



**SPMUD BOARD OF DIRECTORS
REGULAR MEETING: 4:30 PM
June 2, 2022**

Zoom Meeting: 1 (669) 900-9128
Meeting ID: 850 9560 7731

The District's regular Board meeting is held on the first Thursday of every month. This notice and agenda are posted on the District's website (www.spmud.ca.gov) and posted in the District's outdoor bulletin board at the SPMUD Headquarters at the above address. Meeting facilities are accessible to persons with disabilities. Requests for other considerations should be made through the District Headquarters at (916)786-8555.

Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, and SPMUD Resolution 22-14, the June 2, 2022 meeting of the SPMUD Board of Directors will be held via teleconference using Zoom Meeting 1 (669) 900-9128, <https://us02web.zoom.us/j/85095607731>. Public comments can be emailed to ecostan@spmud.ca.gov from the time the agenda is posted until the matter is heard at the meeting. Comments should be kept to 250 words or less.

AGENDA

I. CALL MEETING TO ORDER

II. ROLL CALL OF DIRECTORS

| | |
|-------------------------------|--------|
| President Gerald Mitchell | Ward 1 |
| Director William Dickinson | Ward 2 |
| Director John Murdock | Ward 3 |
| Director James Durfee | Ward 4 |
| Vice President James Williams | Ward 5 |

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

Items not on the Agenda may be presented to the Board at this time; however, the Board can take no action.

Public comments can be emailed to ecostan@spmud.ca.gov from the time the agenda is posted until the matter is heard at the meeting. Comments should be kept to 250 words or less.

V. CONSENT ITEMS

[pg 5 to 43]

Consent items should be considered together as one motion. Any item(s) requested to be removed will be considered after the motion to approve the Consent Items.

ACTION: (Roll Call Vote)

Motion to approve the consent items for the June 2, 2022 meeting.

1. MINUTES from the May 5, 2022 Regular Meeting. [pg 5 to 9]
2. ACCOUNTS PAYABLE in the amount of \$528,851 through May 24, 2022. [pg 10 to 13]
3. BILL OF SALE Acceptance of the Bill of Sale for Sewer Improvements within Rocklin Meadows, with an estimated value of \$864,411. [pg 14 to 17]
4. RESOLUTION 22-22 ESTABLISHING A FEE SCHEDULE FOR FISCAL YEAR 2022/23 AND RESOLUTION 22-23 ESTABLISHING A SCHEDULE OF VALUES FOR FISCAL YEAR 2022/23 [pg 18 to 26]
5. RESOLUTION 22-24 ADOPTING A REVISION TO THE FY21-FY23 MEMORANDUM OF UNDERSTANDING WITH DISTRICT EMPLOYEES AND DISTRICT MANAGEMENT EMPLOYEES. [pg 27 to 32]
6. RESOLUTION 22-25 DISPOSAL OF DISTRICT SURPLUS [pg 33 to 35]
7. SETTLEMENT OF CLAIMS IN CONNECTION WITH JOANNA BELANGER, ET AL. VS. CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND SOUTH PLACER MUNICIPAL UTILITY DISTRICT, PLACER COUNTY SUPERIOR COURT CASE NO. S-CV-0047876 [pg 36 to 37]
8. RESOLUTION 22-26 DECLARING AND RE-RATIFYING THE STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS DUE TO THE COVID-19 EMERGENCY [pg 38 to 43]

VI. BOARD BUSINESS

Board action may occur on any identified agenda item. Any member of the public may directly address the Board on any identified agenda item of interest, either before or during the Board's consideration of that item.

1. **PUBLIC HEARING: RESOLUTION #22-27 TO COLLECT DELINQUENT SERVICE CHARGES FOR SOUTH PLACER MUNICIPAL UTILITY DISTRICT ON THE PLACER COUNTY TAX ROLLS FOR TAX YEAR 2022** [pg 44 to 48]

The Notice of Public Hearing regarding transfer of delinquent service charges to the Placer County Tax roll has been published per state law for the June 2, 2022 meeting. A Public Hearing should be held to hear testimony and make any Board approved adjustments.

Action Requested: Roll Call Vote

Staff Recommends that the Board of Directors:

1. **Hold a Public Hearing to hear any comments from the public regarding delinquent service charges.**
2. **Approve Resolution #22-27 requesting that Placer County Collect Delinquent Service Charges for SPMUD on the Placer County Tax Roll for Tax Year 2022.**

2. **SECOND READING AND ADOPTION OF ORDINANCE NO. 22-02 AN ORDINANCE REVISING THE TIMELINE FOR REIMBURSEMENT AGREEMENTS AS CONTAINED IN THE DISTRICT SEWER CODE SECTION 4.04.001** [pg 49 to 52]

The District wishes to encourage developers to construct the Trunk Sewer Mains and/or Major Facilities adjacent to or part of the land development proposal that qualify for credit and reimbursement agreements. Staff desires to revise the Sewer Code to accelerate the timeframe for these reimbursements.

Action Requested: (Roll Call Vote)

Staff recommends that the Board of Directors:

1. **Waive the second reading of the proposed Ordinance #22-02.**
2. **Adopt Ordinance No. 22-02 An Ordinance revising the Timeline for Reimbursement Agreements as contained in the District Sewer Code Section 4.04.001 which will become effective on July 2, 2022.**

3. **SCADA MASTER PLAN UPDATE**

In preparation for the SCADA Master Plan Replacement Project, staff will provide an update on the plan, design, and project plan.

No Action Requested: Informational Item

4. **STRATEGIC PLANNING WORKSHOP: STRATEGIC PRIORITIES**

In preparation for the adoption of a new five-year Strategic Plan, the District will review its Strategic Priorities.

No Action Requested: Informational Item

5. **FISCAL YEAR 2022/23 BUDGET WORKSHOP** [pg 53 to 67]

Staff will provide a report to the Board and conduct a Public Budget Workshop for the Annual Budget for the upcoming 2022/23 Fiscal Year. The budget provides the Board of Directors with projected fiscal year revenues and expenses for the General and Capital Funds. Following any direction from the Board of Directors a final budget will be prepared and submitted for approval at the next regularly scheduled meeting on July 7, 2022.

Action Requested: (Roll Call Vote)

Staff recommends that the Board of Directors:

1. Conduct a workshop to receive board and public testimony, and consider said testimony; and
2. After consideration of the testimony, direct staff to return on July 7, 2022, with a Final Budget Book for Fiscal Year 2022/23.

VII. REPORTS

[pg 68 to 79]

The purpose of these reports is to provide information on projects, programs, staff actions, and committee meetings that are of general interest to the Board and the public. No decisions are to be made on these issues.

1. Legal Counsel (A. Brown)
2. General Manager (H. Niederberger)
 - 1) ASD, FSD & TSD Reports
 - 2) Informational items
3. Director’s Comments: Directors may make brief announcements or brief reports on 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.

VIII. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to its next regular meeting on **July 7, 2022, at 4:30 p.m.**

**REGULAR BOARD MINUTES
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

| Meeting | Location | Date | Time |
|----------------|---------------------------------|-------------|-------------|
| Regular | Zoom Meeting SPMUD Boardroom | May 5, 2022 | 4:30 p.m. |

I. CALL MEETING TO ORDER: The Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with Vice President Williams presiding at 4:30 p.m.

II. ROLL CALL OF DIRECTORS:

Present: Director Will Dickinson, Director John Murdock, Director James Durfee, Vice President Jim Williams
President Jerry Mitchell arrived at 4:32 p.m.

Absent: None

Vacant: None

Staff: Adam Brown, Legal Counsel
Herb Niederberger, General Manager
Carie Huff, District Engineer
Eric Nielsen, Superintendent
Emilie Costan, Administrative Services Manager

III. PLEDGE OF ALLEGIANCE: Vice President Williams led the Pledge of Allegiance.

IV. PUBLIC COMMENTS:

ASM Costan confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

V. CONSENT ITEMS:

1. MINUTES from the April 7, 2022 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$582,103 through April 25, 2022.
3. RESOLUTION 22-12 UPDATES TO THE DISTRICT RETENTION SCHEDULE, BOARD POLICY 3310.
4. RESOLUTION 22-13 A RESOLUTION OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT DECLARING AN ELECTION BE HELD IN ITS JURISDICTION; REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; AND REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

5. RESOLUTION 22-14 DECLARING AND RE-RATIFYING THE STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS DUE TO THE COVID-19 EMERGENCY.
6. RESOLUTION 22-15 CONSTRUCTION COOPERATION AND REIMBURSEMENT AGREEMENT WITH THE CITY OF ROCKLIN FOR THE 2022 MISSION HILLS ROAD RECONSTRUCTION PROJECT (PHASE 3).
7. RESOLUTION 22-16 DEFERRED PAYMENT OF PARTICIPATION FEES – GERWER PROPERTY AT 5465 RUHKALA ROAD
8. RESOLUTION 22-17 AUTHORIZING THE GENERAL MANAGER TO SURPLUS PROPERTY AND/OR EQUIPMENT
9. RESOLUTION 22-18 COMMENDING ROD PIERCE, LEAD WORKER, FOR HIS YEARS OF SERVICE WITH THE DISTRICT
10. RESOLUTION 22-19 COMMENDING MARK CERVANTES, LEAD WORKER, FOR HIS YEARS OF SERVICE WITH THE DISTRICT

Director Durfee made a motion to approve the consent items; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 5-0.

VI. BOARD BUSINESS

1. PUBLIC HEARING: ORDINANCE NO. 22-02 – AN ORDINANCE REVISING THE TIMELINE FOR REIMBURSEMENT AGREEMENTS AS CONTAINED IN THE DISTRICT SEWER CODE SECTION 4.04.001

GM Niederberger presented Ordinance 22-02 which, if adopted, would accelerate the timeline for developers to receive reimbursements for the construction of major trunk facilities as outlined in the District Sewer Code. The current timeline for obtaining reimbursement from the District has been a deterrent and has resulted in requests for phasing the construction of these facilities.

Director Dickinson commented that if the District were to complete the construction projects themselves, the District would have control over the timing and expenses. GM Niederberger shared that having the developer complete the work ensures that the project is completed at the time the pipe is needed for service.

Director Durfee made a motion directing staff to (1) Waive the full reading of the proposed Ordinance #22-02. (2) Introduce Ordinance No. 22-02 – An Ordinance revising the Timeline for Reimbursement Agreements as contained in the District Sewer Code Section 4.04.001. (3) Conduct a Public Hearing for the proposed Ordinance; and (4) Schedule the 2nd reading and adoption for the next regularly scheduled meeting of the Board of Directors on June 2, 2022; a second was made by Director Murdock; a roll call vote was taken, and the motion carried 4-1 with Director Dickinson voting no.

2. RESOLUTION 22-20 CREATING THE JOB DESCRIPTION FOR MAINTENANCE WORKER/ELECTRO-MECHANICAL TECHNICIAN

DS Nielsen presented the proposed Maintenance Worker/ Electro-Mechanical Technician position. He shared that staff has been discussing changes to the organizational structure of the Field Services Department. These changes were reviewed with the Personnel Advisory Committee. DS Nielsen shared that the new position will better match the District's positions to the working conditions in the department and provide redundancy in the SCADA, Lift Station, and Flow Recorder responsibilities. The organizational changes will also create a second lateral crew to help address the frequency of maintenance needs on the lower lateral pipes. These position changes will be included in the June Budget Workshop.

Director Murdock made a motion to approve the creation of the Maintenance Worker/Electro-Mechanical Technician Job Description for use by the District; a second was made by Director Durfee; a roll call vote was taken, and the motion carried 5-0.

3. QUARTERLY INVESTMENT REPORT (JANUARY 1, 2022 TO MARCH 31, 2022)

ASM Costan presented the First Quarter Investment Report. She shared that in preparation for the June Budget Workshop, the quarterly investment report was moved off of the consent calendar to review the performance of the CalTRUST investments, the performance of the CalPERS CERB and CEPP Trusts, and the General and Capital Fund balances. ASM Costan shared that the CalTRUST, CERBT, and CEPPT accounts have all had recent investment losses. The allocation of the District's investment funds can be modified in the future if desired by the Board to potentially reduce losses and achieve the best returns for the District. ASM Costan also shared that the General Fund balance is approximately \$20 million. The fiscal year 22/23 budget will include proposed spending on the Corporation Yard Addition and Tenant Improvement Project, an additional payment towards the District's Unfunded Liability with CalPERS, and spending on the Newcastle Master Plan Improvements and Fire Station.

Vice President Williams asked why the Corporation Yard Addition and Tenant Improvement Project is not paid for out of the Capital Fund. GM Niederberger shared that the Capital Improvement Fund 300 is used exclusively for major sewer expansion or enlargement projects and that it is more appropriate to use the General Fund 100 to finance the Corporation Yard Addition and Tenant Improvements.

Vice President Williams made a motion to accept the First Quarter Investment Report in the total amount of \$73,323,296 through March 31, 2022; a second was made by Director Durfee; a voice vote was taken, and the motion carried 5-0.

4. RESOLUTION 22-21 AWARD OF THE CONTRACT FOR THE 2022 CORPORATION YARD ADDITION AND TENANT IMPROVEMENT PROJECT TO LANDMARK CONSTRUCTION

DS Nielsen presented the Award of the Contract for the 2022 Corporation Yard Addition and Tenant Improvement Project. He shared that Landmark Construction was the lowest responsible bidder.

Director Dickinson asked whether the District is past the bid protest period. DS Nielsen shared that the District is past the protest period, and no protests were received. Vice President Williams asked why the project is being awarded for more than the bid amount. DS Nielsen shared that the project had contingencies due to unseen conditions that were quantified and removed from the bid. Vice President Williams highlighted that Landmark Construction is a local contractor with offices in Rocklin.

Vice President Williams made a motion directing staff to (1) Find that, pursuant to Section 15300.4 of the California Environmental Quality Act (CEQA) Guidelines, the 2022 Corporation Yard Building Addition and Tenant Improvement Project is categorically exempt; and (2) Adopt Resolution 22-21 authorizing the General Manager to award the attached construction contract to Landmark Construction to construct the Building Addition and Tenant Improvements in the amount of \$3,838,000.00, execute any change order for an amount up to and including \$50,000.00, consistent with the existing SPMUD Purchasing Policy (3150), and execute change orders up to a cumulative amount not to exceed 10% of the awarded construction contract amount (i.e., \$383,800.00); a second was made by Director Murdock; a roll call vote was taken, and the motion carried 5-0.

5. STRATEGIC PLANNING WORKSHOP: STRATEGIC PRIORITIES

Vice President Williams made a motion to continue the Strategic Planning Workshop on Strategic Priorities to the June Board Meeting; a second was made by Director Dickinson; a voice vote was taken, and the motion carried 5-0.

VII. REPORTS

1. District General Counsel (A. Brown):

General Counsel Brown had no report for this meeting.

2. General Manager (H. Niederberger):

A. ASD, FSD & TSD Reports:

Director Dickinson shared that he received negative feedback about Cured in Place Pipe (CIPP) Liners, and asked staff about the impact of the lining completed at the District. DS Nielsen shared that the District is specific about requiring structural lining of the pipes and shared other details with the Board about the District's CIPP Program.

President Mitchell thanked staff for 2,039 days without a lost-time incident.

B. Information Items: No additional items.

3. Director's Comments:

President Mitchell commented that the need for future replacement of pipe and the uncertainty in the economy creates hesitancy to spend funds on anything other than the District's essential functions.

VIII. CLOSED SESSION READOUT

The Board met in Closed Session at 5:24 p.m. to consider two items:

1. Pending litigation, Joanna Belanger et al. vs. California Public Employees Retirement System and South Placer Municipal Utility District, the Board heard a report from Counsel on the status of pending settlement discussions and the Board gave direction to Counsel to continue discussions and provide the settlement agreement for consideration at the June Board meeting.
2. The Board heard a report from staff regarding the consideration of an amendment to the MOU with Employees. Direction was provided to staff and no action was taken.

The Board adjourned the closed session at 5:44 p.m.

IX. ADJOURNMENT

The President adjourned the meeting at 5:46 p.m. to the next regular meeting to be held on June 2, 2022, at 4:30 p.m.



