



**SPMUD BOARD OF DIRECTORS  
REGULAR MEETING: 4:30 PM**

**January 4, 2018**

SPMUD Board Room

5807 Springview Drive, Rocklin, CA 95677

The District's regular Board meeting is held on the first Thursday of every month. This notice and agenda is posted on the District's web site ([www.spmud.ca.gov](http://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.

**AGENDA**

**I. CALL MEETING TO ORDER**

**II. ROLL CALL OF DIRECTORS**

Director Gerald Mitchell,	Ward 1
Director William Dickinson,	Ward 2
Director John Murdock,	Ward 3
President Victor Markey,	Ward 4
Director James Williams,	Ward 5

**III. PLEDGE OF ALLEGIANCE**

**IV. CONSENT ITEMS**

[pg 1 to 35]

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: (Voice vote)

***Motion to approve the consent items for the January 4, 2018 meeting***

1. MINUTES from the December 7, 2017 Meeting.
2. ACCOUNTS PAYABLE in the amount of \$828,896.32 through December 28, 2017.
3. MONTHLY INVESTMENT REPORT in the total amount of \$56,444,368 through December 28, 2017.
4. RESOLUTION #18-01 WORKERS COMPENSATION COVERAGE THROUGH SDRMA FOR GOVERNING BOARD MEMBERS &/OR VOLUNTEERS The excess carrier for SDRMA has requested a new Resolution to continue covering Governing Body members and volunteers under the Districts insurance coverage.
5. RESOLUTION #18-02 AMENDMENT#1 TO CONSTRUCTION COOPERATION & REIMBURSEMENT AGREEMENT WITH THE CITY OF ROCKLIN – LOST AVENUE FRONTAGE IMPROVEMENTS PROJECT An amendment of project construction costs in the amount of \$11,310.

**V. PUBLIC COMMENTS**

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

## 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. SELECTION OF OFFICERS, APPOINTMENTS TO THE TEMPORARY ADVISORY COMMITTEES AND DISTRICT REPRESENTATIVE TO SPWA FOR 2018 [pg 36]

Selection of Officers for the 2018 calendar year and appointment to various temporary advisory committees and a district representative to SPWA.

Action Requested: (Voice Vote)

Staff Recommends that:

1. **The current President, Vic Markey, dissolve the existing advisory committees;**
2. **The current Vice-President, Jerry Mitchell, succeed as the new President for 2018;**
3. **The Board of Directors consider nominations for a new Vice-President, entertain a motion for a nominee and vote on said motion; and**
4. **The President create and make appointments to any new temporary advisory committees; and**
5. **The President appoint a District representative to the South Placer Wastewater Authority Board of Directors.**

## VII. REPORTS

[pg 37 to 44]

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 public. No decisions are to be made on these issues.

1. Legal Counsel (A. Brown)
2. General Manager (H. Niederberger)
  - 1) FSD, ASD & 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. CLOSED SESSION

PUBLIC EMPLOYMENT – GENERAL MANAGER CONTRACT  
(Per Subdivision (a) of Government Code Section 54957)

## IX. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to its next regular meeting on February 1, 2018 at 4:30 p.m.

**BOARD MINUTES  
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

Meeting	Location	Date	Time
Regular	District Office	December 7, 2017	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 Markey presiding at 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

Present: Will Dickinson, Jerry Mitchell, Vic Markey, John Murdock, Jim Williams

Absent: None

Vacant: None

Staff: Herb Niederberger, General Manager  
Sam Rose, Superintendent  
Eric Nielsen, District Engineer

Others: None

**III. PLEDGE OF ALLEGIANCE:** President Markey led the Pledge of Allegiance.

**IV. CONSENT ITEMS:**

1. MINUTES from the October 5, 2017 Board Meeting.
2. MINUTES from the November 2, 2017 Board Meeting.
3. ACCOUNTS PAYABLE in the amount of \$1,935,918.80 through November 29, 2017.
4. MONTHLY INVESTMENT REPORT in the total amount of \$56,274,136 through November 29, 2017.
5. BILL OF SALE Acceptance of Bill of Sale for Sewer Improvements located at Stanford Ranch Congregate Care, estimated value of \$47,775.
6. FINANCIAL IMPACT OF RESOLUTIONS #17-13 & #17-14 MOU'S WITH DISTRICT EMPLOYEES & MANAGERS

Director Dickinson pulled items 2,3 & 6 from the consent calendar for further discussion. Director Dickinson made a motion to approve the remaining items on the consent calendar; a second was made by Director Williams; the motion carried 5-0.

Director Dickinson asked for clarification for the minutes from the November 2, 2017 meeting. He asked Legal Counsel for the correct report out from the Closed Session. Those minutes will be revised to read, "The board went into open session and voted 4-0 to approve the extension of the General Managers Employment Agreement to March 1, 2018 to allow for continued negotiations." Director Dickinson made a motion to approve the minutes as amended; a second was made by Director Murdock; the motion carried 5-0.

Director Dickinson asked questions regarding the accounts payable items asking for specifics on payments. Staff responded to Director Dickinson's questions, providing clarifications regarding the

expenditures. Director Dickinson made a motion to approve the accounts payable report; a second was made by Director Williams; the motion carried 5-0.

Director Dickinson stated that he appreciated the information provided in consent item #6 regarding the Financial Impact of the MOU's with District employees & managers. He asked for further clarification regarding the CalPERS UAL (Unfunded Accrued Liability). Director Dickinson made a motion to accept item #5; a second was made by Director Murdock; the motion carried 5-0.

#### **V. PUBLIC COMMENTS:**

President Markey opened the Public comments. Hearing no comments, public comments were closed.

#### **VI. BOARD BUSINESS**

##### **1. 2<sup>ND</sup> READING & ADOPTION OF ORDINANCE #17-04 LOW INCOME LIFELINE RATE ASSISTANCE PROGRAM**

GM Niederberger reported that this was the 2<sup>nd</sup> reading of Ordinance #17-04 which creates a low-income lifeline rate assistance program which becomes effective on January 1, 2018. Legal Counsel stated that a typographical error had occurred on the Ordinance, regarding the start date of the program on January 1, 2018. He stated that the correction does not involve any substantive change and the Board may vote on the Ordinance. Director Dickinson recalled that the Board had asked questions regarding changes of the timing of the PG&E program requirements and the potential of having a lottery should the District receive many applicants for this program.

GM Niederberger explained that the program provides residential customers, who own their own home and meet income criteria, the opportunity to apply for a \$5 per month discount. The program requires that the home owner establishes their eligibility for the PG&E CARE program, which will be used to qualify for the SPMUD Lifeline Program. Hearing no public comments, the item was brought to the Board for their discussion and comments.

Director Mitchell made a motion to waive the 2<sup>nd</sup> reading of Ordinance #17-34; a second was made by Director Williams; the motion carried 5-0.

Director Dickinson made a motion to adopt Ordinance #17-34; a second was made by Director Williams; the motion carried 5-0.

#### **VII. REPORTS:**

**1. District General Counsel (A. Brown):** General Counsel Brown stated that he was in court 12/07/17 for the Dickson eminent domain case, and he would provide further detail at a later closed session meeting. He reported that the District prevailed on its motion for possession of the easement, which allows the District to continue with the Loomis Diversion Project.

**2. General Manager (H. Niederberger):** GM Niederberger had no further report. He did report that the Auditors report had been delayed for presentation to the Board due to the GASB reporting components.

**A. ASD, FSD & TSD Reports:** No additional reports.

**B. Information Items:** No additional items were reported.

**3. Directors Comments:** Director Williams reported that he attended the Loomis Economic Development Meeting, and had nothing major to report other than the Loomis Diversion Project. Director Mitchell discussed items on the calendar of future Board meeting items and suggested that the Board might hold a workshop to discuss future facility capabilities for SPMUD into the future, exploring if additional space may be needed, and any potential interest in expansion discussions with the County. GM Niederberger suggested holding a workshop at the April or May 2018 Board meeting, to bring ideas to the Board for discussion.

Director Williams suggested that it may be a good idea to move the July meeting date to June 28, 2018 to accommodate the Holiday schedules for Board members. It was decided to move the date as suggested.

Director Murdock inquired about railroad groundwater processing and disposal for Kinder Morgan. DE Nielsen stated that the District continues to work with them and they are up to date with their permit renewals, District Inspectors have been coordinating and inspecting under the terms of the permit. They are current with their payments. Additional discussion followed regarding the property and any liability for the District regarding their discharges. GM Niederberger stated that the District can request a report from the CVRWQCB on the status of their operation.

President Markey reported that he had walked the Loomis Diversion Line Project site and asked for a brief update on the buried pipeline. DE Nielsen stated that approximately 1,100 feet of pipe has been installed on Diaz and Betty Lane.

Director Mitchell stated that he will be attending an SPWA meeting in January 2018.

### **VIII. CLOSED SESSION**

#### **Public Employment - GENERAL MANAGER CONTRACT RENEWAL (Per Subdivision (a) of Government Code Section 54957)**

The Board adjourned into closed session at 5:45 p.m. for the General Manager Performance Evaluation and Contract Renewal. The Board heard a report from the District Counsel concerning ongoing negotiations. The Board reconvened into open session at 6:43 p.m. and reported that direction was given; No action was taken.

### **IX. ADJOURNMENT**

The meeting was adjourned at 6:45 p.m. to the next regularly scheduled meeting to be held on Thursday, January 4, 2018 at 4:30 p.m.



