



**SPMUD BOARD OF DIRECTORS
REGULAR MEETING: 4:30 PM
February 3, 2022**

SPMUD Boardroom
5807 Springview Drive, Rocklin, CA 95677

Zoom Meeting: 1 (669) 900-9128
Meeting ID: 864 9436 5961

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 22-01, the February 3, 2022 meeting of the SPMUD Board of Directors will be held in the SPMUD Boardroom at 5807 Springview Drive in Rocklin, CA 95677 AND via teleconference using Zoom Meeting 1 (669) 900-9128, <https://us02web.zoom.us/j/86494365961>. 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 4 to 21]

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 February 3, 2022 meeting.

1. MINUTES from the January 6, 2022 Special Meeting. [pg 4]
2. MINUTES from the January 6, 2022 Regular Meeting. [pg 5 to 7]
3. ACCOUNTS PAYABLE in the amount of \$2,185,806 through January 24, 2022. [pg 8 to 10]
4. QUARTERLY INVESTMENT REPORT in the total amount of \$71,624,235 [pg 11 to 13] through December 31, 2021.
5. RESOLUTION 22-04 AUTHORIZING THE GENERAL MANAGER TO SURPLUS PROPERTY AND/OR EQUIPMENT [pg 14 to 15]
6. RESOLUTION 22-05 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 16 to 21]

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: INTRODUCTION OF ORDINANCE 22-01 TRANSITIONING FROM AT-LARGE/FROM-DISTRICT ELECTIONS TO BY-DISTRICT/FROM-DISTRICT ELECTIONS AND ESTABLISHING NEW ELECTORAL DISTRICT BOUNDARIES** [pg 22 to 34] The District will transition to by-district/from-district elections, in which the elected official must reside in a particular district (ward) and be elected by only those voters residing within the same district (ward). The District has sought community input in establishing new District boundaries in compliance with the 2020 United States Census, the Federal Voting Rights Act, and the California Voting Rights Act.

Action Requested: (Roll Call Vote)

Staff recommends that the Board of Directors adopt Ordinance 22-01 Transitioning from At-Large/From-District Elections to By-District/From-District Elections and Establishing New District Boundaries.

2. **RESOLUTION 22-06 AMENDING RESOLUTION 21-25, AND APPROVAL OF MID-YEAR ADJUSTMENTS TO THE FISCAL YEAR 21/22 BUDGET** [pg 35 to 45]
Staff will report to the Board the mid-year budget adjustments recommended for FY 21/22.

Action Requested: Roll Call Vote

Staff recommends that the Board of Directors adopt Resolution 22-06, amending Resolution 21-25 and authorizing the following adjustments to the FY2021/22 Budget:

- 1. Increase the Revenue Budget by \$121,932: from 19.55M to \$19.67M.**
- 2. Increase the General Fund Budget by \$41,050: from \$17.64M to \$17.68M.**
- 3. Decrease the Capital Budget by \$2,237,780: from \$11.12M to \$8.89M.**

3. SOUTH PLACER WASTEWATER AUTHORITY (SPWA) BOARD MEETING REPORT – DIRECTOR WILLIAMS

Director Williams, the District representative to the SPWA Board, will provide a brief update on the recent actions and activities of the SPWA Board.

No Action Requested: Informational Item

VII. REPORTS

[pg 46 to 57]

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. ADDITIONAL PUBLIC COMMENTS

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.

IX. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Paragraph 1 of Subdivision (d) of California Government Code Section 54956.9)

Name of case: Joanna Belanger et al. vs. California Public Employees Retirement System and South Placer Municipal Utility District
Placer County Superior Court Case No. SCV0047876

X. CLOSED SESSION READOUT

XI. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to its next regular meeting on **March 3, 2022, at 4:30 p.m.**

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

Meeting	Location	Date	Time
Special	Zoom Meeting SPMUD Boardroom	January 6, 2022	4:15 p.m.

I. CALL MEETING TO ORDER: A Special Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Dickinson presiding at 4:16 p.m.

II. ROLL CALL OF DIRECTORS:

Present: President Will Dickinson, Vice President Jerry Mitchell, Director John Murdock, Director James Durfee, Director Jim Williams

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. PUBLIC COMMENTS:

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

IV. BOARD BUSINESS

1. RESOLUTION 22-01 PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020 WHICH REMAINS IN EFFECT, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT FOR THE PERIOD OF JANUARY 6, 2022 THROUGH FEBRUARY 4, 2022 PURSUANT TO THE APPLICABLE PROVISIONS OF THE BROWN ACT

GM Niederberger introduced the item, seeking Board approval to continue holding teleconference meetings of the South Placer Municipal Utility District Board of Directors due to the COVID-19 local emergency.

Director Durfee made a motion to adopt Resolution 22-01 Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors due to the COVID-19 Emergency; a second was made by Director Murdock; a roll call vote was taken, and the motion carried 5-0.

V. ADJOURNMENT

The President adjourned the special meeting at 4:18 p.m. to the next regular meeting to be held on January 6, 2022, at 4:30 p.m.



Emilie Costan, Board Secretary

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

Meeting	Location	Date	Time
Regular	Zoom Meeting SPMUD Boardroom	January 6, 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 President Dickinson presiding at 4:30 p.m.

II. ROLL CALL OF DIRECTORS:

Present: President Will Dickinson, Vice President Jerry Mitchell, Director John Murdock, Director James Durfee, Director Jim Williams

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 Mitchell 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 December 2, 2021 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$76,890 through December 28, 2021.
3. RESOLUTION 22-02 NOTICE OF COMPLETION FOR THE CORPORATION YARD WALL REPLACEMENT PROJECT 2021
4. RESOLUTION 22-03 NOTICE OF COMPLETION FOR THE EL DON SEWER REPLACEMENT PROJECT

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

VI. BOARD BUSINESS

1. SELECTION OF OFFICERS AND APPOINTMENTS TO THE TEMPORARY ADVISORY COMMITTEES AND SPWA BOARD

President Dickinson dissolved the existing advisory committees.

President Dickinson nominated the current Vice President Jerry Mitchell to succeed as the new President for 2022.

Director Durfee made a motion to nominate Director Williams to serve as Vice-President, a second was made by Director Dickinson, the motion carried 5-0.

President Mitchell created temporary advisory committees and appointed Directors to serve as follows:

- Fee & Finance Committee: Director Dickinson & Vice President Williams
- Personnel Advisory Committee: Director Dickinson & Director Murdock
- Policy & Ordinance Committee: Director Durfee & President Mitchell
- Strategic Plan Development Committee: Director Murdock & President Mitchell
- Architectural Committee: Director Dickinson & Vice President Williams
- Redistricting Committee: Director Murdock & Director Durfee
- Loomis 2 x 2 Committee: Director Durfee & Vice President Williams
- Rocklin 2 x 2 Committee: Director Dickinson & President Mitchell

President Mitchell appointed Vice President Williams as District representative to the South Placer Wastewater Authority Board of Directors.

2. FISCAL YEAR 20/21 AUDIT REPORT ACCEPTANCE

Justin Williams with Munn, Urrutia & Nelson Certified Public Accountants LLP presented on the Fiscal Year 20/21 Audit Report. Mr. Williams shared that this year's audit found that the District maintained proper internal controls. The District received an Unmodified or "clean" Audit Opinion. There were no compliance exceptions, no material weaknesses, and no significant deficiencies. The audit resulted in 1 audit adjustment and no management letter comments.

Director Dickinson made a motion to receive and file the FY20/21 Audit Report; a second was made by Director Murdock; a roll call vote was taken, and the motion carried 5-0.

3. GENERAL MANAGER GOALS FOR 2022

The Board did not have any additions or revisions to the General Manager's 2022 Goals:

1. Prepare the Strategic Plan for 2023-2027.
2. Complete Redistricting to comply with the California Voting Rights Act (CVRA) and transition to by-Ward Area Voting.
3. Renew the SDLF Transparency Certification.
4. Complete the Building Addition and Lobby Area, maintain business operations during construction.
5. Engage consultants and initiate Rate and Nexus studies.
6. Initiate and oversee a financial audit of the SPWA charges.
7. Dispose of excess assets such as the NSD property.
8. Obtain the GFOA Award for Financial Reporting for the FY 2020/21 Comprehensive Annual Financial Report.
9. Conduct an audit of the various educational institutions to establish a plan for consistency and conformity. Currently, each of the school districts has a different plan for calculating EDUs. Evaluate and provide recommendations for reconciliation.

10. Evaluate Financial Performance and report to Fee and Finance Advisory Committee in November.

GM Niederberger also reviewed the 2022 Long-Range Planning Agenda, adding additional redistricting meetings and moving the award of the Corporation Yard Improvements Construction Contract to the following month. President Mitchell asked that a comprehensive asset management plan be included in the 2023 General Manager Goals.

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:**

Vice President Williams asked staff for an update on employees who have been quarantined due to the Coronavirus and any impacts the quarantines have had on departments. ASM Costan shared that the quarantines have not been concentrated in a single department, and while the staffing shortages have not been ideal, the District has so far been able to avoid any critical staffing issues.

- B. Information Items:** No additional items.

3. **Director's Comments:**

Director Durfee congratulated staff for completing the two projects that had notices of completion on the consent calendar.

Vice President Williams thanked Director Dickinson for his leadership as Board President during a challenging year.

VIII. CLOSED SESSION READOUT

The Board met in Closed Session at 5:08 p.m. to discuss two items related to anticipated litigation. The Board heard reports from staff on both items. Having provided direction, no action was taken.

The Board adjourned the closed session at 5:50 p.m.

IX. ADJOURNMENT

The President adjourned the meeting at 5:51 p.m. to the next regular meeting to be held on February 3, 2022, at 4:30 p.m.



Emilie Costan, Board Secretary

Item 5.3



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 12/28/2021 - 01/24/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1240	Placer County Personnel	12/30/2021	Regular	0.00	3,279.94	14101
248	AT&T (916.663.1652) & (248.134.5438.608.80)	01/07/2022	Regular	0.00	275.97	14102
1663	Buckmaster Office Solutions	01/07/2022	Regular	0.00	72.79	14103
1652	Cintas Corporation	01/07/2022	Regular	0.00	1,531.84	14104
1068	City of Roseville	01/07/2022	Regular	0.00	1,992,696.89	14105
1751	Comprehensive Medical Inc.	01/07/2022	Regular	0.00	265.00	14106
1509	Crystal Communications	01/07/2022	Regular	0.00	311.64	14107
1086	Dataprose	01/07/2022	Regular	0.00	1,738.82	14108
1087	Dawson Oil Co.	01/07/2022	Regular	0.00	4,457.54	14109
1686	Jan Pro	01/07/2022	Regular	0.00	887.00	14110
1564	Jensen Landscape Services, LLC	01/07/2022	Regular	0.00	11,561.00	14111
1640	Joshua Pirhofer	01/07/2022	Regular	0.00	177.73	14112
1218	PCWA	01/07/2022	Regular	0.00	94.49	14113
1475	Petersen & Mapes, LLP	01/07/2022	Regular	0.00	600.00	14114
1221	PG&E (Current Accounts)	01/07/2022	Regular	0.00	6,429.80	14115
1244	Preferred Alliance Inc	01/07/2022	Regular	0.00	183.54	14116
1253	Recology Auburn Placer	01/07/2022	Regular	0.00	345.53	14117
1518	Sonitrol of Sacramento	01/07/2022	Regular	0.00	1,092.39	14118
1685	Streamline	01/07/2022	Regular	0.00	400.00	14119
1306	Superior Equipment Repair	01/07/2022	Regular	0.00	1,816.66	14120
1561	Williams + Paddon Architects + Planners, Inc.	01/07/2022	Regular	0.00	556.00	14121
1327	US Bank Corporate Payment	01/12/2022	Regular	0.00	13,121.54	14122
	Void	01/12/2022	Regular	0.00	0.00	14123
	Void	01/12/2022	Regular	0.00	0.00	14124
	Void	01/12/2022	Regular	0.00	0.00	14125
	Void	01/12/2022	Regular	0.00	0.00	14126
1021	ARC	01/13/2022	Regular	0.00	136.90	14127
248	AT&T (916.663.1652) & (248.134.5438.608.80)	01/13/2022	Regular	0.00	9.48	14128
1022	AT&T (9391035571) & (9391053973)	01/13/2022	Regular	0.00	337.16	14129
1759	Bender Rosenthal Inc.	01/13/2022	Regular	0.00	1,001.25	14130
1768	Capital Program Management Inc.	01/13/2022	Regular	0.00	792.00	14131
1652	Cintas Corporation	01/13/2022	Regular	0.00	493.25	14132
1080	CWEA (Main)	01/13/2022	Regular	0.00	298.00	14133
1124	Gold Country Media Publications	01/13/2022	Regular	0.00	573.00	14134
1702	Government Finance Officers Association	01/13/2022	Regular	0.00	920.00	14135
1666	Great America Financial Services	01/13/2022	Regular	0.00	452.99	14136
1646	National Benefit Services (NBS)	01/13/2022	Regular	0.00	500.00	14137
1218	PCWA	01/13/2022	Regular	0.00	761.40	14138
1221	PG&E (Current Accounts)	01/13/2022	Regular	0.00	340.55	14139
1333	SPOK, Inc.	01/13/2022	Regular	0.00	26.89	14140
1698	SwiftComply US Opco, Inc	01/13/2022	Regular	0.00	5,400.00	14141
1338	Verizon Wireless	01/13/2022	Regular	0.00	1,173.80	14142
1007	Advanced Integrated Pest	01/21/2022	Regular	0.00	110.00	14143
1522	California Department of Fish and Wildlife	01/21/2022	Regular	0.00	629.00	14144
1652	Cintas Corporation	01/21/2022	Regular	0.00	493.25	14145
1073	Consolidated Communications	01/21/2022	Regular	0.00	2,056.96	14146
1687	Duke's Root Control, Inc	01/21/2022	Regular	0.00	2,058.43	14147
1113	Ferguson Enterprises, Inc. 1423 (Main)	01/21/2022	Regular	0.00	2,603.60	14148
1139	Hill Rivkins Brown & Associates	01/21/2022	Regular	0.00	5,100.00	14149
1640	Joshua Pirhofer	01/21/2022	Regular	0.00	72.27	14150
1195	Mark Cervantes	01/21/2022	Regular	0.00	187.68	14151
1764	Network Design Associates, Inc.	01/21/2022	Regular	0.00	600.00	14152
1218	PCWA	01/21/2022	Regular	0.00	1,501.53	14153
1221	PG&E (Current Accounts)	01/21/2022	Regular	0.00	5,485.40	14154