Emilie Costan, Board Secretary

Item 5.2



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 04/26/2022 - 05/24/2022

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|-----------------------------------|---|--------------|--------------|-----------------|----------------|--------|
| Bank Code: AP Bank-AP Bank | | | | | | |
| 1663 | Buckmaster Office Solutions | 04/28/2022 | Regular | 0.00 | 99.16 | 14468 |
| 1652 | Cintas Corporation | 04/28/2022 | Regular | 0.00 | 570.20 | 14469 |
| 1080 | CWEA (Main) | 04/28/2022 | Regular | 0.00 | 298.00 | 14470 |
| 1113 | Ferguson Enterprises, Inc. 1423 (Main) | 04/28/2022 | Regular | 0.00 | 4,554.70 | 14471 |
| 1159 | Jensen Precast | 04/28/2022 | Regular | 0.00 | 130.50 | 14472 |
| 1218 | PCWA | 04/28/2022 | Regular | 0.00 | 711.04 | 14473 |
| 1253 | Recology Auburn Placer | 04/28/2022 | Regular | 0.00 | 345.53 | 14474 |
| 1306 | Superior Equipment Repair | 04/28/2022 | Regular | 0.00 | 113.50 | 14475 |
| 1240 | Placer County Personnel | 04/29/2022 | Regular | 0.00 | 3,431.99 | 14476 |
| 1327 | US Bank Corporate Payment | 05/02/2022 | Regular | 0.00 | 10,855.80 | 14478 |
| | **Void** | 05/02/2022 | Regular | 0.00 | 0.00 | 14479 |
| | **Void** | 05/02/2022 | Regular | 0.00 | 0.00 | 14480 |
| 1020 | Aqua Sierra Controls, Inc. | 05/05/2022 | Regular | 0.00 | 654.75 | 14481 |
| 1652 | Cintas Corporation | 05/05/2022 | Regular | 0.00 | 533.30 | 14482 |
| 1068 | City of Roseville | 05/05/2022 | Regular | 0.00 | 164,312.23 | 14483 |
| 1509 | Crystal Communications | 05/05/2022 | Regular | 0.00 | 311.64 | 14484 |
| 1087 | Dawson Oil Co. | 05/05/2022 | Regular | 0.00 | 4,894.06 | 14485 |
| 1778 | Helix Environmental Planning, Inc. | 05/05/2022 | Regular | 0.00 | 1,673.75 | 14486 |
| 1686 | Jan Pro | 05/05/2022 | Regular | 0.00 | 887.00 | 14487 |
| 1564 | Jensen Landscape Services, LLC | 05/05/2022 | Regular | 0.00 | 931.00 | 14488 |
| 1221 | PG&E (Current Accounts) | 05/05/2022 | Regular | 0.00 | 1,082.54 | 14489 |
| 1518 | Sonitrol of Sacramento | 05/05/2022 | Regular | 0.00 | 158.33 | 14490 |
| 1306 | Superior Equipment Repair | 05/05/2022 | Regular | 0.00 | 1,635.65 | 14491 |
| 1561 | Williams + Paddon Architects + Planners, Inc. | 05/05/2022 | Regular | 0.00 | -1,112.00 | 14492 |
| 1561 | Williams + Paddon Architects + Planners, Inc. | 05/05/2022 | Regular | 0.00 | 1,112.00 | 14492 |
| 1561 | Williams + Paddon Architects + Planners, Inc. | 05/05/2022 | Regular | 0.00 | 1,112.00 | 14493 |
| 1007 | Advanced Integrated Pest | 05/20/2022 | Regular | 0.00 | 110.00 | 14494 |
| 1021 | ARC | 05/20/2022 | Regular | 0.00 | 108.67 | 14495 |
| 248 | AT&T (916.663.1652) & (248.134.5438.608.80) | 05/20/2022 | Regular | 0.00 | 287.46 | 14496 |
| 1022 | AT&T (9391035571) & (9391053973) | 05/20/2022 | Regular | 0.00 | 329.24 | 14497 |
| 1774 | Atkinson, Andelson, Loya, Ruud and Romo | 05/20/2022 | Regular | 0.00 | 1,126.13 | 14498 |
| 1759 | Bender Rosenthal Inc. | 05/20/2022 | Regular | 0.00 | 2,208.75 | 14499 |
| 1768 | Capital Program Management Inc. | 05/20/2022 | Regular | 0.00 | 5,191.00 | 14500 |
| 1061 | Central Valley Engineering | 05/20/2022 | Regular | 0.00 | 12,500.00 | 14501 |
| 1713 | Chad Johnson | 05/20/2022 | Regular | 0.00 | 230.53 | 14502 |
| 1652 | Cintas Corporation | 05/20/2022 | Regular | 0.00 | 1,111.34 | 14503 |
| 1073 | Consolidated Communications | 05/20/2022 | Regular | 0.00 | 2,086.57 | 14504 |
| 1495 | Curtis Little | 05/20/2022 | Regular | 0.00 | 98.00 | 14505 |
| 1781 | Daniel Bills | 05/20/2022 | Regular | 0.00 | 2,000.00 | 14506 |
| 1086 | Dataprose | 05/20/2022 | Regular | 0.00 | 7,022.36 | 14507 |
| 1096 | Downtown Ford Sales | 05/20/2022 | Regular | 0.00 | 67,245.85 | 14508 |
| 1124 | Gold Country Media Publications | 05/20/2022 | Regular | 0.00 | 579.16 | 14509 |
| 1666 | Great America Financial Services | 05/20/2022 | Regular | 0.00 | 452.99 | 14510 |
| 1791 | Jason Arrighi | 05/20/2022 | Regular | 0.00 | 214.47 | 14511 |
| 1764 | Network Design Associates, Inc. | 05/20/2022 | Regular | 0.00 | 600.00 | 14512 |
| 1218 | PCWA | 05/20/2022 | Regular | 0.00 | 450.85 | 14513 |
| 1221 | PG&E (Current Accounts) | 05/20/2022 | Regular | 0.00 | 4,634.21 | 14514 |
| 1473 | Pitney Bowes Purchase Power | 05/20/2022 | Regular | 0.00 | 239.24 | 14515 |
| 1253 | Recology Auburn Placer | 05/20/2022 | Regular | 0.00 | 345.53 | 14516 |
| 1518 | Sonitrol of Sacramento | 05/20/2022 | Regular | 0.00 | 1,398.69 | 14517 |
| 1333 | SPOK, Inc. | 05/20/2022 | Regular | 0.00 | 26.86 | 14518 |
| 1306 | Superior Equipment Repair | 05/20/2022 | Regular | 0.00 | 1,747.54 | 14519 |
| 1325 | Tyler Technologies, Inc. | 05/20/2022 | Regular | 0.00 | 43,293.53 | 14520 |
| 1338 | Verizon Wireless | 05/20/2022 | Regular | 0.00 | 1,149.28 | 14521 |

Check Report

Date Range: 04/26/2022 - 05/24/2022

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|----------------------------------|--------------|--------------|-----------------|----------------|------------|
| 1045 | Cal Pers 457 Plan (EFT) | 04/29/2022 | Bank Draft | 0.00 | 750.00 | DFT0007166 |
| 1135 | Empower (EFT) | 04/29/2022 | Bank Draft | 0.00 | 225.00 | DFT0007167 |
| 1135 | Empower (EFT) | 04/29/2022 | Bank Draft | 0.00 | 8,002.52 | DFT0007168 |
| 1135 | Empower (EFT) | 04/29/2022 | Bank Draft | 0.00 | 237.45 | DFT0007169 |
| 1042 | CA State Disbursement (EF | 04/29/2022 | Bank Draft | 0.00 | 44.76 | DFT0007170 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 49.13 | DFT0007171 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 1,311.90 | DFT0007172 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 2,299.10 | DFT0007173 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 1,881.26 | DFT0007174 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 2,778.90 | DFT0007175 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 3,565.46 | DFT0007176 |
| 1229 | Pers (EFT) | 04/29/2022 | Bank Draft | 0.00 | 4,009.16 | DFT0007177 |
| 1149 | Internal Revenue Service | 04/29/2022 | Bank Draft | 0.00 | 15,078.84 | DFT0007178 |
| 1098 | EDD (EFT) | 04/29/2022 | Bank Draft | 0.00 | 5,570.69 | DFT0007179 |
| 1098 | EDD (EFT) | 04/29/2022 | Bank Draft | 0.00 | 1,337.61 | DFT0007180 |
| 1149 | Internal Revenue Service | 04/29/2022 | Bank Draft | 0.00 | 3,526.62 | DFT0007181 |
| 1149 | Internal Revenue Service | 04/29/2022 | Bank Draft | 0.00 | 14,038.82 | DFT0007182 |
| 1015 | American Fidelity Assurance | 04/28/2022 | Bank Draft | 0.00 | 745.86 | DFT0007183 |
| 1586 | Principal Life Insurance Company | 04/28/2022 | Bank Draft | 0.00 | 390.73 | DFT0007184 |
| 1230 | Pers (EFT) | 04/28/2022 | Bank Draft | 0.00 | 5,983.04 | DFT0007185 |
| 1230 | Pers (EFT) | 04/28/2022 | Bank Draft | 0.00 | 30,511.38 | DFT0007186 |
| 1230 | Pers (EFT) | 04/28/2022 | Bank Draft | 0.00 | 11,914.99 | DFT0007187 |
| 1230 | Pers (EFT) | 04/28/2022 | Bank Draft | 0.00 | 121.02 | DFT0007188 |
| 1230 | Pers (EFT) | 04/28/2022 | Bank Draft | 0.00 | 3,427.00 | DFT0007189 |
| 1230 | Pers (EFT) | 04/28/2022 | Bank Draft | 0.00 | 63.83 | DFT0007190 |
| 1045 | Cal Pers 457 Plan (EFT) | 05/13/2022 | Bank Draft | 0.00 | 750.00 | DFT0007191 |
| 1135 | Empower (EFT) | 05/13/2022 | Bank Draft | 0.00 | 225.00 | DFT0007192 |
| 1135 | Empower (EFT) | 05/13/2022 | Bank Draft | 0.00 | 7,502.52 | DFT0007193 |
| 1135 | Empower (EFT) | 05/13/2022 | Bank Draft | 0.00 | 237.45 | DFT0007194 |
| 1042 | CA State Disbursement (EF | 05/13/2022 | Bank Draft | 0.00 | 44.76 | DFT0007195 |
| 1015 | American Fidelity Assurance | 05/13/2022 | Bank Draft | 0.00 | 333.33 | DFT0007196 |
| 1015 | American Fidelity Assurance | 05/13/2022 | Bank Draft | 0.00 | 285.40 | DFT0007197 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 49.13 | DFT0007198 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 914.29 | DFT0007199 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 1,602.28 | DFT0007200 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 1,881.27 | DFT0007201 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 2,778.90 | DFT0007202 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 3,565.45 | DFT0007203 |
| 1229 | Pers (EFT) | 05/13/2022 | Bank Draft | 0.00 | 4,009.17 | DFT0007204 |
| 1149 | Internal Revenue Service | 05/13/2022 | Bank Draft | 0.00 | 11,907.00 | DFT0007205 |
| 1098 | EDD (EFT) | 05/13/2022 | Bank Draft | 0.00 | 3,818.89 | DFT0007206 |
| 1098 | EDD (EFT) | 05/13/2022 | Bank Draft | 0.00 | 1,054.80 | DFT0007207 |
| 1149 | Internal Revenue Service | 05/13/2022 | Bank Draft | 0.00 | 2,880.48 | DFT0007208 |
| 1149 | Internal Revenue Service | 05/13/2022 | Bank Draft | 0.00 | 9,116.84 | DFT0007209 |

Bank Code AP Bank Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 82 | 51 | 0.00 | 357,196.92 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 3 | 0.00 | -1,112.00 |
| Bank Drafts | 44 | 44 | 0.00 | 170,822.03 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 126 | 98 | 0.00 | 526,906.95 |

All Bank Codes Check Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 82 | 51 | 0.00 | 357,196.92 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 3 | 0.00 | -1,112.00 |
| Bank Drafts | 44 | 44 | 0.00 | 170,822.03 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 126 | 98 | 0.00 | 526,906.95 |

Fund Summary

| Fund | Name | Period | Amount |
|------|--------------|--------|-------------------|
| 100 | GENERAL FUND | 4/2022 | 128,119.69 |
| 100 | GENERAL FUND | 5/2022 | 398,787.26 |
| | | | 526,906.95 |

| Account Number | Name | Date | Type | Amount | Packet |
|----------------------|-----------------|----------|--------|--------------------|---------------------------|
| 102-0005835-02 | Bramow, John Jr | 5/2/2022 | Refund | \$ 1,944.00 | Check #: 14477 UBPKT14546 |
| TOTAL REFUNDS | | | | \$ 1,944.00 | |

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors
From: Carie Huff, District Engineer
Cc: Josh Lelko, Engineering Technician
Subject: Acceptance of the Bill of Sale for the Rocklin Meadows Sewer Improvements
Meeting Date: June 2, 2022

Overview

The Rocklin Meadows subdivision is located in Rocklin, northwest of the intersection of Greenbrae Road and Aguilar Road. The Rocklin Meadows project consists of public sewer improvements to serve twenty-seven (27) single family homes for a total of 27 EDU. The Rocklin Meadows improvements include the following sewer infrastructure:

- Installation of one-thousand, seven-hundred and sixty-six (1,766) linear feet of sanitary sewer pipe;
- Installation of eleven (11) manholes; and
- Installation of seven-hundred and seventeen (717) linear feet of lower laterals.

Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Rocklin Meadows improvements.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

- Goal 1.1: Engage Customers to determine expectations.
- Goal 1.2: Establish and meet Service Level(s) by Department.
- Goal 3.1: Plan all projects to ensure adherence to District standards and ordinances.

Fiscal Impact

The estimated value of the contributed capital is \$864,411.

Attachments:

1. Bill of Sale
2. Map – Rocklin Meadows

BILL OF SALE

The New Home Company Northern California LLC, a Delaware limited liability company does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Rocklin Meadows.

Grantor herein does hereby warrant and guarantee to SOUTH PLACER MUNICIPAL UTILITY DISTRICT that all of the personal property described herein consisting of sewer pipes, lines, mains, manholes, and appurtenances are free and clear of all mechanics liens and encumbrances of any type, nature or description whatsoever.

Dated this April 26th, 2022

By: (Developer/Owner)

*The New Home Company Northern California LLC,
A Delaware limited liability company*



Signature

Justin Walters

Name (Please Type or Print)

CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of Placer }

On April 26, 2022 before me, Cassie Elizabeth Kuehnau, Notary Public,
Date Here Insert Name and Title of the Officer

personally appeared Justin Walters
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Cassie Elizabeth Kuehnau
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____ Signer's Name: _____

Corporate Officer – Title(s): _____ Corporate Officer – Title(s): _____

Partner – Limited General Partner – Limited General

Individual Attorney in Fact Individual Attorney in Fact

Trustee Guardian or Conservator Trustee Guardian or Conservator

Other: _____ Other: _____

Signer is Representing: _____ Signer is Representing: _____



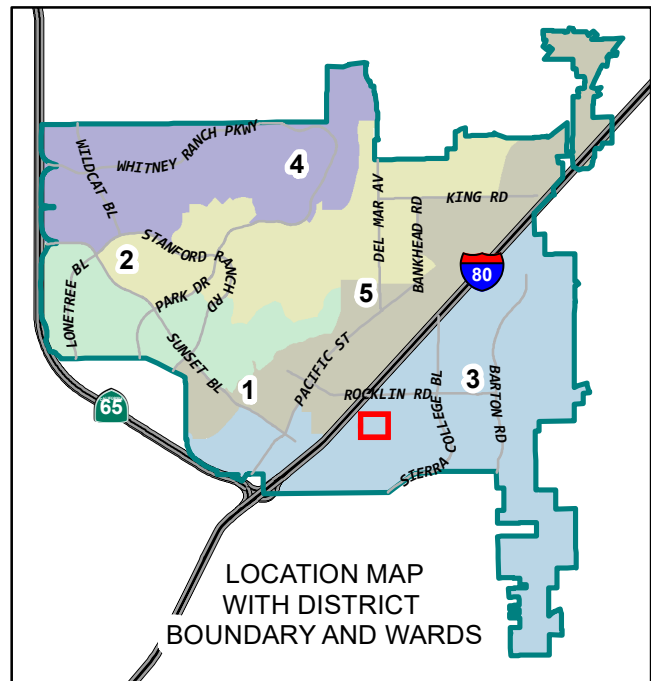
0 125 250 Feet
 1 in = 250 ft



Rocklin Meadows

27 EDUs

Date: 5/23/2022
 Author: Curtis Little
 Document Path:
 G:\spmud_gis\mxd\Bill of
 Sale\2022\MXD\Bill of Sale Rock Meadows.mxd



LOCATION MAP
 WITH DISTRICT
 BOUNDARY AND WARDS

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Carie Huff, District Engineer

Subject: Adoption of Resolution 22-22 Establishing a Fee Schedule for Fiscal Year 2022/23 and Adoption of Resolution 22-23 Establishing the Schedule of Values for Fiscal Year 2022/23

Meeting Date: June 2, 2022

Overview

The District updates fees periodically to recover the actual costs of services provided and to adjust costs indexed to the Engineering News Record (ENR) Construction Cost Index. As used herein, “Construction Cost Index” means the average of the Construction Cost Index (20-City) and the Construction Cost Index (San Francisco, CA), hereinafter called the ENR-CCI. This annual adjustment shall be adopted annually by Board Resolution concurrent with the annual adoption of the District Fee Schedule.

Fee Schedule

In order to recover the cost of services provided to the public ranging from copying to annexations, the South Placer Municipal Utility District (District) Board Directors approved Resolution 17-16 establishing a methodology for calculating said fees. This methodology applies the fully burdened hourly bill out rate for each District position to the specific services provided. The fee schedule is updated annually by applying the employees’ hourly rate, set by MOU, marked up with an applicable benefits and overhead factor intended to cover District costs.

The proposed fees for fiscal year 2022/23 include increases over last year; however, in some cases the fees remained the same. Those fees that remain the same are typically the result of the tasks being reassigned to an employee with a lower classification, compensated at a lower wage. It is anticipated that these fees would remain steady until the compensation of the employee classification assigned the task increases beyond the current fee.

A new fee was added to the 2022/23 Fee Schedule to cover staff time associated with processing access permits to access the District’s sewer facilities. Note that the Project Plan Check and Inspection Fee and the Tenant Improvement Processing Fee are deposits towards actual costs and staff tracks actual time spent on the project and the developer/engineer is responsible to pay the actual cost.

The Sewer Participation Fee increase is indexed to the ENR-CCI and the increase is consistent between the SPWA partners.

Staff has prepared Resolution 22-22 Establishing a Fee Schedule for Fiscal Year 2022/23 for consideration by the Board of Directors. A comparison of the current and proposed fees, along with fee justification, is included as Attachment 1 to this Staff Report.

Schedule of Values

The concept of establishing the Schedule of Values was originally adopted with Resolution 17-35. In accordance with Board Policy 3251 - Recordation of Assets for Depreciation Purposes, as well as the Sewer Code, Chapter 4 – Credit and Reimbursement Agreements, the District must annually adopt a schedule of values that represents the new cost of construction of various sewer system assets.

The Schedule of Values shall be adjusted each July 1st based upon the ENR-CCI for the preceding May, as published in the Engineering News Record publication, unless otherwise determined by the Board. Staff has prepared Resolution 22-23 Establishing a Schedule of Values for Sewer System Assets for Fiscal Year 2022/23 for consideration by the Board of Directors.