Joanna Belanger, Board Secretary



South Placer Municipal Utility District, CA

# Check Report

By Check Number

Date Range: 11/28/2017 - 12/28/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
1640	Joshua Pirhofer	11/28/2017	Regular	0.00	73.00	9441
1240	Placer County Personnel	11/29/2017	Regular	0.00	2,831.32	9442
1586	Principal Life Insurance Company	11/29/2017	Regular	0.00	359.55	9443
1052	California Special Districts Association	12/01/2017	Regular	0.00	6,842.00	9444
1509	Crystal Communications	12/01/2017	Regular	0.00	270.00	9445
1550	Elk Grove Auto/Winner Chevrolet	12/01/2017	Regular	0.00	54,044.69	9446
1112 (Current)	FedEx	12/01/2017	Regular	0.00	16.97	9447
1113	Ferguson Enterprises, Inc. 1423	12/01/2017	Regular	0.00	132.38	9448
1218	PCWA	12/01/2017	Regular	0.00	652.00	9449
1253	Recology Auburn Placer	12/01/2017	Regular	0.00	300.84	9450
1537	Rocklin False Alarm Reduction Program	12/01/2017	Regular	0.00	100.00	9451
1266	Rocklin Hydraulics	12/01/2017	Regular	0.00	291.13	9452
1507	Silke Communications	12/01/2017	Regular	0.00	459.02	9453
1325	Tyler Technologies, Inc.	12/01/2017	Regular	0.00	400.00	9454
1327	US Bank Corporate Payment	12/06/2017	Regular	0.00	13,188.40	9456
	**Void**	12/06/2017	Regular	0.00	0.00	9457
	**Void**	12/06/2017	Regular	0.00	0.00	9458
	**Void**	12/06/2017	Regular	0.00	0.00	9459
	**Void**	12/06/2017	Regular	0.00	0.00	9460
	**Void**	12/06/2017	Regular	0.00	0.00	9461
248	AT&T (916.663.1652) & (248.134.5438.608.80)	12/06/2017	Regular	0.00	148.67	9462
1026	AUS West Lockbox (Aramark Uniforms)	12/06/2017	Regular	0.00	1,342.75	9463
1087	Dawson Oil Co.	12/06/2017	Regular	0.00	2,913.07	9464
1641	Enoven Truck Body & Equipment	12/06/2017	Regular	0.00	687.86	9465
1113	Ferguson Enterprises, Inc. 1423	12/06/2017	Regular	0.00	247.75	9466
1131	Granite Business Printing	12/06/2017	Regular	0.00	115.83	9467
1485	Industrial Safety Supply Corporation	12/06/2017	Regular	0.00	266.70	9468
1564	Jensen Landscape Services, LLC	12/06/2017	Regular	0.00	1,146.65	9469
1174	KBA Docusys, Inc. (Copier Contracts)	12/06/2017	Regular	0.00	441.13	9470
1596	Municipal Fleet Consultants	12/06/2017	Regular	0.00	1,300.00	9471
1221	PG&E (Current Accounts)	12/06/2017	Regular	0.00	3,918.75	9472
1252	Ramos Environmental	12/06/2017	Regular	0.00	620.00	9473
1554	Service Master	12/06/2017	Regular	0.00	1,167.04	9474
1287	Sierra Safety	12/06/2017	Regular	0.00	314.62	9475
1507	Silke Communications	12/06/2017	Regular	0.00	2,959.35	9476
1333	SPOK, Inc.	12/06/2017	Regular	0.00	26.25	9477
1306	Superior Equipment Repair	12/06/2017	Regular	0.00	3,305.92	9478
1492	Wave Broadband - Rocklin	12/06/2017	Regular	0.00	209.85	9479
1021	ARC	12/14/2017	Regular	0.00	125.87	9518
248	AT&T (916.663.1652) & (248.134.5438.608.80)	12/14/2017	Regular	0.00	9.31	9519
1022	AT&T (9391035571)& (9391053973)	12/14/2017	Regular	0.00	287.28	9520
1086	Dataprose	12/14/2017	Regular	0.00	8,847.65	9521
1173	KBA Docusys (Copies)	12/14/2017	Regular	0.00	443.92	9522
1473	Pitney Bowes Purchase Power	12/14/2017	Regular	0.00	188.99	9523
1244	Preferred Alliance Inc	12/14/2017	Regular	0.00	144.72	9524
1287	Sierra Safety	12/14/2017	Regular	0.00	40.22	9525
1303	State Water Resources Control Board	12/14/2017	Regular	0.00	11,195.00	9526
1475	Van Erp, Petersen & Babcock, LLP	12/14/2017	Regular	0.00	600.00	9527
1338	Verizon Wireless	12/14/2017	Regular	0.00	1,026.19	9528
1579	Air Automotive Interior Repair	12/19/2017	Regular	0.00	250.00	9529
1020	Aqua Sierra Controls, Inc.	12/21/2017	Regular	0.00	556.24	9542
1458	Carie Huff	12/21/2017	Regular	0.00	131.08	9543
1061	Central Valley Engineering	12/21/2017	Regular	0.00	75.08	9544
1068	City of Roseville	12/21/2017	Regular	0.00	493,620.01	9545

Check Report

Date Range: 11/28/2017 - 12/28/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1073	Consolidated Communications	12/21/2017	Regular	0.00	520.72	9546
1509	Crystal Communications	12/21/2017	Regular	0.00	275.00	9547
1643	Daniel Vanbogart	12/21/2017	Regular	0.00	125.00	9548
1089	Department of Consumer Affairs	12/21/2017	Regular	0.00	115.00	9549
1113	Ferguson Enterprises, Inc. 1423	12/21/2017	Regular	0.00	2,792.68	9550
1163	Joe Gonzalez Trucking, LLC.	12/21/2017	Regular	0.00	1,020.61	9551
1188	Lucity, Inc.	12/21/2017	Regular	0.00	12,750.00	9552
1642	MTA Inspired Spaces	12/21/2017	Regular	0.00	33.52	9553
1218	PCWA	12/21/2017	Regular	0.00	893.13	9554
1221	PG&E (Current Accounts)	12/21/2017	Regular	0.00	4,241.99	9555
1253	Recology Auburn Placer	12/21/2017	Regular	0.00	300.84	9556
1518	Sonitrol of Sacramento	12/21/2017	Regular	0.00	718.34	9557
1499	TechRoe.com LLC	12/21/2017	Regular	0.00	900.00	9558
1343	Water Works Engineers, LLC	12/21/2017	Regular	0.00	42,305.25	9559
1346	WEF Membership (Water Environment Federatio	12/21/2017	Regular	0.00	320.00	9560
1045	Cal Pers 457 Plan (EFT)	12/01/2017	Bank Draft	0.00	375.00	DFT0003110
1135	Mass Mutual (EFT)	12/01/2017	Bank Draft	0.00	6,123.00	DFT0003111
1135	Mass Mutual (EFT)	12/01/2017	Bank Draft	0.00	644.86	DFT0003112
1580	TASC	12/01/2017	Bank Draft	0.00	196.14	DFT0003113
1580	TASC	12/01/2017	Bank Draft	0.00	417.62	DFT0003114
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	147.25	DFT0003115
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	261.23	DFT0003116
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	381.21	DFT0003117
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	3,265.47	DFT0003118
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	4,765.56	DFT0003119
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	86.84	DFT0003120
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	104.42	DFT0003121
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	442.12	DFT0003122
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	798.51	DFT0003123
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	1,491.93	DFT0003124
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	1,648.65	DFT0003125
1229	Pers (EFT)	12/01/2017	Bank Draft	0.00	1,723.32	DFT0003126
1149	Internal Revenue Service	12/01/2017	Bank Draft	0.00	10,026.00	DFT0003127
1098	EDD (EFT)	12/01/2017	Bank Draft	0.00	3,104.71	DFT0003128
1098	EDD (EFT)	12/01/2017	Bank Draft	0.00	671.98	DFT0003129
1149	Internal Revenue Service	12/01/2017	Bank Draft	0.00	2,533.20	DFT0003130
1149	Internal Revenue Service	12/01/2017	Bank Draft	0.00	9,147.72	DFT0003131
1230	Pers (EFT)	11/29/2017	Bank Draft	0.00	39,042.10	DFT0003132
1015	American Fidelity Assurance	11/29/2017	Bank Draft	0.00	1,061.14	DFT0003133
1045	Cal Pers 457 Plan (EFT)	12/15/2017	Bank Draft	0.00	375.00	DFT0003136
1135	Mass Mutual (EFT)	12/15/2017	Bank Draft	0.00	6,123.00	DFT0003137
1135	Mass Mutual (EFT)	12/15/2017	Bank Draft	0.00	685.02	DFT0003138
1580	TASC	12/15/2017	Bank Draft	0.00	196.14	DFT0003139
1580	TASC	12/15/2017	Bank Draft	0.00	417.62	DFT0003140
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	147.25	DFT0003141
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	261.23	DFT0003142
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	381.21	DFT0003143
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	3,265.47	DFT0003144
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	4,765.56	DFT0003145
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	86.84	DFT0003146
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	104.42	DFT0003147
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	442.12	DFT0003148
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	798.51	DFT0003149
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	1,491.93	DFT0003150
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	1,648.65	DFT0003151
1229	Pers (EFT)	12/15/2017	Bank Draft	0.00	1,723.32	DFT0003152
1149	Internal Revenue Service	12/15/2017	Bank Draft	0.00	10,498.28	DFT0003153
1098	EDD (EFT)	12/15/2017	Bank Draft	0.00	3,206.48	DFT0003154
1098	EDD (EFT)	12/15/2017	Bank Draft	0.00	648.44	DFT0003155
1149	Internal Revenue Service	12/15/2017	Bank Draft	0.00	2,643.62	DFT0003156
1149	Internal Revenue Service	12/15/2017	Bank Draft	0.00	9,395.70	DFT0003157

