-on accounts payable and daily accounts receivables functions
- Reviews and insures the accuracy of ledger postings and makes adjusting and correcting entries
- Manages and maintains general ledger chart of accounts
- Performs fixed asset management, insuring timely and accurate posting to the general and subsidiary ledgers
- Coordinates and organizes the monthly and annual closing process
- Works closely with District Accounting ~~and Human Resources Specialist Supervisor~~ in planning and prioritizing the day to day activities of the District's accounting functions
- Prepares draft monthly Board financial statements for General Manager / Director of Administration analytical review and write-up of data changes
- Performs periodic internal audits of accounting records and operational processes to insure control procedures are working as intended
- Assists with annual audits conducted by outside auditors, including preparing the requested audit materials, schedules, and certain reports.
- Supports the General Manager / Director of Administration in confidential bargaining unit negotiations by creating financial analysis of MOU costs and budget availability; may also participate in negotiation meetings

- Prepares the financial statements, tables, and other financial data for the annual report
- Performs monthly bank account reconciliations for review by General Manager / Director of Administration
- Assists District management with development of the annual budget, including rate development, and prepares monthly reports of budget-to-actual results
- Assists other departments with questions on the budget, proper coding, document processing, and other accounting-related activities
- Monitors cash accounts and records monthly disbursements
- Performs financial analysis on annual and periodic reporting
- Researches latest accounting statements and recommends implementation process
- ~~Performs special analytical studies as directed by the General Manager / Director of Administration~~
-

QUALIFICATION REQUIREMENTS: Knowledgeable of principles and practices of Generally Accepted Accounting Principles, governmental fund accounting practices including internal controls, auditing, budgeting and rate setting; payroll processing; cash handling processes, including bank deposits; procedures, policies, rules and practices affecting the development, maintenance and control of fiscal record keeping systems; computer hardware and software programs such as MS Office, Great Plains, and Utility Star; principles and practices of pertinent Federal, State, and local laws, rules, and regulations governing accountability of funds in public agencies; District policies, rules and regulations.

Ability to communicate effectively, both orally and in writing; use independent judgment in fairly non-routine situations, such as but not limited to calculating anticipated revenue and/or expenditures; prioritize workload efficiently, without direct instruction, to meet deadlines under changing conditions; to be detail and results oriented with initiative and follow through; analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals; establish and maintain effective, cooperative working relationships; and interpret, explain and apply generally accepted accounting and auditing principles.

EDUCATION AND/OR EXPERIENCE: Bachelors degree required, preferably in accounting, business or public administration or related field, and three years of increasingly responsible work experience performing accounting, budget preparation, personnel management, public program analysis, and analytical report preparation.

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

PHYSICAL DEMANDS: Ability to operate a variety of automated office machines; reasonable typing and writing skills; exert light physical effort in sedentary to light work involving sitting most of the time, but may involve walking or moving from one area to another or standing for brief periods of time.

Ability to exert negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

The employee must occasionally lift and/or move up to 25 pounds.

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

The noise level in the work environment is usually quiet.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

ACCOUNTING SUPERVISOR

DEPARTMENT: ADMINISTRATION

FLSA OVERTIME STATUS: EXEMPT

BARGAINING UNIT: N/A

APPROVED BY BOARD OF DIRECTORS –

SUMMARY: Uses discretion and independent judgment to perform difficult and responsible clerical accounting work involving planning, organizing, coordinating and supervising of administrative staff assigned to perform functions including purchasing, finance/accounting, payroll, personnel, risk management, customer service and computer network maintenance.

SUPERVISION: Receives general supervision from the ~~Director of Administration~~General Manager. Provides direct supervision over other accounting support staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Oversees and administers the business and front office operations of the District, providing assignments, direction and evaluation of direct-report department staff members; provides input to the ~~Director of Administration~~General Manager regarding hiring, firing, and classification changes for direct-report department staff;
- Assists in overseeing and administering accounting activities including accounts payable, accounts receivable, payroll, bank deposits, bank reconciliation and associated general journal preparation and entry;
- Oversees and administers District payroll processing; maintains personnel records, salary information, surveys and benefits coordination and advises on personnel issues;
- Assists in planning, organizing and directing all phases of the District's Human Resources Department, including recruitment and selection, policy and procedure development, classification and compensation analysis, employee training and development, labor relations, risk management and safety;

- Provides information to District departments, staff and the general public on human resources law, policies, and procedures; develops manuals, policies, procedures and forms necessary to the effective operation of the office;
- Conducts compensation and classifications studies and provides results to the ~~Director of Administration~~ General Manager;
- Maintains required reports for the District Safety Committee;
- Manages and monitors the performance evaluation system of the District insuring the completion of accurate, objective and timely performance evaluations;
- Coordinates and monitors the worker's compensation claims of the District acting as a liaison with the department head, supervisor, employee and the District's risk management program director;
- Assists in the preparation and distribution of Personnel Employee Manuals; maintains personnel records, salary information, surveys and benefits coordination and advises on personnel issues;
- Maintains computer network with assistance from outside vendor.

QUALIFICATION REQUIREMENTS:

Knowledgeable in processing payroll, accounts payable, accounts receivable, enforcement of cash handling process and bank deposits. Procedures, policies, rules and practices affecting the development, maintenance and control of fiscal and personnel record keeping systems. Principles and practices of governmental accounting, auditing, and budgeting. Federal, state, and local laws, rules, regulations governing accountability of funds in public agencies. District policies, rules and regulations. Basic budget preparation procedures.

SUPERVISORY RESPONSIBILITIES:

Ability to assign, review, plan, coordinate and guide the work of other employees; evaluate the work of employees and assist in the preparation of performance appraisals; promote staff development and motivation and to train staff; analyze problems that arise in the areas under supervision and recommend solutions.

EDUCATION AND/OR EXPERIENCE:

Any combination of training and experience providing the required knowledge and abilities is qualifying. A typical way to obtain this knowledge and ability would be:

Minimum Education: High School diploma and/or equivalent; although a Bachelor's degree in business or accounting (or closely related field) is highly desirable.

Two years of technical experience in financial, accounting, or personnel recordkeeping activities and one year of experience in general office administration sufficient to demonstrate the ability to perform a variety of administrative, personnel, customer services, and computer network maintenance in an independent manner; *or*

Possession of a four-year college degree with a major emphasis in accounting, business management, or a closely related field (Two years of experience performing duties comparable to the Accounting Assistant II at Rancho Murieta Community Services District may be substituted for the college degree).

LICENSE AND/OR CERTIFICATES:

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

OTHER SKILLS AND ABILITIES:

Knowledge of supervisory principles and practices; operation, administration, policies and procedures relating to government administration and finance; data management including word processing, spreadsheet and data base principles; and computer network maintenance.

PHYSICAL DEMANDS:

Ability to operate a variety of automated office machines; reasonable typing and writing skills; exert light physical effort in sedentary to light work involving sitting most of the time, but may involve walking or moving from one area to another or standing for brief periods of time.

Ability to exert negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

The employee must occasionally lift and/or move up to 25 pounds.

WORK ENVIRONMENT:

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The noise level in the work environment is usually quiet.

MEMORANDUM

Date: December 11, 2014
To: Board of Directors
From: Personnel Committee Staff
Subject: Consider Adoption of Employee Performance and Incentive Plan

RECOMMENDED ACTION

Recommend to the Board of Directors that it adopt the Performance and Incentive Plan.

BACKGROUND

Over the last several months, staff and Directors have had discussions on when and how a performance and incentive bonus plan can be implemented, due in part to concern over past bonus awards. Attached is a proposed Performance and Incentive Plan which will be added to our existing Pay for Performance Plan. Richard Shanahan, District General Counsel, has reviewed the plan and approved it as to form.

The Personnel Committee recommends adoption.

Performance and Incentive Plan

Plan Purpose. The purpose of this District Performance and Incentive Plan (Plan) is to establish an employee incentive and reward program to (a) motivate District employees to exert their best and extraordinary efforts on behalf of the District by providing them with a performance-based reward in addition to their base salaries if they meet certain performance measures, and (b) retain the employees. The potential additional compensation under this Plan is considered payment for successful performance in that any payout under the Plan is subject to the achievement of specific performance goals by the employees. The District believes that such additional compensation can be a highly effective means to motivate excellent performance and to increase the retention rate among its employees.

Performance Bonus Reward and Eligibility. The District may pay an employee an additional one-time performance bonus reward for extraordinary “above and beyond” efforts on a predetermined stretch goal critical to the continued success of the District (i.e. major project report, construction project, service project, etc.). The performance goal or goals for each employee may be established by the employee’s Department Manager and approved by the General Manager, in writing. Each performance goal also will include a related deadline by which the goal must be satisfied or performed. The specific goals and time line shall be documented in advance of the start of the performance period/project. If a goal is established for an employee and the employee timely meets the goal, then the performance bonus reward will be paid to the employee.

The reward payments will be paid through payroll and will be subject to applicable taxes, withholdings and deductions. If, following an employee’s completion of the goal, the Department Manager and General Manager determine and certify that the performance criteria has been satisfied, they will authorize and direct the payment of the bonus reward to the employee. This reward payment is a one-time bonus payment. The maximum bonus amount allowed is \$10,000.

Funding. The source and amount of funds available for payments under the Plan, if any, shall be authorized through the annual Board-approved budgeting process and included as part of the overall wages line item for each department.

General Provisions.

- a. If an employee terminates employment due to resignation, dismissal, death or disability before the date that the performance bonus reward is earned, then the Employee will no longer be eligible for the bonus reward or a part thereof.
- b. The District reserves the right to amend, suspend or discontinue the terms of this Plan at any time, with or without notice to the employees, and for any reason.
- c. No amounts to be paid under this Plan will be funded, set aside, or otherwise segregated prior to payment. The obligation to pay the performance bonus rewards will at all times be an unfunded and unsecured obligation of the District.
- d. An employee may not transfer, assign, alienate, pledge, or encumber his or her interest in this Plan and such interest shall not (to the extent permitted by law) be subject in any way to the claims of the employee’s creditors.
- e. The establishment of this Plan and any action taken under the Plan will not be construed to modify the District/employee employment relationship or grant any employee any right to continued employment.

The District reserves the right to manage and deal with the employees to the same extent as though the Plan had not been adopted.

- f. The Plan and any actions taken under the Plan will be governed by and construed in accordance with the laws of the State of California.

DRAFT

MEMORANDUM

Date: December 9, 2014
To: Board of Directors
From: Edward R. Crouse, Interim General Manager
Subject: Consider Extending Term of Edward R. Crouse's Employment as Interim General Manager to January 2, 2015

RECOMMENDED ACTION

Extend term of Edward R. Crouse's employment as Interim General Manager to January 2, 2015.