Recommendation

Staff recommends that the Board of Directors adopt:

1. Resolution 22-22 Establishing a Fee Schedule for Fiscal Year 2022/23; and
2. Resolution 22-23 Establishing a Schedule of Values for Sewer System Assets for Fiscal Year 2022/23.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Maintain transparency with all District activities.

Goal 5.1: Maintain wastewater rates sufficient to meet financial needs, operational demand, regulatory requirements, and customer expectations.

Goal 5.3: Maintain financial responsibility to ensuring allocated funding sources are adequate to meet expenses.

Related Board Policies and Resolutions

Resolution 17-16 Establishing a Fee Schedule for FY2017/18.

Resolution 17-35 Establishing a Schedule of Values that represents the Cost of New construction for Sewer System Assets

Policy 3251 - Recordation of Assets for Depreciation Purposes

Sewer Code, Chapter 4 – Credit and Reimbursement Agreements

Fiscal Impact

The fee schedule is intended to cover the District's costs to provide the listed services. The projected revenue from the fee schedule is included in the proposed FY 2022/23 Budget.

There is no direct fiscal impact to the adoption of these Schedule of Values. The true fiscal impact will be realized as new construction is added to the District's fixed assets and depreciated in accordance with Generally Accepted Accounting Principles (GAAP). These values will also impact the cost of major facilities eligible for credits and reimbursements determined in accordance with the Sewer Code.

Attachments:

- Attachment 1 – Comparison of Current and Proposed Rates
- Resolution 22-22 Establishing a Fee Schedule for Fiscal Year 2022/23
- Resolution 22-23 Establishing a Schedule of Values for Sewer System Assets for Fiscal Year 2022/23



South Placer Municipal Utility District Fee Schedule Comparison of Current and Proposed Rates

| Fee Description | Fee Amount Fiscal Year 2021/22 | Fee Amount Fiscal Year 2022/23 | Amount of Increase | Reason |
|---|-----------------------------------|-----------------------------------|-----------------------------------|---|
| Monthly Service Charge (Ordinance 17-02) | \$36 / EDU | \$36 / EDU | \$0.00 | No scheduled adjustment. |
| Monthly PRSC Newcastle residents (Resolution 13-11) | \$54 / EDU | \$54 / EDU | \$0.00 | No scheduled adjustment. |
| Building Sewer Inspection | \$345 | \$345 | \$0.00 | Information taken directly from Lucity and Tyler. Inspector time is the number of hours per inspection TIMES average number of inspections to final, PLUS admin time to process the application and data entry. The hours per inspection decreased from last year but the number of inspections to final increased. |
| Building Sewer Inspection (Repairs) | \$125 | \$130 | \$5.00 | Increase due to the Consumer Price Index (CPI). |
| Residential Ejector Pump Submittal Review & Inspection | \$515 | \$545 | \$30.00 | Increase due to the actual time spent on residential pump systems and the Consumer Price Index (CPI). |
| Accessory Dwelling Unit (ADU) Submittal Review & Inspection | \$410 | \$435 | \$25.00 | Increase due to the Consumer Price Index (CPI). |
| Reconnect Fee | \$550 | \$550 | \$0.00 | No change. |
| Access Permit | n/a | \$550 | n/a | New fee to cover staff time to coordinate access to the District's facilities. |
| Project Plan Check & Inspection Processing Fee | \$1,920 Deposit + District Costs | \$2,040 Deposit + District Costs | \$120.00 | Increase due to the Consumer Price Index adjustment (CPI). |
| Tenant Improvement Processing Fee (Includes plan review) | \$330 Deposit + District Costs | \$350 Deposit + District Costs | \$25.00 | Increase due to the actual time spent on tenant improvements and the Consumer Price Index (CPI). |
| Participation Fee per EDU (Ordinance 17-03) | \$12,999 | \$14,491 | \$1,492.00 | Increase due to Construction Cost Index (CCI). |
| Local Participation Fee per EDU (Sewer Code Chapter 2) | \$4,330 | \$4,827 | \$497.00 | Increase due to Construction Cost Index (CCI). |
| Regional Participation Fee per EDU (SPWA Treatment) | \$8,669 | \$9,664 | \$995.00 | Increase due to Construction Cost Index (CCI). |
| Project Related Participation Fee per EDU - PRPF (NSD) (Resolution 13-11/10-09 - Year 8) Adjusts 10/1/21 | \$900 | \$1,000 | \$100.00 | Adjusts 10/1/22 per Resolution 13-11. |
| Out-of-Area Service Agreement Processing Fee | \$650 | \$650 | \$0.00 | No change. |
| Annexation Single Parcel/Single Home | \$1,565 | \$1,565 | \$0.00 | No change. |
| Annexation Large Annex (up to 50 acres) | \$5,875 | \$5,875 | \$0.00 | No change. |
| Annexation Large Annex (More than 50 acres) | \$7,440 | \$7,440 | \$0.00 | No change. |
| Warranty TV/Flush Fee (6" - 15" diameter) | \$3.20/ft + District costs | \$3.40/ft + District costs | \$0.20/ft + District Costs | Increase due to the Consumer Price Index adjustment (CPI). |
| Warranty TV/Flush Fee (> 15" diameter) | \$4.45/ft + District costs | \$4.75/ft + District costs | \$0.30/ft + District Costs | Increase due to the Consumer Price Index adjustment (CPI). |
| Inspection Overtime Fee (Weekday - 3 hour max) | \$375.00 | \$395.00 | \$20.00 | Increase due to the Consumer Price Index adjustment (CPI). |
| Inspection Overtime Fee (Night/Saturday - 8 hour max) | \$990.00 | \$1,050.00 | \$60.00 | Increase due to the Consumer Price Index adjustment (CPI). |
| Tap - Mainline | \$2,485 | \$2,640 | \$155.00 | Increase due to the Consumer Price Index adjustment (CPI). |
| Tap - Manhole | \$2,985 | \$3,140 | \$155.00 | Increase due to the Consumer Price Index adjustment (CPI). |
| One-Time Discharge Permit | \$660 (minimum) + treatment costs | \$965 (minimum) + treatment costs | \$305 (minimum) + treatment costs | Increase due to change of staff completing task and Consumer Price Index adjustment (CPI). |
| Wastewater Discharge Permit (Initial Permit) | \$470 | \$695 | \$225.00 | Increase due to change of staff completing task and Consumer Price Index adjustment (CPI). |
| Wastewater Discharge Permit (Renewal) | \$160 | \$235 | \$75.00 | Increase due to change of staff completing task and Consumer Price Index adjustment (CPI). |
| Document Copy Fees | | | | |
| ~ Copy of 8.5 x 11 - 11 x 17 | \$0.25 | \$0.25 | \$0.00 | No change. |
| ~ Copy 24 x 36 | \$14 | \$14 | \$0.00 | No change. |
| ~ Copy GIS Document | \$70 | \$75 | \$5.00 | Increase due to cost of paper and Consumer Price Index (CPI). |
| ~ Copy Electronic Files onto CD | \$70 | \$75 | \$5.00 | Increase due to cost of paper and Consumer Price Index (CPI). |
| Standard Specifications (Binder) | \$70 + shipping if mailed | \$75 + shipping if mailed | \$5.00 | Increase due to cost of paper and Consumer Price Index (CPI). |
| Sewer System Management Plan (SSMP) (Binder) | \$70 + shipping if mailed | \$75 + shipping if mailed | \$5.00 | Increase due to cost of paper and Consumer Price Index (CPI). |

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-22

ESTABLISHING A FEE SCHEDULE FOR FISCAL YEAR 2022/23

WHEREAS, the South Placer Municipal Utility District (District) Board Directors seeks to develop a schedule of fees and charges based on the District’s budgeted and projected costs; and

WHEREAS, the District intends to adjust and establish said fees to be adopted annually to cover the cost of providing services to the public.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of South Placer Municipal Utility District as follows:

Section 1

The Board hereby finds and determines that the fees imposed by this resolution are necessary to cover the costs of providing said services.

Section 2

The schedule of fees and charges, as shown on Exhibit “A” attached hereto and incorporated herein by reference, are hereby fixed and established effective July 1, 2022, and said Exhibit “A” hereby amends and replaces all previous fee schedules. Exhibit “A” may be updated to reflect changes in the SPWA Regional Participation Fee or charges established by separate ordinance.

Section 3

The fees set forth by this resolution are for the specific services listed. For any additional services provided, the cost of which is indeterminate and not included in the fee schedule, the General Manager may estimate the time required to provide the service and require payment of a fee at the fully burdened District hourly bill out rate.

Section 4

The District’s fully burdened bill out rate shall be established annually by applying a specific employee’s hourly rate, set annually by MOU, marked up with an applicable benefits and overhead factor intended to cover District costs.

Section 5

The fees and charges shown on the fee schedule, not otherwise fixed and established by separate ordinance or resolution, shall be adjusted by the General Manager on the 1st of July, annually, by applying the time determined by a District time and motion study and analysis and calculate the fee at the fully burdened District hourly bill out rate per employee tasked to do such work,

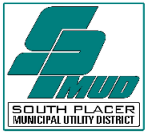
PASSED AND ADOPTED by the Board of Directors of South Placer Municipal Utility District on this 2nd day of June 2022.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Gerald P. Mitchell, President of the Board of Directors

ATTEST:

Emilie Costan, Board Secretary



South Placer Municipal Utility District Fee Schedule

Updated for Fiscal Year 2022-23

| Fee Description | Fee Amount |
|---|-----------------------------------|
| Monthly Service Charge (Ordinance 17-02) | \$36 / EDU |
| Monthly PRSC Newcastle residents (Resolution 13-11) | \$54 / EDU |
| Building Sewer Inspection | \$345 |
| Building Sewer Inspection (Repairs) | \$130 |
| Residential Ejector Pump Submittal Review (Includes plan review and inspection) | \$545 |
| Accessory Dwelling Unit (ADU) Submittal Review (Includes plan review and inspection) | \$435 |
| Reconnect Fee | \$550 |
| Access Permit Fee | \$550 |
| Project Plan Check & Inspection Processing Fee | \$2,040 Deposit + District Costs |
| Tenant Improvement Processing Fee (Includes plan review) | \$350 Deposit + District Costs |
| Participation Fee per EDU (Ordinance 17-03) | \$14,491 |
| Local Participation Fee per EDU (Sewer Code Chapter 2) | \$4,827 |
| Regional Participation Fee per EDU (SPWA Treatment) | \$9,664 |
| Project Related Participation Fee per EDU - PRPF (NSD) <small>(Resolution 13-11/10-09 - Year 10) Adjusts 10/1/22</small> | \$1,000 |
| Out-of-Area Service Agreement Processing Fee | \$650 |
| Annexation Single Parcel/Single Home | \$1,565 |
| Annexation Large Annex (up to 50 acres) | \$5,875 |
| Annexation Large Annex (More than 50 acres) | \$7,440 |
| Warranty TV/Flush Fee (6" - 15" diameter) | \$3.40/ft + District costs |
| Warranty TV/Flush Fee (> 15" diameter) | \$4.75/ft + District costs |
| Inspection Overtime Fee (Weekday - 3 hr max) | \$395 |
| Inspection Overtime Fee (Night/Saturday - 8 hr max) | \$1,050 |
| Tap - Mainline | \$2,640 |
| Tap - Manhole | \$3,140 |
| One-Time Discharge Permit | \$965 (minimum) + treatment costs |
| Wastewater Discharge Permit (Initial Permit) | \$695 |
| Wastewater Discharge Permit (Renewal) | \$235 |
| Document Copy Fees | |
| ~ Copy of 8.5 x 11 - 11 x 17 | \$0.25 |
| ~ Copy 24 x 36 | \$14 |
| ~ Copy GIS Document | \$75 |
| ~ Copy Electronic Files onto CD | \$75 |
| Standard Specifications (Binder) | \$75 + shipping if mailed |
| Sewer System Management Plan (SSMP) (Binder) | \$75 + shipping if mailed |
| Credit Card Transaction Charge (Resolution 21-06/Policy 3170) <small>NOT Applicable to Monthly Service Charges</small> | 2.5% |

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-23

**ESTABLISHING A SCHEDULE OF VALUES FOR SEWER SYSTEM ASSETS FOR FISCAL
YEAR 2022/23**

WHEREAS, The District adopted Resolution 17-34 on November 2, 2017, creating Policy 3251 - Recordation of Assets for Depreciation Purposes; and

WHEREAS, Policy 3251 calls for the annual adoption of a schedule of values that represents the new cost of construction of various sewer system assets; and

WHEREAS, The schedule of values shall be adjusted each July 1st based upon the Construction Cost Index for the preceding May, as published in the Engineering News Record publication, unless otherwise determined by the Board. As used herein, "Construction Cost Index" means the average of the Construction Cost Index (20-City) and the Construction Cost Index (San Francisco, CA).

WHEREAS, This schedule will be used to determine the book value of developer-installed and contributed sewer assets in accordance with Policy 3250 - Sewer System Contributions and Bills of Sale, and will also be used to determine the value of developer- installed trunk facilities eligible for credit or reimbursement under the Sewer Code, Chapter 4 – Credit and Reimbursement Agreements. This book value will be recorded in the financial management system and depreciated in accordance with industry standards.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District does hereby adopt the attached Schedule of Values for Sewer System Assets as shown on Exhibit "B" attached hereto and incorporated herein by reference, are hereby fixed and established effective July 1, 2022, and said Exhibit "B" hereby amends and replaces all previous Schedule of Values for Sewer System Assets.

PASSED AND ADOPTED by the Board of Directors of South Placer Municipal Utility District on this 2nd day of June 2022.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Gerald P. Mitchell, President of the Board of Directors

ATTEST:

Emilie Costan, Board Secretary



Schedule of Values for Sewer System Assets

Baseline Pipeline Construction Costs

Open Cut Pipe Unit Costs

| Pipe Dia. (in) | <15 ft \$/FT | 15 to 20 ft \$/FT | 20 to 25 ft \$/FT | >25 ft \$/FT |
|-------------------|-----------------|----------------------|----------------------|-----------------|
| 6 | 169 | 193 | - | - |
| 8 | 193 | 223 | - | - |
| 10 | 229 | 253 | - | - |
| 12 | 265 | 283 | 313 | 343 |
| 15 | 307 | 331 | 361 | 391 |
| 18 | 343 | 373 | 409 | 445 |
| 21 | 397 | 427 | 463 | 499 |
| 24 | 439 | 469 | 506 | 542 |
| 27 | 475 | 506 | 548 | 590 |
| 30 | 518 | 554 | 596 | 638 |
| 33 | 560 | 596 | 638 | 680 |
| 36 | 596 | 638 | 686 | 734 |
| 42 | 638 | 680 | 728 | 776 |
| 48 | 680 | 722 | 770 | 818 |

Trenchless Unit Costs

| Pipe Dia. (in) | Casing (in) | Microtunnel \$/FT | Bore & Jack \$/FT |
|-------------------|----------------|----------------------|----------------------|
| 8 | 36 | 1234 | 740 |
| 10 | 36 | 1246 | 752 |
| 12 | 36 | 1252 | 758 |
| 15 | 36 | 1276 | 788 |
| 18 | 42 | 1234 | 806 |
| 21 | 43 | 1240 | 867 |
| 24 | 49 | 1276 | 957 |
| 27 | 51 | 1354 | 1017 |
| 30 | 56 | 1390 | 1071 |
| 33 | 59 | 1492 | 1137 |
| 36 | 64 | 1607 | 1252 |
| 42 | 68 | 1769 | 1330 |
| 48 | 72 | 2046 | 1402 |

Jacking and Receiving Pits

| Pit Type | <15 ft \$/EA | >25 ft \$/EA |
|-----------|-----------------|-----------------|
| Jacking | 96,287 | 138,412 |
| Receiving | 30,090 | 48,143 |



Schedule of Values for Sewer System Assets

Additional Costs

Additional Dewatering

| | |
|--|-------|
| Groundwater Infiltration | \$/FT |
| Groundwater | 0 |
| Significant groundwater (i.e., 200 gpd/ac) | 54 |
| Extreme groundwater (i.e., 500 gpd/ac) | 72 |

Additional Sheet piling and Shoring

| Condition | <15 ft \$/FT | 15 to 20 ft \$/FT | 20 to 25 ft \$/FT | >25 ft \$/FT |
|---------------------------------------|-----------------|----------------------|----------------------|-----------------|
| High ground water - Undeveloped areas | 36 | 72 | 108 | 144 |
| High ground water - Developed areas | 90 | 132 | 162 | 205 |

Ground Condition

| Type | % of Base LF Cost |
|----------------------------|----------------------|
| Hard Rock | 200% |
| Cobble - Developed Areas | 200% |
| Cobble - Undeveloped Areas | 40% |

Traffic Control

| Type | \$/FT |
|--|-------|
| Minor roads - less than 4 lanes of traffic | - |
| Major roads - 4 lanes or more | 54 |

Productivity Factors

| Type | % of Base LF Cost |
|---------------------------------------|----------------------|
| Traffic/Utility Corridor Delay Factor | 15% |
| Remove and Replace Delay Factor | 25% |

Surface Restoration

| Type | \$/FT |
|---|-------|
| Pavement (T-trench) | 120 |
| Access Road (3" AC / 8" AB, 12-ft wide, 2-ft shoulders) | 90 |

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Emilie Costan, Administrative Services Manager

Subject: Resolution 22-24 – Addendum to the Memorandums of Understanding with District Employees and Management Adopted per Resolution 20-16 and 20-17

Meeting Date: June 2, 2022

Background

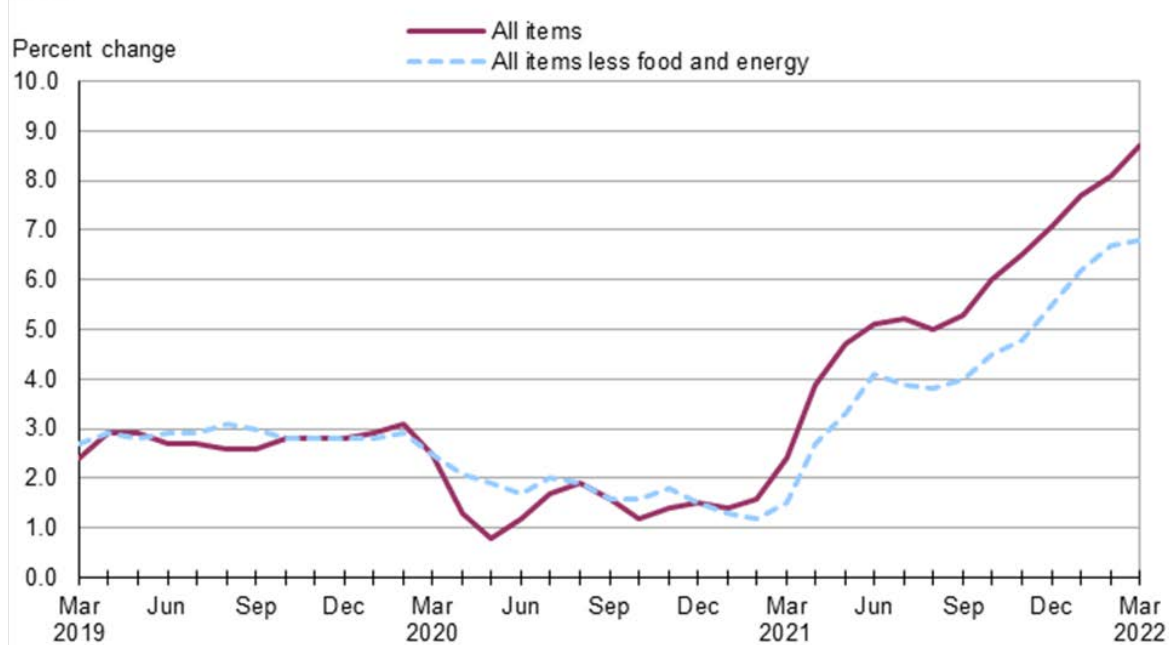
In accordance with the Municipal Utility District Act of the State of California Section 11501 of the Public Utilities Code of the State of California, the District enacted a Civil Service System. District Policy 2010 – Civil Service Employment Manual, mandates that the District maintain a Civil Service System Employee Manual to provide the guidance for the development and application of personnel policies, and to direct the General Manager to administer the District’s personnel relations accordingly.