Check Report

Date Range: 11/28/2017 - 12/28/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1149	Internal Revenue Service	12/15/2017	Bank Draft	0.00	286.30	DFT0003160
1098	EDD (EFT)	12/15/2017	Bank Draft	0.00	106.26	DFT0003161
1098	EDD (EFT)	12/15/2017	Bank Draft	0.00	20.78	DFT0003162
1149	Internal Revenue Service	12/15/2017	Bank Draft	0.00	66.96	DFT0003163
1149	Internal Revenue Service	12/15/2017	Bank Draft	0.00	237.21	DFT0003164

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	64	0.00	685,947.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	51	51	0.00	138,483.30
EFT's	0	0	0.00	0.00
	<b>135</b>	<b>120</b>	<b>0.00</b>	<b>824,430.43</b>



### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	64	0.00	685,947.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	51	51	0.00	138,483.30
EFT's	0	0	0.00	0.00
	<b>135</b>	<b>120</b>	<b>0.00</b>	<b>824,430.43</b>

### Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	11/2017	43,367.11
100	GENERAL FUND	12/2017	781,063.32
			<b>824,430.43</b>

Account Number	Name	Date	Type	Amount	Reference	Packet
102-0000740-01	Campbell, William	12/6/2017	Refund	\$ 16.74	Check #: 9480	UBPKT04332
102-0000913-01	Rowley, Patty L	12/6/2017	Refund	\$ 87.00	Check #: 9481	UBPKT04332
102-0005769-03	Tiffany, Jack and Britney	12/6/2017	Refund	\$ 90.00	Check #: 9482	UBPKT04332
102-0006466-01	Allison, Steven	12/6/2017	Refund	\$ 65.54	Check #: 9483	UBPKT04332
102-0006847-01	Gladden, David	12/6/2017	Refund	\$ 59.67	Check #: 9484	UBPKT04332
102-0009235-01	Castleberry, Jennifer	12/6/2017	Refund	\$ 90.00	Check #: 9485	UBPKT04332
102-0009774-01	PATRICK ARGUEDAS	12/6/2017	Refund	\$ 181.50	Check #: 9486	UBPKT04332
102-0010155-02	Andrews, Bryan	12/6/2017	Refund	\$ 58.70	Check #: 9487	UBPKT04332
102-0011133-02	Schepens, Derek and Raechel	12/6/2017	Refund	\$ 265.50	Check #: 9488	UBPKT04332
103-0004340-02	Hagen, Larry Jr	12/6/2017	Refund	\$ 86.68	Check #: 9489	UBPKT04332
103-0004670-01	Cord, Laverne	12/6/2017	Refund	\$ 9.72	Check #: 9490	UBPKT04332
106-0013704-02	Association, U S Bank National	12/6/2017	Refund	\$ 28.00	Check #: 9491	UBPKT04332
106-0014159-01	BENJAMIN L POBLETE	12/6/2017	Refund	\$ 6.34	Check #: 9492	UBPKT04332
106-0014248-02	Simmons, Pamela	12/6/2017	Refund	\$ 8.33	Check #: 9493	UBPKT04332
106-0015887-02	Rawson, Tim and Samantha	12/6/2017	Refund	\$ 69.00	Check #: 9494	UBPKT04332
106-0016792-01	SHELLEY BRETON	12/6/2017	Refund	\$ 160.14	Check #: 9495	UBPKT04332
106-0017319-01	Torok, Polly	12/6/2017	Refund	\$ 90.00	Check #: 9496	UBPKT04332
112-1021928-02	Robinson, Brenda	12/6/2017	Refund	\$ 9.66	Check #: 9497	UBPKT04332
112-1022837-03	Espinoza-Ibarra, Ricardo	12/6/2017	Refund	\$ 638.00	Check #: 9498	UBPKT04332
112-1023064-01	Brickhandler, Kevin	12/6/2017	Refund	\$ 45.00	Check #: 9499	UBPKT04332
112-1023749-02	Taylor, Dianna	12/6/2017	Refund	\$ 5.26	Check #: 9500	UBPKT04332
112-1026756-01	Sanchez, Amanda	12/6/2017	Refund	\$ 53.72	Check #: 9501	UBPKT04332
112-1026940-01	Dyne, Theo and Denise Van	12/6/2017	Refund	\$ 90.00	Check #: 9502	UBPKT04332
112-1027694-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 80.60	Check #: 9503	UBPKT04332
112-1027724-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 93.00	Check #: 9504	UBPKT04332
112-1027725-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.00	Check #: 9505	UBPKT04332
112-1027726-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.38	Check #: 9506	UBPKT04332
112-1027727-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.50	Check #: 9507	UBPKT04332
112-1027780-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.00	Check #: 9508	UBPKT04332
112-1027781-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.33	Check #: 9509	UBPKT04332
112-1027782-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.50	Check #: 9510	UBPKT04332
112-1027783-00	CalAtlantic Group Inc.	12/6/2017	Refund	\$ 90.77	Check #: 9511	UBPKT04332
112-1027861-00	KB Home Sacramento Inc	12/6/2017	Refund	\$ 90.00	Check #: 9512	UBPKT04332
112-1027862-00	KB Home Sacramento Inc	12/6/2017	Refund	\$ 90.71	Check #: 9513	UBPKT04332
112-1027874-00	Richmond America Homes	12/6/2017	Refund	\$ 90.00	Check #: 9514	UBPKT04332
112-1027878-00	Richmond America Homes	12/6/2017	Refund	\$ 81.20	Check #: 9515	UBPKT04332
112-1027963-00	KB Home Sacramento Inc	12/6/2017	Refund	\$ 88.00	Check #: 9516	UBPKT04332
113-1021610-01	Swan, Craig	12/6/2017	Refund	\$ 84.00	Check #: 9517	UBPKT04332
102-0003181-02	Brosh, Matthew	12/21/2017	Refund	\$ 6.06	Check #: 9530	UBPKT04425
102-0011455-02	Trust, David Patella	12/21/2017	Refund	\$ 84.00	Check #: 9531	UBPKT04425
102-0011951-01	Wildberger, Jon	12/21/2017	Refund	\$ 97.00	Check #: 9532	UBPKT04425
104-0008072-03	Sexton, Robert and Veronica	12/21/2017	Refund	\$ 24.83	Check #: 9533	UBPKT04425
106-0012610-01	Harvell, Albert and Gigi	12/21/2017	Refund	\$ 76.30	Check #: 9534	UBPKT04425
106-0013870-02	Silva, Shawn	12/21/2017	Refund	\$ 103.37	Check #: 9535	UBPKT04425
112-1022889-01	THOMAS E MOLOKIE	12/21/2017	Refund	\$ 90.65	Check #: 9536	UBPKT04425
112-1023470-01	Flint, Jeff	12/21/2017	Refund	\$ 93.79	Check #: 9537	UBPKT04425
112-1024038-02	Montemayor, Marlon and Noemi	12/21/2017	Refund	\$ 130.25	Check #: 9538	UBPKT04425
112-1026333-02	Mehri, Diba	12/21/2017	Refund	\$ 98.48	Check #: 9539	UBPKT04425
112-1027695-00	CalAtlantic Group Inc.	12/21/2017	Refund	\$ 92.07	Check #: 9540	UBPKT04425
112-1028137-00	Tim Lewis Communities	12/21/2017	Refund	\$ 24.60	Check #: 9541	UBPKT04425
<b>TOTAL REFUNDS</b>				<b>\$ 4,465.89</b>		