BACKGROUND

At the October 20, 2014 Special Board meeting, the District's Board of Directors adopted a resolution approving of the hiring of Retiree Edward R. Crouse as Interim General Manager and making related findings. At the October 24, 2014 Special Board meeting, that resolution was ratified. The resolution and the follow-up letter confirming the employment provide that the interim employment will cease upon the appointment of a new regular General Manager. The new General Manager, Darlene Gillum's start date is December 29, 2014. Mrs. Gillum and I would like to provide for an overlap for transitioning and training related purposes. Extending my employment allows for a 5 day overlap period which would allow me to get Mrs. Gillum up to speed.

MEMORANDUM

Date: December 4, 2014
To: Board of Directors
From: Finance Committee Staff
Subject: Consider Approving NBS Government Finance Group Proposal for Community Facilities District (CFD) No. 2014-1 Administrative Services

RECOMMENDED ACTION

Approve proposal from NBS Government Finance Group for work relating to the administration of the District's Mello-Roos Community Facilities District No. 2014-1, at the compensation rates as outlined in Exhibit B. Funding to come from Community Facilities District No. 2014-1 Annual Operating Account.

BACKGROUND

NBS Government Finance Group (NBS) will perform the work and render the services relating to the administration of the District's Mello-Roos Community Facilities District (CFD) No. 2014-1. The scope of work includes, but is not limited to: gathering and reviewing data pertinent to the administration of the CFD; identifying all costs associated with the administration of the CFD and recover those costs through the levy process; determine the cash flow requirement, acquire current fund balances and make recommendations to the flow of funds and fund balances.

The District shall pay NBS a fee of \$5,750.00 plus expenses as described in the attached Exhibit B.

Recall NBS was our CFD #1 bond administrator and is very familiar with Rancho Murieta and the District.

The Finance Committee recommends approval.

**RANCHO MURIETA COMMUNITY SERVICES DISTRICT
SERVICES AGREEMENT**

THIS AGREEMENT is entered into this December 1, 2014, by and between Rancho Murieta Community Services District, a local government agency (“**District**”), and NBS Government Finance Group, a California corporation, dba NBS (“**Consultant**”), who agree as follows:

1. Scope of Work. Consultant shall perform the work and render the services described in the attached Exhibit A (the “**Work**”) relating to the administration of District’s Mello-Roos Community Facilities District (CFD) No. 2014-1. Consultant shall provide all labor, services, equipment, tools, material and supplies required or necessary to properly, competently and completely perform the Work. Consultant shall determine the method, details and means of doing the Work.

2. Payment.

a. In exchange for the Work, District shall pay to Consultant a fee and reimburse expenses based on the fee arrangement described on the attached Exhibit B. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District.

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

3. Term.

a. This Agreement shall take effect on the above date and continue in effect until terminated by one of the parties as provided below. Time is of the essence in this Agreement. Consultant shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

b. This Agreement may be terminated at any time by either party upon 30 days advance written notice to the other party. In the event of such termination, Consultant shall be fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this subsection shall not include any termination-related expenses, cancellation or demobilization charges, or lost profit associated with the expected completion of the Work or other such similar payments relating to Consultant’s claimed benefit of the bargain.

4. Professional Ability of Consultant. Consultant represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon

Consultant's training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work performed by Consultant shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Consultant's field.

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

6. Consultant Records.

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

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

7. Ownership of Documents. All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Consultant under this Agreement and provided to District ("**Work Product**") shall be the property of District, and District shall have the right to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Consultant or any other party. Consultant may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Consultant shall not provide any Work Product to any third party without District's prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, Consultant may copyright the same, except that, as to any Work Product that is copyrighted by Consultant, District reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended

by the scope of work under this Agreement, then District shall hold Consultant harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to District in paper format, upon request by District at any time (including, but not limited to, expiration or termination of this Agreement), Consultant agrees to provide the Work Product to District in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet, AutoCAD file).

8. Compliance with Laws. Consultant shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Consultant shall possess, maintain and comply with all federal, state and local permits, licenses and certificates that may be required for it to perform the Work. Consultant shall comply with all federal, state and local air pollution control laws and regulations applicable to the Consultant and its Work (as required by California Code of Regulations title 13, section 2022.1).

9. Indemnification. Consultant shall, to the fullest extent permitted by law, indemnify, defend (with counsel approved by District), protect, and hold harmless District, and its officers, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) of every nature arising out of Consultant's performance of the Work and caused by any negligent act or omission, willful misconduct or violation of law of or by Consultant or its employees, agents and subcontractors, except where caused by the sole negligence or willful misconduct of District or as otherwise provided or limited by law. Consultant's obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

10. Insurance.

a. Types & Limits. Consultant at its sole cost and expense shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

<i>Type</i>	<i>Limits</i>	<i>Scope</i>
Commercial general liability	\$1,000,000 per occurrence & \$2,000,000 aggregate	at least as broad as ISO CG 0001
Automobile liability	\$1,000,000 per accident	at least as broad as ISO CA 0001, code 1 (any auto)
Workers' compensation	statutory limits	
Employers' liability	\$1,000,000 per accident	

b. Other Requirements. The general and automobile liability policy(ies) shall be endorsed to name District, its officers, employees, volunteers and agents as additional insureds regarding liability arising out of the Work. Consultant's coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. District's insurance or self-insurance, if any, shall be excess and shall not contribute with Consultant's insurance. Each insurance policy shall be endorsed to state that coverage shall not be canceled, except after 30 days (10 days for non-payment of premium) prior written notice to District. Insurance is to be placed with admitted insurers with a current A.M. Best's rating of A:VII or better unless

otherwise acceptable to District. Workers' compensation insurance issued by the State Compensation Insurance Fund is acceptable. Consultant agrees to waive subrogation that any insurer may acquire from Consultant by virtue of the payment of any loss relating to the Work. Consultant agrees to obtain any endorsement that may be necessary to implement this subrogation waiver.

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

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

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

13. Assignment. Consultant may not assign, delegate, transfer or subcontract any of its rights, duties, obligations or other interests in this Agreement without District's prior written consent. Any assignment, delegation, transfer or subcontract in violation of this provision is null and void.

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

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

16. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court

where District's office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

17. Notice. Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail addressed as follows:

District: General Manager Rancho Murieta Community Services District P.O. Box 1050 15160 Jackson Road Rancho Murieta, CA 95683	Consultant: Chief Executive Officer NBS Government Finance Group 32605 Temecula Parkway, Ste. 100 Temecula, CA 92592
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Any party may change its address by notifying the other party of the change in the manner provided above.

RANCHO MURIETA COMMUNITY
SERVICES DISTRICT

NBS GOVERNMENT FINANCE GROUP

By: _____
Edward R. Crouse
General Manager

By: _____
Michael Rentner
Chief Executive Officer

MEMORANDUM

Date: December 5, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: Consider Approving Purchase of Dump Truck

RECOMMENDED ACTION

Waive the advertisement requirements of District Code, Chapter 4, Section 5.03 and approve the proposal from Harrold Ford for the purchase of a new dump truck, in an amount not to exceed \$55,163.27. Funding to come Replacement Reserves.

BACKGROUND

A request for proposal sheet, with requested specifications, was distributed to seven (7) area Ford dealerships for a new Ford F-550 two wheel drive dump truck. Total cost to include a tool box and applicable taxes and licensing. Only three (3) proposals were received (see attached quotes).

Staff researched various rental companies, dealerships, and the internet to find a suitable 5 yard dump truck capable of hauling wet soil and rock, typical of what we haul from excavations. To avoid requiring a California Class B commercial driver's license, staff only looked at dump trucks weighing less than 26,000 lbs with no air brakes that meet California emission standards. After looking at used dump trucks with no success, we looked at new trucks.

The dump truck that is being recommended would serve as a dual purpose truck with sides that can fold down to load it and use it as a flat bed. Obtaining a dump truck would allow staff to haul material as necessary for District work (e.g., spoils from and fill material for water leak repairs, sewer repairs, drainage maintenance and solids handling from water and wastewater facilities), as well as being able to tow heavy equipment. It would provide an appropriate dump truck vs. current flatbed, which will help expedite projects and response time vs. renting, and be a long term asset to the District.

Dealership	Bid Amount
Elk Grove Ford	No response
Folsom Lake Ford	No response
Harrold Ford	\$55,163.27
Big Valley Ford	\$55,679.10
Future Ford	\$59,798.36
Downtown Ford	No response
Geweke Ford	No response

The Improvements Committee recommends approval.

**REQUESTED PROPOSAL TO SUPPLY VEHICLE
TO
RANCHO MURIETA COMMUNITY SERVICES DISTRICT**

Return a completed quote by November 21, 2014 by 12:00pm to be considered

YEAR 2015

Truck will have a minimum of the following

- yes 1) Ford F-550 XL 4x2, 6.7L Diesel Engine, Automatic Transmission, Color to be White
- yes 2) Air Conditioning
- yes 3) Extra Heavy Service Suspension
- yes 4) Cab Steps
- yes 5) Tow Command Electric Brake Controller
- yes 6) One Spare Tire
- X 7) Supply one of each Shop and Parts Manuals - *CD only available Service manual* - yes
- yes 8) **Rugby Eliminator FDS-11-4 (dump bed) Color to be Black**
 - a) 17" Fold Down Sides
 - b) Single Coal Chute
 - c) Spreader Apron
 - d) Floor Crossmembers to be 12" on Center
 - e) Pull Tarp
- yes 9) Class 5 Receiver Hitch, 7 Prong RV Trailer Plug
- yes 10) 36"X18"X18" Under body Frame Mounted Tool Box (color to be black)
- yes 11) Tail and Marker Lamps To Be LED

Government Discount Code "QU286"

Dealer Set Up Fees

Sales Tax (% 8.0)

Licensing Fees

Registration Fees

Total Direct Purchase Price

5,279.00
8.75
4,085.52
exempt
exempt
55,163.27

Date 11/14/14

Quote Good Through
Minimum 45 Days for Processing

11/14/15

Dealer: HAROLD FORD

By: Richard Rosada

Print Name: Richard Rosada - Fleet MGR

Phone: 916-779-5008



1535 HOWE AVENUE
SACRAMENTO, CA 95825
www.HarroldFord.com



1 | **Dump Body: Rugby Eliminator FDS 11-4**

TO BE INSTALLED ON F550 CAB AND CHASSIS WITH A 84" C/A

- 11'7" Outside Length
- 96" Outside Width
- Capacity: 4.23 to 5.73 Cubic Yards
- Floor: UPGRADED TO 7GA, One Piece with 3" I-Beam Crossmembers ON 12" CENTERS and 5" Channel Long Sills
- Sides: Fold Down, 12ga, 17" Tall
- Tailgate: 10ga, 23" Tall, EZ-LATCH, Single Coal Chute
- 1/4 cab shield with window
- Spreader Apron
- Back up Alarm
- Mud Flaps
- LED Oval S/T/T Lamps in rear posts and OEM lamps at end of frame
- Painted Black or White
- HR540 Double Acting Electric Subframe Underbody Hoist giving 8.5 tons lifting capacity