Check Report

Date Range: 12/28/2021 - 01/24/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1244	Preferred Alliance Inc	01/21/2022	Regular	0.00	183.54	14155
1487	RJA Heating & Air, Inc.	01/21/2022	Regular	0.00	105.00	14156
1518	Sonitrol of Sacramento	01/21/2022	Regular	0.00	1,162.98	14157
1090	State of CA-Department of Justice	01/21/2022	Regular	0.00	32.00	14158
1305	Sunbelt Rentals, Inc.	01/21/2022	Regular	0.00	349.10	14159
1306	Superior Equipment Repair	01/21/2022	Regular	0.00	5,194.47	14160
1015	American Fidelity Assurance	12/30/2021	Bank Draft	0.00	687.86	DFT0006896
1586	Principal Life Insurance Company	12/30/2021	Bank Draft	0.00	442.53	DFT0006897
1230	Pers (EFT)	12/30/2021	Bank Draft	0.00	5,983.04	DFT0006898
1230	Pers (EFT)	12/30/2021	Bank Draft	0.00	29,997.14	DFT0006899
1230	Pers (EFT)	12/30/2021	Bank Draft	0.00	8,658.15	DFT0006900
1230	Pers (EFT)	12/30/2021	Bank Draft	0.00	111.60	DFT0006901
1230	Pers (EFT)	12/30/2021	Bank Draft	0.00	3,433.00	DFT0006902
1230	Pers (EFT)	12/30/2021	Bank Draft	0.00	71.98	DFT0006903
1149	Internal Revenue Service	01/04/2022	Bank Draft	0.00	6.64	DFT0006915
1098	EDD (EFT)	01/04/2022	Bank Draft	0.00	6.43	DFT0006916
1098	EDD (EFT)	01/04/2022	Bank Draft	0.00	0.64	DFT0006917
1149	Internal Revenue Service	01/04/2022	Bank Draft	0.00	1.56	DFT0006918
1149	Internal Revenue Service	01/04/2022	Bank Draft	0.00	14.40	DFT0006919
1045	Cal Pers 457 Plan (EFT)	01/07/2022	Bank Draft	0.00	750.00	DFT0006920
1135	Mass Mutual (EFT)	01/07/2022	Bank Draft	0.00	175.00	DFT0006921
1135	Mass Mutual (EFT)	01/07/2022	Bank Draft	0.00	7,277.52	DFT0006922
1135	Mass Mutual (EFT)	01/07/2022	Bank Draft	0.00	237.45	DFT0006923
1042	CA State Disbursement (EF	01/07/2022	Bank Draft	0.00	44.76	DFT0006924
1015	American Fidelity Assurance	01/07/2022	Bank Draft	0.00	333.33	DFT0006925
1015	American Fidelity Assurance	01/07/2022	Bank Draft	0.00	285.40	DFT0006926
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	49.13	DFT0006927
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	1,514.46	DFT0006928
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	2,654.09	DFT0006929
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	1,848.84	DFT0006930
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	2,731.00	DFT0006931
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	3,231.19	DFT0006932
1229	Pers (EFT)	01/07/2022	Bank Draft	0.00	3,633.31	DFT0006933
1149	Internal Revenue Service	01/07/2022	Bank Draft	0.00	12,571.02	DFT0006934
1098	EDD (EFT)	01/07/2022	Bank Draft	0.00	3,685.53	DFT0006935
1098	EDD (EFT)	01/07/2022	Bank Draft	0.00	1,078.50	DFT0006936
1149	Internal Revenue Service	01/07/2022	Bank Draft	0.00	2,940.06	DFT0006937
1149	Internal Revenue Service	01/07/2022	Bank Draft	0.00	9,111.39	DFT0006938
1229	Pers (EFT)	01/06/2022	Bank Draft	0.00	-420.01	DFT0006940
1229	Pers (EFT)	01/06/2022	Bank Draft	0.00	-472.28	DFT0006941
1098	EDD (EFT)	01/06/2022	Bank Draft	0.00	42.96	DFT0006943
1149	Internal Revenue Service	01/06/2022	Bank Draft	0.00	50.41	DFT0006946

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	96	56	0.00	2,083,037.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	36	36	0.00	102,768.03
EFT's	0	0	0.00	0.00
	132	96	0.00	2,185,806.02

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	96	56	0.00	2,083,037.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	36	36	0.00	102,768.03
EFT's	0	0	0.00	0.00
	132	96	0.00	2,185,806.02

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	12/2021	52,665.24
100	GENERAL FUND	1/2022	2,133,140.78
			2,185,806.02

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Herb Niederberger, General Manager

Subject: 4th Quarter Investment Report (October 1, 2021 thru December 31, 2021)

Board Date: February 3, 2022

Overview

In accordance with Section 53646 of the California Government Code, this report provides the Board with a quarterly investment report.

The investments held by the District on December 31, 2021 are shown in Attachment 1 and totaled \$71.62 million. The portfolio is in compliance with the Board's adopted policy regarding District investments and as of December 31, 2021 had an average yield to maturity of 0.1 percent.

Recommendation

Staff recommends that the Board of Directors receive and file the 4th Quarter Investment Report.

Strategic Plan Goal

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
- Goal 5.2: Explore and evaluate investment and business practice alternatives.
- Goal 5.3: Maintain financial responsibility by ensuring allocated funding sources are adequate to meet expenses; and that available funds and resources are managed efficiently.
- Goal 5.6: Provide routine reports on Financial Stability.

Related District Ordinances and Policies

This action is in conjunction with the following District Policies:

- Policy 3120 – Investment of District Funds

Fiscal Impact

There is no direct fiscal impact associated with the preparation of this report.

Attachments:

1. 4th Quarter Investment Report
2. Allocation by Fund, Allocation by Investment Type, and Historical Performance

SPMUD BOARD INVESTMENT REPORT

INVESTMENT REPORTING PERIOD: October 1, 2021 - December 31, 2021

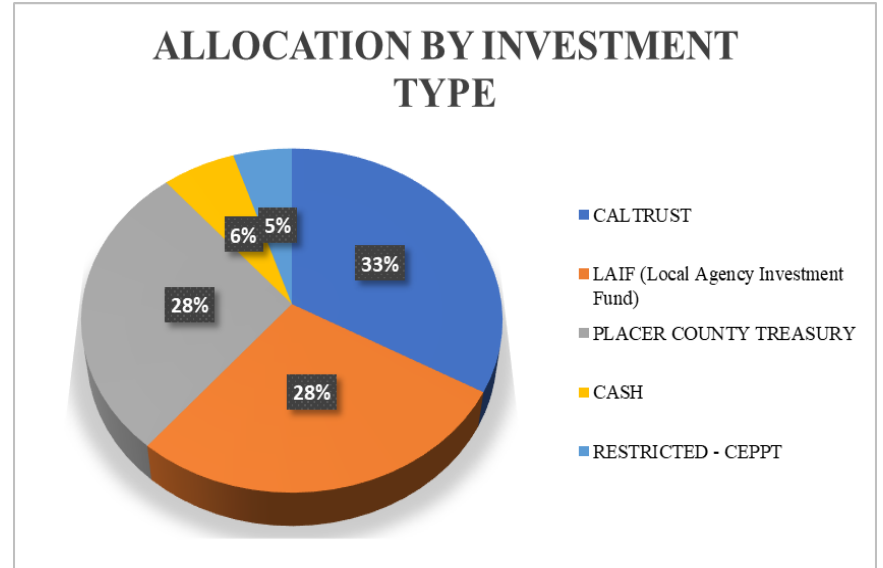
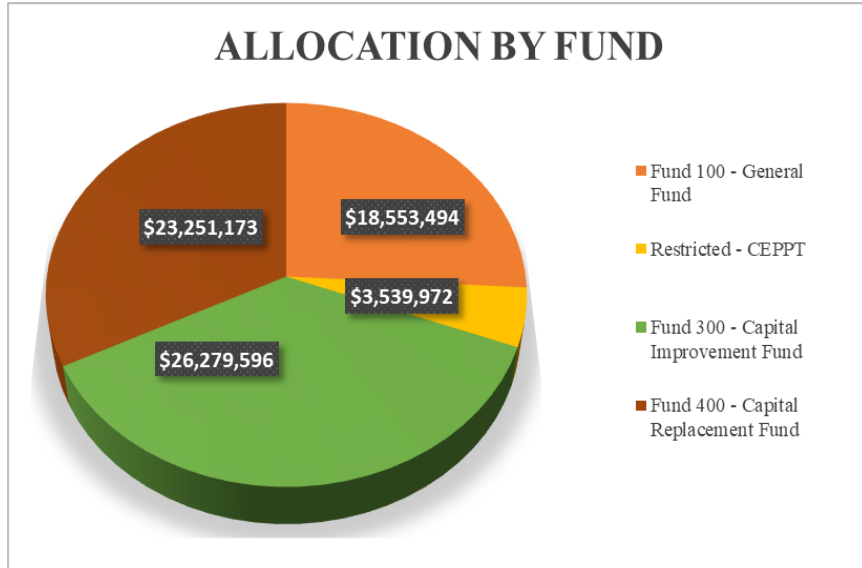
MEETING DATE: February 3, 2022

Investment	Account Balance Prior Year Oct 20 - Dec 20	Account Balance Previous Quarter Jul 21 - Sept 21	Market Value Oct 21 - Dec 21	Quarterly Rate of Return	% of Portfolio
CALTRUST - Short Term	\$ 4,330,741	\$ 4,334,488	\$ 4,327,506	-0.64%	6%
CALTRUST - Medium Term	\$ 17,561,210	\$ 19,565,133	\$ 19,449,466	-2.37%	27%
PLACER COUNTY TREASURY	\$ 11,930,124	\$ 16,955,523	\$ 19,964,636	0.18%	28%
LAIF (Local Agency Investment Fund)	\$ 10,873,657	\$ 19,909,925	\$ 19,921,388	0.23%	28%
WELLS FARGO - Money Market	\$ 3,038,684	\$ 2,350,112	\$ -		0%
WELLS FARGO - Fixed Income Securities	\$ 8,250,520	\$ -	\$ -		0%
CASH	\$ 6,301,101	\$ 3,927,019	\$ 4,421,267	0.20%	6%
RESTRICTED - CEPPT	\$ 3,263,451	\$ 3,425,562	\$ 3,539,972	13.21%	5%
TOTAL/AVERAGE	65,549,488	70,467,762	71,624,235	0.10%	100%

QUARTERLY TRANSFERS

Placer County: Transfer of \$3M to Placer County Treasury from Wells Fargo Money Market & Cash Account
 Wells Fargo: Transfer of \$2,350,111.58 from Money Market Account to Placer County Treasury

Attachment 2 – Allocation by Fund, Allocation by Investment Type, and Historical Performance



Historical Performance					
	3 months	6 months	1 year*	3 year*	5 year*
CaTRUST Short Term	0.01%	0.08%	0.22%	1.25%	1.38%
CaTRUST Medium Term	0.03%	0.17%	0.40%	1.33%	1.47%
Placer County	0.05%	0.09%	0.18%	1.08%	1.29%
LAIF	0.07%	0.14%	0.28%	1.26%	1.33%
CEPPT	2.32%	4.64%	9.28%		

*Annualized

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors

From: Eric Nielsen, Superintendent

Cc: Herb Niederberger, General Manager

Subject: Resolution 22-04 – Resolution to Dispose of District Surplus Items

Meeting Date: February 3, 2022

Overview

The District has vehicles and equipment that have met or exceeded their useful life and are/will be replaced by newer, more reliable, updated versions or equivalents. The items to be designated as surplus are listed in the table below.