On June 4, 2020, the Board adopted Resolutions 20-16 and 20-17 approving Memorandums of Understanding (MOUs) with District Employees and Managers after finding that the MOUs were fair and proper and in the best interests of the District and the covered employees. Item 2 of said MOUs specifically states,

“On July 1, 2020, July 1, 2021 and July 1, 2022, there will be a salary adjustment consistent with the US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A. The salary adjustment will be no less than two percent (2%) and no more than four percent (4%) for any given year. In the event of an extreme economic condition, either hyperinflation or recession lasting more than six (6) months, all parties governed by this MOU agree to reopen discussion on what would be an appropriate salary adjustment.”

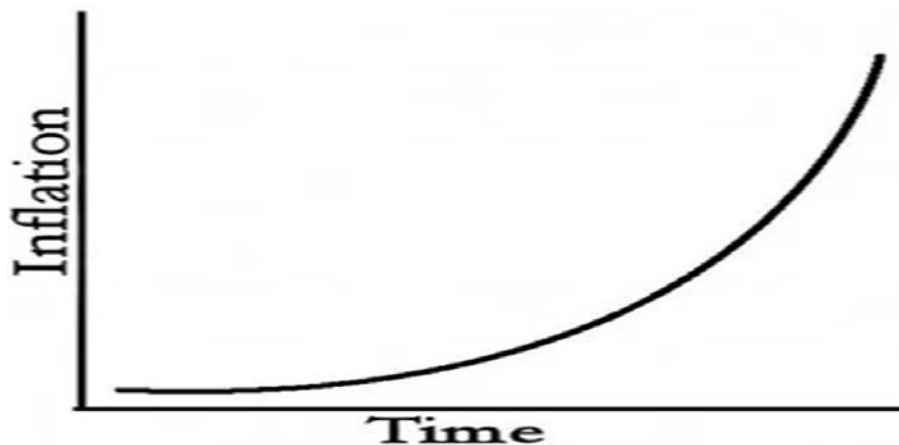
The US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A, released May, 2022, (covering the prior twelve months as of April 2022), indicated a change of 8.5%. For reference, staff has included in this staff report the following charts representing graphs of the Percent Change in CPI-U West A, Mar 2019-2022 (Chart 1), and Classic Hyperinflation (Chart 2). A comparison of these two charts indicates that the current economic condition simulates classic hyperinflation.

Chart 1. Over-the-year percent change in CPI-U, West region, March 2019–March 2022



Source: U.S. Bureau of Labor Statistics.

Chart 2. Graph of Classic Hyperinflation



Source: InflationData.Com

The District’s Personnel Advisory Committee met on February 23, 2022, to discuss the current economic situation and the hardships to employees caused by the increased rate of inflation. In addition, the General Manager met with representatives of the employees and management covered under Resolutions 20-16 and 20-17 and conferred in good faith on matters relating to the Cost-of-Living Adjustment (COLA) anticipated for July 1, 2022.

It was concluded that the following addenda to Resolutions 20-16 and 20-17, regarding Item 2 of said MOUs should be considered and adopted, subject to ratification by the employees.

1. The salary adjustment effective July 1, 2022 shall be 6.25%, which represents half the difference of 4% (the maximum adjustment under Resolutions 20-16 and 20-17) and the increase in CPI for Urban Wage Earners and Clerical Workers (CPI-W) for West – A issued May 2022 ($4 + (8.5 - 4) / 2$); and
2. In anticipation of a new MOU with District Employees and Managers, the District will retain an outside consultant to perform a regional salary survey of like sized utilities and sewer service providers for relevant job descriptions. This salary survey information will be considered during the forthcoming MOU negotiations.

Recommendation

Staff requests that the Board of Directors adopt Resolution 22-14, Addendum to the Memorandums of Understanding with District Employees and Management Adopted per Resolution 20-16 and 20-17.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 5.3: Maintain financial responsibility by ensuring allocated funding sources are adequate to meet expenses; and those available funds and resources are managed efficiently.

Goal 6.2: Develop and implement competitive and Incentive-based Compensation Programs.

Related District Ordinances and Policies

District Policy 2010 – Civil Service Employment Manual

Resolution 20-16

Resolution 20-17

Fiscal Impact

The projected increase in District salary from a 6.25% Cost-of-Living increase is estimated to be \$160,000. This is approximately \$52,000 more than a 4% Cost-of-Living increase. This amount will be included in the Fund 100 Budget for Fiscal Year 2022/23.

Attachments:

1. Resolution 22-24, Addendum to the Memorandums of Understanding with District Employees and Management Adopted per Resolution 20-16 and 20-17

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION 22-24

**ADDENDUM TO THE MEMORANDUMS OF UNDERSTANDING WITH DISTRICT
EMPLOYEES AND MANAGEMENT ADOPTED PER RESOLUTIONS 20-16 AND 20-17**

WHEREAS, the South Placer Municipal Utility District (the “District”), pursuant to the Municipal Utility District Act of the State of California (the “MUD” Act), commencing with Section 11501 of the Public Utilities Code of the State of California, enacted a Civil Service System pursuant to Section 12051 thereof; and

WHEREAS, District Policy 2010 – Civil Service Employment Manual, mandates that the District maintain a Civil Service System Employee Manual to provide the guidance for the development and application of personnel policies, and to direct the General Manager to administer our personnel relations accordingly; and

WHEREAS, on June 4, 2020, the Board adopted Resolutions 20-16 and 20-17 approving Memorandums of Understanding (MOUs) with District Employees and Managers after finding that the MOUs were fair and proper and in the best interests of the District and the covered employees; and

WHEREAS, Item 2 of said MOUs specifically states, “On July 1, 2020, July 1, 2021 and July 1, 2022, there will be a salary adjustment consistent with the US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A. The salary adjustment will be no less than two percent (2%) and no more than four percent (4%) for any given year. In the event of an extreme economic condition, either

hyperinflation or recession lasting more than six (6) months, all parties governed by this MOU agree to reopen discussion on what would be an appropriate salary adjustment;” and

WHEREAS, the US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A, released in May 2022, (covering the prior twelve months as of April 2022), indicated a change of 8.5%; and

WHEREAS, the District’s Personnel Advisory Committee met on February 23, 2022, to discuss the current economic situation and the hardships to employees caused by the increased rate of inflation; and

WHEREAS, the District General Manager has met with representatives of the employees and management covered under this resolution and conferred in good faith; and

WHEREAS, the parties have reached agreement on matters relating to the Cost-of-Living Adjustment (COLA) anticipated for July 1, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the following addendum to the terms and conditions contained in said MOUs are hereby adopted, subject to ratification by the individual employees.

1. The salary adjustment for July 1, 2022, shall be 6.25%, which represents half the difference of 4% and the increase in CPI for Urban Wage Earners and Clerical Workers (CPI-W) for West – A released May 2022 $(4 + (8.5 - 4) / 2)$. and
2. In anticipation of a new MOU with District Employees and Managers, the District will retain an outside consultant to perform a regional salary survey of like sized utilities and sewer service providers for relevant job descriptions. This salary survey

information will be considered during the forthcoming MOU negotiations.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, California this 2nd day of June 2022.

Signed: _____

Jerry Mitchell, President of the Board of Directors

Attest: _____

Emilie Costan, Board Secretary

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors
From: Eric Nielsen, Superintendent
Cc: Herb Niederberger, General Manager
Subject: Resolution 22-25 – Resolution to Dispose of District Surplus
Meeting Date: June 2, 2022

Overview

| Make | Year | Model | Unit # | Vehicle Identification Number |
|-------------|-------------|---------------|---------------|--------------------------------------|
| Ford | 2008 | Escape 4x4 V6 | 16 | 1FMCU93148KD65948 |

This vehicle was purchased in 2008 and has been used in the past by the managers of the Field Services Department (FSD) and Technical Services Department (TSD). Currently, this vehicle is unassigned and has been used as a pool vehicle. This vehicle was due to be replaced per the District’s Vehicle Replacement Schedule in 2020. However, as part of our Pandemic Illness Response Plan, each member of our field crews drove to work sites in separate vehicles to maintain adequate social distancing. This vehicle was used to ensure there were enough vehicles to implement this measure. With the decision to return to normal operations, this vehicle is no longer needed. This vehicle will be sold and will not be replaced.

Additionally, staff plans to surplus six cubicle workstations currently used by employees in the FSD. The upcoming building addition and tenant improvements alter the workspace in the maintenance building and the existing cubicles will no longer be needed.

In accordance with Policy No. 3300 – Disposal of Surplus Property, District property with a unit value greater than \$500 shall be declared surplus by the Board of Directors. These items will be disposed of in accordance with policy. The District plans to use GovDeals.com, an online government auction site and partner of the California Special Districts Association, to sell these items.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 22-25 to declare the item listed therein as surplus and authorize the General Manager or designated appointee to sign the transfer of title (when required) on behalf of the District.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:
Goal 1.3: Maintain Transparency with all District Activities

Related District Ordinances and Policies

This action complies with the following District Policy:

Policy No. 3300 – Disposal of Surplus Property or Equipment

Fiscal Impact

The items will be removed from the District's Fixed Assets and whatever salvage value is realized will be deposited into Fund 400 – Capital Replacement and Rehabilitation.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-25

RESOLUTION TO DISPOSE OF DISTRICT SURPLUS

WHEREAS, Policy 3300 – Disposal of Surplus Property or Equipment provides guidance on the proper disposition of surplus District Property.

WHEREAS, the South Placer Utility District (District) owns certain items generally described below:

| Make | Year | Model | Unit # | Vehicle Identification Number |
|-------------|-------------|---------------|---------------|--------------------------------------|
| Ford | 2008 | Escape 4x4 V6 | 16 | 1FMCU93148KD65948 |

| Description | Quantity |
|----------------------|-----------------|
| Cubicle Workstations | 6 |

WHEREAS, the District finds that these items have outlived their useful life or are surplus and it is no longer necessary, useful to, or in the best interest of the District to retain ownership of the above-referenced items.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the General Manager, or his designee, is hereby authorized to

1. cause the vehicle to be auctioned "as is," individually or in one or more lots, to the highest bidder, or
2. transfer to another agency, or
3. discard, recycle, salvage, or scrap any vehicles for which no suitable bids are received.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 2nd day of June, 2022.

Signed: _____
Gerald P. Mitchell, President of the Board of Directors

Attest: _____
Emilie Costan, Board Secretary

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Adam Brown, General Counsel

Subject: Settlement of Claims in Connection with *Joanna Belanger, et al. vs. California Public Employees’ Retirement System and South Placer Municipal Utility District*, Placer County Superior Court Case No. S-CV-0047876

Meeting Date: June 2, 2022

Overview

Plaintiffs, all retired employees of the District, brought suit against CalPERS and the District over alleged misreporting of employer paid member contributions (EPMC) made by the District to CalPERS. The plaintiffs claim that the reporting error resulting in a reduced pension benefit than what they were otherwise expecting upon retirement. The plaintiffs filed suit in the Placer County Superior Court, seeking such a determination from the Court adjusting their pensions and seeking an award of compensation.

The District and CalPERS deny liability. The District General Counsel has reported on this matter to the Board in closed session. Following negotiations with attorneys for the plaintiffs and CalPERS, the District General Counsel has obtained agreement from plaintiffs’ counsel and his clients for a global settlement of all claims at a discounted rate of 60% of the amount sought. In exchange, and without admitting liability, the District will receive a full release and indemnity from the plaintiffs and CalPERS of any and all claims arising out of the litigation, so as to fully and finally resolve the matter.

District General Counsel and Staff have estimated that the cost of continued litigation far exceeds the settlement amounts. As part of the settlement, each party will bear their own attorneys’ fees and costs. It is the recommendation of the District General Counsel and Staff that the Board approve the proposed settlement, which takes into account the uncertainties of litigation and enables the District to avoid the substantial attorneys’ fees and costs associated with defending against the claims. The settlement amounts for each plaintiff are as follows:

| Name | |
|--------------------|--------------|
| Scott Perry | \$17,247.80 |
| Sam Rose | \$50,130.21 |
| Tamara Brackenbury | \$8,269.25 |
| Henry Lorton | \$24,236.77 |
| Joanna Belanger | \$11,532.97 |
| John Marquis | \$18,019.01 |
| Rick Perry | \$14,604.08 |
| Grand total | \$144,040.09 |

Recommendation

Staff and District General Counsel recommend that the Board of Directors approve the settlement as set forth above, and authorize the General Manager to execute settlement agreements with each of the plaintiffs consistent with the foregoing, subject to the review and approval as to form by the District General Counsel.

Related Policies and Ordinances

Policy 1040 - Claims Against the District

Fiscal Impact

Approval of the settlement will result in the payment of the total claim amount of \$144,040.09 to the plaintiffs.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Emilie Costan, Administrative Services Manager
Carie Huff, District Engineer
Eric Nielsen, Superintendent

Subject: Resolution 22-26, Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors due to the COVID-19 Emergency

Meeting Date: June 2, 2022

Overview

All meetings of the District’s Board of Directors are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s Board of Directors conduct their business. The Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions.

Required conditions are: that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and it is further required that state or local officials have imposed or recommended measures to promote social distancing, or the legislative body meeting in person would present imminent risks to the health and safety of attendees.

Such conditions now exist in the District, specifically, the State of Emergency declared by the Governor with Executive Order N-25-20 on March 4, 2020, due to the COVID-19 pandemic. Guidance from the State of California has been adopted by the Placer County Health Department which recommends or mandates social distancing and face coverings in certain settings to prevent the spread of COVID-19.

In compliance with Executive Order N-25-20, since April 2020, the District has implemented virtual meeting protocols which comply with the requirements of paragraph (2) of subdivision (e) of section 54953, by providing for public participation through online meeting attendance and the opportunity to provide comment during a Board meeting both verbally and via email.

A provision of AB361 requires that the Board of Directors Declare and Re-ratify the State of Emergency and Authorize continuing Remote Teleconference Meetings of the Board of Directors every 30 days. Resolution 22-14 adopted on May 5, 2022, provided authorization from that day through June 4, 2022. To continue remote teleconference meetings, the Board must adopt a subsequent resolution. Resolution 22-26 provides coverage for remote meetings through July 2, 2022.

Recommendation

Staff requests the Board of Directors:

1. Adopt Resolution 22-26 Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors from June 2, 2022 through July 2, 2022 due to the COVID-19 Emergency.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Maintain Transparency with all District Activities.

Goal 4.1: Maintain Compliance with Pertinent Regulations

Fiscal Impact

There is no fiscal impact to the District resulting directly from this action.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-26

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT FOR THE PERIOD OF JUNE 2, 2022, TO JULY 2, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the South Placer Municipal Utility District (the “District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s Board of Directors conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution 22-14 on May 5, 2022, finding that the requisite conditions exist for the District's Board of Directors to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, the State of Emergency declared by the Governor on March 4, 2020 due to the COVID-19 pandemic; and

WHEREAS, the Board of Directors does hereby find that COVID-19 pandemic has caused, and will continue to cause, conditions dangerous to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the Board of Directors of the District shall continue to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the District has implemented virtual meeting protocols which comply with the requirements of paragraph (2) of subdivision (e) of section 54953, by providing for public participation through online meeting attendance and the opportunity to provide comment during the Board meeting both verbally or via email.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and COVID-19 has caused, and will continue to cause, an unreasonable risk of harm to the safety of persons within the District that are likely to be beyond the control of the services, personnel, equipment, and facilities of the District.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and Board of Directors are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) July 2, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the South Placer Municipal Utility District this 2nd day of June 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed: _____

Gerald P. Mitchell, President of the Board of Directors

Attest: _____

Emilie Costan, Board Secretary

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Herb Niederberger, General Manager

Subject: Public Hearing for Delinquent Service Charges Tax Year 2022 and adoption of Resolution #22-27 collecting delinquent service charges on the Placer County Tax Rolls

Meeting Date: June 2, 2022

Overview

In April of each year, all customer accounts are reviewed to determine any delinquent service charges that remain outstanding from the previous calendar year. On April 18, 2022, customers with delinquent charges were notified by mail per section 12811.1(c)(1) of the Municipal Utility District Act of California. The notification advised customers of the date to pay delinquent charges and included the required legal notice of the authority under which the District may request for the County of Placer to collect delinquent charges on the 2022-23 Direct Charges County Tax rolls.