Dump
Body

Specs

on

2015

F550

4X2

1 | **Accessories: Class 5 Hitch, D-Rings, Trailer Plug**

- Reinforced dock bumper
- 2-1/2" Receiver Tube (Hitch height TBD)
- (2) 5/8" D-Rings
- 6-way Trailer Plug connected to factory brake controller
- Painted Black

1 | **Accessories: PullTarp Manual Tarping System**

- PullTarps Mesh Tarp with Steel Protector Plus
- Installed above cheater board slots on back of headboard

1 | **Accessories: Toolbox, 36"**

- 36" X 18" X 18" Delta Pro toolbox mounted to frame rail, passenger side
- Powdercoated Black

Big Valley Ford
Quote #2
inc 19,500 GVW

REQUESTED PROPOSAL TO SUPPLY VEHICLE
TO
RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Return a completed quote by November 21, 2014 by 12:00pm to be considered

YEAR 2015

Truck will have a minimum of the following

- 1) Ford F-550 XL 4x2, 6.7L Diesel Engine, Automatic Transmission, Color to be White
- 2) Air Conditioning
- 3) Extra Heavy Service Suspension
- 4) Cab Steps
- 5) Tow Command Electric Brake Controller
- 6) One Spare Tire
- 7) Supply one of each Shop and Parts Manuals
- 8) **Rugby Eliminator FDS-11-4 (dump bed) Color to be Black**
 - a) 17" Fold Down Sides
 - b) Single Coal Chute
 - c) Spreader Apron
 - d) Floor Crossmembers to be 12" on Center
 - e) Pull Tarp
- 9) Class 5 Receiver Hitch, 7 Prong RV Trailer Plug
- 10) 36"X18"X18" Under body Frame Mounted Tool Box (color to be black)
- 11) Tail and Marker Lamps To Be LED

* Add payload upgrade to 19,500 GVW

Government Discount Code "QU286"

51,545
0

Dealer Set Up Fees

Sales Tax (% 8)

4123.60

Licensing Fees Tire Fee

10.50

Registration Fees

Total Direct Purchase Price

55,679.10

Date 11/20/14

Dealer: Big Valley Ford

Quote Good Through

By: [Signature]

Minimum 45 Days for Processing
01/20/15

Print Name: Doug Sankhe

Phone: 209 870-4473

==>

Dealer: F72402

2015 F-SERIES SD

Page: 1 of 2

Order No: 8000 Priority: A2 Ord FIN: QU286 Order Type: 5B Price Level: 520
Ord PEP: 660A Cust/Flt Name: RANCHO MURIET PO Number:

RETAIL		RETAIL	
F5G	F550 4X2 CHAS/C \$36845	18B	MOLDED BLK STEP \$320
	165" WHEELBASE		LESS TPMS
Z1	OXFORD WHITE	425	50 STATE EMISS NC
A	VNYL 40/20/40		SPARE TIRE/WHLQ 350
S	STEEL	52B	BRAKE CONTROLLR 270
660A	PREF EQUIP PKG	61J	JACK NC
	.XL TRIM	63B	CLN IDLE DECAL NC
572	.AIR CONDITIONER NC	65Z	AFT AXLE TANK NC
	.AM/FM STER/CLK		
99T	6.7L V8 DIESEL 8130		TOTAL BASE AND OPTIONS 48940
44W	6-SPEED AUTO 190		TOTAL 48940
TFB	.225 BSW AS 19.5		*THIS IS NOT AN INVOICE*
X8L	4.88 LTD SLIP 360		
68M	PAYLD PLUS UPGR 1155		* MORE ORDER INFO NEXT PAGE *
	<u>19500# GVWR PKG</u>		F8=Next

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC07742

Rancho Murietta Pg. 1

51,545 inch Bed Rug; Dump & Payload upgrade

*Option: High Cap. Inverter
Add \$300^{co}
plus tax*

*Bis Valley Ford
Doug Salsie 209 870-4473*

CNGP530

VEHICLE ORDER CONFIRMATION

11/20/14 15:18:42

==>

Dealer: F72402

2015 F-SERIES SD

Page: 2 of 2

Order No: 8000 Priority: A2 Ord FIN: QU286 Order Type: 5B Price Level: 520

Ord PEP: 660A Cust/Flt Name: RANCHO MURIET PO Number:

RETAIL

RETAIL

67D XTR HVY DTY ALT NC

67X EXTRA HD SUSP 125

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

B4A NET INV FLT OPT NC

DEST AND DELIV 1195

TOTAL BASE AND OPTIONS 48940

TOTAL 48940

THIS IS NOT AN INVOICE

Rancho Murietta pg 2

F7=Prev

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC07742



Tom's House of Hydraulics

2904 Duluth Street
W. Sacramento, CA 95691
916-372-9692

Quote #: 23927

Date: 11/10/201
CustID: 31550

Thank you for the opportunity to quote your business, please call if you have any questions.

Big Valley Ford
3282 Auto Center Circle
Stockton, CA 95212

Big Valley Ford
3282 Auto Center Circle
Stockton, CA 95212

Attn: Doug Subke
209-607-0685

Qty>=	Description	eMail: d.subke@bigvalleyford.com	Unit Price	Ext Price
1	<p>Dump Body: Rugby Elminator FDS 11-4</p> <p>REF: RANCHO MURRIETA COMMUNITY SERVICES DISTRICT</p> <p>TO BE INSTALLED ON F550 CAB AND CHASSIS WITH A 84" C/A</p> <ul style="list-style-type: none"> - 11'7" Outside Length - 96" Outside Width - Capacity: 4.23 to 5.73 Cubic Yards - Floor: UPGRADED TO 7GA, One Piece with 3" I-Beam Crossmembers ON 12" CENTERS and 5" Channel Long Sills - Sides: Fold Down, 12ga, 17" Tall - Tailgate: 10ga, 23" Tall, EZ-LATCH, Single Coal Chute - 1/4 cab shield with window - Spreader Apron - Back up Alarm - Mud Flaps - LED Oval S/T/T Lamps in rear posts and OEM lamps at end of frame - Painted Black or White - HR540 Double Acting Electric Subframe Underbody Hoist giving 8.5 tons lifting capacity - Installed 		\$11,639.00	\$11,639.00

All prices are FOB unless stated otherwise. This quotation is good for 30 days, subject to our inspection and/or rejection of any materials that might be received by us for processing and subject to change or withdrawal without notice. Materials or parts to be plated must be of plating quality. Acceptance of this quotation is confirmed by issue and acceptance of a purchase order and/or receipt and processing of the parts with reference to this quotation. This quotation was made expressly upon your request and is confidential and non transferable. We will exercise the utmost care while processing your parts or order but limit our liability to the quoted price.

Terms of Sale:

Net10

Tom's House of Hydraulics

Authorized by: ___senochian

Date: 11/11/2014



Tom's House of Hydraulics

2904 Duluth Street
W. Sacramento, CA 95691
916-372-9692

Quote #: 23927

Page 2 of 2

Date: 11/10/201

CustID: 31550

Thank you for the opportunity to quote your business, please call if you have any questions.

Big Valley Ford
3282 Auto Center Circle
Stockton, CA 95212

Big Valley Ford
3282 Auto Center Circle
Stockton, CA 95212

Attn: Doug Subke
209-607-0685

Qty>=	Description	eMail: d.subke@bigvalleyford.com	Unit Price	Ext Price
1	Accessories: PullTarp Manual Tarping System - PullTarps Mesh Tarp with Steel Protector Plus - Installed above cheater board slots on back of headboard		\$1,239.00	\$1,239.00
1	Accessories: Class 5 Hitch, D-Rings, Trailer Plug - Reinforced dock bumper - 2-1/2" Receiver Tube (Hitch height TBD) - (2) 5/8" D-Rings - 6-way Trailer Plug connected to factory brake controller - Painted Black		\$745.00	\$745.00
1	Accessories: Toolbox, 36" - 36" X 18" X 18" Delta Pro toolbox mounted to frame rail, passenger side - Powdercoated Black		\$375.00	\$375.00
			TOTAL	\$13,998.00

All prices are FOB unless stated otherwise. This quotation is good for 30 days, subject to our inspection and/or rejection of any materials that might be received by us for processing and subject to change or withdrawal without notice. Materials or parts to be plated must be of plating quality. Acceptance of this quotation is confirmed by issue and acceptance of a purchase order and/or receipt and processing of the parts with reference to this quotation. This quotation was made expressly upon your request and is confidential and non transferable. We will exercise the utmost care while processing your parts or order but limit our liability to the quoted price.

Terms of Sale:

Net10

Tom's House of Hydraulics

Authorized by: senochian

Date: 11/11/2014

REQUESTED PROPOSAL TO SUPPLY VEHICLE
TO
RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Return a completed quote by November 21, 2014 by 12:00pm to be considered

YEAR 2015

Truck will have a minimum of the following

- 1) Ford F-550 XL 4x2, 6.7L Diesel Engine, Automatic Transmission, Color to be White
- 2) Air Conditioning
- 3) Extra Heavy Service Suspension (19,500 GVW Package) Per Row
- 4) Cab Steps
- 5) Tow Command Electric Brake Controller
- 6) One Spare Tire
- 7) Supply one of each Shop and Parts Manuals
- 8) **Rugby Eliminator FDS-11-4 (dump bed) Color to be Black**
 - a) 17" Fold Down Sides
 - b) Single Coal Chute
 - c) Spreader Apron
 - d) Floor Crossmembers to be 12" on Center
 - e) Pull Tarp
- 9) Class 5 Receiver Hitch, 7 Prong RV Trailer Plug
- 10) 36"X18"X18" Under body Frame Mounted Tool Box (color to be black)
- 11) Tail and Marker Lamps To Be LED

Government Discount Code "QU286"

55,262⁰⁰

Dealer Set Up Fees (DOC FEE)

80⁰⁰

Sales Tax (% 8)

4,427³⁶

Licensing Fees

29⁰⁰

Registration Fees

0⁰⁰

Total Direct Purchase Price

59,798³⁶

Date 11/13/14

Dealer: FUTURE FORD SACRAMENTO

Quote Good Through

Minimum 45 Days for Processing

12/31/2014

By: Carl Borgwardt

Print Name: CARL Borgwardt

Phone: 916-349-3381

* PENDING AVAILABILITY

Contact, Ron Greenfield at rgreenfield@rmcsd.com Ph. 916 354-3700
Paul Siebensohn at psiebensohn@rmcsd.com Ph. 916 354-3700

Future Ford of Sacramento

INVOICE

4625 Madison Ave.
Sacramento, CA 95841

(916)349-3381

SOLD TO:

Rancho Murieta Community Service Dist
15160 Jackson Rd
Rancho Murieta, CA 95683

INVOICE NUMBER 536529
INVOICE DATE November 24, 2014
OUR ORDER NO.