Item	Qty	Year	Make	Model	VIN / Serial No.
Unit 023-2005	1	2005	Chevrolet	2500 HD 4x4	1GCHK24U95E273213
Unit 006-2000	1	2000	Dodge	1500	2B7HB11Y5YK136402
CCTV Camera Equipment and Appurtenances	1	2014	Aries	-	Lot consists of multiple components

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. All items are disposed of in accordance with this policy. The District plans to use GovDeals.com, an online government surplus auction site and partner of the California Special Districts Association, to sell this item. GovDeals.com provides a valuable service in recovering value from surplus items for the District. GovDeals.com receives a 10% commission, which is paid by the buyer. The District has successfully used GovDeals.com to dispose of surplus inventory since 2017.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 22-04 to declare the items listed therein as surplus.

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. 22-04

RESOLUTION TO DISPOSE OF DISTRICT SURPLUS ITEMS

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

Item	Qty	Year	Make	Model	VIN / Serial No.
Unit 023-2005	1	2005	Chevrolet	2500 HD 4x4	1GCHK24U95E273213
Unit 006-2000	1	2000	Dodge	1500	2B7HB11Y5YK136402
CCTV Camera Equipment and Appurtenances	1	2014	Aries	-	Lot consists of multiple components

WHEREAS, Policy 3300 – Disposal of Surplus Property or Equipment provides guidance on the proper disposal of surplus District property and equipment.

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

- (i) cause the items to be auctioned "as is," individually or in one or more lots, to the highest bidder, or
- (ii) transfer to another agency, or
- (iii) 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 3rd day of February 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: Emilie Costan, Administrative Services Manager
Carie Huff, District Engineer
Eric Nielsen, Superintendent

Subject: Resolution 22-05 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: February 3, 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 22-01 adopted on January 6, 2022, provided authorization from January 6, 2022, through February 5, 2022, which covered the regular meetings of the Board of Directors on January 6, 2022, and today's meeting on February 3, 2022. In order to continue remote teleconference meetings, the Board must adopt a subsequent resolution covering the next regular meeting scheduled for March 3, 2022. The Board will adopt these subsequent resolutions during regular and special meetings, whichever is appropriate to extend the 30-day window.

Recommendation

Staff requests the Board of Directors:

1. Adopt Resolution 22-05 Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors 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. The retrofit of the Board Chambers to accommodate Zoom participation has been completed.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-05

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 FEBRUARY 4, 2022, TO MARCH 6, 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 a Resolution, Number 21-42 on November 4, 2021, 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, guidance from the State of California, which has been adopted by the Placer County Health Department, recommends or mandates social distancing and face coverings in certain settings to prevent the spread of Covid-19; and

WHEREAS, the Board of Directors does hereby find that the rise in SARS-CoV-2 Delta Variant during the 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) March 6, 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 3rd day of February, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Signed: _____

Gerald 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: Emilie Costan, Administrative Services Manager

Subject: **Ordinance No. 22-01 – An Ordinance to Transition from At-Large/From District Elections to By-District/From-District Elections and Re-Establishing District Ward Boundaries**

Meeting Date: February 3, 2022

Overview

The South Placer Municipal Utility District (SPMUD) was formed and organized under the Municipal Utility District Act (“MUD Act”) of the State of California (California Public Utilities Code Section 11501 et seq.). The MUD Act established a “from-district” electoral system, in which a Director must be a resident and voter of the ward they represent but is elected at large by all voters of the District. In conformance with the California Voting Rights Act (CVRA - California Elections Code Section 14025 – 14032), SPMUD intends to transition to by-district/from-district elections, in which the elected official must reside in a particular district (the MUD Act describes these as “wards”) and be elected by only those voters residing within the same district (ward).

In addition, the result of the recent census indicates that the existing SPMUD wards have disproportionate populations residing within each ward. Per Section 11823 of the MUD Act, the Board shall by resolution or ordinance fix the boundaries of the ward for the purpose of electing directors therefrom. As such, in accordance with the CVRA, SPMUD must take into account topography, geography, cohesiveness, contiguity, integrity, compactness of territory and communities of interest when establishing these ward boundaries. Further, the wards must be roughly equal in population to each other, taking into account the aforementioned factors.

SPMUD established a Redistricting Advisory Committee that met several times to go over several versions of proposed maps prepared by the consultant, Redistricting Insights, that met the criteria for establishing ward boundaries. In addition, SPMUD created a webpage to keep the public aware of the SPMUD redistricting effort. On November 4, 2021, the Board of Directors adopted Resolution 21-43 declaring its intent to transition from At-Large/From-District elections to By-District/From-District elections. In compliance with applicable law, the District did solicit public input into the process and conducted public hearings on November 4 and December 2, 2021, during which the advisory committee forwarded two ward boundary proposals to the Board for consideration.

On January 6, 2022, SPMUD staff conducted an-after hours public workshop to present the two proposals, hereinafter referred to as “Scenario 2” and “Scenario 4.” Prior to the public workshop on January 6th, SPMUD received a map developed by a concerned citizen proposing alternative ward boundaries, hereinafter referred to as “Public Submission 1.”

On January 13, 2022, the Advisory Committee met to evaluate Public Submission 1 against Scenarios 2 and 4. The Advisory Committee recommended forwarding Scenario 2 to the Board of Directors with the following findings:

1. Scenario 2 broadly represents its customers fairly with equally balanced population in each ward;
2. Sewer flows within SPMUD flow through and from recognized municipal boundaries;
3. The ward boundaries in Scenario 2 tie to census blocks.
4. The residents of the City of Rocklin represent 80% of SPMUD customers and are represented in all 5 wards.

Recommendation

Staff recommends that the Board of Directors:

1. Find that the proposed ward boundaries have been developed after giving due consideration to the criteria listed in California Elections Code Section 21500(c) in the order of priority identified in that section: topography, geography, cohesiveness, contiguity, integrity, compactness of territory and communities of interest. The population of the proposed ward boundaries are also balanced.
2. Waive the full reading of the proposed Ordinance #22-01.
3. Introduce Ordinance #22-01: Ordinance to Transition from At-Large/From District Elections to By-District/From-District Elections and Re-Establishing District Ward Boundaries.
4. Conduct a Public Hearing for the proposed Ordinance.
5. Schedule the 2nd reading and adoption for the next regularly scheduled meeting of the Board of Directors on March 3, 2022.

Strategic Plan Goals

Goal 1.1: Engage Customers and stakeholders and promote Public Participation to determine expectations and deliver excellent customer service

Goal 1.2: Improve Communications.

Goal 1.3: Maintain transparency with all District activities

Related District Ordinances or Policies

Ordinance 06-09 – Adjust Ward Boundaries.

Fiscal Impact

There is no direct fiscal impact associated with the adoption of this Ordinance. However, the transition to By-District/From-District elections as proposed in Ordinance 22-01 may impact the cost of future elections.

Attachments

- Ordinance 22-01 - An ordinance to Transition from At-Large/From-District Elections to By-District/From-District Elections and Re-Establishing District Ward Boundaries
- Exhibit A – Census Block Listing by Ward
- Exhibit B – Map of Reestablished Ward Boundaries

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

ORDINANCE NO. 22-01

AN ORDINANCE TO TRANSITION FROM AT-LARGE/FROM-DISTRICT ELECTIONS TO BY-DISTRICT/FROM-DISTRICT ELECTIONS AND RE-ESTABLISHING DISTRICT WARD BOUNDARIES

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, the MUD Act established a “from-district” electoral system, in which a Director must be a resident and voter of the ward they represent but is elected at large by all voters of the District; and
- C. WHEREAS, pursuant to Section 11823 of the MUD Act, the Board shall by resolution or ordinance fix the boundaries of the ward for the purpose of electing directors therefrom; and
- D. WHEREAS, in conformance with the California Voting Rights Act (California Elections Code Section 14025 – 14032), the District intends to transition to by-district elections, in which the elected official must reside in a particular electoral district or ward and be elected by only those voters residing within the same ward; and
- E. WHEREAS, Section 22000 of the Election Code authorizes the Board of Directors to adjust District Ward boundaries by resolution or ordinance whenever they determine that a sufficient change in population has occurred, and it is desirable to do so. The District last adjusted ward boundaries by Resolution 06-09, adopted on October 5, 2006; and
- F. WHEREAS, on November 4, 2021, the South Placer Municipal Utility District Board of Directors Adopted Resolution 21-43 declaring its intent to transition from At-Large/From-District elections to By-District/From-District elections; and

G. WHEREAS, the District retained the services of an expert demographer to prepare draft maps reflecting public input received, as well as criteria established by the California Voting Rights Act; and

H. WHEREAS, the demographer prepared three (3) proposed maps, based on input from the Board and staff, and the District received one (1) proposed map submitted by a citizen; and

I. WHEREAS, in compliance with Elections Code Section 10010, the District did solicit public input into the process and conducted public hearings on November 4, and December 2, 2021, and February 3, 2022, and further conducted an afterhours public workshop on January 6, 2022. The proposed maps were made available to the public for consideration in advance and have been posted to the District's website.

J. WHEREAS, at the public hearing on February 3, 2022, the Board considered all proposed maps and, after deliberation and receiving input from the public, staff, and the demographer, determined that the map known as "Scenario 2" and attached to this Ordinance as "Exhibit 1" most closely satisfied the requisite criteria; and

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

SECTION 2

Establishment of Electoral Districts (Wards). The government of the South Placer Municipal Utility District is vested in a board of five directors, one from each of five wards. Each director shall reside in a particular ward and be elected by only those voters residing within the same ward. Those voters residing in Wards are identified by Census Block and included as "Attachment A."

SECTION 3

Ward Boundaries. The South Placer Municipal Utility District Wards 1 through 5 are hereby re-established and shown on the map attached hereto as "Attachment B." In establishing these boundaries pursuant to Elections Code Section 10010, the Board of Directors has given due consideration to the

criteria listed in California Elections Code Section 21500(c), including topography, geography, cohesiveness, contiguity, integrity, compactness of territory, communities of interest and balance of population.

SECTION 4

Vacancies. Notwithstanding any other provision of this Ordinance, each Director in office at the time this Ordinance takes effect shall continue in office until the expiration of the term to which he or she was elected. In the event a vacancy occurs before the expiration of the term of a Director in office at the time this Ordinance takes effect, a person who is appointed or elected by special election to fill such vacancy shall not be subject to the provisions of this ordinance, except that the Director appointed by the Board or elected by special election shall only serve out the remainder of the at-large term to which he or she is appointed or elected.

SECTION 5

This Ordinance shall go into effect on April 4, 2022.

SECTION 6

This Ordinance was introduced at a regular meeting of the Board of Directors held on the 3rd Day of February 2022.

SECTION 7

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 3rd day of March 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

Ordinance 22-01
Attachment "A"
Census Blocks by Ward

Ward 1 – Census Blocks

060610211061000	060610211311014	060610229001015	060610230002007
060610211061001	060610211311015	060610229001016	060610230002008
060610211061002	060610211311016	060610229002000	060610230002009
060610211061003	060610211312000	060610229002001	060610230002010
060610211061004	060610211312001	060610229002002	060610230002011
060610211061005	060610211312002	060610229002003	060610230002021
060610211062000	060610211312003	060610229002004	060610230002022
060610211062001	060610211312004	060610229002005	060610230002023
060610211062002	060610211312005	060610229002006	060610230002024
060610211062003	060610211312006	060610229002007	060610230002025
060610211062004	060610211312007	060610229003000	060610230002026
060610211062005	060610211312008	060610229003001	060610230002027
060610211062006	060610211312009	060610229003002	060610230002028
060610211062011	060610211312011	060610229003003	060610230002029
060610211062012	060610211312012	060610229003004	060610230002030
060610211062013	060610211312013	060610229003005	060610230002031
060610211233012	060610211312014	060610229003006	060610230002032
060610211233013	060610211312015	060610229003007	
060610211234013	060610211312016	060610229003008	
060610211234014	060610211312017	060610229003009	
060610211234015	060610211312018	060610229003010	
060610211234017	060610211312019	060610229003011	
060610211234019	060610211313008	060610229003012	
060610211234020	060610211313009	060610230001000	
060610211234021	060610211313010	060610230001001	
060610211234022	060610211313011	060610230001002	
060610211234023	060610211313012	060610230001003	
060610211234024	060610211313013	060610230001004	
060610211234025	060610211313015	060610230001005	
060610211234027	060610213234035	060610230001006	
060610211302009	060610229001000	060610230001007	
060610211311000	060610229001001	060610230001008	
060610211311001	060610229001002	060610230001009	
060610211311002	060610229001003	060610230001010	
060610211311003	060610229001004	060610230001011	
060610211311004	060610229001005	060610230001012	
060610211311005	060610229001006	060610230001013	
060610211311006	060610229001007	060610230001014	
060610211311007	060610229001008	060610230001015	
060610211311008	060610229001009	060610230002000	
060610211311009	060610229001010	060610230002001	
060610211311010	060610229001011	060610230002002	
060610211311011	060610229001012	060610230002003	
060610211311012	060610229001013	060610230002005	
060610211311013	060610229001014	060610230002006	