Payments are accepted to avoid the assignment to the tax rolls up to the completion of the public hearing which is held at the June Board meeting each year.

The Notice for the June 2, 2022 Public Hearing regarding transfer of delinquent service charges to the Placer County tax roll has been published in the Placer Herald and Loomis News for two consecutive weeks, on May 21st and May 28th. A Public Hearing should be held to hear testimony and allow the Board to make any adjustments to assigned accounts.

Recommendation

Staff recommends that the Board of Directors:

1. Conduct a public hearing to receive public testimony, consider said testimony and close the public hearing; and
2. After consideration of the testimony, adopt Resolution 22-27 requesting that Placer County collect delinquent service charges for the South Placer Municipal Utility District on the Placer County Tax Rolls for Tax Year 2022.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Build Business efficiencies

Goal 5.2: Explore and evaluate investment and business practice alternatives

Fiscal Impact

Over the past few years, the final amount assigned to the Property Taxes for collections is as follows:

| Fiscal Year Ending June 30, | Outstanding Accounts | Amount |
|--------------------------------|----------------------|-----------|
| 2021 | 931 | \$371,323 |
| 2020 | 896 | \$355,843 |
| 2019 | 831 | \$296,622 |
| 2018 | 845 | \$336,459 |
| 2017 | 852 | \$257,783 |
| 2016 | 890 | \$271,300 |
| 2015 | 820 | \$244,165 |

At print time for the Agenda packet there are 975 outstanding accounts in the amount of \$325,867. Staff will provide an updated number of outstanding accounts and the amount to be assigned to the County at the June Board meeting.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
RESOLUTION 22-27**

**A RESOLUTION
REQUESTING THAT PLACER COUNTY COLLECT
DELINQUENT SERVICE CHARGES FOR SOUTH PLACER MUNICIPAL
UTILITY DISTRICT ON THE PLACER COUNTY TAX ROLLS FOR TAX YEAR 2022**

**TAX CODE #71100
DIRECT CHARGE NAME: SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

WHEREAS, The South Placer Municipal Utility District (hereinafter “District”) requests the County of Placer collect on the County tax rolls certain charges which have been imposed pursuant to Section 12811 of the Public Utilities Code and Sections 5473 and 5473(a) of the Health and Safety Code, attached hereto, and

WHEREAS, The County has required as a condition of the collection of said charges that the District warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that:

- (a) The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
- (b) The District warrants and represents that the taxes, assessments, fees and/or charges imposed by the District and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
- (c) The District releases and discharges the County, and its officers, agents, and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County on the property tax roll of any taxes, assessments, fees and/or charges on behalf of District.

- (d) In consideration for the County’s collection of the charge through the County’s property tax roll, the District agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of District’s said taxes, assessments, fees and/or charges requested to be collected by County for District, or in any manner arising out of District’s establishment and imposition of said taxes, assessments, fees and/or charges. District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of District’s taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of District, including property taxes.
- (e) The District agrees that its officers, agents, and employees will cooperate with the County by responding to all inquiries referred to the District by the County from any person concerning the District’s taxes, assessments, fees and/or charges, and that District will not refer such persons to County officers and employees for response.
- (f) The District agrees to pay the County for the reasonable and ordinary charges to recoup its costs of placement and collection on the tax rolls at the agreed upon rate of 1% of the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 2nd day of June 2022.

Signed: _____
Gerald P. Mitchell, President of the Board of Directors

Attest: _____
Emilie Costan, Board Secretary

ATTACHMENT A

Section 12811 of the Public Utilities Code

The board may provide for the collection of fees, tolls, rates, rentals, or other charges in any lawful manner and may provide for collection by action at law, and all remedies for the collection and enforcement thereof are cumulative and may be pursued alternatively or consecutively as the board determines. In addition to the amount of the fees, tolls, rates, rentals, or other charges, the board may provide for a penalty of not more than 10 percent or interest at the prevailing prime interest rate, but not to exceed 112 percent per month, or both, in the event of nonpayment within the time and in the manner prescribed by the board and may provide for collection of the penalty and interest.

Sections 5473 and 5473(a) of the Health and Safety Code

5473. Any entity which has adopted an ordinance pursuant to this article or an order pursuant to Section 6520.5 may, by such ordinance or by separate ordinances or resolutions approved by a two-thirds vote of the members of the legislative body thereof, elect to have such charges collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, its general taxes. In such event, it shall cause a written report to be prepared each year and filed with the clerk, which shall contain a description of each parcel of real property receiving such services and facilities and the amount of the charge for each parcel for the year, computed in conformity with the charges prescribed by the ordinance or resolution.

Any ordinance or resolution adopted pursuant to this section authorizing the collection of charges on the tax roll shall remain in effect for the time specified in the ordinance or resolution or, if no time is specified in the ordinance or resolution, until repealed or until a change is made in the rates charged by the entity.

The powers authorized by this section shall be alternative to all other powers of any entity, and alternative to other procedures adopted by the legislative body thereof for the collection of such charges. The real property may be described by reference to maps prepared in accordance with Section 327, Revenue and Taxation Code, and on file in the office of the county assessor or by reference to plats or maps on file in the office of the clerk.

5473a. Any entity may make the election specified in Section 5473 with respect only to delinquent charges and may do so by preparing and filing the written report, giving notice and holding the hearing therein required only as to such delinquencies.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Eric Nielsen, Superintendent
Carie Huff, District Engineer
Emilie Costan, Administrative Services Manager

Subject: Adopt Ordinance 22-02, Revising the timeline for Reimbursement Agreements contained in District Sewer Code Section 4.04.001

Meeting Date: June 2, 2022

Overview

On May 5, 2022, the South Placer Municipal Utility District (District) Board of Directors: 1) Introduced the attached Ordinance 22-02, Revising the timeline for Reimbursement Agreements contained in District Sewer Code Section 4.04.001 2) Conducted a public hearing for Ordinance 22-02, and; 3) Following said public hearing and board deliberation, scheduled the adoption of Ordinance 22-02 for the meeting of the Board of Directors on June 2, 2022 such that the Ordinance will become effective on July 2, 2022.

Recommendation

1. Waive the second reading of Ordinance 22-02; and
2. Adopt Ordinance 22-02, Revising the timeline for Reimbursement Agreements contained in District Sewer Code Section 4.04.001

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Maintain transparency with all District activities

Goal 5.1: Maintain Wastewater rates sufficient to meet financial needs, operational demands, regulatory requirements and customer expectations

Fiscal Impact

There is no direct fiscal impact associated with the adoption of this Ordinance. However, those future reimbursement agreements will accelerate payments from Fund 300. The current balance of Fund 300 is \$27.15 million

Attachments

1. Ordinance No. 22-02, Revising the Timeline for Reimbursement Agreements as contained in the District Sewer Code Section 4.04.001.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

ORDINANCE NO. 22-02

**AN ORDINANCE REVISING THE TIMELINE FOR REIMBURSEMENT AGREEMENTS AS
CONTAINED IN DISTRICT SEWER CODE SECTION 4.04.001**

SECTION 1

The Board of Directors of the South Placer Municipal Utility District (the “District”) hereby finds and declares as follows:

- A. WHEREAS, the South Placer Municipal Utility District was formed and organized under the Municipal Utility District Act (the “MUD Act”) of the State of California (California Public Utilities Code Section 11501 et seq.); and
- B. WHEREAS, on May 3, 2018, the District adopted Ordinance 18-01 creating the South Placer Municipal Utility District Sewer Code (the “Sewer Code”). The Sewer Code compiled the District’s ordinances into one document and reference location, making the laws of the District more accessible, readable and understandable to those persons governed by such laws, and by those persons administering such laws on behalf of the District; and
- C. WHEREAS, from time to time, the District can modify the Sewer Code and incorporate such changes by subsequent Ordinance; and
- D. WHEREAS, Section 4 of the Sewer Code sets forth the criteria whereby a property owner or developer may obtain credits in lieu of payment of Local Sewer Participation Charges for the construction of Trunk Sewer Mains and/or Major Facilities and/or seek reimbursement for the costs of construction of Trunk Sewer Mains and/or Major Facilities under certain eligibility criteria; and
- E. WHEREAS, Section 4.04.001H of the Sewer Code establishes the terms for reimbursements

made under Section 4, and the District desires to accelerate the timeframe for said reimbursements; and

F. WHEREAS, on May 5, and June 2, 2022, the Board conducted hearings on this ordinance to consider public testimony prior to its adoption.

NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF DIRECTORS OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT AS FOLLOWS:

SECTION 2

Section 4.04.001.H of the Sewer Code is hereby revised as follows:

Notwithstanding any other provisions contained herein, reimbursements will be made under the following terms:

- a. Reimbursements less than \$1,000,000 shall be made within twelve months of the execution of the reimbursement agreement.
- b. Reimbursements greater than \$1,000,000 shall be made over a period of 5 years, in such amounts and frequency as the District may determine in its sole and exclusive discretion, calculated from the date of execution of the reimbursement agreement.

SECTION 3

This Ordinance shall go into effect on July 2, 2022.

SECTION 4

This Ordinance was introduced at a regular meeting of the Board of Directors held on the 5th Day of May 2022.

SECTION 5

Upon final passage, this Ordinance, or a summary of this Ordinance, shall be published once a week for two successive weeks in a newspaper of general circulation within the District, pursuant to the provisions of Sections 11534 and 11910 of the Public Utilities Code.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of South Placer Municipal Utility District on this 2nd day of June 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Signed: _____

Gerald P. Mitchell, President of the Board of Directors

ATTEST:

Emilie Costan, Board Secretary

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Herb Niederberger, General Manager
Eric Nielsen, Superintendent
Carie Huff, District Engineer

Subject: Fiscal Year 2022/23 Budget Workshop

Meeting Date: June 2, 2022

Overview

The South Placer Municipal Utility District adopts an annual budget that provides the Board of Directors with the anticipated revenues and expenses for the Operating and Capital Funds in the upcoming fiscal year. The Budget's primary use is as a financial planning tool to accomplish the District's strategic goals and objectives. This staff report along with the information conveyed during the staff presentation and accompanying workshop will provide the background for the Fiscal Year 2022/23 Budget.

Discussion

The District's primary funding goals are:

- Fully funding all Operations, Maintenance, and Regulatory Obligations.
- Providing adequate funding for Capital Investments.
- Fully funding the District's obligations to CalPERS.
- Fully funding the District's Annual Required Contribution (ARC) for Other Post-Employment Benefits (OPEB).

Revenues

Total revenues for Fiscal Year 2022/23 (FY23) are projected to be \$19.35 Million with Operating Fund revenues projected to be \$17.55 Million (90% of the total) and Capital Fund Revenues projected to be \$1.80 Million (10% of the total).

Revenue is anticipated to be slightly lower than Fiscal Year 2021/22 due to a continued slowdown in development and connection fee revenue. Additionally, the District received \$241,932 in COVID-19 Special District Relief Funds as reimbursement for expenses incurred as a result of the COVID-19 pandemic in FY 2021/22. Please see attached Appendices A & B.

Expenses

Fiscal Year 2022/23 Operating Fund expenses are budgeted to be \$20.60 Million, or \$18.07 Million before Depreciation. This is an increase of approximately \$4.61 Million (29%) over the projected expenses for the current Fiscal Year 2021/22.

- *Salary & Benefits* \$5,842,600

The Memorandum of Understandings (MOUs) with the Employees and Managers adopted on June 4, 2020, specifically state, “On July 1, 2020, July 1, 2021, and July 1, 2022, there will be a salary adjustment consistent with the US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A. The salary adjustment will be no less than two percent (2%) and no more than four percent (4%) for any given year. In the event of an extreme economic condition, either hyperinflation or recession lasting more than six (6) months, all parties governed by this MOU agree to reopen discussion on what would be an appropriate salary adjustment.” The District uses the April index, which is received in mid-May to determine the cost-of-living increase for the upcoming fiscal year. The April US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) is 8.5%.

The District’s Personnel Advisory Committee met on February 23, 2022, to discuss the current economic situation and the hardships to employees caused by the increased rate of inflation. In addition, the General Manager met with representatives of the employees and management covered under the MOUs and conferred in good faith on matters relating to the Cost-of-Living Adjustment (COLA) anticipated for July 1, 2022. Consideration of an Addendum to Item 2 of said MOUs is included in the agenda for tonight’s board meeting which if adopted by the Board and ratified by the employees, would set the salary adjustment effective July 1, 2022, to 6.25%.

The proposed Fiscal Year 2022/23 budget includes the reclassification of a Field Supervisor position to a Maintenance Worker/ Electro-Mechanical Technologist and a Lead Worker to a Maintenance Worker/ Electro-Mechanical Technologist. The proposed budget also includes the addition of a Maintenance Worker position. Please see attached Appendix C.

Other Post-Employment Benefits (OPEB) payments for retiree medical benefits are increasing due to the cost of plan premiums, the number of retirees, and changes to the earnings experience and future expected earnings for the CalPERS CERB Trust. Unfunded Accrued Liability (UAL) payments for pension expenses are also increasing and will continue to rise through 2035. This budget includes accelerated payments of Tier I (2.7% at 55 Plan) UAL per the CalPERS ten-year payment schedule and pre-payment of the entirety of the current Tier II (2% at 55 Plan) and Tier III (PEPRA 2% at 62 Plan) UAL. These accelerated payments totaling \$467,739 will reduce the interest owed on the outstanding UAL. Total Salary and Benefits are programmed to increase by \$1,001,726 (20%) over the prior year.

- *Services & Supplies \$2,567,100*
Service and supply expenses are anticipated to increase due to inflation. Expenses such as gas and utilities have been most notably impacted by inflationary pressures. The Fiscal Year 2022/23 service and supply budget also includes spending for a Rate and Cost of Service Study, a Salary and Benefits Survey, Fats, Oils, and Grease (FOG) and Wastewater Pump Station Standard updates, engineering, surveying, and plan review services, additional legal expenses due to pending litigation, potential election expenses for the November 2022 election, out-of-area service agreement annexations, easement acquisitions, and easement maintenance including tree removal.
- *SPWA Operations & Maintenance and Rehabilitation & Replacement \$9,665,000*
The City of Roseville has provided estimated South Placer Wastewater Authority (SPWA) expenses for Operations and Maintenance (O&M) costs and the annual Rehabilitation and Replacement (R&R) projects in Fiscal Year 2022/23. Expenses are expected to increase in the coming year due to inflationary pressures. Rehabilitation and Replacement expenses in the current fiscal year were less than anticipated due to unexpected delays in project timelines. Total SPWA O&M and R&R are projected to be \$7.05 Million and \$2.61 Million, respectively, for FY23 an increase of thirty-five (35) percent from the current fiscal year.

Please see attached Appendix D.

Capital Projects

Fiscal Year 2022/23 Capital Projects are projected to be approximately \$14.66 Million.

- *Operating Fund Capital Projects (Fund 100) \$5,027,000*
Operating Fund capital projects include Newcastle Master Plan Improvements, the Newcastle Fire Station Construction and Cooperation Agreement, and the Corporation Yard Addition and Tenant Improvement Project. The Corporation Yard Addition and Tenant Improvement Project was originally budgeted for Fiscal Year 2021/22. The project is scheduled to begin on June 1, 2022, with the majority of the project work occurring in FY 22/2023.
- *Capital Improvements & Expansion Projects (Fund 300) \$3,425,000*
Capital Improvement and Expansion Fund capital projects include developer reimbursements for trunk line extensions at Del Rio & Del Mar and at the Boyington Road Extension & College Park.
- *Capital Replacement & Rehabilitation Projects (Fund 400) \$6,205,000*
Capital Replacement and Rehabilitation Fund capital projects include the SCADA Master Plan Design and Implementation, Cured in Place Pipe, new vehicle purchases, and participation in several regional projects.

Please see attached Appendix E.

Investment Fund Balances

As of March 31, 2022, investment balances are \$20.86 Million in Fund 100, \$27.15 Million in Fund 300, and \$21.96 Million in Fund 400. Projected Fiscal Year 2021/22 year-end balances after are true-up of capital revenues and expenses are anticipated to be \$18.15 Million in Fund 100, \$29.21 Million in Fund 300, and 22,80 Million in Fund 400. Please see attached Appendices F & G.

Compliance with Policy #3130

In accordance with Section 3 of the District’s Reserve Policy #3130, the Operating Fund Reserve Balance consists of three parts:

- Operation and Maintenance Reserve
- Rate Stabilization Reserve
- Emergency Reserve

Table 1 – Operating Fund Reserve Requirements shows the required amounts for each reserve: The adoption of this budget allows the District to have demonstrated compliance with Reserve Policy #3130. The District is projected to have an Operating Fund Reserve balance of \$18.15 Million at the end of Fiscal Year 2021/22 which is projected to be \$10.06 Million by the end of Fiscal Year 2022/23. This meets the minimum reserve requirement of \$9.27 Million. Please see attached Appendix G.