Your Purchase Order
TERMS Net 15

SALES REP Carl Borgwardt

SHIPPED VIA F.O.B. Sacramento

PREPAID or COLLECT

SHIPPED TO:

Same

QUANTITY	DESCRIPTION	VIN #'s	UNIT PRICE	AMOUNT
	DESCRIPTION	VIN #'s	0.00	
1	2015 F-550 Reg Cab	1FDUF5GT2EEA74555	40,451.00	40,451.00
1	Rugby Eliminator FDS-11-4		14,811.00	14,811.00
1	Doc Fees		80.00	80.00
1	Electronic Filing		29.00	29.00
1	License Fees		0.00	0.00
			SUBTOTAL	55,371.00
			TAX 8%	4,427.36
			FREIGHT	
				\$59,798.36

DIRECT ALL INQUIRIES TO:

Carl Borgwardt
(916)349-3381
cborgwardt@futurefordofsac.com

MAKE ALL CHECKS PAYABLE TO:

Future Ford
Attn: Accounts Receivable
4625 Madison Ave.
Sacramento, CA 95841

PAY THIS
AMOUNT

THANK YOU FOR YOUR BUSINESS!

MEMORANDUM

Date: December 5, 2014
To: Board of Directors
From: Improvements Committee Staff
Subject: Discuss District Paying for Water Line Replacement at North Gate

RECOMMENDED ACTION

Discuss payment of water line replacement at North Gate. Provide direction to staff.

BACKGROUND

At the November 25, 2014 Special Board meeting, Director Martel stated he feels the District should be paying for the water line replacement at the North Gate and requested the Improvements Committee discuss the matter.

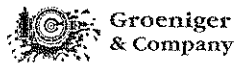
It is the District's normal practice not to pay for or contribute to the relocation of existing facilities, i.e. pipelines, valves, manholes, etc., where such relocation is required by new development or resident requests.

In the case of the North Gate, while the existing pipeline was shown on the plans, the elevation of the new pavement sub-grade pavement was too low, causing a potentially serious threat to the pipe breakage during construction due to heavy equipment working in the area.

RMA relocated the pipe approximately 30 feet east of its current location which is behind the future curb and gutter, in the landscape area.

The cost of the pipe materials, including fittings and valves (NIC concrete, bedding or installation), is roughly \$26,000, per the attached invoices provided by RMA.

The Improvements Committee recommends this item be on the December 17, 2014 Board of Directors meeting agenda.



INVOICE NUMBER	CUSTOMER	PAGE
1045659	410916	1 of 1

DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES INC 1423
DBA GROENIGER & COMPANY
FILE 56809
LOS ANGELES, CA 90074-6809

SHIP TO: RANCHO MURIETA

Please contact with Questions: 916-381-6100

2392 1 AT 0.406 E0151X I0256 D1148370986 P2271816 0001:0001

RANCHO MURIETA ASSOCIATION
7191 MURIETA PARKWAY DR
VINCE CARILLO 916-716-0760
RANCHO MURIETA, CA 95683

RANCHO MURIETA ASSOCIATION
7191 MURIETA PKWY
RANCHO MURIETA CA 95683-9556


SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
1423	1423	CA34	VINCE CARILLO	JPS	NORTHGATE IMPROVMENT	11/14/14	IO 46989

ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT
			Thank you for your business ! CLOSED SATURDAYS FOR THE WINTER			
			Source Order#: 1045430			
620	620	DR18BP12	12 C900 DR18 PVC GJ BLUE PIPE NEED 8 QUARTS OF PIPE LUBE SHIPPED	15.200	FT	9424.00
1	1	MJFTLA12X	12X8 MJXFLG C153 TEE L/A	248.000	EA	248.00
1	1	BFX	8 DI C110 125# BLND FLG	77.000	EA	77.00
1	1	JJ97912GIP	12X1 IP BRS SDL 13.14 - 14.58	162.000	EA	162.00
1	1	MB20013NG	LF 1 MIP X MIP BALL CORP ST	51.000	EA	51.00
1	1	JJ97912KIP	12X2 IP BRS SDL 13.14 - 14.58	190.000	EA	190.00
1	1	JE1943K	LF 2 MIP X MIP BALL CORP ST	180.000	EA	180.00
2	2	SSLCE12	12 PVC WDG REST GLND *ONELOK	73.000	EA	146.00
2	2	IMJBG12	12 MJ C153 BOLT GSKT PK L/ GLAND	18.000	EA	36.00
1	1	PBNSX	8 PLT FLG N&B SET A307	7.000	EA	7.00
1	1	FNWR1FFGAX	8 RR 1/8 FF 150# GSKT	5.000	EA	5.00
			INVOICE SUB-TOTAL			10526.00
			TAX	Sacramento		842.08

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

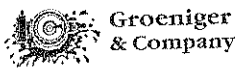
Bill to North Gate

Thank you for your business



TERMS: NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$11,368.08
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All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at http://wolseley.com/terms_conditionsSale.html and are incorporated by reference. Seller may convert checks to ACH.



INVOICE NUMBER	CUSTOMER	PAGE
1047761	410916	1 of 1

DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES INC 1423
DBA GROENIGER & COMPANY
FILE 56809
LOS ANGELES, CA 90074-6809

Please contact with Questions: 916-381-6100

SHIP TO:

4852 1 AT 0.406 E0271X I0460 D1159776464 P2285213 0001:0001

COUNTER PICK UP
DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

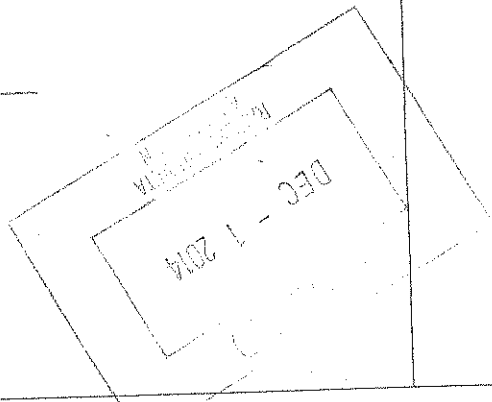


RANCHO MURIETA ASSOCIATION
7191 MURIETA PKWY
RANCHO MURIETA CA 95683-9556

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
1423	1423	CA34SA	VINCE CARILLO	JPS	NORTH GATE	11/25/14	IO 47128
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
			Thank you for your business !				
2		2 IGCPK	2 GALV MI CORED PLUG	4.000	EA	8.00	
2		2 SSLCE12	12 PVC WDG REST GLND *ONELOK	73.000	EA	146.00	
2		2 IMJBGP12	12 MJ C153 BOLT GSKT PK L/ GLAND	18.000	EA	36.00	
2		2 MJTCAPLA12K	12X2 MJ C153 TAP CAP L/A	98.000	EA	196.00	
INVOICE SUB-TOTAL							386.00
TAX						ramento/Sacram.City	32.81

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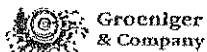
New N. Gate 418.81
216-00 RD



Thank you for your business

TERMS: NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$418.81
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All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at http://woiseley.com/terms_conditionsSale.html and are incorporated by reference. Seller may convert checks to ACH.



PRINT DUPLICATE INVOICE

FERGUSON WW #1423
DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

New N. Gate Const. 2256.95
R/H

Deliver	1002834
From:	Steve Hoffer
Comments:	

Please Contact With Questions: 216-00
916-381-6100

Invoice Number	Customer	Page
1046011	410916	1

Please refer to Invoice Number when making payment and remit to: TOTAL DUE ---> 2256.95

FERGUSON ENTERPRISES INC 1423
DBA GROENIGER & COMPANY
FILE 56809
LOS ANGELES, CA 90074-6809

Sold To:

RANCHO MURIETA ASSOCIATION
7191 MURIETA PARKWAY DR
RANCHO MURIETA, CA 95683

Ship To:

COUNTER PICK UP
DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

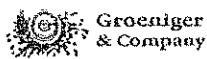
Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
1423	1423	CA34SA	VINCE CARILLO	JPS	NORTHGATE IMPROVMENT	11/17/2014	47009
Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount	
			Source Order#: 1045430				
2	2	MJ4LA12	12 MJ C153 45 BEND L/A	149.000	EA	298.00	
1	1	MJFLA12U	12X6 MJXFLG C153 TEE L/A	223.000	EA	223.00	
10	10	SSLCE12	12 PVC WDG REST GLND *ONELOK	73.000	EA	730.00	
10	10	IMJBG12	12 MJ C153 BOLT GSKT PK L/ GLAND	18.000	EA	180.00	
2	2	MJ2LA12	12 MJ C153 22-1/2 BEND L/A	150.000	EA	300.00	
1	1	CHE1014	1G LIQ CLR	9.500	EA	9.50	
1	1	RXR50114411441800	12 EXT RANGE COUP 14.41X14.41	325.000	EA	325.00	
2	2	CRH2C	11 FORM A GSKT SEAL PERMATEX	7.313	EA	14.63	

Invoice Sub-Total 2080.13
Tax 176.82
Total Amt 2256.95

TOTAL DUE --->	2256.95
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ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT http://woiseleyna.com/terms_conditionsSale.html
GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH "NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.