**SPMUD BOARD INVESTMENT REPORT**  
**MEETING DATE: 01/04/18**

INVESTMENT		TOTAL FUNDS	Fund 100	Fund 300	Fund 400
			General	CIP & Expansion	Capital Replacement & Rehabilitation
Allocation to Fund Type			22.10%	39.34%	38.56%
<b>CALTRUST</b>	<b>Annual Rate of Return</b>				
Balance at inception		\$ 19,000,000	\$ 4,199,789	\$ 7,474,188	\$ 7,326,023
Cumulative Income	2.17%	\$ 412,699	\$ 91,224	\$ 162,347	\$ 159,129
Cumulative Unrealized Gain/Loss	-0.97%	\$ (185,149)	\$ (40,926)	\$ (72,834)	\$ (71,390)
Cumulative Realized Gain/Loss	0.00%	\$ -	\$ -	\$ -	\$ -
<b>Cumulative Balance at beginning of month</b>		<b>\$ 19,227,550</b>	<b>\$ 4,250,087</b>	<b>\$ 7,563,701</b>	<b>\$ 7,413,762</b>
Current month income	-0.12%	\$ (23,357)	\$ (5,163)	\$ (9,188)	\$ (9,006)
Current month Unrealized Gain/Loss	0.06%	\$ 12,357	\$ 2,731	\$ 4,861	\$ 4,764
Current month Realized Gain/Loss	0.00%	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>		<b>\$ 19,216,550</b>	<b>\$ 4,247,655</b>	<b>\$ 7,559,374</b>	<b>\$ 7,409,520</b>
<b>WELLS FARGO - Fixed Income Securities</b>	<b>Actual Rate of Return</b>				
Balance at inception		\$ 18,000,000	\$ 3,978,747	\$ 7,080,810	\$ 6,940,443
Transfers		\$ 4,000,000	\$ 884,166	\$ 1,573,513	\$ 1,542,321
Cumulative Income	2.48%	\$ 446,234	\$ 98,636	\$ 175,539	\$ 172,059
Cumulative Unrealized Gain/Loss	-2.00%	\$ (359,715)	\$ (79,512)	\$ (141,504)	\$ (138,699)
Cumulative Realized Gain/Loss	0.00%	\$ -	\$ -	\$ -	\$ -
<b>Cumulative Balance at beginning of month</b>		<b>\$ 22,086,519</b>	<b>\$ 4,882,038</b>	<b>\$ 8,688,357</b>	<b>\$ 8,516,124</b>
Current month income	0.16%	\$ 35,367	\$ 7,818	\$ 13,913	\$ 13,637
Current month Unrealized Gain/Loss	-0.29%	\$ (63,234)	\$ (13,977)	\$ (24,875)	\$ (24,382)
Current month Realized Gain/Loss	0.00%	\$ -	\$ -	\$ -	\$ -
<b>Market Average/Yield to Worst</b>	<b>1.66%</b>				
<b>TOTALS</b>		<b>\$ 22,058,652</b>	<b>\$ 4,875,878</b>	<b>\$ 8,677,395</b>	<b>\$ 8,505,379</b>
<b>LAIF (Local Agency Investment Fund)</b>	<b>Annual Rate of Return</b>				
Balance		\$ 5,055,882	\$ 1,117,560	\$ 1,988,874	\$ 1,949,448
Quarterly Interest	%	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>		<b>\$ 5,055,882</b>	<b>\$ 1,117,560</b>	<b>\$ 1,988,874</b>	<b>\$ 1,949,448</b>
<b>PLACER COUNTY TREASURY</b>	<b>Annual Rate of Return</b>				
Balance		\$ 5,119,576	\$ 1,131,639	\$ 2,013,930	\$ 1,974,007
Monthly Interest	1.53%	\$ 6,478	\$ 1,432	\$ 2,548	\$ 2,498
<b>TOTALS</b>		<b>\$ 5,126,054</b>	<b>\$ 1,133,071</b>	<b>\$ 2,016,478</b>	<b>\$ 1,976,505</b>
<b>SUB-TOTALS</b>		<b>\$ 51,457,137</b>	<b>\$ 11,374,164</b>	<b>\$ 20,242,122</b>	<b>\$ 19,840,852</b>
<b>CHECKING ACCOUNT BALANCE</b>		<b>\$ 4,987,230</b>	<b>\$ 1,102,385</b>	<b>\$ 1,961,868</b>	<b>\$ 1,922,977</b>
<b>GRAND TOTALS</b>		<b>\$ 56,444,368</b>	<b>\$ 12,476,549</b>	<b>\$ 22,203,990</b>	<b>\$ 21,763,829</b>

Investments are in compliance with Policy# 3120 - Investment Policy, and have the ability to meet the next six months of cash flow requirements.

\*Please note information presented is current at print time, and may be delayed by approximately 30 days.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT**  
**STAFF REPORT**

**To:** Board of Directors

**From:** Herb Niederberger, General Manager  
Joanna Belanger, Administrative Services Manager

**Subject:** **Resolution #18-01 - Workers Compensation Coverage through SDRMA for Governing Board Members & Volunteers**

**Meeting Date:** 01/04/18

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**Overview**

The District was recently notified by SDRMA (Special District Risk Management Authority), the Districts insurance provider, that a new Resolution was required to continue covering Governing Body Members and volunteers for workers compensation insurance. Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a Resolution by the Governing Body of the agency so declaring, be deemed to be an employee for workers' compensation purposes.

While the District doesn't typically have voluntary employees, we have employed student interns and high school students working through employment training programs. Insurance coverage would also apply for Governing Board Members of the District should they become injured while performing duties for the agency. The positions would be eligible to receive workers' compensation benefits and their exclusive remedy for recovery against the agency is through the Workers' Compensation insurance system.

**Background**

Resolution #18-01 has been created by SDRMA's legal counsel. It permits the District to designate the various categories of persons who the District desires to "deem" to be employees for purposes of workers' compensation.

**Recommendation**

Staff recommends the Board approve and adopt Resolution #18-01 Workers Compensation Coverage through SDRMA for Governing Board Members & Volunteers.

**Strategic Plan Goals**

This action is consistent with SPMUD Strategic Plan Goals:

- V. Financial Stability Managing the District's finances to support District needs and maintain reasonable wastewater rates.
- VI. Workforce Planning and Employee Development.
  - 6.3 Evaluate the organizational staffing needs for the District.

**Fiscal Impact**

The proposed recommendation is currently covered under the current Liability and Workers' Compensation Insurance coverage with SDRMA.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

**RESOLUTION NO. 18-01**

**DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN INDIVIDUALS WHILE PROVIDING THEIR SERVICES**

WHEREAS, the South Placer Municipal Utility District, hereinafter called SPMUD, utilizes the services of Governing Body Members and Volunteers, and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services, and

WHEREAS, the District wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- All Members of the Governing Body of the South Placer Municipal Utility District as presently or hereafter constituted and/or
- All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- Individuals on Work-Study programs
- Interns
- Other Volunteers

NOW, THEREFORE BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the South Placer

Municipal Utility District for the purpose of Workers” Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the South Placer Municipal Utility District for any purpose other than for such Worker’s Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the South Placer Municipal Utility District.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin CA, this January 4, 2018 by the following vote:

Ayes:

Noes:

Absent:

Signed: \_\_\_\_\_  
Vic Markey, President of the Board of Directors

Attest: \_\_\_\_\_  
Joanna Belanger, Board Secretary

# SOUTH PLACER MUNICIPAL UTILITY DISTRICT

## STAFF REPORT

**To:** Board of Directors

**From:** Eric Nielsen, District Engineer

**Cc:** Herb Niederberger, General Manager

**Subject:** Resolution #18-02 Amending Construction Cooperation and Reimbursement Agreement with the City of Rocklin for Sewer Installation within Lost Avenue Frontage Improvements Project

**Meeting Date:** January 4, 2018

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### Overview

The District entered into a construction cooperation and reimbursement agreement (Agreement) with the City of Rocklin (City) on March 3, 2016 for the sewer facilities constructed as part of the Lost Avenue Frontage Improvements Project (Project) (Resolution 16-07). The sewer improvements of the Project replaced one of the sewer pipe segments located within Lost Avenue which did not meet current District Standards (i.e., had a reverse curve and multiple sags) and required regular and frequent maintenance (i.e., “hot spot” or high frequency line segment). The work related to the Project has been completed. The City informed the District that the actual costs to design and construct the sewer improvements exceeded the not-to-exceed amount in the agreement and requested an amendment to account for the increase.

This amendment increases the not-to-exceed amount of the agreement by \$11,310 to account for the actual cost of design and construction. The City provided the required supporting documentation for this adjustment.

### Recommendation

Staff recommends that the Board of Directors:

- Adopt Resolution 18-02 to amend the Construction Cooperation and Reimbursement Agreement with the City of Rocklin for Sewer Installation within Lost Avenue Frontage Improvements Project
- Accept the sewer improvements constructed as part of the Project

### Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

- Goal 1.1: Engage stakeholders.
- Goal 3.2: Ensure the best possible facilities for the District.
- Goal 4.2: Prevent and mitigate sanitary sewer overflows (SSOs).

**Fiscal Impact**

Reimbursements for the work completed under this agreement will be paid for from Fund 100. The reimbursement for this work is included in the current budget under the line item for involvement with other regional projects. This line item may be adjusted during the mid-year budget review to accommodate this amendment.

## Attachments:

1. Resolution 18-02 – Amend Construction Cooperation and Reimbursement Agreement with the City of Rocklin for Sewer Installation within Lost Avenue Frontage Improvements Project
2. Amendment to the Construction Cooperation and Reimbursement Agreement with the City of Rocklin for Sewer Installation within Lost Avenue Frontage Improvements Project
3. Supporting documentation provided by the City of Rocklin



**SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

**RESOLUTION NO. 18-02**

**AMEND CONSTRUCTION COOPERATION AND REIMBURSEMENT AGREEMENT  
WITH THE CITY OF ROCKLIN  
FOR SEWER INSTALLATION WITHIN LOST AVENUE FRONTAGE IMPROVEMENTS PROJECT**

WHEREAS, South Placer Municipal Utility District (District) entered into a construction cooperation and reimbursement agreement (Agreement) with the City of Rocklin (City) on March 3, 2016 for the sewer facilities constructed as part of the Lost Avenue Frontage Improvements (Project), and

WHEREAS, the actual costs for design and construction exceed the reimbursable amount in the agreement, and

WHEREAS, the City requested an amendment to the agreement to adjust the reimbursable amount to match the actual costs of the Project.

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

1. Authorize the General Manager to amend the Construction Cooperation and Reimbursement Agreement to update the reimbursable amount.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 4<sup>th</sup> day of January 2018.