Table 1. OPERATING FUND RESERVE REQUIREMENTS

| <u>RESERVE FUND</u> | <u>REQUIREMENT</u> | <u>CALCULATION</u> | <u>AMOUNT</u> |
|---|---|--------------------|---------------------|
| Emergency Reserve | \$3 Million | \$3 Million | \$ 3,000,000 |
| Rate Stabilization Reserve | 10% of Annual Revenue | 10% of 17,546,400 | \$ 1,754,640 |
| Operations & Maintenance Reserve | 3 Months of Operating Expense (before depreciation) | 25% of 18,074,700 | \$ 4,518,675 |
| | | TOTAL | <u>\$ 9,273,315</u> |

Recommendation

Staff recommends that the Board of Directors:

1. Conduct a workshop to receive Board and Public testimony, and consider said testimony; and
2. After consideration of the testimony, direct staff to return on July 7, 2022, with a Final Budget Book for Fiscal Year 2022/23.

Strategic Plan Goal

The FY23 budget continues to support the key areas of focus, desired outcomes, goals, and key performance indicators of the District’s Strategic Plan.

Related District Ordinances and Policies

This action complies with the following District Policies:

Policy No. 3105 – Budget Preparation

Policy No. 3130 – Reserve Policy

Fiscal Impact

The total budget recommendation for FY 2022/23 is \$35.26 Million which can be broken down to \$20.60 Million in Annual Expenses and \$14.66 Million in Capital Investment.

Attachments

- Appendix A: Revenue Budget
- Appendix B: EDU Growth
- Appendix C: Proposed Organizational Chart
- Appendix D: Operating Fund Expenditure Budget
- Appendix E: Capital Investment Budget
- Appendix F: Investments
- Appendix G: Sources & Uses

APPENDIX A

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
REVENUE BUDGET FY 22/23**

| | <u>AUDITED FINANCIALS</u> | | <u>PROJECTED</u> | <u>PROPOSED</u> |
|--|----------------------------|----------------------------|----------------------------|----------------------------|
| | <u>FISCAL YR 19/20</u> | <u>FISCAL YR 20/21</u> | <u>FISCAL YR 21/22</u> | <u>FISCAL YR 22/23</u> |
| OPERATING FUND | | | | |
| SEWER SERVICE CHARGES REVENUES | \$ 15,277,632 | \$ 15,503,728 | \$ 15,650,000 | \$ 15,736,400 |
| PERMITS, PLAN CHECK FEES & INSPECTIONS | 224,844 | 458,220 | 319,000 | 300,000 |
| PROPERTY TAXES | 1,083,897 | 1,173,961 | 1,180,000 | 1,200,000 |
| LATE FEES SEWER SERVICE CHARGES | 105,579 | 102,066 | 149,400 | 160,000 |
| INTEREST | 320,408 | 46,631 | 30,000 | 90,000 |
| GAIN/LOSS ON SALE FIXED ASSET DISPOSAL | - | (36,147) | (60,000) | (40,000) |
| MISCELLANEOUS INCOME | 28,403 | 88,053 | 380,000 | 100,000 |
| TOTAL OPERATING FUND less CEPPT Interest Earnings | \$ 17,040,763 | \$ 17,336,512 | \$ 17,648,400 | \$ 17,546,400 |
| Interest Income from CEPPT (Restricted) | \$ - | \$ 440,903 | \$ (400,000) | \$ 100,000 |
| TOTAL OPERATING FUND | \$ 17,040,763 | \$ 17,777,415 | \$ 17,248,400 | \$ 17,646,400 |
| CAPITAL IMPROVEMENT PROGRAM FUND | | | | |
| SEWER PARTICIPATION FEES | \$ 1,415,952 | \$ 2,933,779 | \$ 2,050,000 | \$ 1,449,000 |
| INTEREST | 641,155 | 91,326 | 60,000 | 180,000 |
| TOTAL CAPITAL IMPROVEMENT PROGRAM FUND | \$ 2,057,107 | \$ 3,025,105 | \$ 2,110,000 | \$ 1,629,000 |
| CAPITAL REPLACEMENT FUND | | | | |
| INTEREST | \$ 640,815 | \$ 91,325 | \$ 60,000 | \$ 180,000 |
| TOTAL CAPITAL REPLACEMENT FUND | \$ 640,815 | \$ 91,325 | \$ 60,000 | \$ 180,000 |
| TOTAL SPMUD REVENUE | \$ 19,738,685 | \$ 20,893,845 | \$ 19,818,400 | \$ 19,355,400 |

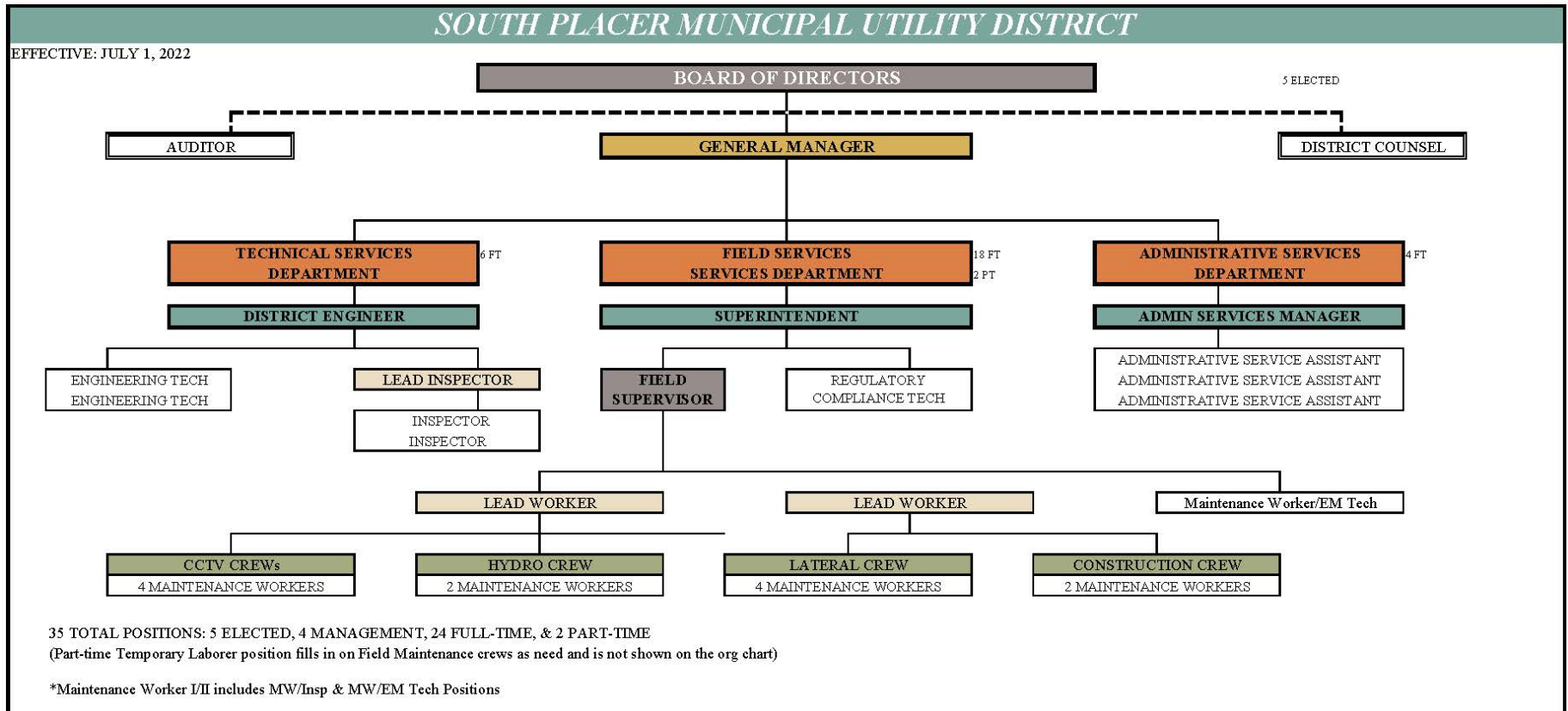
APPENDIX B

**South Placer Municipal Utility District
EDU Growth**

| | <u>Fiscal Year</u> | <u>Total EDUs</u> | <u>Increase</u> | <u>% Increase</u> |
|-----------|--------------------|-------------------|-----------------|-------------------|
| Proposed | 2023 | 36311 | 300 | 0.83% |
| Projected | 2022 | 36011 | 689 | 1.95% |
| Audited | 2021 | 35322 | 466 | 1.31% |
| Audited | 2020 | 34856 | 682 | 1.97% |
| Audited | 2019 | 34174 | 729 | 2.13% |
| Audited | 2018 | 33445 | 620 | 1.88% |

APPENDIX C

FISCAL YEAR 2022/23 DISTRICT ORGANIZATION CHART



APPENDIX D

SOUTH PLACER MUNICIPAL UTILITY DISTRICT OPERATING FUND EXPENDITURE BUDGET FY 22/23

| | AUDITED FINANCIALS | | PROJECTED | PROPOSED |
|---|----------------------|----------------------|----------------------|----------------------|
| | FISCAL YR | FISCAL YR | FISCAL YR | FISCAL YR |
| | 19/20 | 20/21 | 21/22 | 22/23 |
| SALARIES/WAGES | \$ 2,724,830 | \$ 2,701,984 | \$ 2,694,000 | \$ 3,040,000 |
| FICA - SOCIAL SECURITY | \$ 202,806 | \$ 179,702 | \$ 206,000 | \$ 232,600 |
| CALPERS RETIREMENT & UAL | \$ 585,325 | \$ 627,975 | \$ 652,800 | \$ 1,200,000 |
| 457 & 401A RETIREMENT | \$ 86,803 | \$ 112,343 | \$ 120,000 | \$ 125,000 |
| INSURANCE BENEFITS | \$ 651,560 | \$ 705,209 | \$ 720,000 | \$ 785,000 |
| PERS OPEB | \$ 233,288 | \$ 287,718 | \$ 448,074 | \$ 460,000 |
| SUBTOTAL SALARIES & BENEFITS | \$ 4,484,612 | \$ 4,614,931 | \$ 4,840,874 | \$ 5,842,600 |
| ASPHALT PAVING | \$ 12,832 | \$ - | \$ 12,000 | \$ 75,000 |
| BUILDING & GROUNDS MAINTENANCE | \$ 32,548 | \$ 37,954 | \$ 53,000 | \$ 53,000 |
| ELECTION EXPENSE | \$ - | \$ - | \$ - | \$ 80,000 |
| GAS & OIL EXPENSE | \$ 40,110 | \$ 42,472 | \$ 61,000 | \$ 61,000 |
| GENERAL OPERATING SUPPLIES & MAINTENANCE | \$ 156,299 | \$ 108,445 | \$ 158,000 | \$ 162,800 |
| LEGAL SERVICES | \$ 56,309 | \$ 64,964 | \$ 90,000 | \$ 250,000 |
| LIFT STATION & FLOW RECORDER PROGRAMS | \$ 63,934 | \$ 62,281 | \$ 40,000 | \$ 69,000 |
| OTHER OPERATING EXPENSE | \$ 12,919 | \$ (406) | \$ 150 | \$ 1,000 |
| PROFESSIONAL DEVELOPMENT | \$ 37,515 | \$ 20,770 | \$ 45,000 | \$ 72,500 |
| PROFESSIONAL SERVICES | \$ 95,461 | \$ 80,243 | \$ 142,500 | \$ 650,500 |
| PROPERTY & LIABILITY INSURANCE | \$ 159,130 | \$ 215,827 | \$ 255,000 | \$ 297,000 |
| REGULATORY COMPLIANCE/GOVERNMENT FEES | \$ 54,117 | \$ 46,960 | \$ 65,000 | \$ 73,150 |
| REPAIR/MAINTENANCE AGREEMENTS | \$ 76,913 | \$ 108,609 | \$ 117,500 | \$ 133,000 |
| ROOT CONTROL PROGRAM | \$ 33,687 | \$ 54,501 | \$ 58,000 | \$ 65,000 |
| SAFETY GEAR/UNIFORMS | \$ 25,193 | \$ 19,281 | \$ 24,000 | \$ 27,650 |
| UTILITIES | \$ 132,770 | \$ 156,342 | \$ 160,000 | \$ 170,000 |
| UTILITY BILLING/BANKING EXPENSE/PRINTING | \$ 192,576 | \$ 235,471 | \$ 230,750 | \$ 246,500 |
| VEHICLE REPAIR & MAINTENANCE | \$ 73,026 | \$ 46,792 | \$ 80,000 | \$ 80,000 |
| SUBTOTAL SERVICES & SUPPLIES | \$ 1,255,339 | \$ 1,300,506 | \$ 1,591,900 | \$ 2,567,100 |
| RWWTP MAINTENANCE & OPERATIONS | \$ 5,205,004 | \$ 5,025,013 | \$ 5,407,307 | \$ 7,054,000 |
| RWWTP REHAB & REPLACEMENT | \$ 790,725 | \$ 576,156 | \$ 1,774,795 | \$ 2,611,000 |
| SUBTOTAL SPWA O&M & R&R | \$ 5,995,729 | \$ 5,601,169 | \$ 7,182,102 | \$ 9,665,000 |
| TOTAL OPERATIONS EXPENSE LESS DEPRECIATION | \$ 11,865,999 | \$ 11,516,606 | \$ 13,614,876 | \$ 18,074,700 |
| DEPRECIATION EXPENSE | \$ 1,889,287 | \$ 2,065,934 | \$ 2,375,000 | \$ 2,530,000 |
| ONE-TIME CEPPT FUNDING | \$ - | \$ 3,000,000 | \$ - | \$ - |
| TOTAL OPERATING FUND EXPENSES | \$ 13,755,286 | \$ 16,582,540 | \$ 15,989,876 | \$ 20,604,700 |

APPENDIX E

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
CAPITAL INVESTMENT FY 22/23**

| | AUDITED FINANCIALS | | PROJECTED | PROPOSED |
|---|---------------------|---------------------|---------------------|----------------------|
| | FISCAL YR | FISCAL YR | FISCAL YR | FISCAL YR |
| | 19/20 | 20/21 | 21/22 | 22/23 |
| OPERATING FUND CAPITAL IMPROVEMENTS | \$ 118,277 | \$ 293,219 | \$ 185,000 | \$ 5,027,000 |
| CIP & EXPANSION CAPITAL IMPROVEMENTS | \$ 500,346 | \$ 2,087,054 | \$ 125,000 | \$ 3,425,000 |
| REPLACEMENT & REHABILITATION CAPITAL IMPROVEMENTS | \$ 918,263 | \$ 1,389,357 | \$ 1,585,000 | \$ 6,205,000 |
| TOTAL CAPITAL INVESTMENT | \$ 1,536,886 | \$ 3,769,630 | \$ 1,895,000 | \$ 14,657,000 |

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
CAPITAL EXPENDITURE BUDGET FY 22/23**

PROPOSED FOR FISCAL YR 22/23

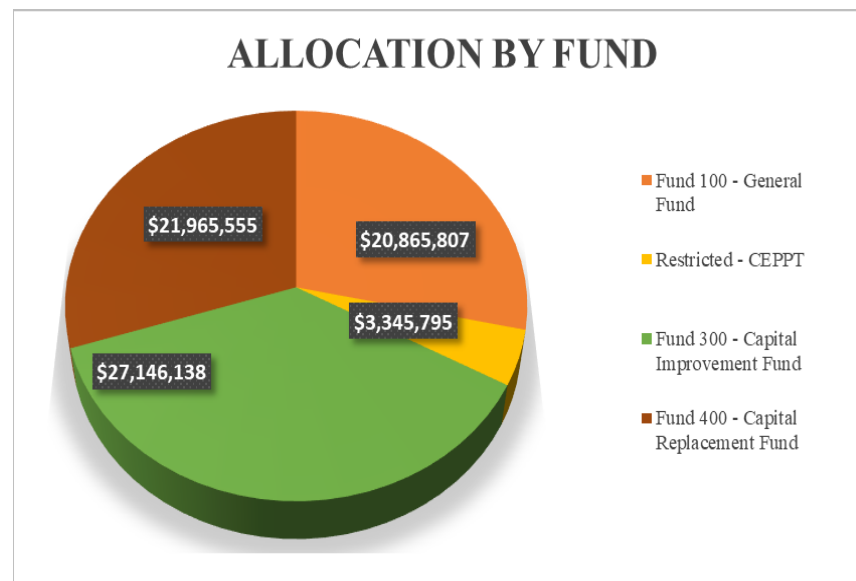
| | | PROPOSED FOR FISCAL YR 22/23 | | |
|---|----------------------|-------------------------------------|--------------------------------|------------------------------------|
| | | FUND 100 | FUND 300 | FUND 400 |
| | | OPERATING FUND CAPITAL | CIP & EXPANSION | REHAB & REPLACEMENT |
| CAPITAL IMPROVEMENTS | | | | |
| ARCHIVING / DISASTER DEVELOPMENT PLAN | \$ 15,500 | \$ 15,500 | | |
| COMPUTERS/OFFICE FURNITURE | \$ 45,300 | \$ 45,300 | | |
| CY MASTER PLAN CAPITAL IMPROVEMENTS | \$ 4,100,000 | \$ 4,100,000 | | |
| EASEMENT INSPECTION EQUIPMENT | \$ 11,700 | \$ 11,700 | | |
| EASEMENT/ACCESS ROAD REPLACEMENT/UPGRADES | \$ 437,500 | \$ 217,500 | | \$ 220,000 |
| EQUIPMENT UPGRADES/REPLACEMENT | \$ 2,000 | \$ 2,000 | | |
| NEWCASTLE MASTER PLAN IMPROVEMENTS | \$ 350,000 | \$ 350,000 | | |
| PARTICIPATION IN REGIONAL PROJECTS | \$ 455,000 | \$ 130,000 | | \$ 325,000 |
| PIPE TRAILER IMPROVEMENTS | \$ 10,000 | \$ 10,000 | | |
| SOFTWARE/DATA ACQUISITION | \$ 40,000 | \$ 40,000 | | |
| SYSTEM IMPROVEMENTS | \$ 105,000 | \$ 105,000 | | |
| FOOTHILL TRUNK PROJECT - CONSTRUCTION | \$ 125,000 | | \$ 125,000 | |
| TRUNK EXTENSION REIMBURSEMENT | \$ 3,300,000 | | \$ 3,300,000 | |
| CURED IN PLACE PIPE | \$ 650,000 | | | \$ 650,000 |
| SCADA DESIGN & IMPLEMENTATION | \$ 3,400,000 | | | \$ 3,400,000 |
| SYSTEM REHABILITATION | \$ 1,100,000 | | | \$ 1,100,000 |
| TAYLOR ROAD LIFT STATION REPLACEMENT | \$ 160,000 | | | \$ 160,000 |
| VEHICLE PURCHASES | \$ 350,000 | | | \$ 350,000 |
| TOTAL CAPITAL IMPROVEMENTS | \$ 14,657,000 | \$ 5,027,000 | \$ 3,425,000 | \$ 6,205,000 |

