



**SPMUD BOARD OF DIRECTORS
REGULAR MEETING: 4:30 PM
July 7, 2022**

Zoom Meeting: 1 (669) 900-9128
Meeting ID: 860 5307 8180

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

Pursuant to the Governor’s Executive Order N-29-20, issued March 17, 2020, and SPMUD Resolution 22-14, the July 7, 2022 meeting of the SPMUD Board of Directors will be held via teleconference using Zoom Meeting 1 (669) 900-9128, <https://us02web.zoom.us/j/86053078180>. Public comments can be emailed to enielsen@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 enielsen@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. TELECONFERENCING

In accordance with Assembly Bill 361, the South Placer Municipal Utility District (District) Board of Directors is required to adopt a resolution to continue teleconferencing during the COVID-19 pandemic.

1. RESOLUTION 22-28 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 4 to 9]

Action Requested: (Roll Call Vote)

Staff Recommends that the Board of Directors adopt Resolution 22-28, Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors from July 7, 2022 through August 5, 2022 due to the COVID-19 Emergency.

VI. CONSENT ITEMS

[pg 10 to 50]

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 July 7, 2022 meeting.

1. MINUTES from the June 2, 2022 Regular Meeting. [pg 10 to 14]
2. ACCOUNTS PAYABLE in the amount of \$1,851,245 through June 27, 2022. [pg 15 to 21]
3. RESOLUTION 22-29 AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT WITH IB CONSULTING FOR A WASTEWATER RATE & LOCAL PARTICIPATION FEE STUDY [pg 22 to 50]

VII. 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. RESOLUTION 22-30 ADOPTING THE FISCAL YEAR 2022/23 BUDGET AND PROPOSED SPENDING PLAN [pg 51 to 92]
The Fiscal Year 2022/23 Budget, beginning July 1, 2022 and ending June 30, 2023 outlines projected revenues and expenses for the Operating and Capital Funds and becomes the fiscal planning tool to accomplish the District's strategic goals and objectives.

Action Requested: Roll Call Vote

Staff Recommends that the Board of Directors adopt Resolution 22-30 adopting the Budget and proposed spending plan for Fiscal Year 2022/23.

2. ITPIPES AND ASSET MANAGEMENT PRESENTATION
Staff will provide a demonstration of the ITpipes Software and share information on the District's Asset Management program.

No Action Requested: Informational Item

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

Vice President 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

VIII. REPORTS

[pg 93 to 104]

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.

IX. ADJOURNMENT

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

**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 22-28, 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: July 7, 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 22-26 adopted on June 2, 2022, provided authorization from that day through July 2, 2022. To continue remote teleconference meetings, the Board must adopt a subsequent resolution. Resolution 22-28 provides coverage for remote meetings through August 6, 2022.

Recommendation

Staff requests the Board of Directors:

1. Adopt Resolution 22-28 Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors from July 7, 2022 through August 6, 2022 due to the COVID-19 Emergency.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Maintain Transparency with all District Activities.

Goal 4.1: Maintain Compliance with Pertinent Regulations

Fiscal Impact

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

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-28

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 JULY 7, 2022, TO AUGUST 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 Resolution 22-26 on June 2, 2022, finding that the requisite conditions exist for the District's Board of Directors to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

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

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

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

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

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

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

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

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

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

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

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) August 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 7th day of July, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed: _____

Gerald P. Mitchell, President of the Board of Directors

Attest: _____

Emilie Costan, Board Secretary

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

Meeting	Location	Date	Time
Regular	Zoom Meeting	June 2, 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 Mitchell presiding at 4:30 p.m.

II. ROLL CALL OF DIRECTORS:

Present: Director Will Dickinson, President Jerry Mitchell, Director John Murdock, Director James Durfee, Vice President 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: 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 May 5, 2022 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$528,851 through May 24, 2022.
3. BILL OF SALE Acceptance of the Bill of Sale for Sewer Improvements within Rocklin Meadows, with an estimated value of \$864,411.
4. RESOLUTION 22-22 ESTABLISHING A FEE SCHEDULE FOR FISCAL YEAR 2022/23 AND RESOLUTION 22-23 ESTABLISHING A SCHEDULE OF VALUES FOR FISCAL YEAR 2022/23.
5. RESOLUTION 22-24 ADOPTING A REVISION TO THE FY21-FY23 MEMORANDUM OF UNDERSTANDING WITH DISTRICT EMPLOYEES AND DISTRICT MANAGEMENT EMPLOYEES.
6. RESOLUTION 22-25 DISPOSAL OF DISTRICT SURPLUS

7. SETTLEMENT OF CLAIMS IN CONNECTION WITH JOANNA BELANGER, ET AL. VS. CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND SOUTH PLACER MUNICIPAL UTILITY DISTRICT, PLACER COUNTY SUPERIOR COURT CASE NO. S-CV-0047876.
8. DECLARING AND RE-RATIFYING THE STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS DUE TO THE COVID-19 EMERGENCY.

Director Dickinson made a request to pull item 4 off the consent calendar for discussion.

Vice President Williams made a motion to approve consent items 1-3 and 5-8; a second was made by Director Durfee; a roll call vote was taken, and the motion carried 5-0.

Director Dickinson asked questions regarding consent item #4, Establishing a Fee Schedule and Schedule of Values. Regarding the Local Participation Fee, he asked for confirmation that appropriate steps had been taken to authorize an increase to the fee and asked staff to modify the fee schedule to clarify that the Regional Participation Fee is not set by the District but is a pass-through cost to the South Placer Wastewater Authority. He also asked for clarification on how labor rates are calculated to the Consumer Price Index (CPI) and asked that staff modify the current language to remove reference to the CPI as increases in labor costs don't correspond directly to the CPI. Finally, Director Dickinson asked that the fee schedule items that are listed as "plus District Costs" are reworded to make it clear that the District is not charging more than the costs that are incurred.

Director Dickinson confirmed that the Schedule of Values is used to reimburse contractors who construct major trunk facilities. DE Huff shared that the Schedule of Values was initially set in 2017 and is updated every fiscal year in accordance with the Engineering News Record (ENR) Construction Cost Index (CCI). Director Dickinson asked that staff reevaluate the Schedule of Values to account for the current economic environment. GM Niederberger offered that staff will reevaluate the Schedule of Values as part of next year's Cost of Service and Rate Study.

Director Dickinson made a motion to approve consent item 4; a second was made by Vice President Williams; a roll call vote was taken, and the motion carried 5-0.

VI. BOARD BUSINESS

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

ASM Costan presented the Public Hearing to collect delinquent charges for tax year 2022. She shared that each year the District holds a public hearing prior to assigning delinquent charges to the Placer County Tax Rolls. She shared that as of the date of this meeting, there were 939 accounts with a total outstanding balance of \$313,583, less than the number of accounts and balance sent

for assignment last year. The Public Hearing was opened to receive comments from the public on this item. No public comments were received.

Director Murdock made a motion to adopt Resolution 22-27 Collection of Delinquent Service Charges for the South Placer Municipal Utility District on the Placer County Tax Rolls for 2022; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 5-0.

2. SECOND READING AND ADOPTION OF ORDINANCE NO. 22-02 AN ORDINANCE REVISING THE TIMELINE FOR REIMBURSEMENT AGREEMENTS AS CONTAINED IN THE DISTRICT SEWER CODE SECTION 4.04.001

GM Niederberger presented the Second Reading of Ordinance 22-02 which, if adopted, would accelerate the timeline for developers to receive reimbursements for the construction of major trunk facilities as outlined in the District Sewer Code. He shared that the public hearing was conducted at the May 5, 2022, board meeting.

Vice President Williams made a motion directing staff to (1) Waive the second reading of the proposed Ordinance #22-02. (2) Adopt Ordinance No. 22-02 – An Ordinance revising the Timeline for Reimbursement Agreements as contained in the District Sewer Code Section 4.04.001 which will become effective on July 2, 2022; a second was made by Director Durfee; a roll call vote was taken, and the motion carried 4-1 with Director Dickinson voting no.

3. SCADA MASTER PLAN UPDATE

GM Niederberger introduced the SCADA Master Plan update, sharing that this ongoing project is being presented ahead of the budget workshop as it is a large portion of the capital spending budget for next fiscal year. DS Nielsen presented an update of the SCADA Master Plan Design and Implementation. A SCADA system allows the District to collect data and provide remote control of certain operations. DS Nielsen shared the project timeline, costs, and details on both phases of the project.

Director Murdock asked about security. DS Nielsen shared that the project includes central server enhancements and additional redundancy to protect the District against attacks. Director Dickinson asked if the total project cost is anticipated to be \$6M. DS Nielsen shared that the plan includes site standardization, and the cost has been adjusted to account for the current supply chain and inflation conditions. Vice President Williams asked for the design consultant to provide additional phasing options. President Mitchell asked what Roseville is using for SCADA. DS Nielsen shared that due to the Treatment Plants and size of Roseville's system, the type of system Roseville is using is likely not a good fit for the District. Director Dickinson asked if the new system would be proprietary. DS Nielsen shared that both the hardware and software can be implemented and maintained by a multitude of vendors. Director Dickinson commented that he would like to see additional lower-cost proposals.

4. STRATEGIC PLANNING WORKSHOP: STRATEGIC PRIORITIES

DS Nielsen led a discussion of the proposed Strategic Priorities that will be the framework for the next five-year Strategic Plan. He shared six example priorities: #1 Reduce energy costs, #2 Prepare for foreseeable emergencies, #3 Leverage existing and applicable technologies to improve

efficiencies, #4 Reestablish the culture of the District following the pandemic and changes, #5 Remain engaged in affordability discussions, and #6 Maintain an excellent regulatory compliance record. The Board discussed the priorities and recommended changing the language on item #5 Remain engaged in affordability discussions, to have a clearer outcome. The Board also recommended combining item #1 Reduce energy costs, with item #3 Leverage existing and applicable technologies to improve efficiencies. Finally, the Board recommended removing item #4 Reestablish the culture of the District following the pandemic and changes.