Ward 2 – Census Block Blocks

060610211221000	060610213231012	060610213233012	060610213234036
060610211221001	060610213231013	060610213234000	060610213234038
060610211221002	060610213231014	060610213234001	060610213234039
060610211221003	060610213231015	060610213234002	060610213241000
060610211221004	060610213231016	060610213234003	060610213241001
060610211221005	060610213231017	060610213234004	060610213241002
060610211221006	060610213231018	060610213234005	060610213241003
060610211221007	060610213231019	060610213234006	060610213241004
060610211221008	060610213231020	060610213234007	060610213241005
060610211222000	060610213231021	060610213234008	060610213241006
060610211222001	060610213231022	060610213234009	060610213241007
060610211222002	060610213231023	060610213234010	060610213241008
060610211222003	060610213231024	060610213234011	060610213241009
060610211222004	060610213231025	060610213234012	060610213241010
060610211222005	060610213231026	060610213234015	060610213241011
060610211222008	060610213232000	060610213234016	060610213243000
060610211222009	060610213232001	060610213234017	060610213243001
060610211222010	060610213232005	060610213234018	060610213243002
060610211234003	060610213232008	060610213234019	060610213243003
060610211234007	060610213232009	060610213234020	060610213243004
060610211234010	060610213232010	060610213234021	060610213243005
060610211234030	060610213232011	060610213234022	060610213243006
060610213231000	060610213233000	060610213234023	060610213243007
060610213231001	060610213233001	060610213234024	060610213243008
060610213231002	060610213233002	060610213234025	060610213243009
060610213231003	060610213233003	060610213234026	060610213243010
060610213231004	060610213233004	060610213234027	060610213243011
060610213231005	060610213233005	060610213234028	060610213243012
060610213231006	060610213233006	060610213234029	060610213243013
060610213231007	060610213233007	060610213234030	060610213243017
060610213231008	060610213233008	060610213234031	060610213243019
060610213231009	060610213233009	060610213234032	060610213243020
060610213231010	060610213233010	060610213234033	060610213243021
060610213231011	060610213233011	060610213234034	

Ward 3 – Census Blocks

060610206043000	060610206072012	060610211082026	060610211092020
060610206043001	060610206072013	060610211082027	060610211093000
060610206043002	060610206072014	060610211082029	060610211093001
060610206043003	060610206072015	060610211091000	060610211093002
060610206043004	060610206072016	060610211091001	060610211093003
060610206043005	060610206072017	060610211091002	060610211093004
060610206043006	060610206072018	060610211091003	060610211093005
060610206043007	060610206072019	060610211091004	060610211093006
060610206043009	060610206072020	060610211091005	060610211093007
060610206044004	060610206072021	060610211091006	060610211093008
060610206044006	060610206072022	060610211091007	060610211282009
060610206044007	060610206072023	060610211091008	060610211282010
060610206044008	060610206072024	060610211091009	060610211282023
060610206044009	060610206072025	060610211091010	060610211291000
060610206044010	060610206072026	060610211091012	060610211291001
060610206044012	060610206072027	060610211091013	060610211291002
060610206044013	060610206072028	060610211091014	060610211291003
060610206052001	060610206072029	060610211091015	060610211291004
060610206071008	060610206072030	060610211091016	060610211291005
060610206071009	060610206072031	060610211091017	060610211291006
060610206071010	060610206072032	060610211091018	060610211291007
060610206071011	060610206072033	060610211091019	060610211291008
060610206071012	060610206072041	060610211091020	060610211291009
060610206071013	060610206072042	060610211092000	060610211291010
060610206071014	060610206072043	060610211092001	060610211291011
060610206071015	060610206072044	060610211092002	060610211291012
060610206071016	060610211033016	060610211092003	060610211291013
060610206071017	060610211033017	060610211092004	060610211292000
060610206071018	060610211033025	060610211092005	060610211292001
060610206071019	060610211061007	060610211092006	060610211292002
060610206071020	060610211081002	060610211092007	060610211292003
060610206071021	060610211081003	060610211092008	060610211292005
060610206071022	060610211081004	060610211092009	060610211292006
060610206071023	060610211081005	060610211092010	060610211292007
060610206071024	060610211082017	060610211092011	060610211292008
060610206072002	060610211082018	060610211092012	060610211292009
060610206072005	060610211082019	060610211092013	060610211292010
060610206072006	060610211082020	060610211092014	060610211292011
060610206072007	060610211082021	060610211092015	060610211292012
060610206072008	060610211082022	060610211092016	060610211292016
060610206072009	060610211082023	060610211092017	060610211292017
060610206072010	060610211082024	060610211092018	060610211292018
060610206072011	060610211082025	060610211092019	060610212031027

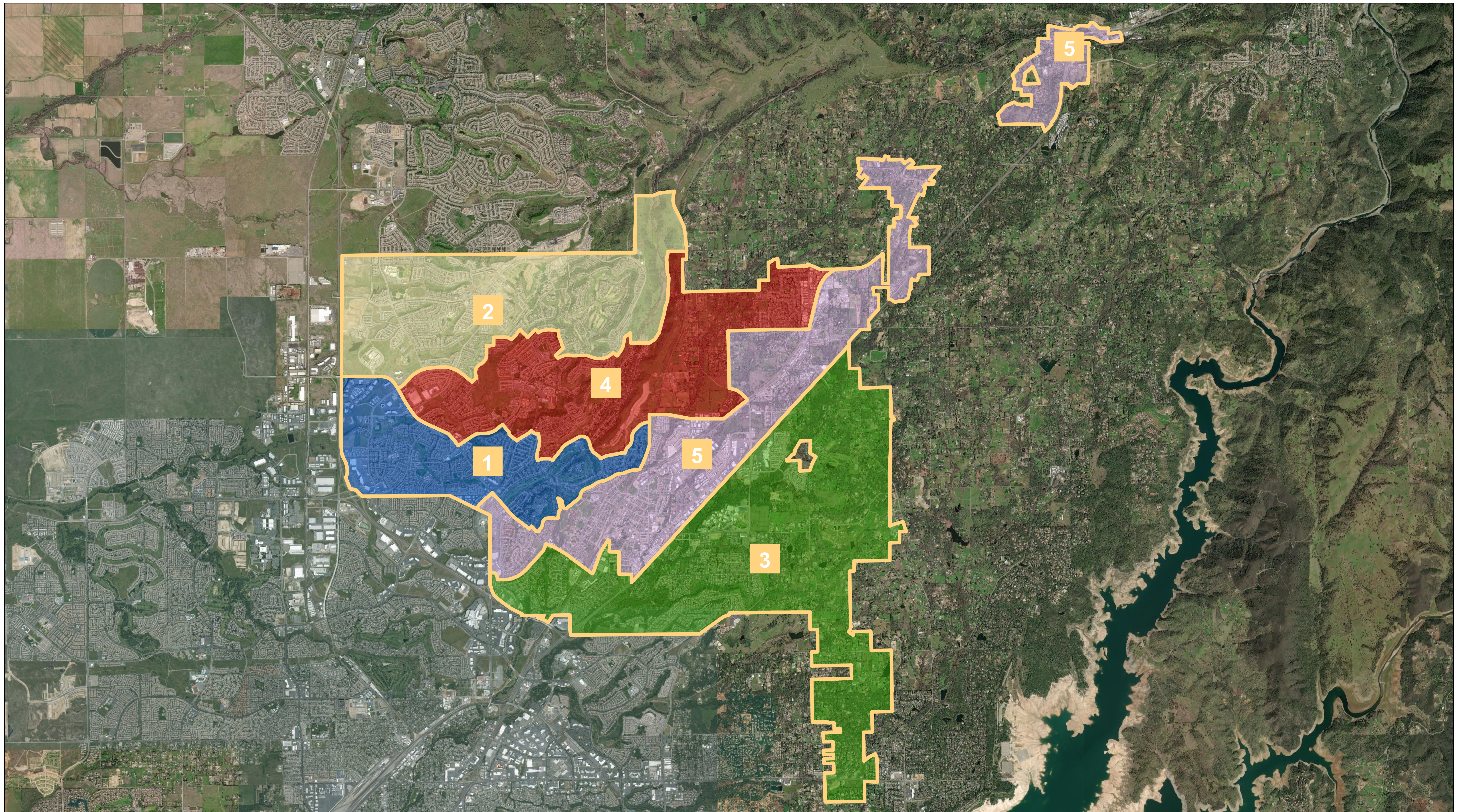
Ward 4 – Census Blocks

060610211222006	060610211232005	060610211302000	060610212033006
060610211222007	060610211232006	060610211302001	060610212033007
060610211222011	060610211232007	060610211302002	060610212033008
060610211222012	060610211232008	060610211302003	060610212033009
060610211231000	060610211232009	060610211302004	060610212033011
060610211231001	060610211232010	060610211302005	060610212033012
060610211231002	060610211232011	060610211302006	060610212033013
060610211231003	060610211232012	060610211302007	060610212033014
060610211231004	060610211232013	060610211302008	060610212033015
060610211231005	060610211232014	060610211302010	060610212033016
060610211231006	060610211232015	060610211302011	060610213234037
060610211231007	060610211232016	060610211302012	060610213242000
060610211231008	060610211232017	060610211302013	060610213242001
060610211231009	060610211233000	060610211312010	060610213242002
060610211231010	060610211233001	060610211313000	060610213242003
060610211231011	060610211233002	060610211313001	060610213242004
060610211231012	060610211233003	060610211313002	060610213242005
060610211231013	060610211233004	060610211313003	060610213242006
060610211231014	060610211233005	060610211313004	060610213242007
060610211231015	060610211233006	060610211313005	060610213242008
060610211231016	060610211233007	060610211313006	060610213242009
060610211231017	060610211233008	060610211313007	060610213242010
060610211231018	060610211233009	060610211313014	060610213242011
060610211231019	060610211233010	060610212032000	060610213242012
060610211231020	060610211233011	060610212032009	060610213242013
060610211231021	060610211233014	060610212032010	060610213242014
060610211231022	060610211233015	060610212032011	060610213242015
060610211231023	060610211233016	060610212032012	060610213242016
060610211231024	060610211233017	060610212032013	060610213242017
060610211231025	060610211233018	060610212032014	060610213242018
060610211231026	060610211234009	060610212032015	060610213242019
060610211231027	060610211234011	060610212032017	060610213242020
060610211231028	060610211234012	060610212032018	060610213242021
060610211231029	060610211234018	060610212032019	060610213242022
060610211231030	060610211234029	060610212032020	060610213242023
060610211231031	060610211301000	060610212032021	060610213243014
060610211232000	060610211301001	060610212032022	060610213243015
060610211232001	060610211301002	060610212032025	060610213243016
060610211232002	060610211301003	060610212033001	060610213243018
060610211232003	060610211301004	060610212033004	060610213243022
060610211232004	060610211301005	060610212033005	

Ward 5 – Census Blocks

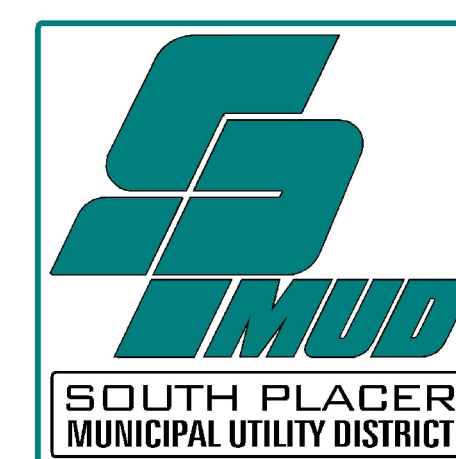
060610205012000	060610211031005	060610211033006	060610211062015
060610205012001	060610211031006	060610211033007	060610211081000
060610205012002	060610211031007	060610211033008	060610211081001
060610205012003	060610211031008	060610211033009	060610211082000
060610205012004	060610211031009	060610211033010	060610211082001
060610205012005	060610211031010	060610211033011	060610211082002
060610205012006	060610211031011	060610211033012	060610211082003
060610205012007	060610211031012	060610211033013	060610211082004
060610205012008	060610211031013	060610211033014	060610211082005
060610205012009	060610211031014	060610211033015	060610211082006
060610205012010	060610211031015	060610211033018	060610211082007
060610205012011	060610211031016	060610211033019	060610211082008
060610205012012	060610211031017	060610211033020	060610211082009
060610205012013	060610211031018	060610211033021	060610211082010
060610205012014	060610211031019	060610211033022	060610211082011
060610205012016	060610211031020	060610211033023	060610211082012
060610205012021	060610211031021	060610211033024	060610211082013
060610205012022	060610211031022	060610211033026	060610211082014
060610205013005	060610211031023	060610211034000	060610211082015
060610205013011	060610211031024	060610211034001	060610211082016
060610205013013	060610211031025	060610211034002	060610211234016
060610205013014	060610211031026	060610211034003	060610211234026
060610205022008	060610211031027	060610211034004	060610211281000
060610205023013	060610211032000	060610211034005	060610211281001
060610205023014	060610211032001	060610211034006	060610211281002
060610205023017	060610211032002	060610211034007	060610211281003
060610205023018	060610211032003	060610211034008	060610211281004
060610205023019	060610211032004	060610211034009	060610211281005
060610205023020	060610211032005	060610211034010	060610211281006
060610205023021	060610211032006	060610211034011	060610211281007
060610205023022	060610211032007	060610211034012	060610211281008
060610205023023	060610211032008	060610211034013	060610211282000
060610205023024	060610211032009	060610211034014	060610211282001
060610205023025	060610211032010	060610211034015	060610211282002
060610205023027	060610211032011	060610211034016	060610211282003
060610205023068	060610211032012	060610211034017	060610211282004
060610206072004	060610211032013	060610211034018	060610211282005
060610206081018	060610211032014	060610211034019	060610211282006
060610206081019	060610211032015	060610211034020	060610211282007
060610206081020	060610211032016	060610211034021	060610211282008
060610206081021	060610211033000	060610211061006	060610211282011
060610211031000	060610211033001	060610211062007	060610211282012
060610211031001	060610211033002	060610211062008	060610211282013
060610211031002	060610211033003	060610211062009	060610211282014
060610211031003	060610211033004	060610211062010	060610211282015
060610211031004	060610211033005	060610211062014	060610211282016