APPENDIX F

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
INVESTMENTS FY 21/22**

| INVESTMENT | BALANCE PRIOR YR (Jan 21 - Mar 21) | BALANCE PREVIOUS QTR (Oct 21 - Dec 21) | MARKET VALUE (Jan 22 - Mar 22) | QUARTERLY RATE OF RETURN | % OF PORTFOLIO |
|--|---|---|---|---|---------------------------|
| CALTRUST | \$ 23,861,892 | \$ 23,776,972 | \$ 23,287,970 | -1.51% | 32% |
| LAIF (LOCAL AGENCY INVESTMENT FUND) | \$ 12,887,382 | \$ 19,921,388 | \$ 19,937,087 | 0.12% | 27% |
| PLACER COUNTY TREASURY | \$ 13,938,780 | \$ 19,964,636 | \$ 19,976,455 | 0.24% | 27% |
| WELLS FARGO | \$ 8,334,193 | \$ - | \$ - | 0.00% | 0% |
| CASH | \$ 5,552,583 | \$ 4,421,267 | \$ 6,775,989 | 0.20% | 9% |
| RESTRICTED - CEPPT | 3,287,150 | 3,539,972 | 3,345,795 | -5.43% | 5% |
| TOTAL/AVERAGE | 67,861,980 | 71,624,235 | 73,323,296 | -0.79% | 100% |

| CASH & INVESTMENTS | Interest Allocation | AUDITED FUNDS FY 19/20 | AUDITED FUNDS FY 20/21 | FUNDS AS OF 03/31/2022 |
|---|---------------------|------------------------|------------------------|------------------------|
| FUND 100 OPERATING | 20% | \$ 14,646,769 | \$ 16,786,025 | \$ 20,865,807 |
| FUND 300 CIP & EXPANSION | 40% | \$ 26,787,560 | \$ 26,878,885 | \$ 27,146,138 |
| FUND 400 CAPITAL REPLACEMENT & REHABILITATION | 40% | \$ 21,620,914 | \$ 21,712,239 | \$ 21,965,555 |
| CALPERS CEPP TRUST - RESTRICTED | | \$ - | \$ 3,440,903 | \$ 3,345,795 |
| TOTALS | | \$ 63,055,243 | \$ 68,818,052 | \$ 73,323,295 |



APPENDIX G

Fund 100 Operating Fund

| | |
|--|-----------------------------|
| PROJECTED BALANCE AS OF JULY 1, 2022 | \$ 18,147,395 |
| Proposed Revenues | |
| <i>Fund 100 Revenues</i> | \$ 17,456,400 |
| <i>Interest</i> | \$ 90,000 |
| <i>Total Fund 100 Revenues</i> | \$ 17,546,400 |
| Proposed Expenditures | |
| <i>Operations & Maintenance Expenses</i> | \$ (18,074,700) |
| <i>Depreciation</i> | \$ (2,530,000) |
| <i>SubTotal Fund 100 Expenses</i> | \$ (20,604,700) |
| <i>Capital Projects</i> | \$ (5,027,000) |
| <i>Total Fund 100 Expenditures</i> | \$ (25,631,700) |
| 100 ENDING FUND BALANCE | <u>\$ 10,062,095</u> |
| <i>Minimum General Fund Reserve Requirement per Policy #3130</i> | \$ 9,273,315 |
| 100 FUND BALANCE (LESS RESERVE REQUIREMENT) AVAILABLE FOR USE | <u>\$ 788,780</u> |

Fund 300 CIP & Expansion

PROJECTED BALANCE AS OF JULY 1, 2022 \$ 29,212,605

Proposed Revenues

Sewer Participation Charges \$ 1,449,000

Interest \$ 180,000

Total Fund 300 Revenues \$ **1,629,000**

Proposed Expenditures

Capital Projects \$ (3,425,000)

Total Fund 300 Expenditures \$ **(3,425,000)**

300 ENDING FUND BALANCE \$ 27,416,605

Fund 400 Rehab & Replacement

PROJECTED BALANCE AS OF JULY 1, 2022 \$ 22,790,000

Proposed Revenues

Depreciation \$ 2,530,000

Interest \$ 180,000

Total Fund 400 Revenues \$ **2,710,000**

Proposed Expenditures

Capital Projects \$ (6,205,000)

Total Fund 400 Expenditures \$ **(6,205,000)**

400 ENDING FUND BALANCE \$ 19,295,000

GENERAL MANAGER REPORT

To: Board of Directors
From: Herb Niederberger, GM
Date: June 2, 2022
Subject: General Manager Monthly Activity Report – May 2022

1) DEPARTMENT REPORTS

Attached are the monthly status reports for the Board’s information:

- A. Administrative Services Department,
- B. Field Services Department, and
- C. Technical Services Department.

The Department Managers are prepared to answer any questions from the Board.

2) INFORMATION ITEMS

A. On May 12, 2022, the General Manager attended the Graduation Ceremonies for the Administrative Services Manager, Emilie Costan, from the Leadership Rocklin Program sponsored by the Rocklin Chamber of Commerce.

B. Also, on May 12, 2022, the General Manager and District Engineer, Carie Huff, met with Loomis Town Manager, Sean Rabe and Planning Director, Mary Beth Van Voorhis, to discuss District tree removal projects currently under consideration, as well as the proposed Hidden Grove housing development in Loomis.

C. The General Manager was out of the office on May 15 – 20, and 27, 2022.

D. Advisory Committee Meetings:

- i. On May 9, 2022, the Fee and Finance Committee met to discuss the performance of the CalPERS CERB and CEPP Trust accounts, the performance of the CalTRUST investments, additional contributions to the District’s CalPERS unfunded liabilities, the Rate and Cost of Service Fee Study, and the findings from the recent Payroll Audit.
- ii. On May 23, 2022, the Strategic Plan Development Advisory Committee met to discuss the strategic priorities submitted separately by board directors and prepare a list of priorities for consideration by the entire board at the June 2 meeting.

3) PURCHASE ORDERS/CONTRACTS INITIATED UNDER GENERAL MANAGER AUTHORITY

| PO Req# | Date | Vendor | Description | Amount |
|----------------|-------------|-------------------------|-------------------------------------|---------------|
| 262 | 5/20/2022 | Tyler Technologies, Inc | Annual fees - Support & Maintenance | \$42,493.53 |

4) **LONG RANGE AGENDA**

July 2022 (Remote due to Corp Yard Addition)

- Resolution; Teleconferencing
- Resolution: FY 22/23 Budget Adoption
- Ordinance 22-03 Changes to the District Sewer Code pertaining to ADUs & Fines
- Resolution: Award contract for Rate and Fee Study
- IT Pipes Demo & Asset Management Presentation
- SPWA Update

August 2022 (Remote due to Corp Yard Addition)

- Quarterly Investment Report
- Ordinance 22-03: 2nd reading
- Resolution; Teleconferencing
- Resolution: CIPP Contract
- Strategic Plan Workshop #4
- Newcastle FD Main Extension (Cooperation Agreement)

September 2022 (Remote due to Corp Yard Addition)

- Strategic Plan 2017-22, Annual Report
- Resolution: Adopt Strategic Plan 2023-27
- Resolution: Adoption of District Fine Schedule

ITEM VII. ASD REPORT

To: Board of Directors
From: Emilie Costan, Administrative Services Manager
cc: Herb Niederberger, General Manager
Subject: Administrative Services Department Monthly Report
Meeting Date: June 2, 2022

Banking Transition

Administrative Services Staff has been working on the banking transition. Accounts Payable is scheduled to transition on June 1, 2022. Accounts Receivable is scheduled to transition on July 1, 2022. Billing Statements have been updated to expedite processing and improve messaging to customers.

Assignment Notifications

Assignment notifications were mailed on April 18, 2022 to customers with delinquent balances from 2021. A Public Hearing will be held at this evening's Board meeting for any members of the public to address the board. Notice of the Public Hearing was published in the Placer Herald and Loomis News on May 21st and May 28th.

Fee & Finance Committee

On May 9, 2022, the General Manager, Administrative Services Manager, and Fee and Finance Committee met to discuss the performance of the CalPERS CERB and CEPP Trust accounts, the performance of the CalTRUST investments, additional contributions to the District's CalPERS unfunded liabilities, the Rate and Cost of Service Fee Study, and the findings from the recent Payroll Audit.

Pleasant Grove Wastewater Treatment Plan Tour

On May 4, 2022, the Administrative Services Manager attended a tour of the Pleasant Grove Wastewater Treatment Plant.

Leadership Rocklin

On May 12, 2022, the Administrative Services Manager graduated from the Rocklin Chamber of Commerce's Leadership Rocklin Program.

FY22/23 Budget

The Administrative Services Manager has been working on the Fiscal Year 2022/2023 Budget Book.

May Monthly Investment Transactions per GC \$53607

DEPOSITS, TRANSFERS, OR WITHDRAWALS

CalTRUST: Withdrawal of \$10M from Medium Term Fund
LAIF: Deposit of \$5M
PLACER COUNTY: Deposit of \$5M

ITEM VII. FSD REPORT

To: Board of Directors
From: Eric Nielsen, Superintendent
Cc: Herb Niederberger, General Manager
Subject: Field Services Department Monthly Report
Meeting Date: June 2, 2022

Department Overview

This section provides the Board an update on the news and major tasks from the Field Services Department (FSD).

1. Training/Break Room Addition, Locker Room, and Lobby Improvements

- a. The start of construction is planned to commence around June 15, 2022 and reach substantial completion by June 2023. The first phase of construction will include improvements to the lobby area and building the training room/break room.

2. SCADA Master Plan

- a. The Supervisory Control and Data Acquisition (SCADA) Master Plan will be presented to the Board at the regularly scheduled meeting on June 2, 2022.
- b. The recommendations will be considered and used as a basis for developing a set of plans to phase the installation/construction of improvements to the District's SCADA system.

3. Staffing

- a. Interviews were held to fill the recently vacated Lead Worker position and the recently approved positions. Cameron Lima was appointed to the Lead Worker position. Chad Johnson and Brett Bruce were appointed to the two Maintenance Worker / Electro-Mechanical Technologist positions. Josh Pirhofer was appointed to the Maintenance Worker / Inspector position.
- b. Advertisements for hiring another Maintenance Worker and a Temporary Laborer are currently posted. Interviews are expected to take place in June.

4. Cured-in-Place Pipe Contract

- a. Staff is developing the bid documents for the annual cured-in-place pipe (CIPP) rehabilitation project. Lining sewer mainlines and laterals in this way lessens the risk for issues related to roots and infiltration. Staff plans to present the Board a contract to award at the regularly scheduled board meeting in August.

5. CCTV Software

- a. Software implementation is underway. The update will make closed circuit television video (CCTV) inspection and condition assessment records more easily accessible to District staff, improving the timeliness and accuracy of analysis for work planning and customer service responses. Staff intends to provide a presentation and demonstration of the software to the Board at the regularly scheduled board meeting in July.

Reporting

This section provides the Board an overview of the Field Services Department operations and maintenance activities through 4/30/2022. The work listed is not all inclusive.

1. Lost Time Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 2069 days without a Lost Time Accident/Injury

2. Safety/Training/Professional Development

- a. Field Services employees participated in training for the following:
 - i. Hearing Protection
 - ii. Respiratory Protection
 - iii. Skin Protection
 - iv. Anti-Harassment Training

3. Customer Service Calls

- a. Response Time Goals over the Last 12 Months

| | Goal | Average | Success Rate |
|---------------------------|--------------|---------|--------------|
| During Business Hours | < 30 minutes | 16 min | 97% |
| During Non-Business Hours | < 60 minutes | 48 min | |

Service Calls - April

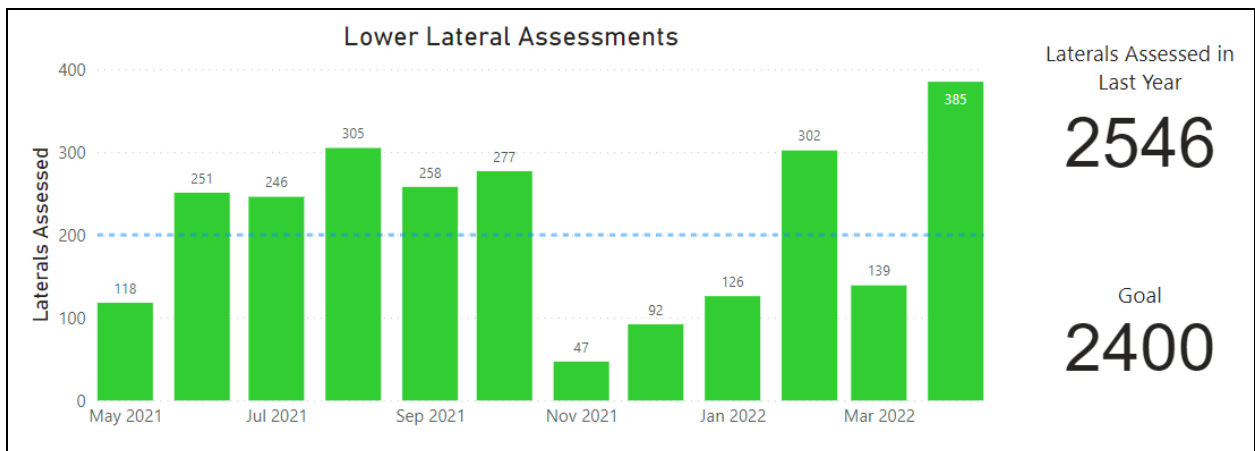
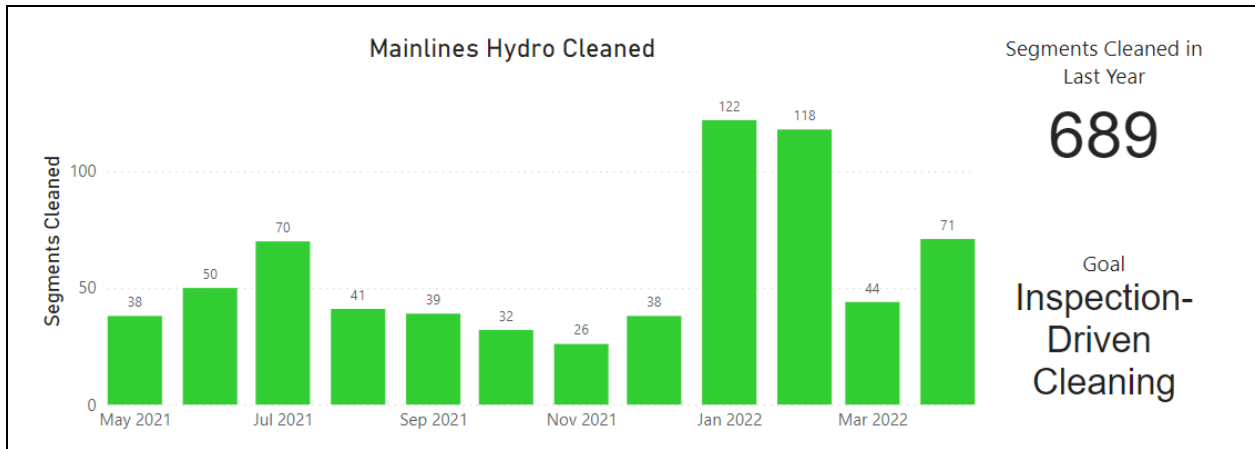
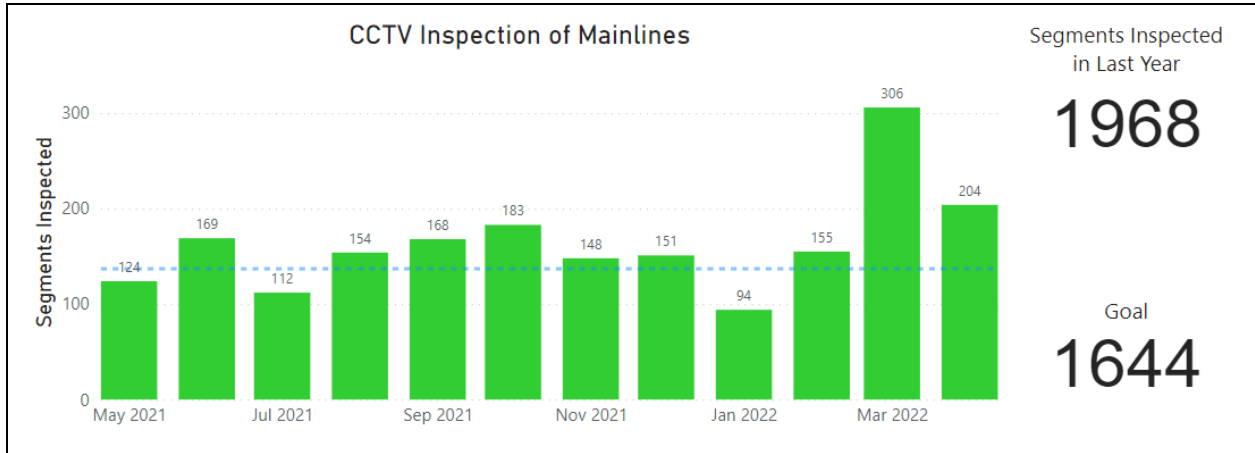
| Responsibility | SSO | Stoppage | Odor | Alarm | PLSD | Vermin | Misc |
|----------------------|----------|-----------|----------|----------|------|----------|----------|
| SPMUD Responsibility | 1 | | | 1 | | | 1 |
| Owner Responsibility | | 13 | 1 | | | | |
| N/A | | | | | | 8 | |
| Total | 1 | 13 | 1 | 1 | | 8 | 1 |