5. FISCAL YEAR 2022/23 BUDGET WORKSHOP

ASM Costan presented the budget workshop, sharing the projected revenue budget which anticipates three hundred new connections and a corresponding slight increase in the sewer service charges. She then presented the proposed Operating Fund and Capital Expense Budgets. Directors were given an opportunity to ask questions and make any comments regarding the proposed budget. Director Dickinson asked that additional details on the large increase to the Wastewater Treatment Plant Operations and Maintenance costs be included in the Budget Book. Additionally, he asked that the SCADA capital expenditure budget be revised to match the Phase I costs presented during tonight's board presentation. The final FY 22/23 Budget Workbook will be brought back to the Board for adoption at the July 7, 2022 Board meeting.

Vice President Williams made a motion directing staff to return on July 7, 2022 with a Final Budget Book for Fiscal Year 2022/23; a second was made by Director Durfee; a roll vote was taken, and the motion carried 5-0.

VII. REPORTS

1. District General Counsel (A. Brown):

General Counsel Brown had no report for this meeting.

2. General Manager (H. Niederberger):

A. ASD, FSD & TSD Reports:

GM Niederberger shared that due to construction, staff does not anticipate being able to return to in-person board meetings until the end of the year. Vice President Williams commented that staff should have an alternative plan for conducting meetings during construction in case the Governor does not extend the emergency declaration allowing for remote board meetings.

Director Murdock congratulated ASM Costan for completing the Leadership Rocklin Program through the Rocklin Chamber of Commerce.

B. Information Items: No additional items.

3. Director's Comments:

President Mitchell asked if Roseville has completed the Methane Gas Recapture Project. Vice President Williams shared that it is included in the scope of the current Pleasant Grove Treatment Plant project, but there have been delays. GM Niederberger shared that there will be an SPWA board meeting in June.

President Mitchell shared that he recently attended a Placer County presentation that showed large expansion in the County with sewer being routed to the Roseville Treatment Plants. This expansion may trigger a reallocation of the SPWA cost allocations. GM Niederberger shared that it is his understanding that Placer County obtained an American Recovery Program Act (ARPA) Grant and one of the proposed projects for the funds is a complete re-sewering of the Sunset Ranch Industrial Park which is included in the expansion planned for Placer County.

IX. ADJOURNMENT

The President adjourned the meeting at 5:51 p.m. to the next regular meeting to be held on July 7, 2022, at 4:30 p.m.



Emilie Costan, Board Secretary



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 05/25/2022 - 06/27/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1784	Five Star Bank	05/25/2022	Regular	0.00	5,000,000.00	14522
1784	Five Star Bank	05/25/2022	Regular	0.00	-5,000,000.00	14522
1652	Cintas Corporation	05/26/2022	Regular	0.00	541.86	14523
1652	Cintas Corporation	05/26/2022	Regular	0.00	-541.86	14523
1136	Helix Laboratories, Inc.	05/26/2022	Regular	0.00	3,632.56	14524
1764	Network Design Associates, Inc.	05/26/2022	Regular	0.00	592.00	14525
1306	Superior Equipment Repair	05/26/2022	Regular	0.00	1,801.50	14526
1062	Chad Stites	05/26/2022	Regular	0.00	147.99	14527
1652	Cintas Corporation	05/26/2022	Regular	0.00	542.68	14528
1240	Placer County Personnel	05/27/2022	Regular	0.00	3,209.17	14529
	Void	06/02/2022	Regular	0.00	0.00	14590
	Void	06/02/2022	Regular	0.00	0.00	14591
	Void	06/02/2022	Regular	0.00	0.00	14592
	Void	06/02/2022	Regular	0.00	0.00	14593
	Void	06/02/2022	Regular	0.00	0.00	14594
	Void	06/02/2022	Regular	0.00	0.00	14595
	Void	06/02/2022	Regular	0.00	0.00	14596
	Void	06/02/2022	Regular	0.00	0.00	14597
	Void	06/02/2022	Regular	0.00	0.00	14598
	Void	06/02/2022	Regular	0.00	0.00	14599
1663	Buckmaster Office Solutions	06/02/2022	Regular	0.00	108.84	14950
1652	Cintas Corporation	06/02/2022	Regular	0.00	506.99	14951
1068	City of Roseville	06/02/2022	Regular	0.00	142,725.72	14952
1087	Dawson Oil Co.	06/02/2022	Regular	0.00	5,966.71	14953
1706	Express Sewer & Drain Inc.	06/02/2022	Regular	0.00	3,700.00	14954
1686	Jan Pro	06/02/2022	Regular	0.00	887.00	14955
1764	Network Design Associates, Inc.	06/02/2022	Regular	0.00	2,523.00	14956
1218	PCWA	06/02/2022	Regular	0.00	1,797.18	14957
1221	PG&E (Current Accounts)	06/02/2022	Regular	0.00	955.82	14958
1244	Preferred Alliance Inc	06/02/2022	Regular	0.00	162.84	14959
1327	US Bank Corporate Payment	06/02/2022	Regular	0.00	15,467.86	14960
	Void	06/02/2022	Regular	0.00	0.00	14961
	Void	06/02/2022	Regular	0.00	0.00	14962
	Void	06/02/2022	Regular	0.00	0.00	14963
1068	City of Roseville	06/08/2022	Regular	0.00	1,235,500.00	14964
1086	Dataprose	06/08/2022	Regular	0.00	8,081.77	14965
1124	Gold Country Media Publications	06/08/2022	Regular	0.00	1,215.24	14966
1131	Granite Business Printing	06/08/2022	Regular	0.00	117.98	14967
1666	Great America Financial Services	06/08/2022	Regular	0.00	452.99	14968
1139	Hill Rivkins Brown & Associates	06/08/2022	Regular	0.00	10,540.00	14969
1796	Jordon Olsen	06/08/2022	Regular	0.00	246.64	14970
1012	All Electric Motors	06/17/2022	Regular	0.00	5,775.44	15052
1018	Andre Kalinyuk	06/17/2022	Regular	0.00	246.66	15053
1021	ARC	06/17/2022	Regular	0.00	106.19	15054
248	AT&T (916.663.1652) & (248.134.5438.608.80)	06/17/2022	Regular	0.00	304.33	15055
1022	AT&T (9391035571) & (9391053973)	06/17/2022	Regular	0.00	329.93	15056
1759	Bender Rosenthal Inc.	06/17/2022	Regular	0.00	1,106.25	15057
1768	Capital Program Management Inc.	06/17/2022	Regular	0.00	2,497.57	15058
1652	Cintas Corporation	06/17/2022	Regular	0.00	1,029.97	15059
1066	City of Rocklin	06/17/2022	Regular	0.00	32,800.00	15060
1073	Consolidated Communications	06/17/2022	Regular	0.00	2,090.03	15061
1509	Crystal Communications	06/17/2022	Regular	0.00	311.64	15062
1564	Jensen Landscape Services, LLC	06/17/2022	Regular	0.00	950.97	15063
1163	Joe Gonzalez Trucking, LLC.	06/17/2022	Regular	0.00	1,593.92	15064