PRINT DUPLICATE INVOICE

216-00

C

FERGUSON WW #1423
DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

New N. Gate / 5162.40
Const. R/H

Deliver	1002834
From:	Steve Hoffer
Comments:	

Please Contact With Questions:
916-381-6100

Invoice Number	Customer	Page
1045430	410916	1

Please refer to Invoice Number when making payment and remit to:

TOTAL DUE ---> 5162.40

FERGUSON ENTERPRISES INC 1423
DBA GROENIGER & COMPANY
FILE 56809
LOS ANGELES, CA 90074-6809

5162

Sold To:

RANCHO MURIETA ASSOCIATION
7191 MURIETA PARKWAY DR
RANCHO MURIETA, CA 95683

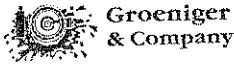
Ship To:

RANCHO MURIETA ASSOCIATION
7191 MURIETA PARKWAY DR
RANCHO MURIETA, CA 95683

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
1423	1423	CA34	VINCE CARILLO	JPS	NORTHGATE IMPROVMENT	11/17/2014	47009
Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount	
1	1	MJ1LA12	12 MJ C153 11-1/4 BEND L/A	150.000	EA	150.00	
2	2	SSLCE12	12 PVC WDG REST GLND *ONELOK	73.000	EA	146.00	
2	2	IMJBGPT12	12 MJ C153 BOLT GSKT PK L/ GLAND	18.000	EA	36.00	
1	1	AFC2506FMLAOL	6 FLG X MJ RW OL GATE VLV L/A	500.000	EA	500.00	
1	1	PBNSU	6 PLT FLG N&B SET A307	7.000	EA	7.00	
1	1	FNWR1FFGAU	6 RR 1/8 FF 150# GSKT	4.000	EA	4.00	
18	18	DI350SJPU	6 CL350 DI SJ PIPE	17.000	FT	306.00	
1	1	SBF648MJB	6X48 MJ BURY ELL	240.000	EA	240.00	
1	1	SBF612WBHE	6X12 WET BARL HYD EXT	90.000	EA	90.00	
1	1	CLB4006H	HYD BREAK OFF CHK VLV 6 HOLE	1150.000	EA	1150.00	
1	1	CT096551001044W	4-1/2X2-1/2 960 HYD EPOX WHIT	2000.000	EA	2000.00	
3	3	PSHBNSU	6 PLT STD HYD N&B SET	7.000	EA	21.00	
3	3	R150FFH18GU	6 150# RR 1/8 FF HYD GSKT	4.000	EA	12.00	
2	2	SSLDE6	6 DI MJ WDG REST GLND *ONELOK	25.000	EA	50.00	
2	2	IMJBGPU	6 MJ C153 BOLT GSKT PK L/ GLAND	14.000	EA	28.00	
2	2	CHTH5LB	5LB CHLR TABLETS	20.000	EA	40.00	

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT http://wolselena.com/terms_conditionsSale.html
GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

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DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

Please contact with Questions: 916-381-6100

2935 1 AT 0.406 E0285X I0410 D1160566700 P2290180 0001:0001



RANCHO MURIETA ASSOCIATION
7191 MURIETA PKWY
RANCHO MURIETA CA 95683-9556

INVOICE NUMBER	CUSTOMER	PAGE
1048505	410916	1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

RECEIVED
FERGUSON ENTERPRISES INC 1423
DBA GROENIGER & COMPANY
FILE 56809
LOS ANGELES, CA 90074-6809
DEC - 2 2014

SHIP TO MURIETA ASSOCIATION

COUNTER PICK UP
DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
1423	1423	CA34SA	VINCE CARILLO	JPS	NORTHGATE	11/26/14	IO 47152

ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT
			Thank you for your business! CLOSED SATURDAYS FOR THE WINTER			
4	4	SSLCE12	12 PVC WDG REST GLND *ONELOK	73.000	EA	292.00
4	4	IMJBG12	12 MJ C153 BOLT GSKT PK L/ GLAND	18.000	EA	72.00
2	2	AFC2512MMLAOL	12 MJ RW DI OL GATE VLV L/A	1500.000	EA	3000.00
1	1	RXR50114411441800	12 EXT RANGE COUP 14.41X14.41	325.000	EA	325.00
INVOICE SUB-TOTAL						3689.00
TAX						313.57

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH "NP" IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

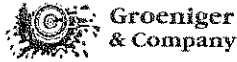
New N. Coate 4,002.57
216-01
Net

Thank you for your business



TERMS: NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$4,002.57
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All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at http://woiseley.com/terms_conditionsSale.htm and are incorporated by reference. Seller may convert checks to ACH.



DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

Please contact with Questions: 916-381-6100

INVOICE NUMBER	CUSTOMER	PAGE
1047135	410916	1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES INC 1423
DBA GROENIGER & COMPANY
FILE 56809
LOS ANGELES, CA 90074-6809

SHIP TO:

1026 1 AT 0.406 E0122X I0191 D1152287930 P2276267 0001:0001



RANCHO MURIETA ASSOCIATION
7191 MURIETA PKWY
RANCHO MURIETA CA 95683-9556

COUNTER PICK UP
DBA GROENIGER & CO
7601 14TH AVENUE
SACRAMENTO, CA 95820-3601

SHIP /HSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
1423	1423	CA34SA	VINCE CARILLO	JPS	NORTHGATE IMPROVEMT	11/19/14	IO 47052

ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT
1	1	SBF636MJB	6X36 MJ BURY ELL	225.000	EA	225.00
INVOICE SUB-TOTAL						225.00
TAX						19.13

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*New N. Gate 244.13
216-00*

Thank you for your business



TERMS: NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$244.13
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NORTH GATE PROJECT TRANSITION PLAN

DECEMBER 12, 2014

Purpose

The purpose of the North Gate Project Transition Plan is to ensure a timely and coordinated transition from the old gate to the new gate.

Background

The Rancho Murieta Association (RMA) signed a contract with Diede Construction, Inc., for the North Gate Project on September 24, 2014 for \$1,374,000. Construction of the new North Gate Project began on October 30, 2014, with a tentative project completion date of April 9, 2015. Occupancy of the new gate building is February 26, 2015. The new gate building is being constructed to alleviate unsafe vehicle congestion inbound from Jackson Road and to replace a 40 year old building that is old, falling apart, and does not reflect the community. The present location is too close to Jackson Road. When a vehicle stops at the gate to get checked in, vehicles behind them must also stop and wait their turn. On busy days, this can cause vehicles to be forced to stop in the intersection on Jackson Road, causing gridlock and the possibility of an accident. This backup occurs frequently and would only get worse with additional development.

The new location for the gate building is in the center of Murieta Parkway, across from the Gazebo playground. The location was chosen to allow additional "staging" of guest vehicles as they are processed into the community and also adds a second inbound "resident" lane. These two (2) improvements will reduce visitor lane congestion by allowing additional vehicles to stage as they are processed and also adds another resident lane that will allow for quicker access. This will be more apparent when additional homes are constructed. There will be a dedicated left turn lane from inbound Murieta Parkway to Lago Drive. There will be a gate operator and barcode reader at this gate to ensure that only barcoded vehicles proceed onto Lago Drive.

Construction project includes:

- i. Building
- ii. Street and curb installation
 1. Additional lane added to the street at the North Gate
- iii. Electrical
- iv. Landscaping and entry monuments
- v. Demolition of old gate

Facilities and Equipment

RMA is the owner of the building, streets, and parking areas of the North Gate Project. As such, they will be responsible for the outside maintenance, cleaning and repair of the building, lighting maintenance and repair, and insurance. Also RMA will be responsible for electricity on a cost sharing basis for non-security related equipment and fixtures.

District will be responsible for supplying interior furniture, including tables, chairs, paper goods, utensils, computers and related security equipment, coffee pot, microwave, refrigerator, water, sewer,

and electricity, (cost sharing for non-security related equipment and fixtures). A commercial lease will be in place prior to occupancy.

A District owned computer software program is used for keeping records of the ingress of visitors and residents, and other pertinent information. The software program that we use, Applications by Design's (ABDI) Community Management System (CMS), stores resident records and includes vehicle license plate information and barcode numbers.

District Supplied Security Equipment

1. Surveillance Camera System

- a. The plan calls for a total of nineteen (19) IP (Internet Protocol) cameras and seven (7) LPR (License Plate Reader) cameras. These cameras include IP megapixel fixed cameras, PTZ (pan/tilt/zoom) cameras, and LPR (license plate reader) cameras. The cameras will capture video at the front and rear of all of the gates, inbound and outbound lanes, and the two (2) PTZ cameras can be used to view different areas of the entrance area. In addition, there is a four (4) camera intercom system that will be used to communicate with the remote gates on Murieta Parkway at Lago Drive and on Lago Drive. The large numbers of cameras are needed to properly record and view the large entrance area, which not only includes streets and sidewalks, but open common area. Presently there are seven (7) cameras at the North and South Gates.
- b. The existing gate cameras are analog cameras. The new cameras will be IP megapixel cameras, which is an upgrade in quality. The old analog cameras will not be used with the North Gate Project.
- c. Installation of the gate operator and barcode readers will be completed by District contractors, but the RMA contractor is in the process of installing electrical conduit and setting forms for the curb and gutter. Part of this work includes installing forms and conduit runs for the cameras and intercoms.
- d. Recorders will store this information for a defined time for possible use. The recorders will be stored at the North Gate. In addition, large monitors will be installed in the gate to view any surveillance video.

2. Gate Operators

- a. The plan calls for a total of six (6) gate operators, up from the present two (2), at the North Gate. The gate operator arms block the entrance lanes and are opened automatically by a vehicle with a barcode or manually by the Gate Officer. The increase is due to the increase of Murieta Parkway entrance lanes from two (2) to three (3), and the need for three (3) gate operators related to Lago Drive entrance. The locations for the new plan are:
 - i. Gate building (3)
 - ii. Murieta Parkway to Lago Drive (1)
 - iii. Lago Drive inbound (1)
 - iv. Lago Drive outbound (1)

There are various lane widths with the new project, from 12' to 20'. Consultation with our gate vendor revealed that the longer the gate arm, the slower it operates. This would not be acceptable with the amount of vehicles that enter every day and could result in "tailgating" and gate arms closing on vehicles. There are fast gate operators with longer arms, but they are designed for toll both type of operations, not residential areas where there may be pedestrians, bicyclists, and golf carts going through the lanes. The new gate operators will have about 11 feet of lane coverage. The recommended distance from the end of a gate arm and any obstruction (curb, building, etc.) is 2'. Any additional space will be blocked off by custom moveable bollards.

- b. The present gate building has two (2) gate operators and two (2) barcode readers. Although the operators are working fine, the gate arms are only provide about 8' of lane coverage. It would not be feasible to reuse them due to the width of the new lanes, which are 12' to 16' wide. The will be kept as emergency spares that can be used at the South Gate.
- c. The RMA contractor is in the process of installing electrical conduit and setting forms for the curb and gutter. Part of this is installing foundations and the conduit runs in the foundation for the gate operators and barcode readers.