Signed: \_\_\_\_\_  
Jerry Mitchell, President of the Board of Directors

Attest: \_\_\_\_\_  
Joanna Belanger, Board Secretary

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT**  
**AMENDMENT TO CONSTRUCTION COOPERATION AND**  
**REIMBURSEMENT AGREEMENT**  
**SOUTH PLACER MUNICIPAL UTILITY DISTRICT – CITY OF ROCKLIN**  
**SEWER INSTALLATION WITHIN**  
**LOST AVENUE FRONTAGE IMPROVEMENTS PROJECT**

This Amendment to Construction Cooperation and Reimbursement Agreement for the Sewer Installation within Lost Avenue Frontage Improvements Project (the “Amendment”) is made and entered into this \_\_\_\_\_4th\_\_\_\_\_ day of \_\_\_\_\_January\_\_\_\_\_, 2018, by and between the SOUTH PLACER MUNICIPAL UTILITY DISTRICT, a public entity operating under the authority of and pursuant to the provisions of the Municipal Utility District Act of the State of California (California Public Utilities Code, Section 11501, et seq.) (“DISTRICT”), and the CITY OF ROCKLIN., a political subdivision of the State of California (“CITY”). For good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

The eighth sentence of Sections 3, which reads “The total reimbursement to the CITY shall not exceed \$90,000 (Line C of Exhibit B) shall be deleted and replaced with the following:

“The total reimbursement to the City shall not exceed \$101,310.”

Except as otherwise modified herein, all other terms and conditions of the Construction Cooperation and Reimbursement Agreement for the Sewer Installation within Lost Avenue Frontage Improvements Project dated March 3, 2016, are unchanged and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment the day and year first above written.

**"DISTRICT"**

SOUTH PLACER MUNICIPAL UTILITY DISTRICT,  
a California Municipal Utility District

By: \_\_\_\_\_  
Herb Niederberger  
General Manager, South Placer Municipal Utility District

**"CITY"**

CITY OF ROCKLIN,  
A Political Subdivision of  
the State of California

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

Print:

Title:

Reviewed and approved by District General Counsel:

\_\_\_\_\_  
District General Counsel

## Summary

Description		% SPMUD	SPMUD
Sewer Construction	\$ 88,610.00	100%	\$ 88,610.00
Sewer Design	\$ 10,000.00	100%	\$ 10,000.00
Water Design	\$ 5,000.00	0%	\$ -
Utility Coordination	\$ 2,000.00	50%	\$ 1,000.00
Contingency	\$ 3,400.00	50%	\$ 1,700.00
			<b>\$ 101,310.00</b>

Original Not-To-Exceed \$ 90,000.00

Amendment \$ 11,310.00

### Notes:

The construction costs paid to Western Engineering for the sewer work totaled **\$88,610**.

Design costs of \$20,400 were paid to Uborra and were estimated as follows:

\$ 10,000 SPMUD Design

\$ 5,000 PCWA Design

\$ 2,000 Utilities Coordination

\$ 3,400 Contingency



APPLICATION AND CERTIFICATE FOR PAYMENT

Western Engineering Contractors, Inc.  
 P. O. Box 1387  
 Loomis, CA 95650  
 (916) 652-3990

Invoice No. 2017-012-5  
 Invoice Date 10/27/17  
 Period To 10/31/17  
 Payment Request # 5

Customer:  
 City of Rocklin  
 3970 Rocklin Road  
 Rocklin, CA 95677

Job No.: 2017-012  
 Lost Ave Road Reconstruction  
 5400-5688 Lost Ave  
 Rocklin off Winding/Ruhkala

SEE ATTACHED SCHEDULE OF SOV

ORIGINAL CONTRACT SUM		594,549.00
NET CHANGE BY CHANGE ORDERS		40,801.64
CONTRACT SUM TO DATE		635,350.64
COMPLETED TO DATE	100.00%	635,350.64
STORED MATERIAL		-
TOTAL COMPLETED & STORED TO DATE		635,350.64
TOTAL RETAINAGE	5.00%	31,767.53
TOTAL EARNED LESS RETAINAGE		603,583.10
LESS PREVIOUS CERTIFICATES OF PAYMENT		590,585.26
SUBTOTAL		12,997.84
SALES TAX AT	% ON	-
AMOUNT OF THIS REQUEST		12,997.84

Western  
 Engineering  
 Contractors, Inc.

3171  
 Rippey  
 Road  
 PO Box 1387

Loomis

California

95650

916.652.3990

Fx 916.652.3995

Lic. # 440681

UNIT PRICE JOB WORKSHEET

ITEM NO.	DESCRIPTION OF WORK	J	K	L	M	N	O		P	Q	R
							COUNT	UM			
	<b>ONSITE</b>										
01	Traffic Control	1.00	LS	\$9,000.00	\$9,000.00	1.00					
02	Clear & Grub	1.00	LS	\$38,000.00	\$38,000.00	1.00				9,000	450
03	Relocate Roadside Sign	1.00	EA	\$300.00	\$300.00	1.00				38,000	1,900
04	Relocate Mailbox	5.00	EA	\$330.00	\$1,650.00	5.00				300	15
05	Relocate Granite Post	2.00	EA	\$430.00	\$860.00	2.00				1,650	83
06	Remove/Replace Barb Wire Fence Sawcut	900.00	LF	\$10.45	\$9,405.00	900.00				860	43
07	Pavement/Driveway,Curb,Gutter,Walk	286.00	"	\$6.00	\$1,716.00	286.00				9,405	470
08	Obliterate AC Pavement	22,340.00	SF	\$0.25	\$5,585.00	22,340.00				1,716	86
09	Remove Curb Gutter Sidewalk And Driveway	905.00	SF	2.80	2534.00	905.00				5,585	279
10	Adjust Manhole To Grade	5.00	EA	\$3,000.00	\$15,000.00	5.00				2,534	127
11	Relocate Sewer Cleanout	6.00	EA	\$1,400.00	\$8,400.00	6.00				15,000	750
12	Roadway Exc And Embankment	1.00	LS	\$28,985.00	\$28,985.00	1.00				8,400	420
13	Rock Exc	50.00	CY	\$50.00	\$2,500.00					28,985	1,449
14	AC Paving 8"AC	26,970.00	SF	\$5.10	\$137,547.00	26,970.00				2,500	125
15	AC Driveway Conforms 3"AC/6"AB	835.00	SF	\$5.60	\$4,676.00	135.00				137,547	6,877
16	PCC Driveway Conforms (6"PCC/4"AB)	492.00	SF	\$19.00	\$9,348.00	492.00				4,676	234
17	Type 1 Rolled Curb And Gutter	1,670.00	LF	\$40.00	\$66,800.00	1,670.00				9,348	467
18	Type 2 Vert Curb And Gutter	15.00	LF	\$58.00	\$870.00	15.00				66,800	3,340
19	PCC Sidewalk	60.00	SF	\$29.00	\$1,740.00	60.00				870	44
20	Thermo Striping And Marking	1.00	LS	\$1,850.00	\$1,850.00	1.00				1,740	87
21	Roadside Sign	4.00	EA	\$290.00	\$1,160.00	4.00				1,850	93
22	Drop Inlet Type B	5.00	EA	\$3,000.00	\$15,000.00	5.00				1,160	58
23	Saddle DI Type B	1.00	EA	\$4,000.00	\$4,000.00	1.00				15,000	750
24	Drain Box	2.00	EA	\$820.00	\$1,640.00	2.00				4,000	200
25	8" HDPE	8.00	LF	\$171.00	\$1,368.00	8.00				1,640	82
26	18" DIP Drain Pipe	208.00	LF	\$163.00	\$33,904.00	208.00				1,368	68
27	42"X29"CSP Drain Pipe .0.64"	15.00	LF	\$240.00	\$3,600.00	15.00				33,904	1,695
28	Curb Underdrain	520.00	LF	\$23.00	\$11,960.00	520.00				3,600	180
29	RSP Backing #3 Method B	4.00	TN	\$280.00	\$1,120.00	4.00				11,960	598
30	RSP Backing #3 Method B	10.00	TN	\$226.00	\$2,260.00	10.00				1,120	56
31	Erosion Control	1.00	LS	\$9,700.00	\$9,700.00	1.00				2,260	113
32	Construction Staking	1.00	LS	\$4,750.00	\$4,750.00	1.00				9,700	485
33	Abandon Remove Ex 6" Sewer Mainline	315.00	LF	\$20.00	\$6,300.00	315.00				4,750	238
34	Sewer Bypass Operations	1.00	LS	\$18,500.00	\$18,500.00	1.00				6,300	315
35	6" Sewer Main DIP431	310.00	LF	\$121.00	\$37,510.00	310.00				18,500	925
36	Rock Exc Sewer Trench	50.00	CY	\$50.00	\$2,500.00					37,510	1,876
37	48" Sewer Manhole	1.00	EA	\$7,500.00	\$7,500.00	1.00				2,500	125
38	Connect To Exist Sewer Manhole	2.00	EA	\$2,850.00	\$5,700.00	2.00				7,500	375
39	Extend Sewer Service To Main	3.00	EA	\$2,400.00	\$7,200.00	3.00				5,700	285
40	Sewer/Storm Crossing Saddle Structure	4.00	EA	\$850.00	\$3,400.00	4.00				7,200	360
41	Adjust Water Valve Box To Grade	2.00	EA	\$610.00	\$1,220.00	2.00				3,400	170
										1,220	61