Check Report

Date Range: 05/25/2022 - 06/27/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1757	McClatchy Shared Services LLC	06/17/2022	Regular	0.00	890.40	15065
1764	Network Design Associates, Inc.	06/17/2022	Regular	0.00	4,819.06	15066
1217	Owen Equipment	06/17/2022	Regular	0.00	1,495.00	15067
1218	PCWA	06/17/2022	Regular	0.00	426.01	15068
1221	PG&E (Current Accounts)	06/17/2022	Regular	0.00	5,026.33	15069
1333	SPOK, Inc.	06/17/2022	Regular	0.00	50.86	15070
1338	Verizon Wireless	06/17/2022	Regular	0.00	1,164.74	15071
1581	Cameron Lima	06/24/2022	Regular	0.00	250.00	15072
1066	City of Rocklin	06/24/2022	Regular	0.00	22,779.66	15073
1480	Herb Niederberger	06/24/2022	Regular	0.00	284.98	15074
1218	PCWA	06/24/2022	Regular	0.00	746.36	15075
1253	Recology Auburn Placer	06/24/2022	Regular	0.00	345.53	15076
1797	Red Dog Shredz	06/24/2022	Regular	0.00	110.00	15077
1798	Rocklin Unified School District	06/24/2022	Regular	0.00	975.00	15078
1306	Superior Equipment Repair	06/24/2022	Regular	0.00	2,618.22	15079
1240	Placer County Personnel	06/24/2022	Regular	0.00	3,209.17	15080
1652	Cintas Corporation	06/24/2022	Regular	0.00	513.77	15081
1582	Walker's Office Supply	06/24/2022	Regular	0.00	4,298.34	15082
1149	Internal Revenue Service	05/27/2022	Bank Draft	0.00	446.40	DFT0007213
1098	EDD (EFT)	05/27/2022	Bank Draft	0.00	218.22	DFT0007214
1098	EDD (EFT)	05/27/2022	Bank Draft	0.00	19.73	DFT0007215
1149	Internal Revenue Service	05/27/2022	Bank Draft	0.00	104.40	DFT0007216
1149	Internal Revenue Service	05/27/2022	Bank Draft	0.00	482.60	DFT0007217
1045	Cal Pers 457 Plan (EFT)	05/27/2022	Bank Draft	0.00	750.00	DFT0007218
1135	Empower (EFT)	05/27/2022	Bank Draft	0.00	225.00	DFT0007219
1135	Empower (EFT)	05/27/2022	Bank Draft	0.00	7,502.52	DFT0007220
1135	Empower (EFT)	05/27/2022	Bank Draft	0.00	237.45	DFT0007221
1042	CA State Disbursement (EF	05/27/2022	Bank Draft	0.00	44.76	DFT0007222
1015	American Fidelity Assurance	05/27/2022	Bank Draft	0.00	333.33	DFT0007223
1015	American Fidelity Assurance	05/27/2022	Bank Draft	0.00	285.40	DFT0007224
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	49.13	DFT0007225
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	914.29	DFT0007226
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	1,602.28	DFT0007227
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	1,881.27	DFT0007228
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	2,778.90	DFT0007229
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	3,581.10	DFT0007230
1229	Pers (EFT)	05/27/2022	Bank Draft	0.00	4,026.77	DFT0007231
1149	Internal Revenue Service	05/27/2022	Bank Draft	0.00	11,606.58	DFT0007232
1098	EDD (EFT)	05/27/2022	Bank Draft	0.00	3,424.91	DFT0007233
1098	EDD (EFT)	05/27/2022	Bank Draft	0.00	1,029.60	DFT0007234
1149	Internal Revenue Service	05/27/2022	Bank Draft	0.00	2,714.50	DFT0007235
1149	Internal Revenue Service	05/27/2022	Bank Draft	0.00	8,137.00	DFT0007236
1015	American Fidelity Assurance	05/27/2022	Bank Draft	0.00	499.56	DFT0007237
1230	Pers (EFT)	05/27/2022	Bank Draft	0.00	5,983.04	DFT0007238
1230	Pers (EFT)	05/27/2022	Bank Draft	0.00	29,654.31	DFT0007239
1230	Pers (EFT)	05/27/2022	Bank Draft	0.00	8,658.16	DFT0007240
1230	Pers (EFT)	05/27/2022	Bank Draft	0.00	110.74	DFT0007241
1230	Pers (EFT)	05/27/2022	Bank Draft	0.00	4,321.00	DFT0007242
1230	Pers (EFT)	05/27/2022	Bank Draft	0.00	90.08	DFT0007243
1586	Principal Life Insurance Company	05/27/2022	Bank Draft	0.00	378.97	DFT0007244
1229	Pers (EFT)	06/07/2022	Bank Draft	0.00	11.34	DFT0007246
1229	Pers (EFT)	06/07/2022	Bank Draft	0.00	12.74	DFT0007247
1149	Internal Revenue Service	06/07/2022	Bank Draft	0.00	20.84	DFT0007248
1098	EDD (EFT)	06/07/2022	Bank Draft	0.00	16.02	DFT0007249
1098	EDD (EFT)	06/07/2022	Bank Draft	0.00	1.84	DFT0007250
1149	Internal Revenue Service	06/07/2022	Bank Draft	0.00	4.88	DFT0007251
1149	Internal Revenue Service	06/07/2022	Bank Draft	0.00	34.46	DFT0007252
1045	Cal Pers 457 Plan (EFT)	06/10/2022	Bank Draft	0.00	750.00	DFT0007253
1135	Empower (EFT)	06/10/2022	Bank Draft	0.00	225.00	DFT0007254
1135	Empower (EFT)	06/10/2022	Bank Draft	0.00	7,577.52	DFT0007255
1135	Empower (EFT)	06/10/2022	Bank Draft	0.00	237.45	DFT0007256

Check Report

Date Range: 05/25/2022 - 06/27/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1042	CA State Disbursement (EF	06/10/2022	Bank Draft	0.00	44.76	DFT0007257
1015	American Fidelity Assurance	06/10/2022	Bank Draft	0.00	333.33	DFT0007258
1015	American Fidelity Assurance	06/10/2022	Bank Draft	0.00	285.40	DFT0007259
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	49.13	DFT0007260
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	914.29	DFT0007261
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	1,602.28	DFT0007262
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	1,881.26	DFT0007263
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	2,778.90	DFT0007264
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	3,627.70	DFT0007265
1229	Pers (EFT)	06/10/2022	Bank Draft	0.00	4,079.16	DFT0007266
1149	Internal Revenue Service	06/10/2022	Bank Draft	0.00	11,915.32	DFT0007267
1098	EDD (EFT)	06/10/2022	Bank Draft	0.00	3,670.90	DFT0007268
1098	EDD (EFT)	06/10/2022	Bank Draft	0.00	1,055.52	DFT0007269
1149	Internal Revenue Service	06/10/2022	Bank Draft	0.00	2,879.54	DFT0007270
1149	Internal Revenue Service	06/10/2022	Bank Draft	0.00	8,605.67	DFT0007271
1044	Cal Pers	06/13/2022	Bank Draft	0.00	45,606.00	DFT0007272
1045	Cal Pers 457 Plan (EFT)	06/24/2022	Bank Draft	0.00	750.00	DFT0007273
1135	Empower (EFT)	06/24/2022	Bank Draft	0.00	375.00	DFT0007274
1135	Empower (EFT)	06/24/2022	Bank Draft	0.00	7,577.52	DFT0007275
1135	Empower (EFT)	06/24/2022	Bank Draft	0.00	237.45	DFT0007276
1042	CA State Disbursement (EF	06/24/2022	Bank Draft	0.00	44.76	DFT0007277
1015	American Fidelity Assurance	06/24/2022	Bank Draft	0.00	333.33	DFT0007278
1015	American Fidelity Assurance	06/24/2022	Bank Draft	0.00	285.40	DFT0007279
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	49.13	DFT0007280
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	914.29	DFT0007281
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	1,602.28	DFT0007282
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	1,881.26	DFT0007283
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	2,778.89	DFT0007284
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	3,627.71	DFT0007285
1229	Pers (EFT)	06/24/2022	Bank Draft	0.00	4,079.16	DFT0007286
1149	Internal Revenue Service	06/24/2022	Bank Draft	0.00	11,793.30	DFT0007287
1098	EDD (EFT)	06/24/2022	Bank Draft	0.00	3,587.74	DFT0007288
1098	EDD (EFT)	06/24/2022	Bank Draft	0.00	1,046.18	DFT0007289
1149	Internal Revenue Service	06/24/2022	Bank Draft	0.00	2,758.22	DFT0007290
1149	Internal Revenue Service	06/24/2022	Bank Draft	0.00	8,267.87	DFT0007291
1015	American Fidelity Assurance	06/24/2022	Bank Draft	0.00	499.56	DFT0007292
1586	Principal Life Insurance Company	06/24/2022	Bank Draft	0.00	226.89	DFT0007293
1230	Pers (EFT)	06/24/2022	Bank Draft	0.00	5,983.04	DFT0007294
1230	Pers (EFT)	06/24/2022	Bank Draft	0.00	29,654.31	DFT0007295
1230	Pers (EFT)	06/24/2022	Bank Draft	0.00	8,658.16	DFT0007296
1230	Pers (EFT)	06/24/2022	Bank Draft	0.00	110.74	DFT0007297
1230	Pers (EFT)	06/24/2022	Bank Draft	0.00	3,874.00	DFT0007298
1230	Pers (EFT)	06/24/2022	Bank Draft	0.00	78.43	DFT0007299

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	97	57	0.00	6,540,570.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	15	0.00	-5,000,541.86
Bank Drafts	86	86	0.00	301,387.87
EFT's	0	0	0.00	0.00
	183	158	0.00	1,841,416.68

Check Report

Date Range: 05/25/2022 - 06/27/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1292	SPMUD Petty Cash	06/08/2022	Regular	0.00	15.00	14530

Bank Code AP US Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	15.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	15.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	58	0.00	6,540,585.67
Manual Checks	0	0	0.00	0.00
Voided Checks	0	15	0.00	-5,000,541.86
Bank Drafts	86	86	0.00	301,387.87
EFT's	0	0	0.00	0.00
	184	159	0.00	1,841,431.68

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	5/2022	112,017.90
100	GENERAL FUND	6/2022	1,729,413.78
			1,841,431.68

