



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683

Office - 916-354-3700 * Fax - 916-354-2082

FINANCE COMMITTEE

(Directors John Merchant and Martin Pohl)

Regular Meeting

May 3, 2022 at 10:00 a.m.

This meeting will be held via ZOOM video conference only. You can join the conference by (1) logging on to <https://us02web.zoom.us/j/82606486480>, entering Meeting ID no. 826 0648 6480, and using the audio on your computer, or (2) dialing into 1-669-900-9128 and entering the meeting code 826 0648 6480. Those wishing to join with audio only can simply call the telephone number above and enter the code. Participants wishing to join the call anonymously have the option of dialing *67 from their phone. Please refer to your telephone service provider for specific instructions. ***PLEASE NOTE – MOBILE DEVICE USERS MAY NEED TO INSTALL AN APP PRIOR TO USE AND MAC AND PC DESKTOP AND LAPTOP USES WILL REQUIRE YOU TO RUN A ZOOM INSTALLER APPLICATION – PLEASE FOLLOW DIRECTIONS AS PROVIDED BY ZOOM. IT IS RECOMMENDED YOU ATTEMPT TO LOGIN AT LEAST 5 MINUTES BEFORE THE START OF THE MEETING.***

AGENDA

1. Call to Order
2. Consider Finding That as a Result of the COVID-19 Emergency: (i) Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees; and (ii) the Meeting is Authorized to be Held by Teleconference Pursuant to Gov. Code, § 54953, subd. (e)(1)(C).
3. Comments from the Public
4. Finance Monthly Updates
 - General Update on Current Finance
 - Payment Installment Updates
5. Discuss Potential Impact on Reserves with FY 2022 – 23 CIP
6. Directors and Staff Comments/Suggestions
7. Adjournment

"In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 24 hours prior to a special meeting, will be made available for public inspection in the District

offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting."

In compliance with the Americans with Disabilities Act, if you are an individual with a disability and you need a disability-related modification or accommodation to participate in this meeting or need assistance to participate in this teleconference meeting, please contact the District Office at 916-354-3700 or awilder@rmcsd.com. Requests must be made as soon as possible.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is April 28, 2022. Posting locations are: 1) District Office; 2) Rancho Murieta Association; 4) Murieta Village Association.

MEMORANDUM

Date: April 29, 2022
To: Finance Committee
From: Paula O'Keefe, Director of Administration
Subject: Monthly Finance Updates

Finance Updates

Current Finance Reporting

Staff are continuing to clean the financial information and are providing updated information to the auditors to ensure an accurate and complete draft audit report.

Contract for Enterprise Resource Planning – ERP, 2022

Staff met with the Tyler Project Management team Wednesday April 27 for a Scope Alignment discussion. The District administration team answered Tyler project management team's questions and the Tyler team provided information regarding the next steps in the development and implementation of the Tyler Incode system. Within the next few months, the Tyler team will begin assigning project managers for the beginning phase of the project, starting with the Chart of Accounts training and development. This initial exercise is critical to setting up a comprehensive and consistent general ledger.

Recruitment

The District is recruiting for both an Accountant and an Accounting Manager and has secured the services of Robert Half to assist in our search for the perfect candidate to fill our vacancy! We continue to receive applications through Indeed and the District website.

Utility Billing -Water Shut Off Notifications

The District has enrolled in the California Low Income Water Assistance Program (LIHWAP) that provides financial assistance to low-income residents to help manage their residential water utility costs. The federal funds are administered by the U.S. Department of Health and Human Services and the California Department of Community Services and Development (CSD). LIHWAP is a customer-based program where qualified, low-income households can apply to the RMCSD to receive a one-time credit (up to \$2,000) on their water or wastewater bill. The District will administer this program locally and is required to provide customer outreach, intake, eligibility verification and identification of the LIHWAP credit amount. Because the District has not participated in low-income programs in the past, the creation of the eligibility program will require significant staff time to develop and implement, with Board approval. More information will be forthcoming in the May Board meeting.

Prop 218

To date, the District has only received 70 protest letters in response to the April mailing of the Prop 218 rate increases, however many of these have been from multiple residents with the same address. All Prop 218 protest letters must be received either in person or via mail no later than June 1, 2022. The District anticipates a large number of protest letters from the public but would like to remind residents that only ONE protest letter per property can be counted towards the total protest count.

If the District residents submit the required amount of protest letters to prevent the Prop 218 increases from becoming effective July 1, 2022, the District will use the current years' rates for the FY 2022-23.

5 Potential Impact on Reserves with FY 2022-23 CIP -
Pending