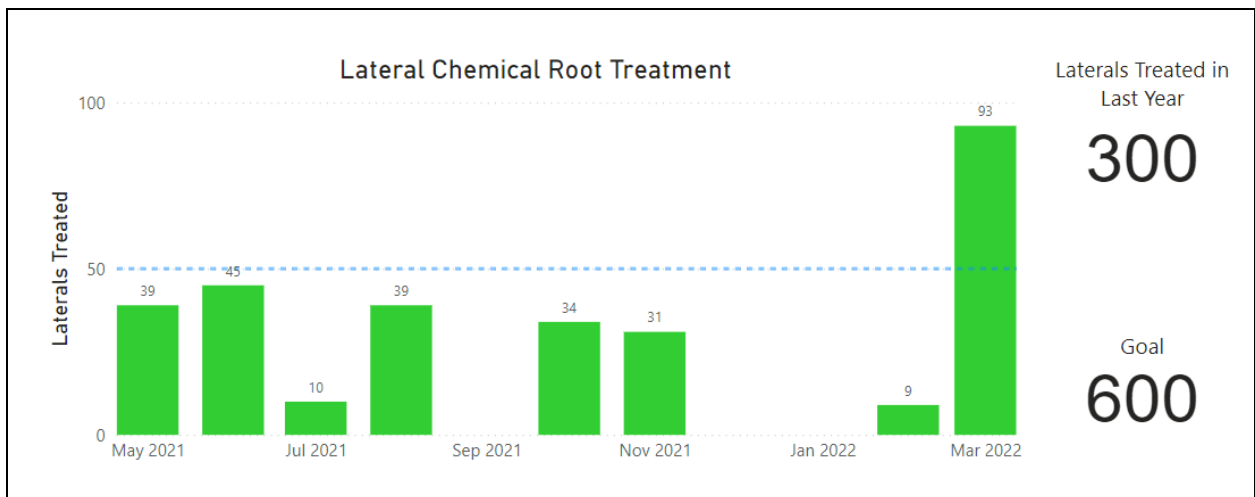
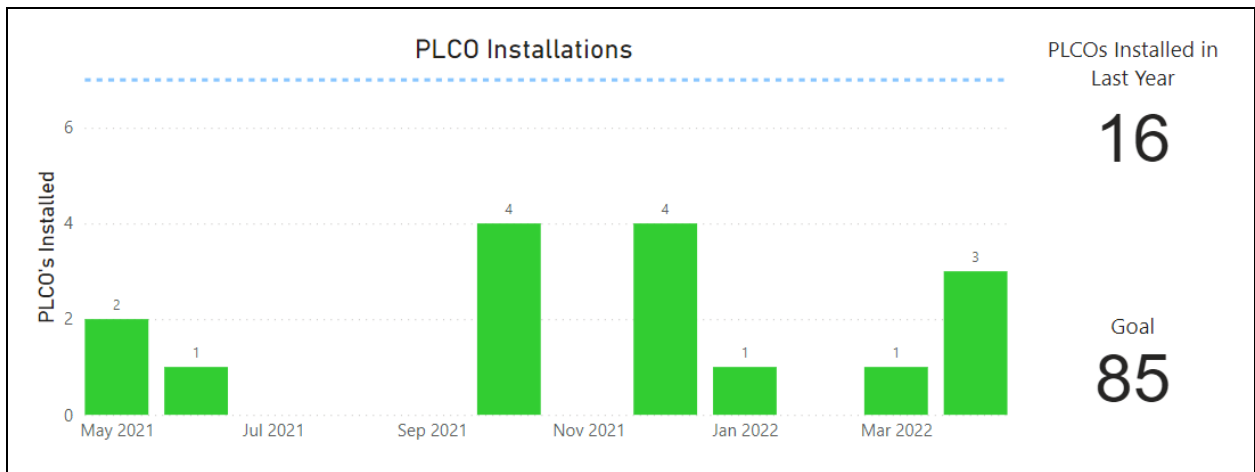
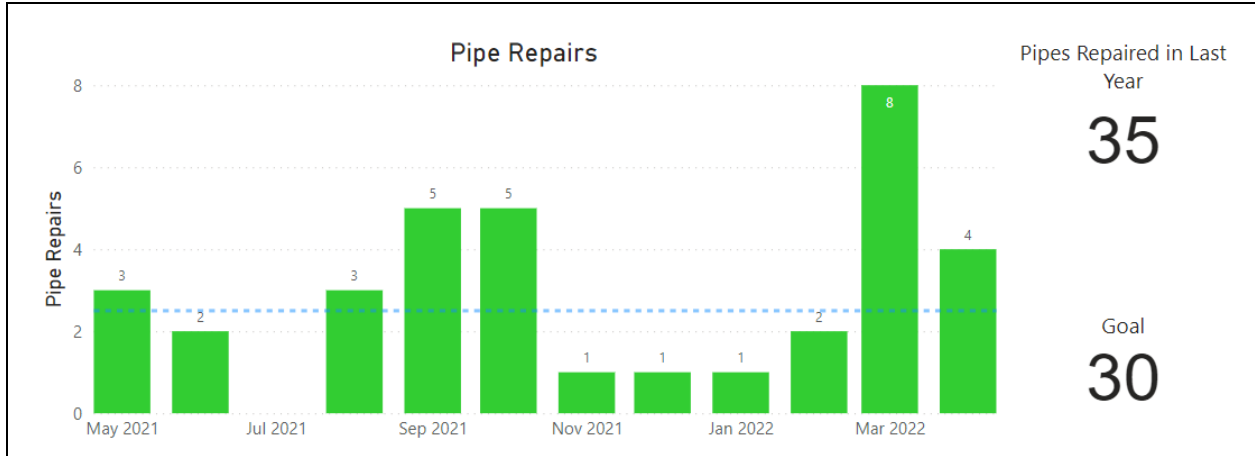
Total Service Calls

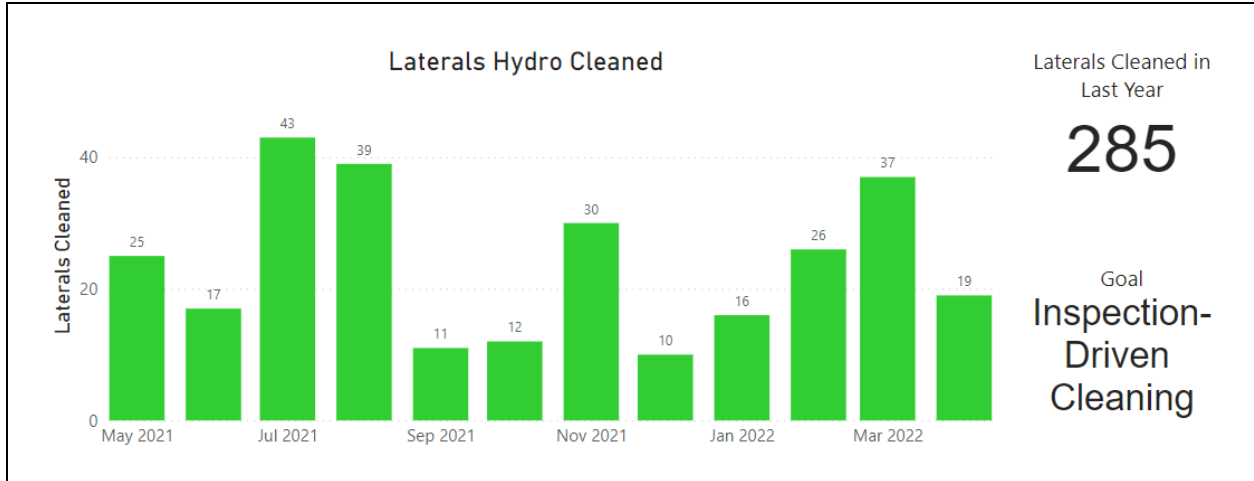
25

4. Production

a. The information provided below is not inclusive of all work completed.







ITEM VII. TSD REPORT

To: Board of Directors
From: Carie Huff, District Engineer
Cc: Herb Niederberger, General Manager
Subject: Technical Services Department Monthly Report
Board Date: June 2, 2022

TSD Updates

- Construction of the fence/gate at the Corona Circle knuckle began in early May. Once the fabrication of the gate is complete, the temporary fence that prevented pedestrian access during construction will be removed and staff will pursue repair of the access road behind Corona Circle.
- Construction of the City of Rocklin’s Pacific Street and Rocklin Road Roundabout project is underway, The District is onsite daily to oversee the bypass operations and construction of the sewer improvements. Flow is reinstated to the new pipe at the end of each shift, so bypass is not occurring overnight or on the weekends. The City anticipates that construction will take six months.
- The District is currently using Boss811 electronic ticketing software since USA 811 stopped providing the free, web-based ticket management software. The transition to the new software went well and the feedback from staff utilizing the software is extremely positive.
- TSD staff met with Town of Loomis staff to discuss the District’s Tenant Improvement and Sewer Permit process. TSD performs these outreach efforts continually to educate partner agencies about the District and the District’s processes and to understand how the District can better support partner agencies.
- TSD organized a tour of the Pleasant Grove Wastewater Treatment Plant on May 4th. Representatives from the District’s Board of Director’s, ASD, FSD, TSD and the City of Rocklin’s City Manager attended the tour. TSD will organize another tour in the fall so that all District employees may attend.
- TSD is implementing an access permit process due to issues with CCTV companies accessing District sewer facilities without permission. The access permit will require weekly notifications of the facilities to be accessed as well as notifications to District customers. TSD staff will be meeting with partner agencies and utility companies to outline requirements of the access permit process. The Fee Schedule for FY 2022/23 includes a fee for this permit as well.
- TSD staff is working with the City of Roseville on implementing an industrial user pre-treatment program for car washes, automotive maintenance facilities, gas stations, laundromats, medical offices, and printing facilities. In coordination with the City of

Roseville, TSD staff will be conducting facility inspections. Additional information will be presented at a future board meeting.

Easement Acquisition

The District is in midst of negotiations for easement acquisition with the property owner on Saunders Avenue in Loomis. The easement has been surveyed and the tree inventory completed. The next step is to finalize the purchase agreement. Staff will move forward with finalizing the acquisition once an agreement is reached.

Local Agency Formation Commission (LAFCO)

The District Engineer continues to work with LAFCO’s Executive Director to resolve issues with existing out of area service agreements and annexations.

FOG Program

The District’s FOG Inspector completed five core samples/inspections in April which resulted in one Warning of Non-Compliance at Round Table Pizza in Loomis. Round Table Pizza has already completed the repairs under District inspection and satisfied the District’s requirements. In addition, repairs at Starbucks on Stanford Ranch Boulevard were also resolved. These repairs were essential so that the existing grease control devices function properly to mitigate FOG from entering the District’s sewer system.

District staff have begun an assessment of a newly designed grease removal device on the 3-compartment sink at the Pottery World in Rocklin. If proven effective, this unit could be another useful option for FSE’s that do not have adequate space for a typical grease control device.

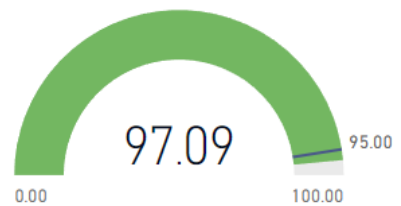
Department Performance Indicators

The following charts depict the efforts and performance of the department in the following areas of work as of April 30th, 2022. The charts are being created in a new reporting tool that directly connects to the District’s data, improving the timeliness of reporting efforts and leveraging the District’s investment in technology. Additional charts may be added in the future for other areas of work in the department.

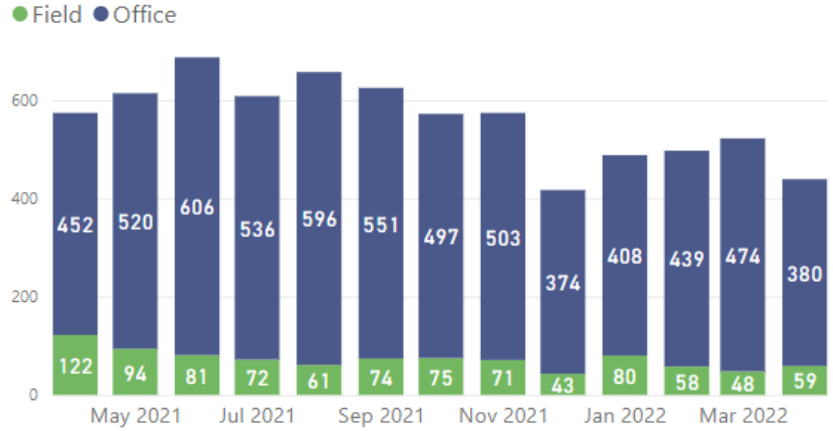
Plan Checks Completed - Monthly Totals



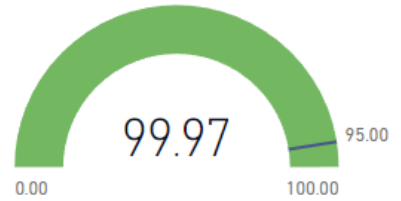
% "In Time" Plan Checks



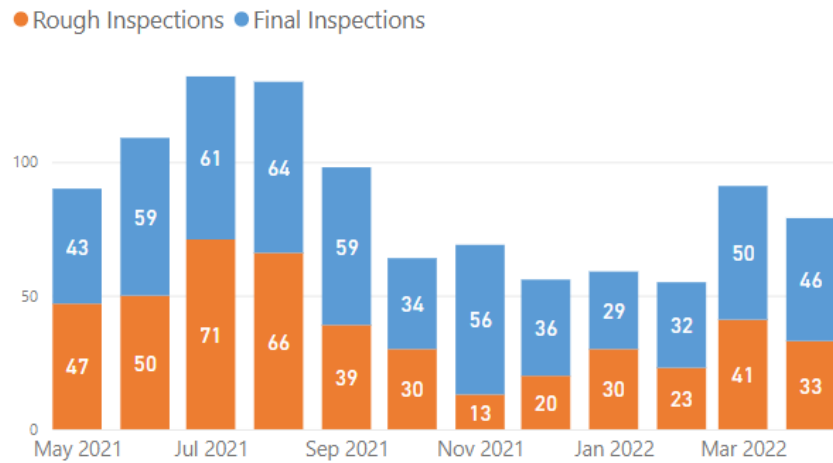
811 Responses - Monthly Totals



% "In Time" Responses



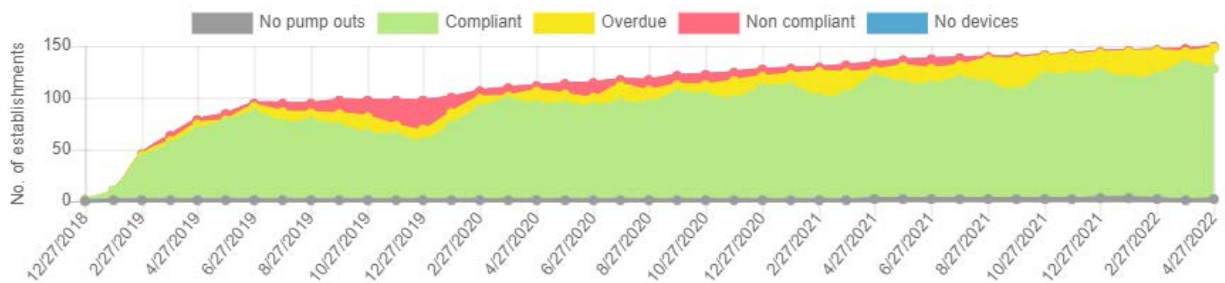
Building Sewer Inspections - Monthly Totals



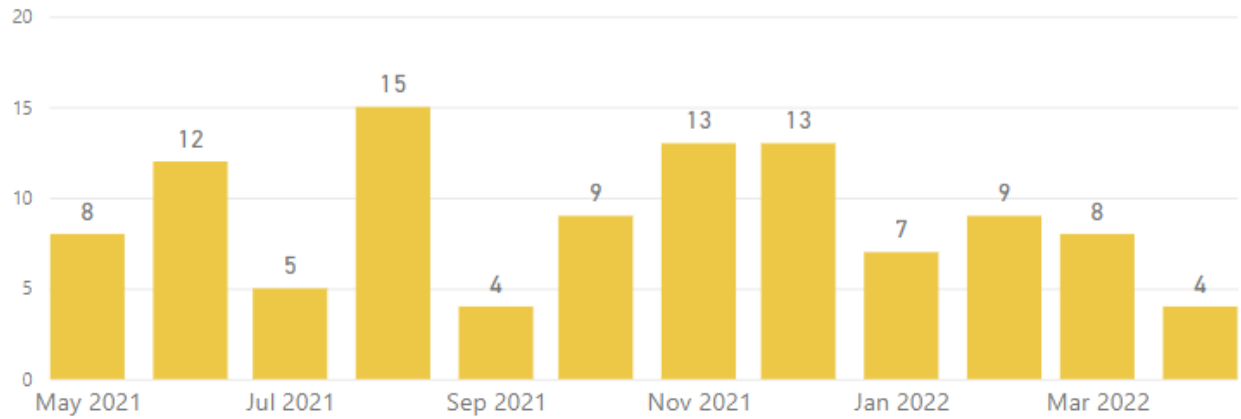
% "In Time" Inspections



FOG Compliance History



FOG Pickups - Monthly Totals



Grease Interceptor Inspections

Template ● GGI Core Sample Inspection - Outside ● GGI Pump Out/Cleaning Inspection ● HGI Core Sample Inspection - Insi..