Account Number	Name	Date	Type	Amount	Reference	Packet
102-0000258-01	John V Carson	6/13/2022	Refund	\$ 40.95	Check #: 14971	UBPKT14243
102-0001213-02	McTague, Paul and Terry	6/13/2022	Refund	\$ 108.00	Check #: 14972	UBPKT14243
102-0001774-01	Fariss, Timothy	6/13/2022	Refund	\$ 108.00	Check #: 14973	UBPKT14243
102-0002206-01	Shaw, Samie L	6/13/2022	Refund	\$ 9.20	Check #: 14974	UBPKT14243
102-0002956-01	Forget Me Not Properties LLC	6/13/2022	Refund	\$ 18.00	Check #: 14975	UBPKT14243
102-0003311-03	Klein, Katherine	6/13/2022	Refund	\$ 5.17	Check #: 14976	UBPKT14243
102-0005271-03	Schweiger, Scott	6/13/2022	Refund	\$ 106.80	Check #: 14977	UBPKT14243
102-0005878-03	Gadingan, Sherryl	6/13/2022	Refund	\$ 41.20	Check #: 14978	UBPKT14243
102-0006038-02	Lucca, Carol	6/13/2022	Refund	\$ 108.00	Check #: 14979	UBPKT14243
102-0006577-01	Adams, Ronald D Jr	6/13/2022	Refund	\$ 102.57	Check #: 14980	UBPKT14243
102-0006748-01	Borgert, Mark and Ronda	6/13/2022	Refund	\$ 108.30	Check #: 14981	UBPKT14243
102-0006900-02	Bellows, Matthew and Melissa	6/13/2022	Refund	\$ 13.35	Check #: 14982	UBPKT14243
102-0007669-01	O'Brien, Timothy	6/13/2022	Refund	\$ 108.22	Check #: 14983	UBPKT14243
102-0007686-05	Open Door Property LLC	6/13/2022	Refund	\$ 7.62	Check #: 14984	UBPKT14243
102-0008106-04	Stelling, Jennifer	6/13/2022	Refund	\$ 167.11	Check #: 14985	UBPKT14243
102-0008251-01	Brown, Janet C	6/13/2022	Refund	\$ 109.71	Check #: 14986	UBPKT14243
102-0009174-01	Luevano, Robert	6/13/2022	Refund	\$ 17.22	Check #: 14987	UBPKT14243
102-0010237-02	Okahara, Juri	6/13/2022	Refund	\$ 108.05	Check #: 14988	UBPKT14243
102-0010521-01	McDevitt, David	6/13/2022	Refund	\$ 38.48	Check #: 14989	UBPKT14243
102-0012224-02	Chaney, Russell and Holly	6/13/2022	Refund	\$ 108.05	Check #: 14990	UBPKT14243
103-0004099-01	Barnes, Joyce	6/13/2022	Refund	\$ 10.51	Check #: 14991	UBPKT14243
103-0004619-01	Roth, Alan	6/13/2022	Refund	\$ 351.47	Check #: 14992	UBPKT14243
103-0004635-02	Nemana, Dinakar	6/13/2022	Refund	\$ 119.61	Check #: 14993	UBPKT14243
103-0008301-02	Lynch, Kyle and Paige	6/13/2022	Refund	\$ 7.67	Check #: 14994	UBPKT14243
103-0013212-01	Harris, David	6/13/2022	Refund	\$ 62.22	Check #: 14995	UBPKT14243
103-0016932-02	Moosman, Lucas and Molly	6/13/2022	Refund	\$ 108.18	Check #: 14996	UBPKT14243
106-0012816-01	Bickford, Brandon	6/13/2022	Refund	\$ 624.00	Check #: 14997	UBPKT14243
106-0012821-03	Trust, Zillow Homes Property	6/13/2022	Refund	\$ 7.74	Check #: 14998	UBPKT14243
106-0012835-02	Nowak, Mark	6/13/2022	Refund	\$ 540.00	Check #: 14999	UBPKT14243
106-0013047-02	Williams, Rose and Jesse	6/13/2022	Refund	\$ 86.16	Check #: 15000	UBPKT14243
106-0013259-03	Depuy, Brian and Lisa	6/13/2022	Refund	\$ 20.11	Check #: 15001	UBPKT14243
106-0013403-02	Susag, Paul	6/13/2022	Refund	\$ 338.30	Check #: 15002	UBPKT14243
106-0013541-02	McKay, Brandon	6/13/2022	Refund	\$ 108.24	Check #: 15003	UBPKT14243
106-0014502-02	Knapp, Scott	6/13/2022	Refund	\$ 12.59	Check #: 15004	UBPKT14243
106-0014644-01	Goodrich, Olive A	6/13/2022	Refund	\$ 445.11	Check #: 15005	UBPKT14243
106-0015269-02	Sendejas, Shawn and Julie	6/13/2022	Refund	\$ 109.60	Check #: 15006	UBPKT14243
106-0015376-01	Engel, Tom Sr	6/13/2022	Refund	\$ 108.30	Check #: 15007	UBPKT14243
106-0015793-01	Harris, Roy and Cynthia	6/13/2022	Refund	\$ 28.39	Check #: 15008	UBPKT14243
106-0016798-02	Rodolff, Brian and Kelley	6/13/2022	Refund	\$ 65.80	Check #: 15009	UBPKT14243
106-0017500-01	McDaniel, Susan	6/13/2022	Refund	\$ 239.16	Check #: 15010	UBPKT14243
106-1025625-00	Headrick, Wyatt G	6/13/2022	Refund	\$ 223.80	Check #: 15011	UBPKT14243
106-1025634-00	Haddorff, Susan	6/13/2022	Refund	\$ 6.65	Check #: 15012	UBPKT14243
106-1025719-01	Turkov, George and Kristina	6/13/2022	Refund	\$ 109.33	Check #: 15013	UBPKT14243
112-1021245-01	Ratiu, Claudiu	6/13/2022	Refund	\$ 570.24	Check #: 15014	UBPKT14243
112-1021843-01	Sipes, Jeff and Natalie	6/13/2022	Refund	\$ 12.17	Check #: 15015	UBPKT14243

112-1021893-01	Abrams, Daryl	6/13/2022	Refund	\$	8.40	Check #: 15016	UBPKT14243
112-1022435-02	Oh, Claudia	6/13/2022	Refund	\$	108.35	Check #: 15017	UBPKT14243
112-1022823-01	Kaur, Jasveer	6/13/2022	Refund	\$	12.13	Check #: 15018	UBPKT14243
112-1023195-01	Vine, Richard	6/13/2022	Refund	\$	109.89	Check #: 15019	UBPKT14243
112-1025830-02	Ellis, Charles and Kimberly	6/13/2022	Refund	\$	8.90	Check #: 15020	UBPKT14243
112-1025862-03	Crose, Joshua and Arezou	6/13/2022	Refund	\$	108.00	Check #: 15021	UBPKT14243
112-1026475-01	McCabe, Sean and Tiffany	6/13/2022	Refund	\$	125.02	Check #: 15022	UBPKT14243
112-1026821-01	Hogan-Johnson, Patricia M	6/13/2022	Refund	\$	108.00	Check #: 15023	UBPKT14243
112-1027127-01	Cabrera, Carlos and Vannesa	6/13/2022	Refund	\$	16.58	Check #: 15024	UBPKT14243
112-1027203-01	Lopez, Luis	6/13/2022	Refund	\$	109.57	Check #: 15025	UBPKT14243
112-1027246-01	Nair, Preeti	6/13/2022	Refund	\$	197.60	Check #: 15026	UBPKT14243
112-1027331-01	Ma, Tim	6/13/2022	Refund	\$	8.64	Check #: 15027	UBPKT14243
112-1027573-01	Kakarlapudi, Venkata	6/13/2022	Refund	\$	20.40	Check #: 15028	UBPKT14243
112-1027614-01	McKay, Brian and Carmencita	6/13/2022	Refund	\$	12.00	Check #: 15029	UBPKT14243
112-1027868-01	Nguyen, Jaydee and Janice	6/13/2022	Refund	\$	109.55	Check #: 15030	UBPKT14243
112-1028672-01	Kassam, Hafiz	6/13/2022	Refund	\$	129.84	Check #: 15031	UBPKT14243
112-1029401-00	Homes, Tri Pointe	6/13/2022	Refund	\$	108.00	Check #: 15032	UBPKT14243
112-1029518-00	KB Home Sacramento Inc	6/13/2022	Refund	\$	98.40	Check #: 15033	UBPKT14243
112-1029717-00	Tim Lewis Communities	6/13/2022	Refund	\$	165.60	Check #: 15034	UBPKT14243
112-1029742-00	KB Home Sacramento Inc	6/13/2022	Refund	\$	115.50	Check #: 15035	UBPKT14243
112-1029773-00	KB Home Sacramento Inc	6/13/2022	Refund	\$	115.50	Check #: 15036	UBPKT14243
112-1029774-00	KB Home Sacramento Inc	6/13/2022	Refund	\$	115.50	Check #: 15037	UBPKT14243
112-1029775-00	KB Home Sacramento Inc	6/13/2022	Refund	\$	115.50	Check #: 15038	UBPKT14243
112-1029878-00	Homes, Tri Pointe	6/13/2022	Refund	\$	108.00	Check #: 15039	UBPKT14243
113-1025309-01	Linder, David and Renae	6/13/2022	Refund	\$	115.64	Check #: 15040	UBPKT14243
115-1025548-03	Smith, Cameron and Cheyenne	6/13/2022	Refund	\$	270.92	Check #: 15041	UBPKT14243
115-1025605-03	Cottrell, Blake and Jocelyn	6/13/2022	Refund	\$	74.72	Check #: 15042	UBPKT14243
202-0013064-03	Knowlton, Jill	6/13/2022	Refund	\$	212.15	Check #: 15043	UBPKT14243
212-1026021-01	LLC, WC Properties Edens	6/13/2022	Refund	\$	168.70	Check #: 15044	UBPKT14243
102-0003331-01	Zug, James	6/16/2022	Refund	\$	52.60	Check #: 15045	UBPKT14687
102-0003346-01	Goodwin, James	6/16/2022	Refund	\$	6.45	Check #: 15046	UBPKT14687
106-0016063-01	Pennington, John	6/16/2022	Refund	\$	117.50	Check #: 15047	UBPKT14687
106-1025596-00	Chiurlia, Christal	6/16/2022	Refund	\$	115.50	Check #: 15048	UBPKT14687
112-1022975-01	Nguyen, Tam	6/16/2022	Refund	\$	672.13	Check #: 15049	UBPKT14687
112-1028708-01	Ortenzio, Aaron and Layata	6/16/2022	Refund	\$	23.30	Check #: 15050	UBPKT14687
112-1029088-01	Bhele, Pardeep	6/16/2022	Refund	\$	108.63	Check #: 15051	UBPKT14687
	TOTAL REFUNDS			\$	9,822.46		

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, District Superintendent

Subject: Resolution 22-29 Award of Contract to IB Consultants for Wastewater Rate and Participation Fee Study

Meeting Date: July 7, 2022

Overview

On May 4, 2017, the Board of Directors accepted a 5-Year Financial Plan and Cost of Service Study covering the years of 2017 through 2022. On August 3, 2017, the Board adopted Ordinance 17-02 approving rate increases in the monthly service charge over a 3-year period with the last increase on July 1, 2019. These rate increases were designed to provide sufficient revenue to meet financial needs, operational demands, regulatory requirements, and customer expectations through 2022.