060610211282017	060610212032035	060610212042023
060610211282018	060610212032036	060610212042024
060610211282019	060610212032037	060610212042025
060610211282020	060610212032038	
060610211282021	060610212032039	
060610211282022	060610212032040	
060610212031000	060610212032041	
060610212031001	060610212032042	
060610212031003	060610212032043	
060610212031004	060610212032044	
060610212031005	060610212032045	
060610212031006	060610212032046	
060610212031007	060610212032047	
060610212031008	060610212032048	
060610212031009	060610212032049	
060610212031010	060610212032050	
060610212031011	060610212032051	
060610212031012	060610212032052	
060610212031013	060610212033002	
060610212031014	060610212033003	
060610212031015	060610212033010	
060610212031016	060610212041000	
060610212031017	060610212041019	
060610212031018	060610212041020	
060610212031019	060610212041023	
060610212031020	060610212041024	
060610212031021	060610212041025	
060610212031022	060610212041030	
060610212031023	060610212041032	
060610212031024	060610212041033	
060610212031025	060610212041034	
060610212031026	060610212042000	
060610212031028	060610212042001	
060610212031029	060610212042002	
060610212031030	060610212042003	
060610212031031	060610212042004	
060610212032016	060610212042005	
060610212032023	060610212042006	
060610212032024	060610212042007	
060610212032026	060610212042008	
060610212032027	060610212042009	
060610212032028	060610212042010	
060610212032029	060610212042011	
060610212032030	060610212042012	
060610212032031	060610212042013	
060610212032032	060610212042014	
060610212032033	060610212042021	
060610212032034	060610212042022	

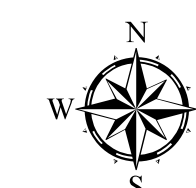


Ordinance 22-01
 Attachment B
 Ward Boundaries

Map prepared by: SPMUD
 Data prepared by: Redistricting Insights, LLC



SOUTH PLACER
 MUNICIPAL UTILITY DISTRICT



- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

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

Subject: Resolution 22-06, Amending Resolution 21-25 and Approving Midyear Adjustments to the Fiscal Year 2021/22 Budget

Board Date: February 3, 2022

Overview

This report provides the Board with information, analysis, and recommendations regarding midyear adjustments to the Fiscal Year 2021/22 Budget.

Staff is recommending an increase in the General Fund budget. The primary increase is the inclusion of the June 30, 2022, Actuarially Determined Contribution (ADC) to the District's CERBT account into the budget. Staff is recommending a decrease to the Capital Fund budget to adjust for the timing of activities and planned capital project expenses.

Background and Analysis

Requested Midyear Budget Adjustments:

1. The Revenue Budget is increased by \$121,932:
 - a. The General Fund revenues will decrease by \$28,068. General Fund revenues are coming in lower than originally projected. Plan Review Fees, Inspection Fees, Property Tax Revenues, and Interest Income revenues combined are anticipated to be \$270,000 less than originally projected. The District received \$241,932 in one-time COVID-19 Special District Relief Reimbursement Funds; however, the funds are required to be used to offset COVID related expenses incurred in the prior fiscal year as well as Supplemental Sick Leave benefits, Exclusion Pay, and Testing expenses incurred in the current fiscal year.
 - b. The Capital Fund revenues will increase by \$150,000. The District projected that four hundred new Equivalent Dwelling Units (EDU's) would connect to the District's system in fiscal year 2021/2022; however, new connections in FY 2021/22 have been steady with a large apartment complex adding 195 EDUs to the system in October. The District is requesting that the mid-year budget be modified to reflect five hundred and

fifteen new EDUs in FY 2021/2022. Capital Fund revenues have also been adjusted for lower than anticipated Interest Income.

2. The General Fund Budget is increased by \$41,050:

- a. Salary and Benefit expenses will increase by \$46,000. The District's Actuarially Determined Contribution (ADC) to the CERB Trust for June 30, 2022, is \$45,606. Due to timing, the June 30, 2021, ADC was contributed in July of 2021. This adjustment will correct the timing of the ADC payments moving forward. Local Service and Supply expenses will decrease by \$4,950. The changes are comprised of an increase to gas and oil expenses due to higher than anticipated fuel rates and an increase to property & liability expenses due to the increased value of District assets. Staff is also proposing an additional \$10,000 for the Root Control Program. Professional service expenses are increasing in the Administrative Services Department due to redistricting and a third-party review of several of the District's Human Resource policies in preparations for a comprehensive payroll review that will be proposed in next year's budget; however, these expenses are being offset by a recommended decrease to professional service expenses in Field Services and Technical Services primarily due to the expiration of the outside plan review services contract. There is also a small, proposed decrease to the repair and maintenance agreements budget.
- b. No adjustments are being requested for the Regional Wastewater Treatment Plant budget or Depreciation Expense.

3. The Capital Outlay Budget is decreased by \$2,237,780:

- a. A decrease in the General Fund Capital Outlay Budget of 2,375,000. The District will spend less than anticipated on System Improvements due to timing with the primary decrease being spending on the Corporation Yard Improvement Project. While the total project costs for the Corporation Improvement Project are still projected to be \$3.4M, the District only anticipates spending \$1M this fiscal year. These costs will be carried over to next fiscal year. Staff is proposing an additional \$1,000 of funding for computer equipment to install mobile hot spots on District vehicles and an additional \$119,000 in funding to purchase additional easement areas.
- b. A decrease in the Capital Improvement Outlay Budget of \$125,000 as the only remaining expenses on the Foothill Trunk Project are for an arborist to determine the condition of trees impacted by construction and reseeded.
- c. An increase in the Rehabilitation and Replacement Capital Outlay Budget of \$262,220. Proposed increases include a) additional funding for two vehicles that were purchased last year but still have not been delivered to the District; and b) an adjustment due to higher than anticipated expenses on the Corporation Yard Fence Project, which was completed on November 9, 2021, without an approved budget adjustment. Increases are also proposed for System Rehabilitation and Participation in Regional Projects. The accounts were previously adjusted this fiscal year by Resolutions 21-40 and 21-45 to reduce System Rehabilitation and increase Participation in Regional Projects. The budget reflects updated amounts based on new project schedules and bid results.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 22-06, amending Resolution 21-25 authorizing the following adjustments to the FY2021/22 Budget:

- 1) Increase the Revenue Budget by \$121,932: from \$19.55M to \$19.67M.
- 2) Increase the General Fund Budget by \$41,050: from \$17.64M to \$17.68M.
- 3) Decrease the Capital Budget by \$2,237,780: from \$11.12M to \$8.89M.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Maintain Transparency with all District activities.

Goal 5.2: Explore and evaluate investment and business practice alternatives.

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

Goal 5.4: Prepare balanced annual budgets; conduct acceptable audits.

Goal 5.6: Provide routine reports on Financial Stability.

Related District Ordinances and Policies

This action amends Resolution 21-25 which approved the Budget for Fiscal Year 2021/22.

This action is in conjunction with the following District Policies:

Policy 3105 - Budget Preparation

Fiscal Impact

Staff's recommendation to approve these adjustments will result in an overall decrease of \$2,196,730 to the total District Fiscal Year 2021/22 Expense Budget. This represents a decrease of 7.64% to the originally approved Budget.

Attachments:

1. Resolution 22-06
2. Table 1: Revenue Budget Adjustments for FY2021/22
3. Table 2: General Fund Expenditures Budget Adjustments for FY2021/22
4. Table 3: Capital Expenditures Budget Adjustments for FY2021/22

Table 1
REVENUE BUDGET ADJUSTMENTS FOR FY2021/22

	<u>FISCAL YEAR</u> <u>21/22</u>	<u>MIDYEAR FISCAL</u> <u>FY 21/22</u>	<u>REQUESTED</u> <u>VARIANCE</u>
GENERAL FUND			
SEWER SERVICE CHARGES REVENUES	\$ 15,408,900	\$ 15,408,900	\$ -
PERMITS, PLAN CHECK FEES & INSPECTIONS	250,000	200,000	(50,000)
PROPERTY TAXES	1,469,020	1,319,020	(150,000)
LATE FEES SEWER SERVICE CHARGES	160,000	160,000	-
INTEREST	90,000	20,000	(70,000)
GAIN/LOSS ON SALE FIXED ASSET DISPOSAL	-	-	-
MISCELLANEOUS INCOME	40,000	40,000	-
COVID RELIEF REIMBURSEMENT FUNDS	-	241,932	241,932
TOTAL GENERAL FUND	<u>\$ 17,417,920</u>	<u>\$ 17,389,852</u>	<u>\$ (28,068)</u>
CAPITAL IMPROVEMENT FUND			
SEWER PARTICIPATION FEES	\$ 1,732,000	\$ 2,232,000	\$ 500,000
INTEREST	200,000	25,000	(175,000)
TOTAL CAPITAL IMPROVEMENT FUND	<u>\$ 1,932,000</u>	<u>\$ 2,257,000</u>	<u>\$ 325,000</u>
CAPITAL REPLACEMENT FUND			
INTEREST	\$ 200,000	\$ 25,000	\$ (175,000)
TOTAL CAPITAL REPLACEMENT FUND	<u>\$ 200,000</u>	<u>\$ 25,000</u>	<u>\$ (175,000)</u>
TOTAL SPMUD REVENUE	<u>\$ 19,549,920</u>	<u>\$ 19,671,852</u>	<u>\$ 121,932</u>

**Table 2
GENERAL FUND EXPENDITURES BUDGET ADJUSTMENTS FOR FY2021/22**

GENERAL FUND EXPENDITURES	FISCAL YEAR 21/22	MID YEAR FISCAL FY 21/22	REQUESTED VARIANCE
SALARIES/WAGES	\$ 2,910,000	\$ 2,910,000	\$ -
FICA - SOCIAL SECURITY	222,615	222,615	-
CALPERS RETIREMENT & UAL	715,832	715,832	-
457 & 401A RETIREMENT	119,000	119,000	-
INSURANCE BENEFITS	778,106	778,106	-
PERS OPEB	386,000	432,000	46,000
SUBTOTAL SPMUD SALARIES & BENEFITS	\$ 5,131,553	\$ 5,177,553	\$ 46,000
ASPHALT PAVING	\$ 25,000	\$ 25,000	\$ -
BUILDING & GROUNDS MAINTENANCE	53,000	53,000	-
ELECTION EXPENSE	-	-	-
GAS & OIL EXPENSE	51,000	54,000	3,000
GENERAL OPERATING SUPPLIES & MAINTENANCE	162,250	162,250	-
LEGAL SERVICES	100,000	100,000	-
LIFT STATION & FLOW RECORDER PROGRAMS	69,000	69,000	-
OTHER OPERATING EXPENSE	2,500	2,500	-
PROFESSIONAL DEVELOPMENT	68,120	68,120	-
PROFESSIONAL SERVICES	541,000	521,500	(19,500)
PROPERTY & LIABILITY INSURANCE	248,918	253,918	5,000
REGULATORY COMPLIANCE/GOVERNMENT FEES	68,400	68,400	-
REPAIR/MAINTENANCE AGREEMENTS	149,000	145,550	(3,450)
ROOT CONTROL PROGRAM	55,000	65,000	10,000
SAFETY GEAR/UNIFORMS	27,650	27,650	-
UTILITIES	155,000	155,000	-
UTILITY BILLING/BANKING EXPENSE/PRINTING	234,000	234,000	-
VEHICLE REPAIR & MAINTENANCE	80,000	80,000	-
SUBTOTAL SPMUD SERVICE & SUPPLY EXPENSES	\$ 2,089,838	\$ 2,084,888	\$ (4,950)
RWWTP MAINTENANCE & OPERATIONS	\$ 5,407,307	\$ 5,407,307	\$ -
RWWTP REHAB & REPLACEMENT	2,366,393	2,366,393	-
SUBTOTAL SPWA O&M & R&R EXPENSES	\$ 7,773,700	\$ 7,773,700	\$ -
TOTAL OPERATIONS EXPENSE BEFORE DEPRECIATION	\$ 14,995,091	\$ 15,036,141	\$ 41,050
DEPRECIATION EXPENSE	\$ 2,645,000	\$ 2,645,000	\$ -
TOTAL GENERAL FUND EXPENSES	\$ 17,640,091	\$ 17,681,141	\$ 41,050