3. Barcode Readers

- a. The plan calls for a total of five (5) barcode readers. The barcode readers are used to read approved barcodes that have been affixed to vehicles which then allows the gate operators to raise the gate arms. The increase of barcode readers from two (2) to five (5) is due to an increase of Murieta Parkway entrance lanes from two (2) to three (3), and the need for two (2) barcode readers for the Lago Drive entrance. The location for the barcode readers are:
 - i. Gate building (3)
 - ii. Murieta Parkway to Lago Drive (1)
 - iii. Lago Drive inbound (1)
- b. As with the gate operators, the present gate building has two (2) barcode readers. These barcode readers are a few years old and have been working with no problems. As a cost saving, the two (2) present barcode readers will be reused for a savings of approximately \$20,000. This would involve positive inspection components, including the laser reader, painting the component box, and checking for any other damage.
- c. The RMA contractor is in the process of installing electrical conduit and setting forms for the gate building and curb and gutter. Part of this work is installing forms and conduit runs in the foundation for the gate operators and barcode readers.

4. Generator

A new generator will be incorporated into the new gate. This generator will replace a smaller generator that is presently at the old gate. A larger generator is needed to run the increased amount of equipment, including the six (6) gate operators, during a power failure. It also is set up to power all of the electrical needs that are attached to the North Gate SMUD service

meter. These include not only security related needs (building, cameras, gate operators, barcode readers) but also landscape and street lighting. The District is funding the purchase and installation of the generator, since our primary responsibility is gate access and entrance security. The generator, in the event of a power failure, will power the gate arms and barcode readers, necessary lighting, the interior of the gate-lighting, computers, radios, and telephones. The funding and installation includes the generator, gas tank, transfer switch, miscellaneous connectors, and labor. The cost for this installation is \$37,000. Along with this cost, the District is funding electrical conduit. This conduit will provide wiring to the gate openers, barcode readers, and surveillance camera equipment. The cost for this work is \$28,000.

The new generator was sized by LP Consulting Engineers, Inc. by the taking the maximum total load that is on the electrical panel boards. The total demand was given as 35kw, so the next highest generator was used at 40kw. The standard is to always slightly oversize the generator to run below the maximum rating and to have extra capacity for future needs.

The system could be reengineered and redesigned to lower the emergency load demand by specifying which circuits would be on the emergency power generator, and also to separate RMA from District electrical needs for cost responsibilities. Redesign changes could include a new panel board, a smaller transfer switch, and labor and materials. This reengineering/redesign cost would be \$1,000 to \$1,500. The long term future needs for emergency power are unknown. Also, one of the challenges with the electrical supply to the North Gate is there is no separation of RMA and District costs. A simple way to separate cost is to total the demand for the District and RMA and average costs from the total bill.

5. Equipment and Operation Manuals

Equipment and Operation Manuals and information binders will be added to the gate. This information includes Administrative and Gate Operations Manuals, District Code, Key Check Out, Lost & Found, and Special Event Notification.

Transition to New Gate

1. Schedule

- a. As of December 8, 2014, the projected completion date is April 9, 2015. Occupancy of the new gate building is projected for February 26, 2015. This includes 10 days due to rain delays and 6 days for SMUD line location and revised drawings.
- b. The contractor's next step is to form and pour the foundation of the new building, curb, gutter, and the prelude foundations.
- c. Demolition of old gate and road repair.
 - i. Start date-February 27, 2015.
 - ii. Completion date-April 9, 2015.

2. Equipment Vendor Selection

- a. Invitation to Bid for gate operators, barcode readers and surveillance camera system went out (advertised) on December 7, 2014
- b. Sealed bids are due at the District office by December 15, 2014 at 3 p.m.
- c. Shortly thereafter, the Bids will be opened. The District needs to award the Contract within thirty (30) (likely within 2 weeks of opening) calendar days of the bid opening to ensure timely delivery.

3. Deliver Apparatus

Possible extended delivery time may be necessary. Gate operators have an estimated delivery time of 5-6 weeks. If the contract is awarded the week of December 17, 2014, delivery could be around January 22, 2015 or later. That could leave approximately five (5) weeks for installation. Once the contract is signed the need for expedited delivery will be considered.

4. Installation

Camera delivery and installation should begin the week of December 29, 2014. The vendor will work around the other trades to complete the work. Gate operator and barcode readers, depending on delivery schedules, should arrive around January 22, 2014. That will allow approximately five (5) weeks to install and check the operation of the equipment before the scheduled occupancy of the new gate on February 26, 2015. Lago Drive will be the first area completed. Gate operators and barcode readers at the inbound lane on Lago Drive and the visitor and a resident lane will be installed first. This will allow installation and operations checks to be completed. Next the gate operators on the outside resident lane and outbound Lago Drive will be installed. This leaves the Murieta Parkway left turn to Lago Drive not completed, along with a barcode reader on the outside resident lane. The demolition of the old gate is scheduled to begin on February 27, 2015. When this is completed the Murieta Parkway left turn to Lago Drive and the outside resident lane can be completed with the two (2) barcode readers from the old gate.

During the rough in electrical scheduled for January 5, 2015 preparation for the computer system (barcode reader) changeover will occur. Wiring for the DSX panels will be installed and tested. The new DSX panels will be loaded with the barcode resident information and prepared for changeover from the old gate to the new. Just prior to occupancy on February 26, 2015 the system can be brought online by installing the DSX panel box using the new DSX panels. There should be down time of a few hours before becoming operational.

All of the dates are subject to change due to changing construction schedules and weather.

Traffic

1. A traffic control plan has been in effect since October 30, 2014. The plan closes Lago Drive in both directions. Inbound traffic on Murieta Parkway has been rerouted onto outbound Murieta Parkway, sharing the roadway with outbound traffic. Inbound Murieta Parkway will be closed until the inbound roadwork is completed. To date, there has been some congestion as the two entry lanes merge into one, but overall traffic has been smooth.

2. When the Lago Drive curb, gutter and roadwork is complete, Lago Drive will be opened to inbound and outbound traffic. Murieta Parkway will be closed to allow trenching from the gate building site across Murieta Parkway to the SMUD transformer. Electrical lines will be installed to provide power to the building.
3. When demo of the old gate begins, inbound and outbound traffic will share the outbound lane. Inbound traffic will be routed from the outbound lane behind the old gate, and onto inbound Murieta Parkway.
4. Escuela Gate-The permit from Sacramento County has been approved. It requires flaggers and signage while the gate is open and in use. The flagger plan has been written and approved. RMA can obtain a small temporary building and portable restroom for use by security personnel. This building will have electricity for equipment and portable heaters. The use of the Escuela Gate is being set up in case of need. The new gate building has a tentative occupancy date of February 26, 2015. The old gate demo has a tentative start date of February 27, 2015 and completion on April 6, 2015.

Cost Summary

Funding-Presently there is approximately \$100,000 in the Security Replacement Reserves. The Murieta Gardens hotel project is the closest to beginning construction and the Security Impact Fees would total about \$16,500. Additional construction of other subdivisions could be a few years away. Additional funding needs to come from borrowing about \$150,000 from Capital Improvement Fees, with a payback timeline of 5-10 years from future Security Impact Fee payments and/or net income from the Security Operating Budget.

	Vendor	Cost (Planned)	Cost (Approved)	Date Approved
Surveillance Camera System	TBD	\$50,000		
Gate Operators/Barcode Readers	TBD	\$95,000		
DSX Upgrade	Allstate System Integrators	\$14,720.32	\$14,720.32	10-15-14
Mounting Poles	TBD	\$5,000		
Conduit	RMA	\$28,000	\$28,000	11-25-14
Generator	RMA	\$37,000	\$37,000	11-25-14
Wiring	TBD	\$5,000		
Furniture/Desk/Chairs computers/refrigerator	TBD	\$5,000		
Total (Estimate)		\$250,000		
Total (Approved)			\$79,720.32	

**Schedule of Activities
North Gate Project**

Best estimate as of December 8, 2014 RMA construction schedule

	December 2014	January 2014	February 2014	March 2014	April 2014	Responsibility
Bid Cameras & Gates	7-15					CSD
Award Contracts		17				CSD
Camera Delivery		29				CSD
Gate/Barcode Delivery			22			CSD
Camera Installation New Gate Lago Drive Murieta Parkway (to Lago Drive)			12-29 to 1-5			CSD CSD CSD
Gate Operators/ Barcode Reader Installation New Gate Lago Drive			22-30			CSD CSD
Remove/Rehab/Install old Barcode Readers				2		CSD
New Gate Opening					26	RMA
Old Gate Demo/Roadwork				27	6	RMA
Final Completion					9	RMA

MEMORANDUM

Date: December 16, 2014
To: Board of Directors
From: Greg Remson, Security Chief
Subject: Approve Bid for New Security Surveillance Camera System

RECOMMENDED ACTION

Approve the bid from Watchdogs Surveillance for \$50,278.76, plus a 5% contingency, to provide and install surveillance cameras, license plate reader (LPR) cameras and intercoms at new North gate. Funding to come from Security Replacement Reserves and/or internal inter-fund borrowing from Capital Improvement Fees.

BACKGROUND

The District provides surveillance cameras at the North and South Gates. These cameras are used to help record all vehicles, drivers, and license plates of incoming and outgoing vehicles. As part of the new North Gate plan, the District will provide new and upgraded surveillance cameras, recording equipment and monitors. Due to the large layout at the new entrance area, and two (2) gates that are not directly monitored by an officer, multiple cameras are needed to monitor vehicles, pedestrians, roadways, and walkways. Also included is an intercom system to view and speak to drivers who may try to enter through the wrong lanes.

Request for Bid was advertized in the Sacramento Bee, as well as requesting bids from previous vendors. Four (4) vendors submitted bids, with Watchdog Surveillance as the lowest bidder.

Bidder	Cameras	LPR	Intercom	Total
PTI Solutions	\$42,433.40	\$26,572.48	\$8,095.46	\$82,951.42
ISI Controls Ltd. dba Metroplex Control Systems	\$42,240.00	\$23,883.30	\$13,488.00	\$79,611.00
3D Datacom	\$34,235.00	\$20,638.00	\$9,789.00	\$68,433.00
Watchdog Surveillance	\$27,943.00	\$13,976.00	\$5,228.00	\$50,278.76

Presently, there is approximately \$100,000 in the Security Replacement Reserves. The Murieta Gardens hotel project is the closest to beginning construction and the Security Impact Fees would total about \$16,500. Additional construction of other subdivisions could be a few years away. Additional funding needs to come from borrowing about \$150,000 from Capital Improvement Fees, with a payback timeline of 5-10 years from future Security Impact Fee payments and/or net income from the Security Operating Budget.