While the District currently maintains sufficient funds in reserve, operating expenses and capital needs will soon exceed operating revenues. The District Budget for FY2022/23 indicates operating revenue of \$17.6 Million with operating expenses and capital needs of almost \$21 Million. This shortfall will be covered by drawing down the General Fund (Fund 100) reserve balance. The budget indicates that by the end of FY 2022/23, the General Fund balance will be drawn down to within less than \$1 million of the minimum required balance dictated by the District's Reserve Policy #3130.

On February 6, 2020, the Board of Directors adopted Resolutions 20-06, which accepted the System Evaluation and Capacity Assurance Plan (SECAP) dated January 2020, and 20-07, accepting the Sewer Participation Fee Nexus Study dated January 2020. Sometime after the public comment period for the SECAP and Nexus Study, the District received comments on both documents that require evaluation by a firm specializing in the development of fees governed by the Mitigation Fee Act, GC 66000, et al.

On April 1, 2022, Staff transmitted Requests for Proposals (RFPs) to six firms specializing in utility rate and fee studies and posted the RFP on the Public Purchase website. The RFP was accessed by fifty-two firms on Public Purchase and downloaded by twenty-two of those firms. The District received two proposals by the April 29th deadline, from Raftelis and IB Consulting. These were reviewed internally by staff. IB took advantage of its existing relationship with the

South Placer Wastewater Authority (SPWA) to customize its approach to the rate and fee study. That existing relationship and customized approach was a deciding factor.

Staff is recommending that the District contract with IB Consulting to perform the work necessary to complete the Rate and Fee Study with anticipated implementation by July 1, 2023. The contract with IB Consulting was reviewed by the District Fee and Finance Advisory Committee with the recommendation that the approval be brought before the Board of Directors for consideration.

Recommendation

Staff requests the Board of Directors adopt Resolution 22-29 Award of Contract to IB Consultants for a Wastewater Rate and Participation Fee Study.

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

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

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

Goal 5.4: Prepare balanced annual budgets; conduct acceptable audits

Goal 5.6: Provide routine reports on Financial Stability

Fiscal Impact

The agreement amount is not to exceed \$84,050 and has been included in the Professional Services Item within Fund 100 expenses in the FY 2022/23 Budget

Attachments

1. Resolution 22-29 Award of Contract to IB Consultants for a Wastewater Rate and Participation Fee Study
2. Professional Services Agreement with IB Consulting
3. IB Proposal for Rate & Fee Study

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-29

AWARD OF CONTRACT TO IB CONSULTANTS FOR A WASTEWATER RATE AND PARTICIPATION FEE STUDY

WHEREAS, on October 2, 2017, the South Placer Municipal Utility District Board of Directors adopted a Strategic Plan that among other things established goals related to Financial Stability with the intent of managing the District's finances to support District needs and maintain reasonable rates; and

WHEREAS, On May 4, 2017, the Board of Directors accepted a 5-Year Financial Plan and Cost of Service Study covering the years of 2017 through 2022; and

WHEREAS, on August 3, 2017, the Board adopted Ordinance 17-02 approving rate increases in the monthly service charge over a 3-year period with the last increase on July 1, 2019. These rate increases were designed to provide sufficient revenue to meet financial needs, operational demands, regulatory requirements, and customer expectations through 2022; and

WHEREAS, while the District currently maintains sufficient funds in reserve, operating expenses and capital needs will soon exceed operating revenues. The District Budget for FY2022/23 indicates operating revenue of \$17.6 Million with operating expenses and capital needs of almost \$21 Million. This shortfall will be covered by drawing down the General Fund (Fund 100) reserve balance. The budget indicates that by the end of FY 2022/23. The General Fund balance will reach the minimum required balance dictated by the District's Reserve Policy #3130; and

WHEREAS, the District desires to contract with a consulting firm specializing in utility rate and fee studies; and issued a Request for Proposals (RFPs) soliciting firms to perform such work; and

WHEREAS, IB Consulting is a consulting firm specializing in utility rate and fee studies and is currently contracting with the South Placer Wastewater Authority (Authority) to prepare a fee study; and

WHEREAS, IB consulting submitted a Proposal that meets the District's needs as outlined in the RFP.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District does hereby authorize the General Manager to execute the attached Professional Services Agreement with IB Consulting to prepare a Wastewater Rate and Participation Fee Study for \$84,050.

PASSED AND ADOPTED by the Board of Directors of South Placer Municipal Utility District on this 7th day of July 2022.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Gerald P. Mitchell, President of the Board of Directors

ATTEST:

Emilie Costan, Board Secretary



South Placer Municipal Utility District
5807 Springview Drive Rocklin, CA 95677

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT TERM: (1) years

EXECUTED:

Provide Professional Services for the project know as Wastewater Rate & Local Participation Fee (Capacity Fee) Study 2022/2023

DISTRICT: South Placer Municipal Utility District
DISTRICT REPRESENTATIVE:
Herb Niederberger (916) 786-8555;
hniederberger@spmud.ca.gov

CONTRACTOR: IB Consulting
CONTRACTOR REPRESENTATIVE:
Habib Isaac (951) 595-9354;
saac@ibconsultinginc.com

SERVICES:

The undersigned agrees to complete the work specified in strict accordance with the General Provisions, Scope of Work and Pricing in the attached proposal incorporated herein within the time specified.

Total agreement amount shall not exceed \$84,050

This includes all applicable taxes and fees. Proof of insurance, as described in the General Provisions, has been provided to the District.

Name and Address of Contractor:
IB Consulting
31938 Temecula Parkway, Suite A #350
Temecula, CA 92592
Habib Isaac (951) 595-9354
Andrea Boehling (615) 870-9371

The person signing this Contract for Contractor represents and warrants that he or she has read, understands, and agrees to all the Contract terms and is fully authorized to sign this Contract on behalf of the Contractor and to bind the Contractor to the performance of the Contract's obligations.

Signature of person authorized

[Handwritten signature of Habib Isaac]

Print Name: Habib Isaac

Title: Managing Partner

Date: June 1, 2022

NOTICE OF AWARD (This section for District use only)

[] You are directed to proceed with the work upon receipt of this award.

Print Name: _____ Title: _____

Signature: _____ Date: _____

GENERAL PROVISIONS

1. **SCOPE OF SERVICES:** Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in the attached proposal included as part of this Agreement. This Agreement and its exhibits, attached or incorporated by reference, shall be known as the “Agreement Documents.” The Contractor enters into this Agreement as an independent contractor and not as an employee of the District.
2. **TIME OF PERFORMANCE:** The Services described in this Contract shall be provided for up to one year. See attached tentative proposal schedule. The services are to commence upon execution and receipt of this Agreement and shall be completed in a prompt and timely manner in accordance with the conditions of the Agreement.
3. **COMPENSATION:** Payments shall be paid upon completion of services for a total amount not to exceed \$84,050. The District reserves the right to perform any of these services with its own staff or to retain other contractors to perform the services. “Reimbursable Expenses” are limited to actual expenditures of the Contractor for expenses that are necessary for the proper satisfaction of the Contract and are only payable if specifically authorized in advance in writing by the District. No additional charges will be allowed unless specified in the Contract, including charges for transportation, fuel, containers, packing, or disposal. Contractor is responsible for supplying invoices and all documentation necessary to verify invoices to the District’s satisfaction. Invoices shall be emailed to ap@spmud.ca.gov or mailed to 5807 Springview Drive, Rocklin, CA 95677.
4. **TERMINATION:** This Agreement may be terminated, without cause, at any time by the District or Contractor upon ten days written notice. Contractor shall be compensated for all services provided for in the Agreement to that date. District shall be entitled to all work created pursuant to the Agreement.
5. **CHANGES:** District or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the District in writing. Mutually agreed to changes shall be incorporated in written amendments to this Agreement.
6. **PROPERTY OF THE DISTRICT:** It is mutually agreed that all work or materials prepared under this Agreement shall become the property of the District. The District shall have full ownership and control, including ownership of any copyrights, of all information prepared, produced, or provided by Contractor under this Contract. In this Contract, the term “information” means and includes any and all work product, submittals, reports, plans, specifications, and other deliverables consisting of documents, writings, handwritings, typewriting, printing, photostating, photographing, computer models, and any other computerized data and every other means of recording any form of information, communications, or representation, including letters, works, pictures, drawings, sounds, or symbols, or any combination thereof.
7. **CONFIDENTIALITY:** During performance of this Agreement, the contractor may gain access to and use District information. The contractor agrees to protect all District Information and treat it as strictly confidential, and further agrees that they shall at no time, either directly or indirectly, divulge, disclose, or communicate in any manner any District information to any third party without the prior written consent. In addition, the contractor shall comply with all policies governing the use of the District network and technology systems.
8. **NOTIFICATION OF MATERIAL CHANGES IN BUSINESS:** Contractor agrees that if it experiences any material changes in its business, including a reorganization, refinancing, restructuring, leveraged buyout,

bankruptcy, name change, or loss of key personnel, it will immediately notify the District of the changes. Contractor also agrees to immediately notify the District of any condition that may jeopardize the scheduled delivery or fulfillment of Contractor's obligations to the District under this Contract.