Table 3
CAPITAL EXPENDITURES BUDGET ADJUSTMENTS FOR FY2021/22

CAPITAL IMPROVEMENTS	FIS CAL YEAR 21/22	MIDYEAR FIS CAL FY 21/22	REQUESTED VARIANCE
ARCHIVING / DISASTER DEVELOPMENT PLAN	\$ 10,000	\$ 10,000	\$ -
COMPUTERS/OFFICE FURNITURE	43,650	44,650	1,000
CORP YARD FENCE	110,000	222,220	112,220
CURED IN PLACE PIPE	650,000	650,000	-
CY MASTER PLAN CAPITAL IMPROVEMENTS	3,395,000	1,000,000	(2,395,000)
EASEMENT INSPECTION EQUIPMENT	11,700	11,700	-
EASEMENT/ACCESS ROAD REPLACEMENT/UPGRADES	432,500	432,500	-
EASMENT ACQUISITION	-	119,000	119,000
EMERGENCY BYPASS PUMP REPLACEMENT	50,000	50,000	-
EQUIPMENT UPGRADES/REPLACEMENT	26,000	26,000	-
FOOTHILL TRUNK PROJECT	300,000	75,000	(225,000)
HQ HVAC REPAIR/REPLACEMENT	15,000	15,000	-
NEWCASTLE MASTER PLAN IMPROVEMENTS	350,000	350,000	-
PARTICIPATION IN REGIONAL PROJECTS	987,000	1,108,000	121,000
PIPE TRAILER IMPROVEMENTS/REPLACEMENT	19,000	19,000	-
SCADA DESIGN & IMPLEMENTATION	3,275,000	3,275,000	-
SOFTWARE/DATA ACQUISITION	40,000	40,000	-
SYSTEM IMPROVEMENTS	205,000	105,000	(100,000)
SYSTEM REHABILITATION	473,000	500,000	27,000
TAYLOR RD LIFT STATION REPLACEMENT	110,000	110,000	-
TRUNK EXTENSION REIMBURSEMENT	400,000	400,000	-
VEHICLE PURCHASES	220,000	322,000	102,000
TOTAL CAPITAL FUND IMPROVEMENTS	\$ 11,122,850	\$ 8,885,070	\$ (2,237,780)

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-06

**AMENDING RESOLUTION 21-25 AND ADOPTING THE MIDYEAR BUDGET
ADJUSTMENTS FOR FISCAL YEAR 2021/22**

WHEREAS, the South Placer Municipal Utility District (District) Policy 3105 states that the District will adopt an annual budget that provides the Board of Directors with the upcoming fiscal year revenues and expenses for the General and Capital Funds conforming to policies previously adopted by the Board of Directors; and

WHEREAS, the Budget for the 2021/2022 Fiscal Year (FY 2021/22 beginning July 1, 2021 and ending June 30, 2022), was adopted per Resolution 21-25 and outlines projected revenues, expenses and a spending plan for the General and Capital Funds and is the fiscal planning tool to accomplish the District's strategic goals and objectives; and

WHEREAS, staff reviews the budget at midyear to ensure the continued validity of the adopted budget and to recommend any necessary adjustments to reflect Board recommendations, new legislative mandates, and operational needs; and

WHEREAS, recommended adjustments to the Fiscal Year 2021/22 Budget will align projected revenues, expenses, and the spending plan for the General and Capital Funds to accomplish the District's strategic goals and objectives.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the South Placer Municipal Utility District hereby amends Resolution 21-25 and adjusts the Budget for FY 2021/22 and the proposed spending plan as follows, and in accordance with the attached Tables:

- 1) Increase the Revenue Budget by \$121,932: from 19.55M to \$19.67M.
- 2) Increase the General Fund Budget by \$41,050: from \$17.64M to \$17.68M.
- 3) Decrease the Capital Budget by \$2,237,780: from \$11.12M to \$8.89M.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 3rd day of February 2022.

Signed: _____

Gerald P. Mitchell, President of the Board of Directors

Attest: _____

Emilie Costan, Board Secretary

Table 1
REVENUE BUDGET ADJUSTMENTS FOR FY2021/22

	<u>FIS CAL YEAR</u> <u>21/22</u>	<u>MIDYEAR FIS CAL</u> <u>FY 21/22</u>	<u>REQUES TED</u> <u>VARIANCE</u>
GENERAL FUND			
SEWER SERVICE CHARGES REVENUES	\$ 15,408,900	\$ 15,408,900	\$ -
PERMITS, PLAN CHECK FEES & INSPECTIONS	250,000	200,000	(50,000)
PROPERTY TAXES	1,469,020	1,319,020	(150,000)
LATE FEES SEWER SERVICE CHARGES	160,000	160,000	-
INTEREST	90,000	20,000	(70,000)
GAIN/LOSS ON SALE FIXED ASSET DISPOSAL	-	-	-
MISCELLANEOUS INCOME	40,000	40,000	-
COVID RELIEF REIMBURSEMENT FUNDS	-	241,932	241,932
TOTAL GENERAL FUND	\$ 17,417,920	\$ 17,389,852	\$ (28,068)
CAPITAL IMPROVEMENT FUND			
SEWER PARTICIPATION FEES	\$ 1,732,000	\$ 2,232,000	\$ 500,000
INTEREST	200,000	25,000	(175,000)
TOTAL CAPITAL IMPROVEMENT FUND	\$ 1,932,000	\$ 2,257,000	\$ 325,000
CAPITAL REPLACEMENT FUND			
INTEREST	\$ 200,000	\$ 25,000	\$ (175,000)
TOTAL CAPITAL REPLACEMENT FUND	\$ 200,000	\$ 25,000	\$ (175,000)
TOTAL SPMUD REVENUE	\$ 19,549,920	\$ 19,671,852	\$ 121,932

**Table 2
GENERAL FUND EXPENDITURES BUDGET ADJUSTMENTS FOR FY2021/22**

GENERAL FUND EXPENDITURES	FISCAL YEAR 21/22	MIDYEAR FISCAL FY 21/22	REQUESTED VARIANCE
SALARIES/WAGES	\$ 2,910,000	\$ 2,910,000	\$ -
FICA - SOCIAL SECURITY	222,615	222,615	-
CALPERS RETIREMENT & UAL	715,832	715,832	-
457 & 401A RETIREMENT	119,000	119,000	-
INSURANCE BENEFITS	778,106	778,106	-
PERS OPEB	386,000	432,000	46,000
SUBTOTAL SPMUD SALARIES & BENEFITS	\$ 5,131,553	\$ 5,177,553	\$ 46,000
ASPHALT PAVING	\$ 25,000	\$ 25,000	\$ -
BUILDING & GROUNDS MAINTENANCE	53,000	53,000	-
ELECTION EXPENSE	-	-	-
GAS & OIL EXPENSE	51,000	54,000	3,000
GENERAL OPERATING SUPPLIES & MAINTENANCE	162,250	162,250	-
LEGAL SERVICES	100,000	100,000	-
LIFT STATION & FLOW RECORDER PROGRAMS	69,000	69,000	-
OTHER OPERATING EXPENSE	2,500	2,500	-
PROFESSIONAL DEVELOPMENT	68,120	68,120	-
PROFESSIONAL SERVICES	541,000	521,500	(19,500)
PROPERTY & LIABILITY INSURANCE	248,918	253,918	5,000
REGULATORY COMPLIANCE/GOVERNMENT FEES	68,400	68,400	-
REPAIR/MAINTENANCE AGREEMENTS	149,000	145,550	(3,450)
ROOT CONTROL PROGRAM	55,000	65,000	10,000
SAFETY GEAR/UNIFORMS	27,650	27,650	-
UTILITIES	155,000	155,000	-
UTILITY BILLING/BANKING EXPENSE/PRINTING	234,000	234,000	-
VEHICLE REPAIR & MAINTENANCE	80,000	80,000	-
SUBTOTAL SPMUD SERVICE & SUPPLY EXPENSES	\$ 2,089,838	\$ 2,084,888	\$ (4,950)
RWWTP MAINTENANCE & OPERATIONS	\$ 5,407,307	\$ 5,407,307	\$ -
RWWTP REHAB & REPLACEMENT	2,366,393	2,366,393	-
SUBTOTAL SPWA O&M & R&R EXPENSES	\$ 7,773,700	\$ 7,773,700	\$ -
TOTAL OPERATIONS EXPENSE BEFORE DEPRECIATION	\$ 14,995,091	\$ 15,036,141	\$ 41,050
DEPRECIATION EXPENSE	\$ 2,645,000	\$ 2,645,000	\$ -
TOTAL GENERAL FUND EXPENSES	\$ 17,640,091	\$ 17,681,141	\$ 41,050

Table 3
CAPITAL EXPENDITURES BUDGET ADJUSTMENTS FOR FY2021/22

CAPITAL IMPROVEMENTS	FIS CAL YEAR 21/22	MIDYEAR FIS CAL FY 21/22	REQUESTED VARIANCE
ARCHIVING / DISASTER DEVELOPMENT PLAN	\$ 10,000	\$ 10,000	\$ -
COMPUTERS/OFFICE FURNITURE	43,650	44,650	1,000
CORP YARD FENCE	110,000	222,220	112,220
CURED IN PLACE PIPE	650,000	650,000	-
CY MASTER PLAN CAPITAL IMPROVEMENTS	3,395,000	1,000,000	(2,395,000)
EASEMENT INSPECTION EQUIPMENT	11,700	11,700	-
EASEMENT/ACCESS ROAD REPLACEMENT/UPGRADES	432,500	432,500	-
EASMENT ACQUISITION	-	119,000	119,000
EMERGENCY BYPASS PUMP REPLACEMENT	50,000	50,000	-
EQUIPMENT UPGRADES/REPLACEMENT	26,000	26,000	-
FOOTHILL TRUNK PROJECT	300,000	75,000	(225,000)
HQ HVAC REPAIR/REPLACEMENT	15,000	15,000	-
NEWCASTLE MASTER PLAN IMPROVEMENTS	350,000	350,000	-
PARTICIPATION IN REGIONAL PROJECTS	987,000	1,108,000	121,000
PIPE TRAILER IMPROVEMENTS/REPLACEMENT	19,000	19,000	-
SCADA DESIGN & IMPLEMENTATION	3,275,000	3,275,000	-
SOFTWARE/DATA ACQUISITION	40,000	40,000	-
SYSTEM IMPROVEMENTS	205,000	105,000	(100,000)
SYSTEM REHABILITATION	473,000	500,000	27,000
TAYLOR RD LIFT STATION REPLACEMENT	110,000	110,000	-
TRUNK EXTENSION REIMBURSEMENT	400,000	400,000	-
VEHICLE PURCHASES	220,000	322,000	102,000
TOTAL CAPITAL FUND IMPROVEMENTS	\$ 11,122,850	\$ 8,885,070	\$ (2,237,780)

Item 7.2

GENERAL MANAGER REPORT

To: Board of Directors
From: Herb Niederberger, GM
Date: February 3, 2022
Subject: General Manager Monthly Staff Report – January 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 January 13, 2022, the General Manager participated in a webinar "2022 Employment Law Update | Public Entity Employers" during which the following was discussed: a) COVID-19 Health and Safety Issues; b) Equity in the Workplace; c) Compensation and Wage and Hour; and d) Leave, Benefits, and Accommodations.
- B. On January 19, 2022, the General Manager met with District General Counsel to discuss; a) District compliance with the lot-split provisions of SB9; and b) Ordinance 22-01, transitioning to By-District/From-District elections and re-establishing Ward boundaries. A draft of the ordinance and staff report was forwarded to the District’s Demography Consultant “Redistricting Insights” and the Redistricting Advisory Committee for review and comment and is included in the February Board packet for approval.
- C. On January 25, 2022, the General Manager participated in a Microsoft Teams meeting with representatives of the City of Roseville and Placer County to discuss the scope of the SPWA Forensic Audit.
- D. On January 26, 2022, the General Manager attended a CSDA sponsored webinar to fulfill AB 1234 Ethics Training requirement.
- E. On January 27, 2022, the General Manager and District Superintendent, Eric Nielsen, attended the meeting of the South Placer Wastewater Authority along with the District’s appointed Authority member, Director Jim Williams. The Board conducted a Closed Session – Conference with Legal Counsel – Anticipated Litigation; Initiation of litigation pursuant to Government Code Section 549.9(d)(4); One potential case. Among the during business items discussed; 1) Discussion and Possible Action Authorizing a Forensic Audit and SPWA Accounts and Third-Party Value Engineering; 2) Resolutions a) Approval of the Authority Meeting Schedule; b) Capital Improvement Project Approval; and 3) Informational Items: a) Investment Review; b) Debt Review; c) Financial Audit d) Rate Stabilization Fund Balances;

e) 2020-21 Final Rate Stabilization Fund Summary; f) Nexus Study Overview and Update; and g) Regional Connection fee Annual Approval.

F. Advisory Committee Meetings:

- i. On January 13, 2022, the Redistricting Advisory Committee met to evaluate a Public Submission of proposed Ward boundaries against Scenarios 2 and 4 originally evaluated by the Board of Directors. The Advisory Committee recommended forwarding Scenario 2 to the Board with the following findings: a) Scenario 2 broadly represents its customers fairly in equally balanced population in each ward; b) Sewer flows within SPMUD flow through and from recognized municipal boundaries; c) The wards boundaries in Scenario 2 tie to census blocks; and d) The residents of the City of Rocklin represent 80% of SPMUD customers and are represented in all 5 wards.