Watchdogs Surveillance
 1544 Manasco Cir
 Folsom, CA 95730
 916-983-1661
 CSLB 890079

BID FORM

**Rancho Murieta Community Services District
 Security North Gate Entry Project System Requirements
 Surveillance Cameras and Intercoms**

NORTH GATE SURVEILLANCE SYSTEM			
ITEM	NUMBER	UNIT PRICE	TOTAL
NVR, GeoVision 32 channel Video, 20 Bay Hot Swap	1 each	3,470.-	3,470.-
Hard Drive, Internal, Western Digital - 4 TB	11 each	220.-	2,420.-
Uninterrupted Power Supply (UPS) with Voltage Regulation	1 each	200.-	200.-
Wireless Keyboard and Mouse combo	1 each	60.-	60.-
40" Monitor	1 each	1,650.-	1,650.-
Cable - HDMI	1 each	40.-	40.-
Monitor Wall Mount Bracket	1 each	58.-	58.-
PoE Switch 24-Port 802.3 PoE Switch, GeoVision	1 each	590.-	590.-
Camera, IP, Bullet, GV-BL3410, H.264, 3MP, D/N, 3X Zoom	12 each	620.-	7,440.-
Camera, IP, Mini Fixed Dome, GV-MDR120, 1.3 PM, Low Lux	5 each	340.-	1,700.-
GV-Mount913 Power Box Mount Bracket	5 each	35.-	175.-
Camera, IP, Pan Tilt Zoom (PTZ), GV-SD220-S, 2MP, 20x Optical Zoom	2 each	1,400.-	2,800.-
Power Supply, 24VDC for PTZ	2 each	60.-	120.-
Wall Pendent and Pole Mount	2 each	160.-	320.-
Cable Bulk, CA T5E, Outdoor/Direct Burial	4,000 feet	0.46	1,840.-
Extenders, PoE-Transmitter/Receiver Set	2 each	250.-	500.-
Enclosure, Outdoor, for PoE Extender	2 each	30.-	60.-
Misc. Hardware, connectors, etc.	Lump sum	500.-	500.-
Labor (all inclusive)	Lump sum	4,000.-	4,000.-
SUBTOTAL			27,943.-

LICENSE PLATE READER SYSTEM (LPR)			
ITEM	NUMBER	UNIT PRICE	TOTAL
DVR PC- Based GeoVision 8 Channel Analog Video	1 each	1,200.-	1,200.-
LPR Decoding Software License - 8 lane	1 each	2,000.-	2,000.-
12 Input Module - GeoVision	1 each	70.-	70.-
Uninterrupted Power Supply (UPS) with Voltage Regulation	1 each	200.-	200.-
Wireless Keyboard and Mouse Combo	1 each	60.-	60.-
40" Monitor	1 each	1,650.-	1,650.-
Cable, HDMI	1 each	40.-	40.-
Monitor Wall Mount Bracket	1 each	58.-	58.-
Power Supply, 24VAC 9 Channel for Cameras	1 each	90.-	90.-
License Plate Reader Camera	7 each	650.-	4,550.-
Cable bulk, CAT5E, Outdoor/direct Burial	1,500 feet	0.46	690.-
Balun, Passive for Video Over Twisted Pair Transmission	14 each	12.-	168.-
Misc. Hardware, connectors, etc.	Lump sum	200.-	200.-
Labor (all inclusive)	Lump sum	3,000.-	3,000.-
SUBTOTAL			13,976.-

INTERCOM SYSTEM			
ITEM	NUMBER	UNIT PRICE	TOTAL
Aiphone Master Station, Video 7", color touch screen , LCD-JM-4MED	1 each	1,200.-	1,200.-
Aiphone Door Station Vandal Resistant, Surface Mount, JK-DV	4 each	309.-	1,236.-
Aiphone Long Distance Adaptor, >160 feet, JMW-BA	2 each	250.-	500.-
Curb mount goose neck, Linear GNC-1	4 each	120.-	480.-
Cable, twister pair, 16AWG2 Conductors	900 feet	0.68	612.-
Misc. Hardware, connectors, etc.	Lump sum	200.-	200.-
Labor (all inclusive)	Lump sum	1,000.-	1,000.-
SUBTOTAL			5,228.-

Total Tax	3,131.76
Insurance (lump sum)	n/a
TOTAL BASE BID (gate operator subtotal +barcode reader subtotal + tax + insurance)	47,147.-
	50,278.76

Bidder acknowledges that the installation services and labor to be performed under this Agreement may include work that is subject to the prevailing wage and related requirements of the California Labor Code.

MEMORANDUM

Date: December 16, 2014
To: Boar of Directors
From: Greg Remson, Security Chief
Subject: Approve Bid for Gate Operators and Barcode Readers for the New North Gate

RECOMMENDED ACTION

Approve the bid from A & D Automatic Gate & Access for \$96,460.00, plus a 5% contingency, to provide and install six (6) Magnetics Barrier Toll RCS1241 gate operators and down loops, three (3) new BAI 440 barcode readers and remove and reinstall two (2) present North Gate barcode readers at the new North Gate. Funding to come from Security Replacement Reserves and/or internal inter-fund borrowing from Capital Improvement Fees.

BACKGROUND

The new North Gate will require six (6) gate operators and five (5) barcode readers due to the expanded lanes. The two (2) present barcode readers at the North Gate will be reused for the new North Gate. This will provide gate arms at the main new North Gate- one (1) visitor lane and two (2) resident (barcode) lanes. Additionally, since the new gate will be located past the Lago Drive entrance, there will be a gate operator and barcode reader on Murieta Drive to Lago Drive and also on Lago Drive, along with an outbound gate on Lago Drive. Due to the large layout at the new entrance area, and two (2) gates that are not directly monitored by an officer, an intercom system will be used to view and speak to drivers who may try to enter through the wrong lanes.

Request for Bid was advertized in the Sacramento Bee, as well as requesting bids from previous vendors. Only one vendor submitted a bid-A & D Automatic Gate & Access. See attached bid.

Bidder	Gate Operators	Barcode Readers	Total
A&D Automatic Gate & Access	\$62,419.00	\$23,796.00	\$96,460.00

Presently, there is approximately \$100,000 in the Security Replacement Reserves. The Murieta Gardens hotel project is the closest to beginning construction and the Security Impact Fees would total about \$16,500. Additional construction of other subdivisions could be a few years away. Additional funding needs to come from borrowing about \$150,000 from Capital Improvement Fees, with a payback timeline of 5-10 years from future Security Impact Fee payments and/or net income from the Security Operating Budget.

BID FORM

**Rancho Murieta Community Services District
Security North Gate Entry Project System Requirements
Gate Operators and Barcode Readers**

GATE OPERATORS			
ITEM	NUMBER	UNIT PRICE	TOTAL
Magnetics Barrier Toll RCS1241 Barrier Gate Operators with 12' booms with swing away flange: 3 barrier operators at the main entry on Murieta Parkway, 1 barrier operator at the left turn lane from Murieta Parkway onto Lago Drive, 1 barrier operator at the entrance to Lago Drive, 1 barrier operator at the exit to Lago Drive.	6 each	\$ 4,232.00	\$ 25,392.00
Preform Loops, Signal Heads, Safety Beams, Posts, etc.	Lump sum		\$ 12,732.00
Click2enter-1.V4 for fire department emergency access	6 each	\$ 1,285.00	\$ 7,710.00
Misc. Hardware, connectors, etc.	Lump sum		\$ 600.00
Labor (all inclusive)	Lump sum		\$ 15,985.00
SUBTOTAL			\$ 62,419.00

Barcode Readers			
ITEM	NUMBER	UNIT PRICE	TOTAL
BA1440 Barcode Readers with Posts, Power Supplies: 3 new barcode readers at the main entry on Murieta Parkway	3 each	\$ 6,562.00	\$ 19,686.00
Re-install 2 existing Barcode Readers with Posts, Power Supplies: 1 existing barcode reader at Murieta Parkway left turn lane, 1 existing barcode reader at the entrance to Lago Drive	2 each	included with labor	included with labor
Misc. Hardware, connectors, etc.	Lump sum		\$ 210.00
Labor (all inclusive)	Lump sum		\$ 3,900.00
SUBTOTAL			\$ 23,796.00

Total Tax	\$ 4,202.00
Insurance (lump sum)	\$ 6,043.00
TOTAL BASE BID (gate operator subtotal +barcode reader subtotal + tax + insurance)	\$ 96,460.00

BIDDER acknowledges that the installation services and labor to be performed under this Agreement may include work that is subject to the prevailing wage and related requirements of the California Labor Code.

**A&D Automatic Gate and Access
810 Warrington Ave.
Redwood City ca 94063**

MEMORANDUM

Date: December 11, 2014
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Water Treatment Plant Expansion Project Update

RECOMMENDED ACTION

No action - receive update.

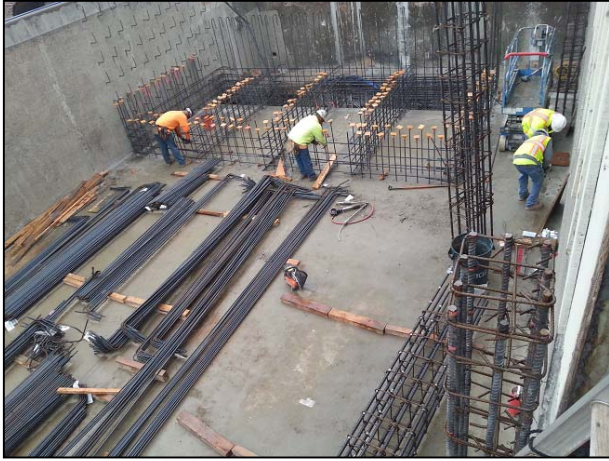
UPDATE

The project is continuing. Work completed includes: 24" raw water piping up to entrance gate; 12" filtration piping around Plant #2; drying bed extension; sewer force main and conduit from Water Plant to Clementia Circle; demolition of Plant #1 filter and sedimentation basins; form, rebar, and pouring of chlorine contact chamber extension; forming of floor above contact chamber extension; electrical conduit from SMUD power source to back of Plant #1; transformer pad; salvaging of requested Plant #1 equipment; south side fence posts; rip-rap slop protection along drainage channel; site grading and concrete pad for future bulk chemical tanks; placement of future chemical trench box.

An updated overall project schedule was provided December 1, 2014 showing that the project is on track for commissioning of the plant in May of 2015 with the project punch lists to be completed by the end of June 2015.