A	B	J	K	L	M	N	O	P	Q	R	
ITEM NO.	DESCRIPTION OF WORK	COUNT	UM	EA	AMOUNT	UNITS PREVIOUSLY (N+O, Prev. App.)	UNITS THIS PERIOD (ENTER UNITS HERE)	TOTAL UNITS	\$\$\$ BILLED THIS PERIOD	\$\$\$ TOTAL COMPLETED TO DATE	RETAINAGE (Q*%)
42	Remove And Replace Water Meter And Service	6.00	EA	\$3,046.50	\$18,279.00	6.00	-	6.00	-	18,279	914
43	6"Water Pipe Restrained DIP	124.00	LF	\$163.00	\$20,212.00	124.00	-	124.00	-	20,212	1,011
44	Rock Exc Water Trench	10.00	CY	\$50.00	\$500.00	-	10.00	10.00	500	500	25
45	Connect To To Existing Water Ma	3.00	EA	\$4,000.00	\$12,000.00	3.00	-	3.00	-	12,000	600
46	6" Gate Valve	3.00	EA	\$5,500.00	\$16,500.00	3.00	-	3.00	-	16,500	825
	<b>CONTRACT TOTAL</b>				<b>\$594,549.00</b>	<b>55349.00</b>	<b>810.00</b>	<b>56159.00</b>	<b>\$9,420.00</b>	<b>\$594,549.00</b>	<b>\$29,777.45</b>
	<b>CHANGE ORDER</b>										
	CO #1- Extra Drainage	1.00	EA	\$28,125.00	\$28,125.00	0.67	0.33	1.00	9,143	28,125.00	1,406
	CO #2- Change of Materials	1.00	EA	\$9,880.00	\$9,880.00	1.00	-	1.00	-	9,880.00	494
	CO #3 - Tree Removal Delay	1.00	EA	\$7,677.64	\$7,677.64	1.00	-	1.00	-	7,677.64	384
	CO #4-Retaining Wall Install	1.00	EA	\$7,810.00	\$7,810.00	-	1.00	1.00	7,810	7,810.00	391
	CO #5-Final Qty Change Order	1.00	EA	-\$12,691.00	-\$12,691.00	-	1.00	1.00	(12,691)	(12,691.00)	(635)
					\$0.00						
					\$0.00						
					\$0.00						
					\$0.00						
					\$0.00						
					\$0.00						
					\$0.00						
					\$0.00						
					\$0.00						
	<b>CHANGE ORDER TOTAL</b>				<b>\$40,801.64</b>				<b>\$4,261.95</b>	<b>\$40,801.64</b>	<b>\$2,040.08</b>
	<b>GRAND TOTALS</b>				<b>635,350.64</b>	<b>55,349.00</b>	<b>810.00</b>	<b>56,159.00</b>	<b>13,681.95</b>	<b>635,350.64</b>	<b>31,767.53</b>

**CONDITIONAL WAIVER AND RELEASE ON  
PROGRESS PAYMENT**  
(CA CIVIL CODE §8132)

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

**Identifying Information:**

Name of Claimant: Western Engineering Contractors, Inc.  
Name of Customer: City of Rocklin  
Job Location: 5400-5688 Lost Ave Rocklin off Winding/Ruhkala  
Owner: City of Rocklin  
Through Date: 10/31/17

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: City of Rocklin  
Amount of Check: \$ 12,997.84  
Check Payable to: Western Engineering Contractors, Inc.

**Exceptions**

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:  
Date(s) of waiver and release: 09/30/17  
Amount(s) of unpaid progress payment(s): \$ 42,803.32
- (4) Contract rights, including:  
(A) a right based on rescission, abandonment, or breach of contract, and  
(B) the right to recover compensation for work not compensated by the payment.

**SIGNATURE**

Claimant's Signature:



Claimant's Title:

Senior Accountant

Date of Signature:

10/27/17



**City of Rocklin  
Accounts Payable Request**

**Vendor Name** UBORA **Requestor** ANALISE REYNE  
**Remit Address** 2901 DOUGLAS BLVD., #285  
 ROSEVILLE, CA 95661  
**Vendor #** 2039 **Terms:** DUE UPON RECEIPT **Division** 826 **Ext.** 5500

*Note: Please attach appropriate backup documentation.*

Invoice #	Credit Memo #	Description	Inv/Credit Date	Org	Object	Project	Total
3400		UTILITY RELOCATE DESIGNS	06/10/16	2108267	7070	50146	5,603.00
<b>Total</b>							<b>5,603.00</b>

**Special Instructions** \_\_\_\_\_ **Fiscal Year** 15-16  
**Total** 5,603.00

**Approved by** ZACH BOSCH **Signed** SEE INVOICE **Date** 09/06/16



Engineering & Planning, Inc.

2901 Douglas Blvd., Suite 285  
Roseville, California 95661  
Ph: (916) 780-2500  
Fax: (916) 780-6777  
www.uborainc.com

**INVOICE**  
**Lost Avenue  
Improvement Plans**

June 10, 2016

Invoice #: 3400  
Uborra Project #: 14-305.20

David Palmer  
Economic and Community Development Department - City Hall  
City of Rocklin  
3970 Rocklin Road  
Rocklin, CA 95677

**Billing Period:**  
April 3 to May 28, 2016

**Description:**  
Roadway Engineering - Utility Relocation Designs

<b><u>INVOICE SUMMARY:</u></b>	
Current Charges due this period: \$	5,603.00
Previously due :	
<b>Total Amount Due (current &amp; previous): \$</b>	<b>5,603.00</b>

<b><u>BUDGET SUMMARY:</u></b>	
Original Budget \$	86,500.00
Utility Relocation Amendment \$	20,400.00
Revised Budget \$	106,900.00
Previous Charges \$	100,370.00
Charges this Period \$	5,603.00
Remaining Budget \$	927.00

**Please remit payment to:**  
Uborra Engineering & Planning, Inc.  
2901 Douglas Boulevard, Suite 285  
Roseville, CA. 95661

*OK TO PAY*  
*Julie*

210-826-7070-50146

**City of Rocklin  
Accounts Payable Request**

Vendor Name UBORA ENGINEERING & PLANNING Requestor ANALISE REYNE  
 Remit Address 2901 DOUGLAS BLVD., #285  
ROSEVILLE, CA 95661  
 Vendor # 2039 Terms: DUE UPON RECEIPT Division 826 Ext. 5500

*Note: Please attach appropriate backup documentation.*

Invoice #	Credit Memo #	Description	Inv/Credit Date	Org	Object	Project	Total
3436		UTILITY RELOCATION DESIGNS	07/11/16	2108267	7070	50146	927.00
						<b>Total</b>	<b>927.00</b>

Special Instructions \_\_\_\_\_ Fiscal Year 15-16

Approved by SEE INVOICE Signed \_\_\_\_\_ Date 08/22/16



Engineering & Planning, Inc.

2901 Douglas Blvd., Suite 285  
Roseville, California 95661  
Ph: (916) 780-2500  
Fax: (916) 780-6777  
www.uborainc.com

**INVOICE**  
**Lost Avenue  
Improvement Plans**

July 11, 2016

Invoice #: 3436  
Uborainc Project #: 14-305.20

David Palmer  
Economic and Community Development Department - City Hall  
City of Rocklin  
3970 Rocklin Road  
Rocklin, CA 95677

**Billing Period:**  
May 29 to July 2, 2016

**Description:**  
Roadway Engineering - Utility Relocation Designs

**INVOICE SUMMARY:**

Current Charges due this period:	\$	927.00
Previously due:		
<b>Total Amount Due (current &amp; previous):</b>	<b>\$</b>	<b>927.00</b>

**BUDGET SUMMARY:**

Original Budget	\$	86,500.00
Utility Relocation Amendment	\$	20,400.00
<b>Revised Budget</b>	<b>\$</b>	<b>106,900.00</b>
Previous Charges	\$	105,973.00
Charges this Period	\$	927.00
Remaining Budget	\$	-

**Please remit payment to:**  
Uborainc Engineering & Planning, Inc.  
2901 Douglas Boulevard, Suite 285  
Roseville, CA. 95661

*FY 16*  
*OK TO PAY*  
*Jul 16*  
*210-826-7070*  
*50146*

# City of Rocklin

## Accounts Payable Request

**Vendor Name** Ubora **Requestor** Debbie Draper  
**Remit Address** 2901 Douglas Blvd. #285  
Roseville, CA 95661  
**Vendor #** 2039 **Terms:** Due Upon Receipt **Division** Public Services **Ext.** 5028

*Note: Please attach appropriate backup documentation.*

Invoice #	Credit Memo #	Description	Inv/Credit Date	Org	Object	Project	Total
3303		Lost Avenue	04/10/16	3028267	7070	50146	13,870.00
<b>Total</b>							<b>13,870.00</b>

Special Instructions \_\_\_\_\_

Fiscal  
Year

Approved by Dave Palmer Signed See Attached Invoice Date 05/04/16



Engineering & Planning, Inc.

2901 Douglas Blvd., Suite 285  
Roseville, California 95661  
Ph: (916) 780-2500  
Fax: (916) 780-6777  
www.uborainc.com

# INVOICE

## Lost Avenue Improvement Plans

April 10, 2016

Invoice #: 3303  
Uborra Project #: 14-305.20

David Palmer  
Department of Public Services  
City of Rocklin  
4081 Alvis Court  
Rocklin, CA 95677

**Billing Period:**  
February 7 to April 2, 2016

**Description:**  
Roadway Engineering - Utility Relocation Designs

### INVOICE SUMMARY:

Current Charges due this period:	\$	13,870.00
Previously due :	\$	-
<b>Total Amount Due (current &amp; previous):</b>	<b>\$</b>	<b>13,870.00</b>

*O.K. to Pay*

### BUDGET SUMMARY:

Original Budget	\$	86,500.00
Utility Relocation Amendment	\$	17,000.00
<b>Revised Budget</b>	<b>\$</b>	<b>103,500.00</b>
Previous Charges	\$	86,500.00
<b>Charges this Period</b>	<b>\$</b>	<b>13,870.00</b>
<b>Remaining Budget</b>	<b>\$</b>	<b>3,130.00</b>

# 302-826-7070

*okay per Amend-2  
(Utility reimbursable)*

*5/2/16*

*#50146*

Please remit payment to:  
Uborra Engineering & Planning, Inc.  
2901 Douglas Boulevard, Suite 285  
Roseville, CA. 95661



Engineering & Planning, Inc.