3) **PURCHASE ORDERS/CONTRACTS INITIATED UNDER GENERAL MANAGER AUTHORITY**

PO Req#	Date	Vendor	Description	Amount
239	1/05/2022	U-Rock Utility Equipment	500M CCTV cable	\$11,967.48
240	1/12/2022	SwiftComply Opco Inc	FOG Management Software	\$5,400

4) **LONG RANGE AGENDA**

March 2022

- Banking Services Contract
- 2nd Reading of the Redistricting Ordinance
- Lower Clover Valley Design Report

April 2022

- Root Control Contract
- Award Corp Yard Improvement Contract
- IT Pipes Demo/Asset Management Discussion
- LAFCO Presentation

May 2022

- CIPP Contract
- SCADA Master Plan Approval

June 2022

- Budget workshop
- Adopt Fee Schedule
- Delinquent Account Assignment

July 2022

- Budget Approval
- SPWA Update

Item 7.2.1

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
Board Date: February 3, 2022

Form 700 Statement of Economic Interest Filing

Form 700 notifications were sent via email to all designated Form 700 filers on 01/03/2022. Forms must be completed by 04/01/2022.

Year-End Recertifications and Filings

The Administrative Services staff completed required year-end recertification and filing requirements including W2 and Compensation Reporting, Low-Income-Lifeline (LIL) Affordable Rate Program Recertifications, the Secretary of the State Annual Registry, and the State Controllers Annual Financial Report.

RFP for Banking Services

The Administrative Services Department issued an RFP for Banking Services to ensure that the District is continuing to receive competitive rates on its business banking. Responses are due January 31, 2022.

COVID-19 Testing

The District recently had four employees test positive for COVID-19 within a 14-day period. After completing contract tracing, it does not appear that any of these positive cases are the result of an exposure to COVID-19 in the workplace. In accordance with the District's Covid Prevention Plan and the most recent Cal-OSHA ETS, the District has coordinated with our occupational health provider to conduct weekly COVID-19 testing onsite for District employees. The testing began on January 3rd and will continue to be offered to employees until there are no new cases among District staff for 14 days.

January Monthly Investment Transactions per GC §53607

DEPOSITS, TRANSFERS, OR WITHDRAWALS

CalTRUST: None
LAIF: None
Placer County: None

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: February 3, 2022

Department Overview

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

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

- a. The various reports and specification sections are now finished, and staff is coordinating with consultants to prepare the bid documents. Staff plans to advertise for solicitation of bids in January 2022 and award the contract at the April 2022 Board Meeting. The start of construction is planned to commence in May 2022 and reach substantial completion by June 2023.

2. CCTV Software

- a. The software implementation is underway. Legacy data has been exported and delivered to the CCTV software provider for conversion to the new system. Staff met with the consultant to plan the integration of GIS data with CCTV data. The update will make 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.

3. Root Control Program

- a. Staff is preparing the annual chemical root control bid for contracted services. The contractor for this project applies a mechanically created foam mixed with a root killer to the inside of sewer pipes to slow/stop the future growth of roots. Staff plans to advertise for solicitation of bids in February 2022. The lowest responsive, responsible bidder will be selected, and the contract will be presented to the Board for award at the April 2022 Board Meeting.

Reporting

This section provides the Board an overview of the Field Services Department operations and maintenance activities through 12/31/2021. The work listed is not all inclusive.

1. Lost Time Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 1949 days without a Lost Time Accident/Injury

2. Safety/Training/Professional Development

- a. Field Services employees participated in training for the following:
 - i. Portable Generator Training
 - ii. SSO Response Training
 - iii. Traffic Control Tailgate
 - iv. Cold Related Injuries Tailgate
 - v. Office Safety Tailgate
 - vi. Workplace Violence Tailgate

3. Customer Service Calls

- a. Response Time Goals over the Last 12 Months

	Goal	Average	Success Rate
During Business Hours	< 30 minutes	17 min	96%
During Non-Business Hours	< 60 minutes	48 min	

Service Calls - December

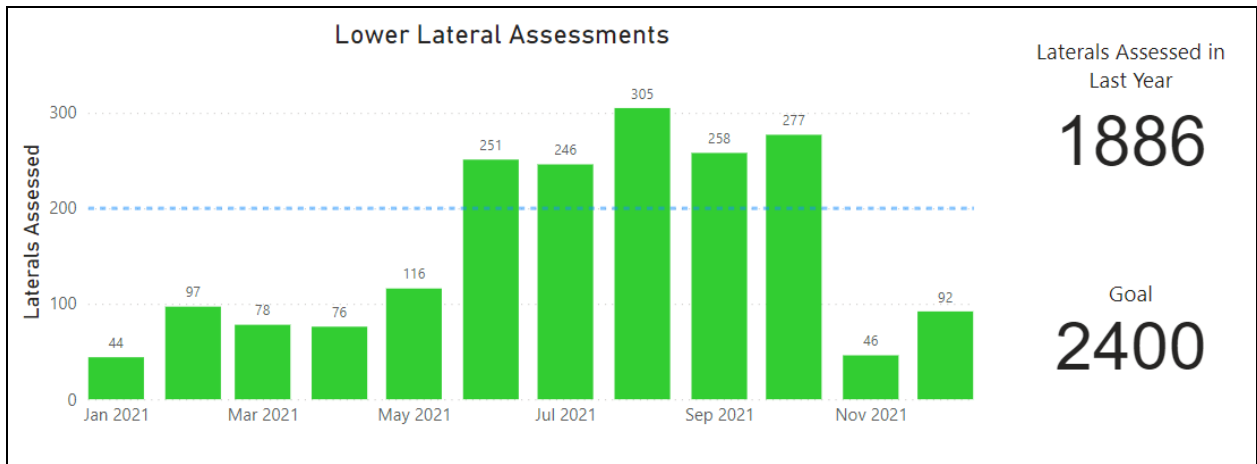
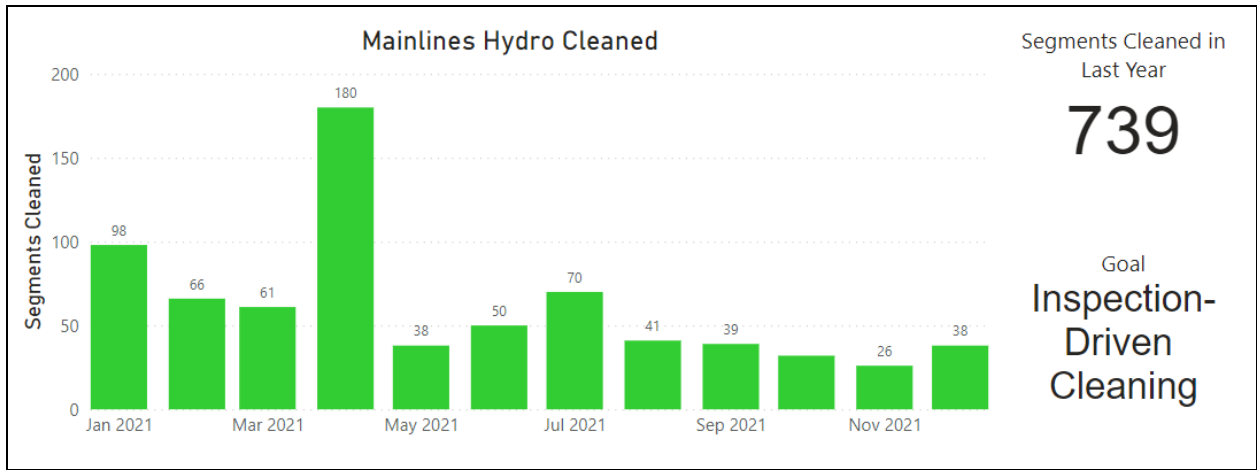
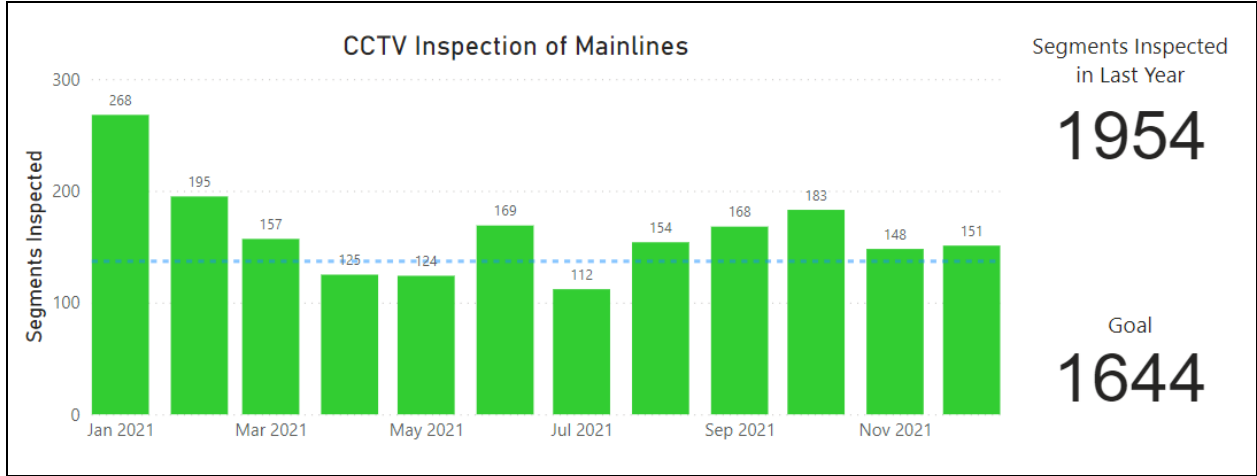
Responsibility	SSO	Stoppage	Odor	Alarm	PLSD	Vermin	Misc
SPMUD Responsibility	4	1		2			
Owner Responsibility		7	1		10	1	2
N/A						1	
Total	4	8	1	2	10	2	2

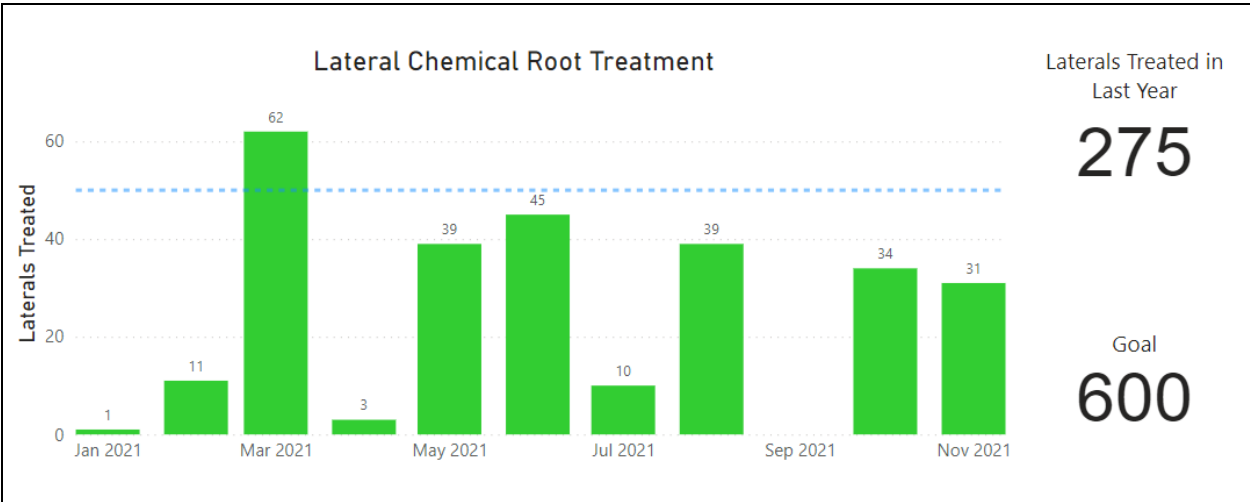
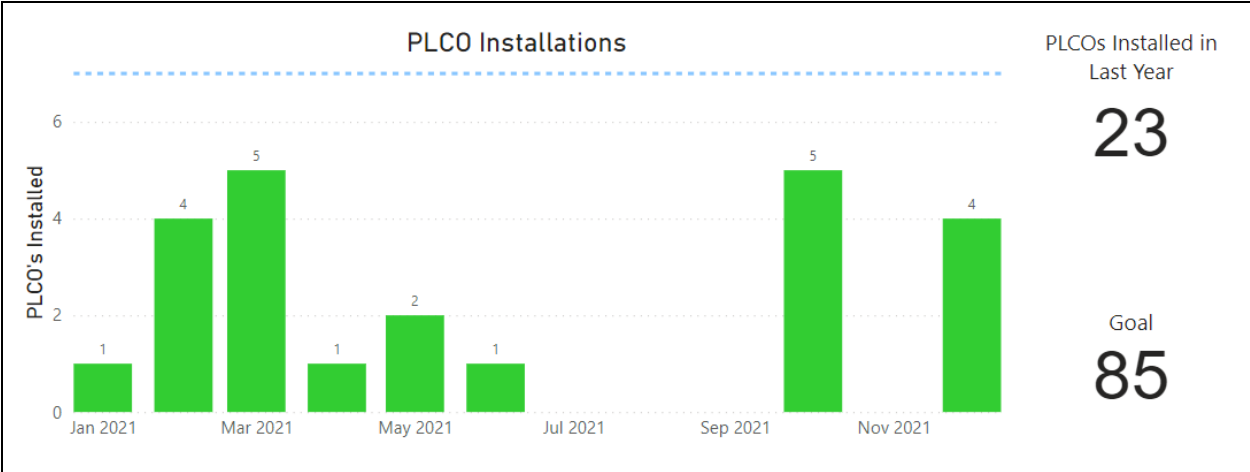
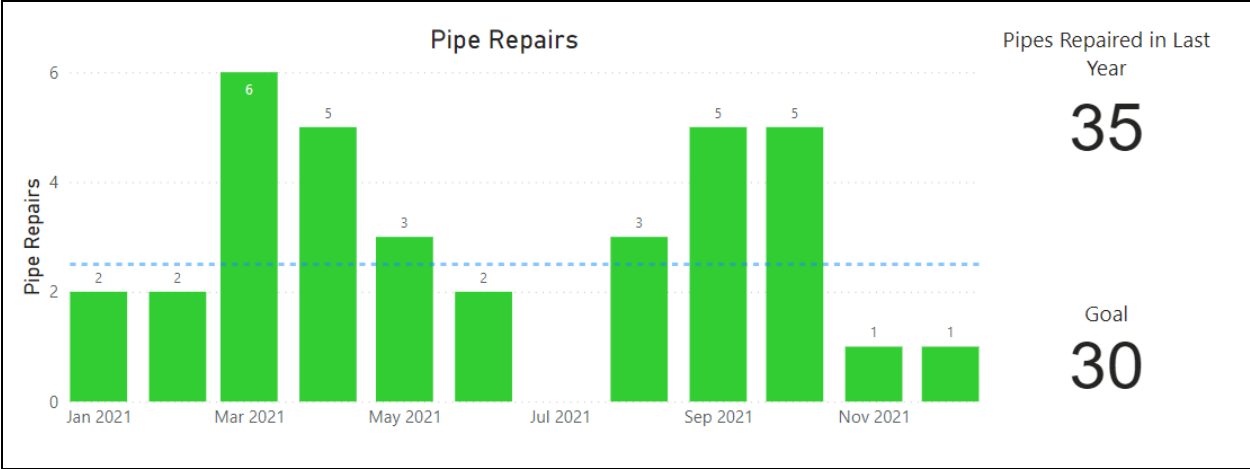
Total Service Calls