9. WARRANTY: Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Agreement in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines.
10. STANDARD OF PERFORMANCE: Contractor shall perform in the manner and according to the standards currently observed by a competent practitioner of Contractor's profession in California and in compliance with all requirements of this Contract. All products that Contractor delivers to District under this Contract must be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in Contractor's profession.

Contractor shall designate a Project Manager as its representative in all matters relating to the Agreement. The Project Manager shall remain in such capacity unless and until he is removed at the request of the District or replaced with the written permission of the District.

11. CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700: Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Agreement.
12. INTEREST IN AGREEMENT: Contractor covenants that neither it nor any of its employees has an interest in this Agreement which would conflict in any manner or degree with the performance of its services hereunder.
13. NEGLIGENCE: Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. District shall have no right of control over the manner in which the work is done but only as to its outcome and shall not be charged with the responsibility of preventing risk to any of Contractor's employees.
14. INDEMNITY: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents and employees from and against any and all claims, costs, losses and expenses arising out of or in connection with the performance of work or failure to comply with the obligations contained in the Agreement Documents, except such loss or damage which was caused by the active negligence or willful misconduct of the District.
15. INSURANCE: Contractor shall not commence with any work before obtaining, and shall maintain in force at all times during the term of this Agreement, the policies of insurance as specified by the District and incorporated herein by this reference.
16. SEVERABILITY: If a court with jurisdiction rules that any portion of this Contract or its application to any person or circumstance is invalid or unenforceable, the remainder of this Contract will not be affected thereby and will remain valid and enforceable as written, to the greatest extent permitted by law.
17. FACILITIES AND EQUIPMENT: Contractor shall, at its sole cost and expense, furnish all facilities and equipment that may be required for the contractor to perform services pursuant to this Agreement.

18. LICENSES AND PERMITS: Contractor represents and warrants that Contractor has, and shall maintain at all times during the term of this Contract at its sole cost and expense, all licenses, permits, qualifications, and approvals of any nature that are legally required for Contractor to practice its profession or fulfill the terms of this Contract, including any required certification issued by the California Secretary of State.

19. MISCELLANEOUS PROVISIONS:

- A. Contractor shall not engage in unlawful employment discrimination.
- B. Information received from the contractor will be disclosed upon receipt of a request under the California Public Records Act; however, if any information is set apart and clearly marked “trade secret” when provided to the District, the District shall give notice of any request for disclosure. The contractor shall have five (5) days from the date of notification to enter into an agreement with the District, providing for the defense of, and complete indemnification and reimbursement of all costs incurred by the District in any legal action to compel disclosure of the information. The contractor shall have sole responsibility for defense of the “trade secret” designation.
- C. This Agreement and its exhibits constitute the entire agreement between the parties relative to the services herein and no modifications shall be effective unless and until such modification is in writing and signed by both parties.
- D. Contractor shall maintain and make available to District accurate records of all its costs and receipts with respect to any work under this Agreement for six months after the final payment under this Agreement.

Tentative Proposal Schedule

Date(s)	Activity
April 1, 2022	Release RFP
April 4 -22, 2022	Receive and respond to questions and clarifications sent to email; hniederberger@spmud.ca.gov . Responses to all firms via addendum or clarification
April 29, 2022	Proposal Submission Deadline
May 2 – 13, 2022	Evaluate Proposals and reference check
May 16 – 22, 2022	Interview firms as necessary
May 31, 2022	Notify successful firm
June 2022	Compile any additional information and data requests
July 8, 2022	Issue Contract
July 11 – October 28, 2022	Analysis and report preparation
November 1, 2022	Draft Reports of study findings to Staff
November 2-11, 2023	Staff Review of draft reports
November 14 – 18, 2023	Presentation of Draft Studies to Fee & Finance Advisory Committee
November 21 – January 13, 2023	Finalize Financial Plan, Cost of Service Study, and Local Participation Fee Studies
January 16 – 20, 2023	Presentation of Final Studies to Fee & Finance Advisory Committee and recommendations
February 2, 2023	Presentation to Board of Directors: Financial Plan, Cost of Service Study and Local Participation Fee Study and recommendations
March 2, 2023	Final Approval of Financial Plan and Cost of Service Study, Authorization of Prop 218 Notices, Public Hearing
March 16, 2023	Prop 218 Notices mailed
May 4, 2023	Public Hearing and 1 st reading of Ordinance
June 1, 2023	Public Hearing ,2 nd reading and Final Approval of Ordinances
July 1, 2023	Rates and fees become effective



Solutions through Collaboration

Wastewater Rate & Local Participation Fee Study

Submittal Due Date:

April 29, 2022

Date: April 28, 2022

Herb Niederberger, General Manager
South Placer Municipal Utility District
5807 Springview Drive, Rocklin, CA 95677

Dear Mr. Niederberger,

IB Consulting is excited to provide our proposal to the South Placer Municipal Utility District (District) to conduct a comprehensive Wastewater Rate & Local Participation Fee Study. Our firm is a California limited liability company specializing in utility financial planning and rate consulting.

The District will benefit from two seasoned utility rate experts with over 30 years of combined experience. We focus on working with small to mid-size utilities and only work with a handful of clients at any given time. Doing so ensures that we are actively involved throughout the study and present at all meetings. With the two of us fully engaged, we will receive important information first-hand and provide our perspectives on reserve policies, long-term financial plans, and proposed rates.

We have assisted municipalities with long-term financial planning, updating rates to reflect the cost-of-service, maintaining revenue sufficiency, updating reserve policies, and complying with the substantive provisions of Proposition 218. We will develop a well-thought-out financial plan that fully funds the District's revenue requirements while mitigating rate spikes by smoothing rate adjustments over 5 years. ***Proposed rates will be cost-based and include at least two viable rate alternatives that complement the District's strategic objectives.***

Our proposal includes a detailed project approach that outlines our scope of services, milestones and deliverables, meetings, and District staff involvement. We understand the project and services requested and have read and complied with all terms and conditions within the RFP. We do not have any modifications to the District's sample agreement, and we do not have any conflicts of interest with the District or this specific study. During the RFP review process, I will be the primary contact and negotiate a potential agreement with the District. If you have any questions regarding the proposal or would like to discuss any section in more detail, please contact me directly.

Sincerely,



Habib Isaac - Principal | Managing Partner
951-595-9354
hisaac@ibconsultinginc.com

Andrea Boehling - Principal | Managing Partner
615-870-9371
aboehling@ibconsultinginc.com

Table of Contents

Project Team Description and Qualifications	3
Resumes	5
Scope of Services	8
Subcontractors	15
Client References	16
Fee Estimate and Rate Schedule	18
Evidence of Insurance	19
Acceptability of Terms and Conditions	20



Project Team Description and Qualifications



Habib Isaac

Principal | Managing Partner

hisaac@IBconsultinginc.com

- BS in Applied Mathematics
- 19 years experience
- Specialize in cost-of-service
- Skilled facilitator



Andrea Boehling

Principal | Managing Partner

aboehling@IBconsultinginc.com

- BS/BA in Accounting
- 16 years experience
- Specialize in financial planning
- Expert modeler



Lauren Demine

Senior Consultant

ldemine@IBconsultinginc.com

- BA in Geology
- 5 years utility experience
- Specialize in data analysis

As Principals of the firm, Habib and Andrea will be involved throughout the project with additional analytical support from Lauren Demine - Sr Consultant. Both Principals will work in concert with agency staff to prepare a framework outlining the overall approach, develop the long-term financial plan model, establish a sound nexus for rates, deliberate on policy decisions, facilitate all meetings, and prepare a final report that is readable with a key focus on quality.

Our project team includes both Principals, and the District will benefit from two seasoned utility rate experts with over 30 years of combined experience.

Collectively, the project team has completed more than 50 utility rate studies throughout California. Below is a list of recent similar projects:

- City of Roseville (water/recycled/wastewater/trash)
- City of Livermore (water/wastewater)
- City of Galt (water/wastewater/capacity fees)
- Delta Diablo (wastewater/recycled)
- East Valley WD (water/wastewater/capacity fees)
- Elsinore Valley MWD (water/recycled/wastewater)
- Temescal Valley WD (water/recycled/wastewater)
- City of Escondido (water/wastewater)