2901 Douglas Blvd., Suite 285  
Roseville, California 95661  
Ph: (916) 780-2500  
Fax: (916) 780-6777  
www.uborainc.com

March 23, 2016

SP Mann  
4081 Alvis Court  
Rocklin, CA 95677

**Request for Contract Amendment – Lost Avenue Improvements  
Utility Relocation Design & Coordination**

SP,

Per your request, we've prepared the following scope and budget for performing additional utility relocation coordination, and the design of proposed SPMUD and PCWA improvements to be incorporated into our improvement plans for the project. Our estimated effort is based upon our understanding of the work as described by SPMUD and PCWA staff in our recent meetings with the two.

Please review the enclosed Scope & Budget and let us know if you have any questions.

Sincerely,  
Ubora Engineering & Planning, Inc.

*Joe Olsen*

Joe Olsen, P.E.  
Director of Engineering

## **Understanding of the Project**

Ubora Engineering & Planning, Inc. (Ubora) has prepared for the City of Rocklin (Client) plans for the road improvements on Lost Avenue between Winding Lane and Kannasto Street. South Placer Municipal Utility District (SPMUD) has identified their desire to have a portion of their sewer line relocated in Lost Avenue and would like to have the work included in Ubora's plans. Similarly, Placer County Water Agency (PCWA) has facilities that require relocation as a result of the proposed road work and they would like to have their work included in Ubora's plans as well. Additionally, PG&E has the need to relocate both their overhead pole lines as well as their underground gas main; although their relocation work will not be included on the Ubora plans, Ubora will need to provide coordination efforts with PG&E through their design process. Ubora has prepared the following scope of work for amending our current contract with the City based upon our understanding of the work to be done.

## **Scope of Service**

Consultant will perform the following:

### ***Initiation Meeting***

Ubora will meet with SPMUD staff to develop an understanding of SPMUD's intent for the work to be done and gather pertinent data regarding SPMUD's facilities; as-built plans, current condition of existing facilities, service provided by existing facilities and what service disruption may be allowed during realignment of the facilities, etc. Ubora will coordinate with PCWA staff to obtain similar information regarding their facilities to be relocated.

### ***Preliminary Design***

Based upon the data obtained from the Initiation Meetings, Ubora will work with SPMUD and PCWA staff to develop a layout for the sewer and water facility realignments, and determine whether any potential conflicts arise with existing underground utilities. Should there become a need for pot-holing of existing facilities, Ubora will coordinate with City and/or SPMUD & PCWA staff to support their efforts in obtaining pot-holing data. Pot-holing is not included in Ubora's scope. Upon obtaining the results of pot-holing (if needed), Ubora will make necessary adjustments to the proposed layout for the sewer and water realignments.

### ***90% Design***

Ubora will make adjustments to the current plan set and add the necessary details to include the sewer and water realignment work. Ubora will develop appropriate bid items for the sewer and water realignment work and include those in the bid schedule and bid schedule detail. Ubora will submit a draft of the final plan set, bid schedule and bid schedule detail to the City, SPMUD and PCWA for their review and comment.

### ***Final Plans, Bid Schedule & Bid Schedule Detail***

Based upon review comments provided by the City, SPMUD and PCWA, Ubora will make necessary adjustments to the plans, bid schedule and bid schedule detail. Ubora will plot a final plan set and obtain signatures from the design engineer, the SPMUD District Engineer and the PCWA Engineer prior to providing those signed plans, along with the accompanying bid schedule & bid schedule detail, to the City for their use in preparing the bid package and advertising the project for bids.



**Coordination with PG&E re. Relocation of their Facilities**

Uborra will meet and coordinate with staff from PG&E (and other joint pole occupants) to provide support to their efforts in designing the relocation of their overhead joint pole line as well as the relocation of their underground gas main.

**Information to Client**

Consultant will provide the engineering services in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions.

**Compensation**

Client will pay Consultant on a Time and Expense basis. The budget for the above Scope of Service is estimated in the amounts shown below. Should utility conflicts arise requiring the need for additional design, surveying, and/or coordination efforts, an adjustment to the budget may be necessary. Uborra will invoice Client at the end of each month for the service Uborra provided the previous month.

**Estimated Budget:**

1.	SPMUD Sewer Realignment:	\$10,000
2.	PCWA Water Relocation:	\$5,000
3.	General Utility Coordination	\$2,000



## City Council Report

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**Subject:** Amendment No. 2 to Professional Services Agreement with Ubora Engineering and Planning Inc. for Utility Design and Coordination Services for the Lost Avenue Widening project.

**Submitted by:** Rick Forstall, Director  
SP Mann, Senior Engineer-Presenter

**Date:** April 26, 2016

**Department:** Public Services

**Reso. No.** 2016-87

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- **Staff Recommendation:** It is recommended that the City Council of the City of Rocklin approve a resolution authorizing the City Manager to execute Amendment No. 2 to the Professional Services Agreement with Ubora Engineering and Planning Inc. for design of water and sewer improvements.
- 

### **BACKGROUND:**

On December 2, 2014, staff entered into an agreement with Ubora Engineering and Planning to provide preliminary engineering services for the Lost Avenue Widening Project.

On April 28, 2015, Council approved Resolution 2015-90 authorizing the City Manager to execute Amendment No. 1 to our professional services agreement with Ubora Engineering and Planning for the preparation of plans and specifications.

Upon circulation of preliminary design plans for utility review in January 2016, both the Placer County Water Agency (PCWA) and the South Placer Municipal Utility District (SPMUD) requested additional design and construction work on their existing facilities within the project limits. Both PCWA and SPMUD have agreed to reimburse the City for design and construction expenses incurred under separate reimbursement agreements. These agreements are being presented to council under separate resolutions.

### **FINDINGS, CONCLUSIONS & RECOMMENDATIONS:**

#### **Findings:**

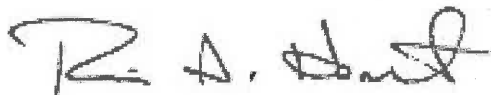
- On December 2, 2014, the City Manager approved a Consultant Services Agreement for the preliminary engineering services for the project for an amount of \$24,500. Subsequently, the City Council approved Resolution No. 2015-90 approving an Amendment No. 1 to the Consultant Services Agreement with Ubora for the preparation of plans and specifications for an amount of \$62,000.

- 
- Both PCWA and SPMUD have requested design and construction work on their existing facilities in conjunction with the City's project improvements.
  - One of the sewer pipe segments located within this portion of Lost Avenue does not meet current SPMUD Standards (i.e., has a reverse curve and multiple sags) and requires regular and frequent maintenance (i.e., "hot spot" or high frequency line segment). SPMUD wants to install a new line at a different location within the project area. Additional project design and plan revisions necessary to get the sewer agency approval will cost \$10,000.
  - PCWA is requesting upgrading services such as fire hydrants, water lines, etc., within the project area resulting in a cost of \$5,000 for design and plan revisions.
  - Having SPMUD and PCWA construct the upgrades and installs during the project while the street is opened will benefit the City by reducing partial road construction and issues in the future.
  - Both PCWA and SPMUD will reimburse the City for the additional design costs related to their requests.
  - The amount requested for Amendment No. 2 is \$20,400 with the breakdown as follows:
    - SPMUD Design \$10,000
    - PCWA Design \$ 5,000
    - General Utilities Coordination \$ 2,000
    - Contingency \$ 3,400
    - Total \$20,400

**Conclusions & Recommendations:**

- Staff recommends approving Amendment No. 2 to the Professional Services Agreement with Uhora.

**Fiscal Impact:** There will be no fiscal impact to the City as the entire design cost will be reimbursed by the water and sewer agencies. The Construction cost is included in the proposed 2016/2017 budget.



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Ricky A. Horst, City Manager  
Reviewed for Content



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DeeAnne Gillick, Deputy City Attorney  
Reviewed for Legal Sufficiency

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT**  
**STAFF REPORT**

**To:** Board of Directors  
**From:** Herb Niederberger, General Manager  
**Cc:** Joanna Belanger, Administrative Services Manager  
**Subject:** **Selection of Officers and Appointments to the Temporary Advisory Committees and SPWA Board**  
**Meeting Date:** January 4, 2018

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**Overview**

Every January, the Board of Directors chooses a President and Vice-President, as well as considers appointments to the temporary Advisory Committees. In accordance with Policy 4055, the Vice President shall become President, and a new Vice-President shall be chosen by a majority vote of the Board of Directors. The three (3) remaining Directors will serve At-Large

**Recommendation**

Staff recommends that:

1. The current President, Vic Markey, dissolve the existing advisory committees;
2. The current Vice-President, Jerry Mitchell , succeed as the new President for 2018;
3. The Board of Directors consider nominations for a new Vice-President, entertain a motion for a nominee and vote on said motion; and
4. The President create and make appointments to any new temporary advisory committees; and
5. The President appoint a District representative to the South Placer Wastewater Authority Board of Directors.