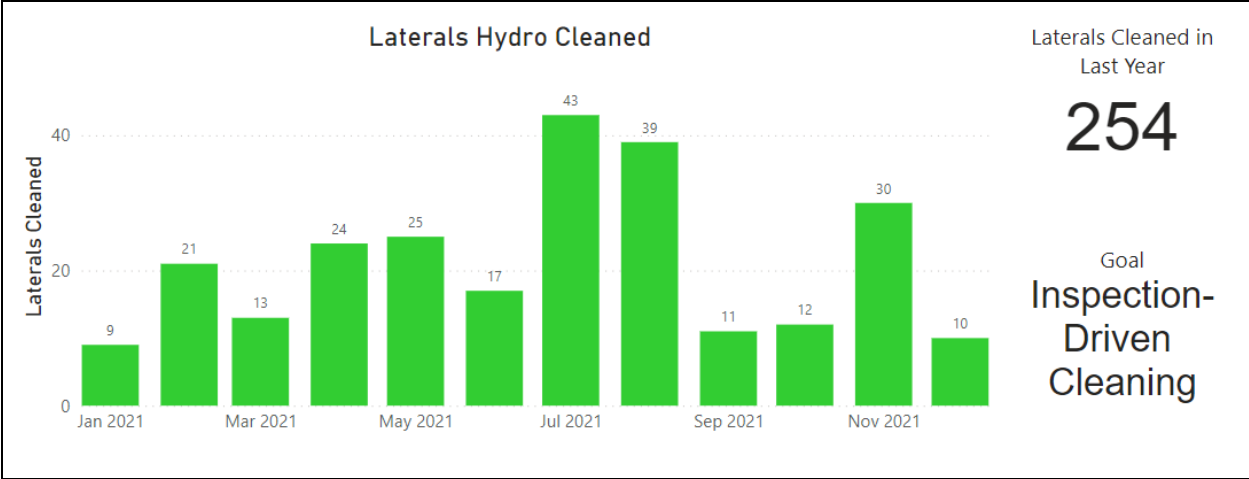
29

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: February 3, 2022

TSD Updates

The Newcastle Fire Station project is moving forward after years of delays, mainly due to funding issues. The District committed to participate financially to up to one third of the construction costs related to the public sewer improvements within Old State Highway up to a maximum amount of \$100,000 through a Deferred Remedial Action and Reimbursement Agreement approved by the board on May 7, 2020 (Resolution 20-15).

TSD staff attended CWEA’s Developing Leadership Skills Webinar on January 12th.

Easement Acquisition

The District entered into negotiations for easement acquisition with the property owner on Saunders Avenue in Loomis. The District Engineer is working through the final points of the purchase agreement and will move forward with finalizing the acquisition once an agreement is reached.

The District received the signed purchase agreement from the property owner in Newcastle regarding the easement acquisition. The final purchase agreement is for \$20,000 plus closing costs (conservatively estimated to be 15% of the purchase price). These costs are included in the budget adjustment presented at the February 3rd meeting.

LAFCO

The District Engineer continues to work with LAFCO’s Executive Director to resolve the District’s boundary and to formalize annexation and out of area service agreement procedures moving forward. More information will be presented at a future board meeting.

Commercial EDU Tracking

TSD is continuing to review and enter historical data for commercial properties into the Lucity database. To date, staff has audited over three quarters of the District. It is anticipated that entering the historical information will continue through March of 2022. This new work program will ensure that every commercial property is audited at least once a year through planned work that is tracked and updated through Lucity. ASD will use this information to update billing.

FOG Program

The District’s FOG Inspector completed ten core samples in December resulting in two Warnings of Non-Compliance being issued for Applebee’s and 5400 Crossings Drive (shared grease removal

device for Wing Stop and Mod Pizza). As a result of the Applebee’s core sample findings, the FOG Inspector investigated the downstream condition of the private sewer system. Based on the results of the investigation, the District required cleaning of the private sewer system which likely prevented a sanitary sewer overflow (SSO). In addition, during a site visit and inspection of Kiki’s Chicken on Rocklin Road, the existing grease control device was found to be severely corroded with a hole in the unit. This also resulted in a Warning of Non-Compliance and the District is working with the property owner and tenant to replace the grease control device.

Staff is also working on numerous tenant improvement projects that result in the installation of new grease control devices: Rocklin Donuts, Mindscape Fermentations, 4Heroes, and Pasta Zone.

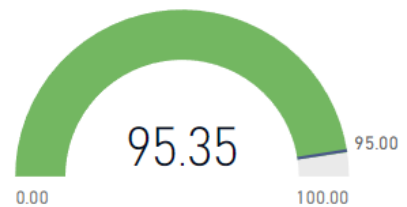
Department Performance Indicators

The following charts depict the efforts and performance of the department in the following areas of work as of December 31st, 2021. 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.

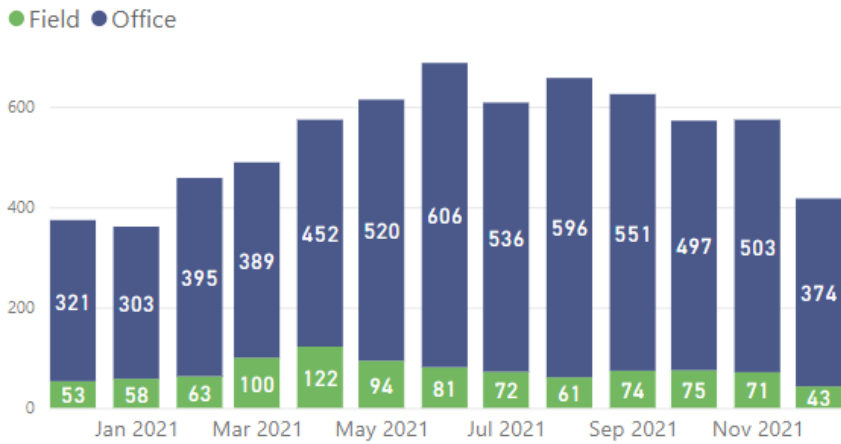
Plan Checks Completed - Monthly Totals



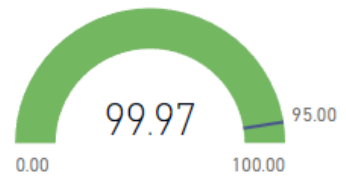
% "In Time" Plan Checks



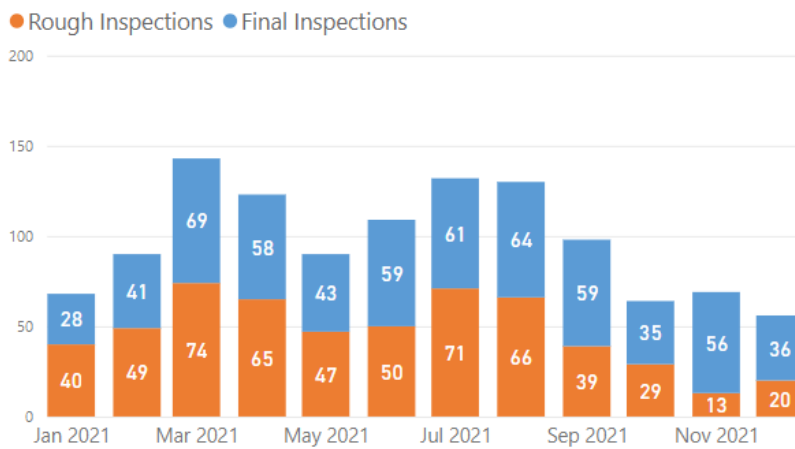
811 Responses - Monthly Totals



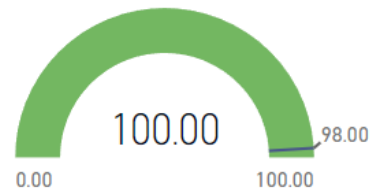
% "In Time" Responses ...



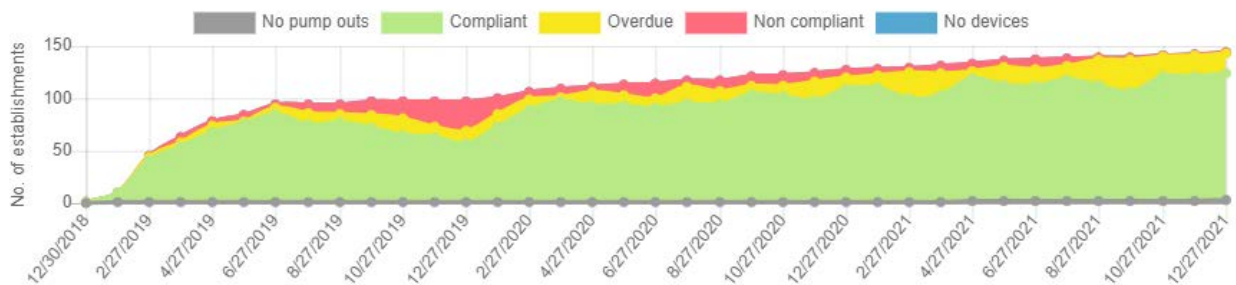
Building Sewer Inspections - Monthly Totals



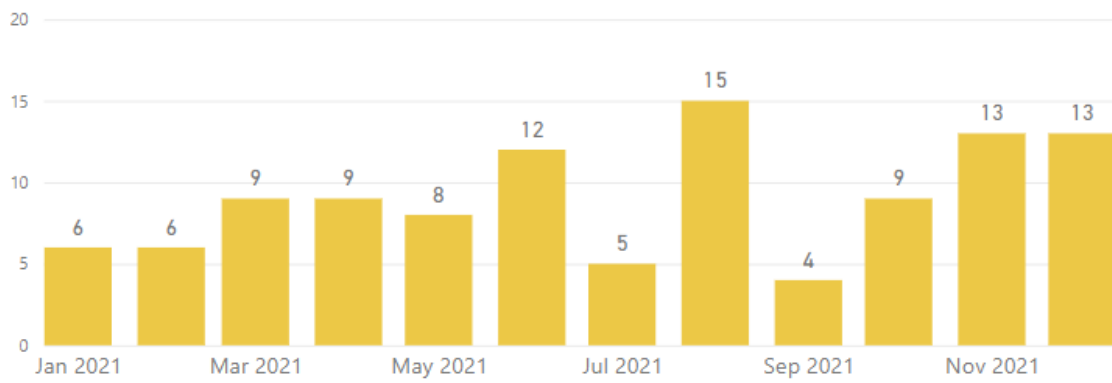
% "In Time" Inspections



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...