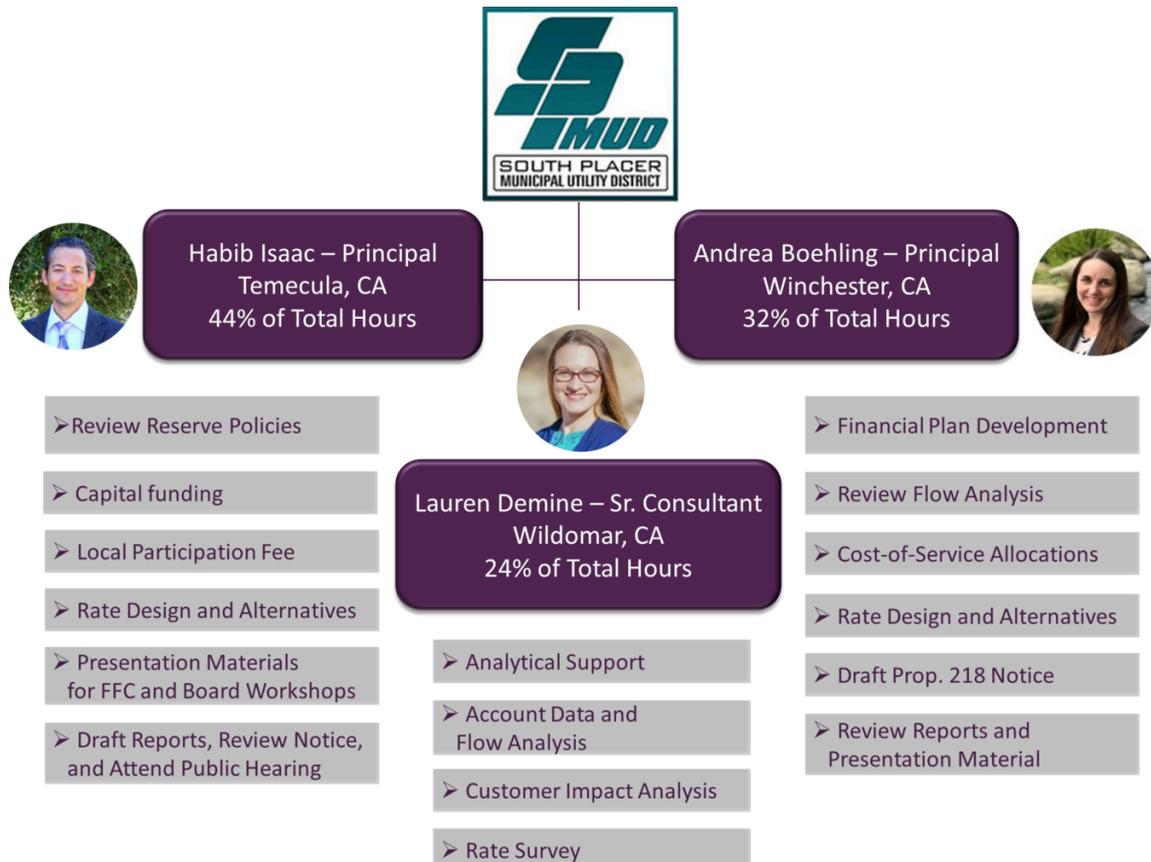


Project Staffing

Both Habib and Andrea will be responsible for developing the financial plan, rate alternatives, updates to the local participation fee, and facilitating all meetings. As part of our workflow, Andrea will lead the financial plan development and cost-of-service analysis with QC by Habib. Habib will review reserve policies, develop approaches for capital funding, and lead the participation fee study with QC by Andrea. Both Principals will be involved in rate design and developing proposed rate alternatives. Throughout the study, Lauren Demine will provide analytical support and focus on customer account data and flow analysis, customer impacts, and rate surveys. Our internal QA/QC includes reviews on all models, presentations, and reports before submitting deliverables to the District.

In addition, Habib is an expert facilitator and will lead all project meetings and workshops with the District's Fee & Finance Committee (FFC) and the Board. We have worked on several projects that incorporated presentations to finance committees, community advisory committees, and rate stakeholders (please see Client References for examples).

Each staff member's resume is included and lists additional qualifications and experience with similar studies. Below is our organizational chart for this study with roles and responsibilities.



Resumes



Habib Isaac - Principal / Managing Partner

Habib focuses on delivering innovative solutions to water and wastewater utilities that are clearly laid out and understandable to the community at large while backed by sound technical expertise to answer unforeseen questions that may arise during each project.

Education

San Diego State University
*BS in Applied Mathematics with
Emphasis in Computational Science*

College Publications
*Physics Letter A Journal
Encryption Using Cycling Chaos*

Work Experience - 19 Yrs

IB Consulting LLC: (2019 – Present)
Managing Partner

Raftelis: (2013 – 2019)
Senior Manager / West Coast Lead

Willdan: (2004 – 2013)
Principal Consultant

David Taussig & Assoc: (2003 – 2004)
Senior Analyst

Expertise

Utility Financial Planning
Utility Rate Consulting
Special Tax Consulting
Impact Fees
Risk Assessment
Utility Expert Witness

Proficiency

Utility BMPs
Financial Policies
Rate Alternatives
Prop. 218 Compliance
Expert Facilitator
Public Outreach

Industry Involvement

CSMFO – 2021
Planning for Uncertainty with Utility Rates

UMC – 2020
*Planning and Funding 2030 Capital Needs
in 2020 Through Community Engagement*

ACWA – 2019
*Building Tomorrow's Water District:
Customer Engagement & Cycle Replacement*

AWWA – NV/CA Section - 2015
*Developing Defensible Water/Wastewater
rates in Ca.*

AWWA – NV/CA Section - 2014
Long-Range Wage and Benefit Planning

Publications

AWWA Source Magazine - Winter 2016
Developing Defensible Tier Rates

AWWA Source Magazine - Fall 2015
*There's Opportunity in the San Juan
Capistrano Rates Decision*

Recent Project Experience - (Abbreviated for Proposal)

Rubidoux CSD: Water / Recycled / Wastewater Rate Study – **Active (Public Hearing: Dec 2022)**

Escondido, City: Water / Recycled Water / Wastewater Rate Study – **Active (Public Hearing: Nov 2022)**

Santa Fe Irrigation District: Water Rate Study – **Active (Public Hearing: Nov 2022)**

Galt, City: Water / Wastewater Rate – **Active (Public Hearing: Jun 2022)**

Livermore, City: Water Rate Study – **Active (Public Hearing: Apr 2022)**

Temescal Valley Water District: Water / Recycled / Sewer Study – **Active (Public Hearing: Aug 2022)**

Phelan Pinon Hills CSD: Water Rate Study / Capacity Fees – 2021, 2020, 2017

Delta Diablo: Wastewater / Recycled Water Rate Study / Capacity Fees – 2021, 2020

Elsinore Valley Water District: Water / Wastewater Rate Study – 2021, 2019, 2017

Roseville, City: Water / Wastewater / Solid Waste Rate Study – 2021, 2019, 2017

East Valley Water District: Water / Wastewater Rate Study – 2021, 2015

Helix Water District: Water Rate Study – 2021, 2015

Tustin, City: Water Rate Study – 2020

Livermore, City: Water / Wastewater Rate Study – 2020, 2017

Monterey County WRA / Monterey 1 Water: New Source Water Funding – 2019

Sacramento Suburban Water District: Water Rate Study / Capacity Fees – 2019

Citrus Heights Water District: Funding Strategies for Mainline Replacement – 2019

San Diego, City: Wastewater Rate Study / IWCP Review: 2018

Galt, City: Wastewater Rate Study / Capacity Fees – 2018

Atwater, City: Wastewater Rate Study / Bond Refinancing – 2018

Lake Hemet Water District: Water Rate Study – 2018

Sierra Madre, City: Water / Wastewater Rate Study – 2017



Andrea Boehling - Principal / Managing Partner

Andrea focuses on customizing each financial plan and utility model to the client's preferred specifications. Each model is built from scratch in concert with agency staff to provide ongoing exposure to the model from inception through completion. Model training isn't a final task, but rather, it's an underlying objective of the project.

Education

University of Alabama
BS/BA – Major in Accounting

DeVry University
Studied Computer Engineering

Expertise

Utility Financial Planning
Utility Rate Consulting
Capacity Fees
Prop. 218 Compliance
Alt. Funding Sources
Budget Auditing

Industry Involvement

CSMFO – 2021
Planning for Uncertainty with Utility Rates

ACWA – 2019
*Building Tomorrow's Water District:
Customer Engagement & Cycle Replacement*

UMC – 2017
*How to Best Fund Your Agency's Critical
Asset Repair and Replacement Needs*

UMC Young Professionals – 2015 / 2016
Planning Committee Member

Work Experience - 16 Yrs

IB Consulting LLC: (2019 – Present)
Managing Partner

Raftelis: (2014 – 2019)
Manager

Willdan: (2012 – 2014)
Senior Analyst

State of Tennessee: (2006 – 2012)
Auditor II

Proficiency

Communications
Excel Modeling
Rate Design
Data Analysis
Presentations
Quality Control

Publications

WEF Manual – 2018
*Chapter 13 – Rates for reuse or
Reclaimed Water*

Recent Project Experience - (Abbreviated for Proposal)

- Rubidoux CSD:** Water / Recycled / Wastewater Rate Study – **Active (Public Hearing: Dec 2022)**
- Escondido, City:** Water / Recycled Water / Wastewater Rate Study – **Active (Public Hearing: Nov 2022)**
- Santa Fe Irrigation District:** Water Rate Study – **Active (Public Hearing: Nov 2022)**
- Galt, City:** Water / Wastewater Rate Study – **Active (Public Hearing: Jun 2022)**
- Livermore, City:** Water Rate Study – **Active (Public Hearing: Apr 2022)**
- Temescal Valley Water District:** Water / Recycled / Sewer Study – **Active (Public Hearing: Aug 2022)**
- Phelan Pinon Hills CSD:** Water Rate Study / Capacity Fees – 2021
- Rainbow Municipal Water District:** Water Rate Study – 2021, 2017
- Delta Diablo:** Wastewater / Recycled Water Rate Study / Capacity Fees – 2021, 2020
- Elsinore Valley Water District:** Water and Wastewater Rate Study – 2021, 2019
- Roseville, City:** Water / Wastewater / Solid Waste Rate Study – 2021, 2019, 2017
- East Valley Water District:** Water / Wastewater Rate Study – 2021, 2015
- Helix Water District:** Water Rate Study – 2021, 2015
- Livermore, City:** Water / Wastewater Rate Study – 2020, 2017
- San Diego, City:** Water / Wastewater Financial Plan and Rate Study – 2019
- Dublin San Ramon Services District:** Water / Wastewater Rate Study – 2019
- Sacramento Suburban Water District:** Water Rate Study and Capacity Fees – 2019
- Ramona Water District:** Water Rate Study and Capacity Fees – 2019
- Leucadia Wastewater District:** Wastewater Rate Study – 2018
- San Diego, City:** Wastewater Financial Plan and Rate Study and IWCP Review – 2018
- Galt, City:** Wastewater Rate Study and Capacity Fees – 2018
- Western Municipal Water District:** Budget-Based Water Rate Study – 2017
- Santa Cruz, City:** Water Rate Study – 2016



Lauren Demine - Senior Consultant

Lauren's primary focus is on database management and excel modeling. Utility models require significant data analysis for developing new rate structures, changes in tiers, and reviewing consumption trends. Her proficiency provides the ability to identify issues with the data, solutions for addressing anomalies, and modeling customer rate impacts.