**Strategic Plan Goals**

The annual appointment of the Board President, Vice-President and temporary advisory committees are not governed by the Strategic Plan.

**Related District Ordinances or Policies**

Policy 4055- Selection of Officers.

**Fiscal Impact**

There is no direct fiscal impact associated with these actions.

## **ITEM VII.2 GENERAL MANAGER REPORT**

To: Board of Directors

From: Herb Niederberger, GM

Date: January 4, 2018

Subject: General Manager Monthly Staff Report – December 2017

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### **1) DEPARTMENT REPORTS**

Attached are the monthly status reports for the Boards information:

- A. Facility Services Department
- B. Administrative Service Department, and
- C. Technical Services Department

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

### **2) INFORMATION ITEMS**

- A. On December 20, 2017, the General Manager along with District Engineer, Eric Nielsen, met with Rocklin City Manager, Rick Horst, and Marc Mondell, Director of Economic & Community Development, to discuss a potential refund agreement for the sewer line being constructed as part of the development of the former Big Gun Mining site, and sewer requirements for development proposals for the current Fire Station site.
- B. Also on December 20, 2017, the General Manager met with District General Counsel to discuss District legal needs and be updated on several items facing the District. Among the many items of discussion were: Dickson Easement Acquisition, Ford Escape recalls, requirements for document review by General Counsel prior to shredding, Employee Manual review and the pending General Manager Employment Agreement negotiations.
- C. Advisory Committee Meetings:
  - a. The Personnel Advisory Committee met on December 13, 2017 to discuss the pending General Manager Employment Agreement. The Advisory Committee elected to take the current negotiations to the District General Counsel to draft an employment agreement.
  - b. The Presidents Committee of current President, Vic Markey, and President-Elect, Jerry Mitchell, met of December 20, 2017, to go over the election of 2018 officers, appointments to advisory committees, the accomplishments for 2017, and set goals for 2018.

There were no other advisory meetings this month

### 3) LONG RANGE AGENDA

#### February 2018

Accept FY 2016/17 Audit Report  
Mid-year Budget Adjustments  
SPWA Board Update

#### March 2018

Easement Encroachment Program Update  
Resolution – Foothill Trunk Construction Contract

#### April 2018

Public Hearing & 1st Reading Ordinance – Sewer Code  
District Expansion Workshop

#### June 2018

2<sup>nd</sup> Reading Ordinance – Sewer Code  
FY 18-19 Budget Workshop

#### July 2018 (move to June 28, 2018)

Adopt 18-19 Budget  
Report on SPWA Issues

**To:** Board of Directors  
**From:** Sam Rose, Superintendent  
**Cc:** Herb Niederberger, General Manager  
**Subject:** Field Services Department Monthly Report  
**Meeting Date:** January 4, 2017

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## Overview

This report provides the Board with an overview of Field Services operations and maintenance activities from 11/20/2017 through 12/22/2017. The work listed is not all inclusive.

### 1. Recordable Accidents/Injuries (OSHA 300)

- a. Zero (0)
  - i. 420 days without a Recordable Injury

### 2. Service Calls, Sanitary Sewer Overflows (SSOs) and Lift Station Alarm Calls

- a. Service Calls
  - i. Twenty-five (25)
    - A. 10 - Customer's Responsibility
    - B. 14 - SPMUD Responsibility
    - C. 01 - Other
- b. Sanitary Sewer Overflows (SSOs)
  - i. Five (5)
    - A. Sixteen (16) Days since last SSO
    - B. District assumed lower lateral responsibility on March 1, 2017
      - a) There have been Twenty-four (24) Lower Lateral spills since
- c. Lift Station Calls
  - i. Two (2)

### 3. Safety/Training/Professional Development

- a. All Field employees participated in:
  - i. Five (5) "Tailgate" safety sessions were held.
  - ii. Emergency Bypass Pump Training
  - iii. Emergency Generator Training
  - iv. Lift station Emergency Response Training
  - v. Welding/Hot Work Safety

**4. Maintenance**

a. CCTV Mainline Segments	154 Segments
b. CCTV Service Laterals	316 Laterals
c. Hydro-Clean Mainline Segments	154 Segments
d. Hydro-Clean Service Laterals	08 Laterals
e. Manhole Inspections	183 Manholes
f. Manhole Cleaning	06 Manholes
g. Rodded/Cleaned Service Laterals	03 Laterals
h. Creek-Crossing Inspections	01 Crossings
i. Chemical Root Treatment (Mainline)	00 Segments
j. Chemical Root Treatment (Lateral)	04 Laterals
k. Easement Maintenance	01 Easement(s)
l. Vector Control (Cockroaches)	00 Manholes

**5. Construction**

a. Service Taps	01 Taps
b. Lateral Installs	01 Laterals
c. Property Line Cleanout Work	
i. Repaired	13 Cleanouts
ii. Installed	08 Cleanout
d. Mainline Repair	00 Mainline
e. Service Lateral Repair	04 Lateral
f. Service Cap-Off	00 Services
g. Manhole Rehabilitation	00 Manholes
h. Manhole Cleaning	00 Manholes
i. Manhole Install	00 Manhole
j. Easement Reconstruction	00 L.F.

**6. Facilities**

a. Lift Station Operations Checks	65 Operation Checks
b. Lift Station Repair	01 Repairs Performed
c. Lift Station Wet Well Cleaning	13 Wet Wells
d. Lift Station Site Maintenance	00 Sites
e. Flow Recorder Inspection	11 Sites
f. Portable Flow Rec. Installations	02 Installations
g. Corp Yard Water Facility	05 Operational Checks
h. Vehicle/Equip Maintenance	09 Work Orders
i. Vehicle/Equip Inspections	24 Work Orders
j. Corp Yard Maint/Improvements	03 Work Orders

**7. Miscellaneous**

- a. Received (2) Utility Trucks, budgeted Items
- b. Advertised Three (3) contracts for Bids
  - i. CIPP Pipe Liners
  - ii. CIPP Lateral Liners and Seals
  - iii. Manhole Liners



ITEM VII.                    ASD REPORT

To:                                Board of Directors

From:                             Joanna Belanger, Administrative Services Manager

cc:                                Herb Niederberger, General Manager

Subject:                         Administrative Services Department Monthly Report

Board Mtg. Date:             January 4, 2018

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**FY 16/17 Audit**

At preparation time for this Agenda, the Districts Auditor was still compiling the final Audit for FY 16/17. Their presentation is scheduled for the February 2018 Board meeting.

**Lifeline Low Income Rate Assistance Program**

District staff have prepared application materials for customers who are eligible to apply for the Lifeline Low Income Rate Assistance Program approved in December 2017. Several customers have called expressing interest for the program. Staff will provide updated enrollment information as the year progresses.

**Archiving Project**

Administrative Services have reviewed and prepared all items to be destroyed, in accordance with the District Records Retention & Disposal Policy – 3310. In the New Year Administrative staff will be assisting Technical & Field Services to review their files in the storage room and apply the Retention and Disposal Policy.

**CalPelra (California Public Employers Labor Relations Association) Conference**

The Administrative Services Manager attended the CalPelra Annual Training Conference in December. Many training sessions were offered, including: Strategies for Engaging Difference, Labor Relations, Legal Trends, Identifying Risks, Talent Retention, Performance Management, Diversity and Inclusion, CalPERS Compensation, Labor and Employment Mistakes.

ITEM VII. TSD REPORT

To: Board of Directors  
From: Eric Nielsen, District Engineer  
Cc: Herb Niederberger, General Manager  
Subject: Technical Services Department Monthly Report  
Board Date: January 4, 2018

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**Loomis Diversion Trunkline Project**

T&S Construction Company, Inc. (T&S) continued installing mainline on the Tulip LLC property during the month. Blasting on Dias Lane continued in preparation for future excavation and installation of the sewer line. The project team (i.e., District staff, design engineer, contractor, blasting subcontractors) continued coordination with PG&E and PCWA regarding the blasting efforts on Brace Road and Dias Lane. The work near two of three crossings of the PCWA raw water line was completed during the month.

**Foothill Trunk Sewer Replacement Project**

The final design of the project is complete. The US Army Corps of Engineers (Corps) continues to correspond with the State Historic Preservation Officer (SHPO) regarding the project as required to issue a permit. The correspondence between the two agencies is onto the third round. The project cannot move forward until the District receives a permit from the Corps. The District's consultants are communicating with the Corps to expedite receipt of the permit.

**FOG Program**

Staff met with representatives from Lucity to discuss the configuration of the forms and grids to effectively display information for District users in the field and office. Staff continues to populate Lucity with information regarding food service establishments (FSEs) and the associated grease control devices. Staff continues toward the goal of permitting all FSEs.

**Sewer Facility Mapping**

The District's maps are being enhanced to include the point locations of the property line cleanouts (PLCOs) by incorporating the findings from the inspections being conducted by the lower lateral crew and by the systematic collection of GPS points for large portions of the system at a time. The location of approximately 35% of property line cleanouts have been collected with GPS.

### Utility Coordination Meeting

The District attended the bimonthly coordination meeting with public and private utilities within Placer and Nevada counties. The group is implementing a mapping tool to communicate planned utilities projects to improve coordination efforts.

### Department Performance Indicators

The following charts depict the efforts and performance of the department in four areas of work as of December 20th. Additional charts may be added in the future for other areas of work in the department.