Forming of concrete pad for future raw water screening equipment



Forming of rebar for future membrane basins and setting forms for concrete to be poured



Future power conduit trenches

Period ending: November 30, 2014

HARD CONSTRUCTION COSTS (via Roebbelen)

Project Construction Summary							Source of Funding		
Contractor	Work Type	Contract Amount	% complete	Total Amount Complete	Amount This Month	Contract Amount Remaining	CSD \$4.358 million	R&B LOC \$4.136 million	CFD 2014 PH 1 \$3.818 million
Roebbelen Construction Management Services	General Conditions	305,607	-						
	Risk Insurance	42,742	-						
	Liability Insurance	37,399	-						
	CMAR Fee	395,497	-						
River City Painting	Painting	291,000	-						
GE Technology	Membrane Supplier	2,173,800	27%	584,209	467,367	1,589,591	206,810	181,105	196,294
JD Pasquetti	Sitework	555,659	69%	382,949	26,887	172,710	135,564	118,714	128,671
Roebbelen Construction	Fencing	53,640	-						
KG Walters Construction	Mechanical & Plumbing	4,893,000	27%	1,325,777	318,548	3,567,223	469,325	410,991	445,461
Bockmon & Woody Electric	Electrical	2,370,226	20%	482,150	96,850	1,888,076	170,681	149,467	162,002
Marquee	Fire Protection	42,500	15%	6,375	0	36,125	2,257	1,976	2,142
Total Initial Construction Contracts (with 534,318 Contingency = 11,695,388)		11,161,070	25%	2,781,460	909,652	7,253,725	984,637	862,253	934,571
Approved Change Order 1	JDP - Drying bed extension shotcrete	5,648							
Approved Change Order 2	KGW/JDP - FM change of material	2,888							
Approved Change Order 3	JDP - 2" Conduit for Fiber	26,264							
Approved Change Order 4	JDP - CLSM trench at lower yard	3,300							
Approved Change Order 5	JDP - drying bed clean out	1,882							
Approved Change Order 6	KGW - Door 302 added lockset	345							
Approved Change Order 7	Zenon - GE dimension Clar.Support Grate	2,815							
Approved Change Order 8	RFI #024, replace corroded FCA	6,623							
Approved Change Order 9	RFI #009, TW Booster pump station slab	6,029							
Approved Change Order 10	ASI #01, check valve/concrete fillet	7,018							
Approved Change Order 11	NAOH added slab at tank yard	4,091							
Approved Change Order 17	Addl gunite for drying bed extension	2,946							
Approved Change Order 21	RFI #19, Transformer Relocation	2,966							
Approved Change Order 30	RFI #060, relocate 12" line for stair confit	1,725							
Total Approved Change Orders		74,540							
Total Construction Amount		11,235,610							

Change Order Summary		
Max Contract Change Order Amount		534,318
Approved Change Orders		(74,540)
	Amount CO remaining	459,778
Proposed Change Orders	Total	(78,302)
	Amount CO Remaining (if Proposed COs are approved)	381,476

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

Service Cost Summary					Source of Funding		
Item	Company/Agency	Max Contract	Amount Billed to date	Contract Remaining	CSD \$4.358 million	R&B LOC \$4.136 million	CFD 2014 PH 1 \$3.818 million
Preconstruction CM Assistance	Roebelen CMS	49,049	49,049	0	49,049		
Design Engineering	HDR Engineering	239,982	239,982	0		239,982	
CEQA NOI/MND	HDR Engineering	47,789	47,789	0		47,789	
Design Geotech	Youngdahl and Associates	2,600	2,600	0	2,600		
Construction Engineering Assistance	HDR Engineering	167,565	60,590	106,975	60,590		
Special Construction Inspection		50,000	5,120	44,880	5,120		
Misc Fees			709		709		
SMUD Service	SMUD	5,000	5,000	0	5,000		
Generator Permit	Sac County Air Quality Mgmt	5,000		5,000			
State Clearinghouse for CEQA	State of CA	3,000		3,000			
Fish & Wildlife Agency Permits	State of CA	2,000	921	1,079	921		
Ca Dept Health Review	State of CA	5,000		5,000			
Road Mitigation	RMA	12,000	12,000	0	12,000		
CSD Admin, Legal and Engr.	CSD	50,000	38,633	11,368	38,633		
	Total	638,985	462,393	176,592	174,622	287,771	0

Grand Total (Construction and soft costs)

11,874,595

MEMORANDUM

Date: December 9, 2014
To: Board of Directors
From: Paul Siebensohn, Director of Field Operations
Subject: Receive Water Conservation Update

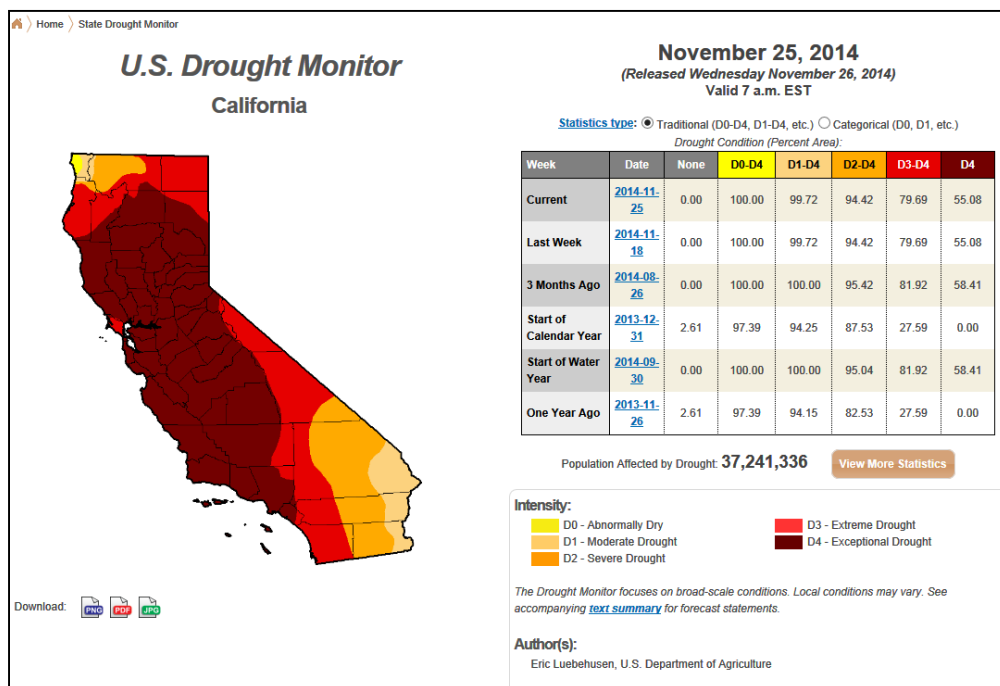
RECOMMENDED ACTION

No action - receive update.

UPDATE

Water treatment plant production for November was down to 8.21% vs. the past five (5) year average and 24.7% vs. October of last year. The community is doing an excellent job conserving water, as can be seen from low water plant demands and low wastewater influent flows. We received 0.95" of rain in November. Long term forecasting from the National Weather Service Climate Prediction Center continues to show that the drought remains but will improve in our region. The rain outlook from NOAA is expected to be near normal average with a potential for El Nino.

Below are the updated Drought Monitor screen shots for California, continuing to show we will be in an exceptional drought, their worst drought category. The US Seasonal Drought Outlook is finally showing improvement as it has downgraded from Drought Will Persist or Intensify to show that the Drought Remains but Improves.



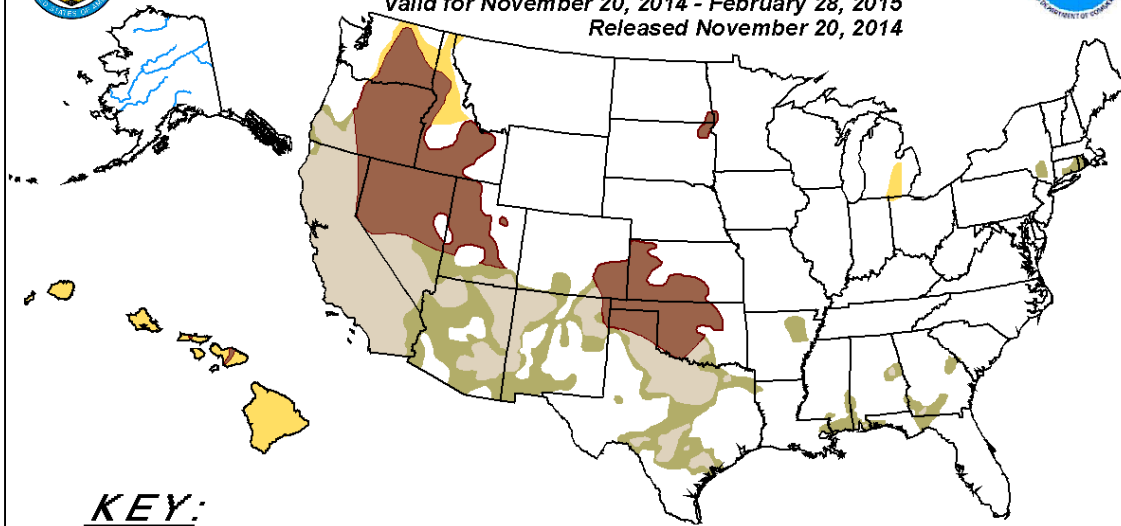


U.S. Seasonal Drought Outlook





Drought Tendency During the Valid Period

Valid for November 20, 2014 - February 28, 2015

Released November 20, 2014



KEY:

-  Drought persists or intensifies
-  Drought remains but improves
-  Drought removal likely
-  Drought development likely

Author: Rich Tinker, Climate Prediction Center, NOAA

http://www.cpc.ncep.noaa.gov/products/expert_assessment/sdo_summary.html

Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Short-term events -- such as individual storms -- cannot be accurately forecast more than a few days in advance. Use caution for applications -- such as crops -- that can be affected by such events. "Ongoing" drought areas are approximated from the Drought Monitor (D1 to D4 intensity).

For weekly drought updates, see the latest U.S. Drought Monitor.

NOTE: The tan area areas imply at least a 1-category improvement in the Drought Monitor intensity levels by the end of the period although drought will remain.

The Green areas imply drought removal by the end of the period (D0 or none)

CONFERENCE/EDUCATION SCHEDULE

Date: December 11, 2014
To: Board of Directors
From: Suzanne Lindenfeld, District Secretary
Subject: Review Upcoming Conference/Education Opportunities

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)

Special District Leadership Academy	January 25-28, 2015	Napa
Board Secretary Conference	February 12-13, 2015	San Diego
Special Districts Legislative Days	May 19-20, 2015	Sacramento
General Manager Leadership Summit	July 12-14, 2015	TBA

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.