Education

San Bernardino State University
BA in Geology

Expertise

Utility Financial Planning
Utility Rate Consulting
Capacity Fees
Data Analytics
Rate Impacts

Industry Involvement

WEF Member

Work Experience - 16 Yrs

IB Consulting LLC: (2021 – Present)
Senior Consultant

Raftelis: (2017 – 2021)
Senior Consultant

GEOVision: (2007 – 2017)
Senior Staff Geophysicist

GeoConcepts, Inc.: (2005 – 2007)
Staff Geologist

Proficiency

Data Management
Excel Modeling
Presentations
Technical Writing

Publications

SCEC Annual Meeting – Summer 2016
Geophysical Characterization of Twelve
CSMIP Stations Sites in Riverside County, Ca.

Recent Project Experience - (Abbreviated for Proposal)

- Rubidoux CSD:** Water / Recycled / Wastewater Rate Study – **Active (Public Hearing: Dec 2022)**
- Escondido, City:** Water / Recycled Water / Wastewater Rate Study – **Active (Public Hearing: Nov 2022)**
- Santa Fe Irrigation District:** Water Rate Study – **Active (Public Hearing: Nov 2022)**
- Galt, City:** Water / Wastewater Rate Study – **Active (Public Hearing: Jun 2022)**
- Livermore, City:** Water Rate Study – **Active (Public Hearing: Apr 2022)**
- Phelan Pinon Hills CSD:** Water Rate Study / Capacity Fees – 2021
- Borrego Water District:** Water / Wastewater Rate Study – 2021
- Crescenta Valley Water District:** Water Rate Study – 2021
- Industry Public Utilities:** Water Rate Study – 2021
- Poway, City:** Wholesale Water Rate Study – 2021
- Redlands, City:** Water / Wastewater / Non-Potable Rate Study – 2021
- Rancho California Water District:** Water / Wastewater Rate Study Update – 2021
- San Geronio Pass Water Agency:** Water Financial Plan – 2021
- Beaumont-Cherry Valley Water District:** Water / Recycled Water Rate Study – 2020
- Coastside County Water District:** Water Rate Study Update – 2020
- Irvine Ranch Water District:** Water / Wastewater COS & Rate Design Study – 2020
- Malibu, City:** Wastewater / Recycled Water Rate Study Update – 2020
- San Clemente, City:** Wastewater Rate Study – 2020
- San Jacinto, City:** Water / Wastewater Rate Study – 2020
- Monterey Peninsula Water Management District:** Water Rate Survey – 2019, 2020
- Citrus Heights Water District:** Water Rate Study – 2019
- Dublin San Ramon Services District:** Water Rate Study – 2019
- East Bay Municipal Utility District:** Wastewater Rate Study & Capacity Fees – 2019
- Galt, City:** Water / Wastewater Rate Study Update – 2019
- Jurupa Community Services District:** Water / Wastewater Rate Study – 2019
- Poway, City:** Water / Wastewater Rate Study – 2019
- Rancho Santa Fe Community Services District:** Wastewater Capacity Fees – 2019

Scope of Services

As part of our scope of services, each task provides details regarding meetings, deliverables, and District staff impact. Through our frequent collaboration, staff will be completely familiar with our financial plan, rate model, and local participation fee model. ***We will also hold bi-weekly project meetings to review progress and identify upcoming meetings and deliverables.*** The detailed scope below describes each task and sets forth how we envision working through this engagement.

Task 1: Data Collection and Kick-off Meeting

As part of project initiation, we will meet with agency staff to discuss the overall approach to the project, an initial timeline for project completion, and identify key milestones. As part of the kick-off meeting, we will first provide a data request of the items required for developing the financial plan, cost-of-service analysis, rates, and local participation fee analysis. Ideally, the kick-off meeting will be scheduled two to three weeks after providing the data request to allow ample time to compile and review the data. During our meeting, we will discuss the following items:

1. Questions we have regarding the data received
2. Overview of utility's current financial position
3. Capital needs with funding options
4. Reserve policies and industry best management practices
5. Growth projections
6. Policy considerations
7. Review the initial timeline within the RFP and finalize project schedule



The kick-off meeting will conclude with an initial framework of the study and clear lines of communication between us and staff.

Meetings: One (1) kick-off webinar with agency staff.

Deliverable: Data request and agenda for kick-off.

Staff Impact: Provide any readily available data based on request prior to the meeting and participate in the kick-off meeting. We expect two weeks for staff to compile the requested data.

Task 2: Financial Plan Development

Financial planning incorporates numerous considerations besides projecting operating expenses. Utilities need to account for changes to flows and EDUs. In addition, system reinvestment, reserves, and debt compliance also influence revenue needs in future years. Therefore, a comprehensive financial plan reviews various aspects of a utility.



We will review the revenue requirements to capture all costs, including debt coverage and reserve funding. We will include both historical financial performance and projected revenue requirements, including the District's long-term capital improvement plan (CIP).

CAPITAL PLANNING

Developing a funding approach to the District's CIP is a critical component of any rate study to ensure rates generate adequate revenue for maintaining and reinvesting in the utility system. Identifying the timing of projects and sources of funding can generate various scenarios to consider as part of prioritizing short-term needs and long-term planning. Our model will incorporate the ability to select from different capital plan scenarios and toggle between each scenario to instantly review how the capital spending plan folds into the District's total revenue requirements and the level of future rate increases. Our modeling will include:

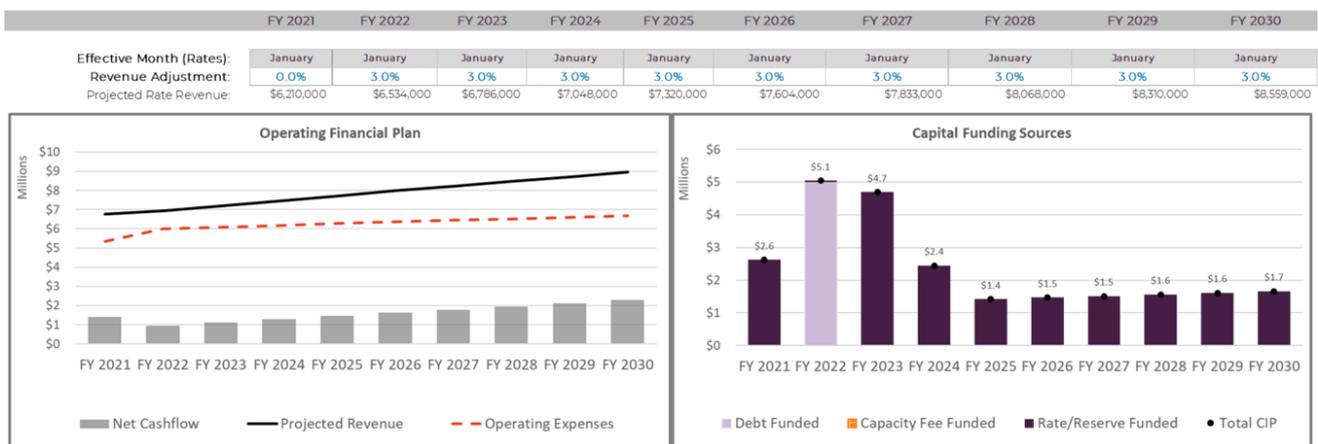
1. Projections of capital needs for the next 10 years to capture any significant future projects.
2. The system's annual replacement costs by using the District's current assets/depreciation.
3. CIP funding sources, including existing reserves, local participation fees, grants, and debt.

A sound capital facility funding plan is one of the primary ways to minimize rate spikes by slowly building up reserves for future capital needs and utilizing debt instruments to amortize major capital projects over the useful life of the improvements, when appropriate. Our capital planning assessment will provide a means to determine impacts on customer bills and show how certain scenarios can smooth out rates by adjusting the capital schedules.

REVENUE REQUIREMENTS

We will develop a multi-year cash flow pro forma to determine revenue adjustments for the planning period. Expenses will be projected and will incorporate separate inflationary categories including, but not limited to, salaries, benefits, capital, CalPERS, OPEB, energy, and treatment. Historical financial data will provide a reference for expense trends and new line items added over the years. Our financial plan will also include a comprehensive consumption analysis. We will calculate rate revenue using the raw billing account data and compare it to actual revenues within the latest audited financials. Doing so will provide an initial quality assurance check that the raw billing data and units of service (EDUs) driving the updated model are fundamentally sound for forecasting future revenue needs.

This will also allow us to model "what-if" scenarios with changes to growth, flow demand, EDU assignments, and projected usage between customer classes. We will also model existing reserve policies and identify any recommended adjustments to reserves based on our direct experience and industry best management practices for utilities. The financial plan model will include an infographic interface (Financial Dashboard) created with the end-user in mind. The Financial Dashboard will include, but will not be limited to, the current financial operating position and projected annual net income, required capital needs with funding sources, the current makeup of reserves, ending reserve balances, and toggles to dynamically change assumptions and compare scenarios. Our Financial Dashboards are a key element of our models and assist with communicating the utility's financial health.

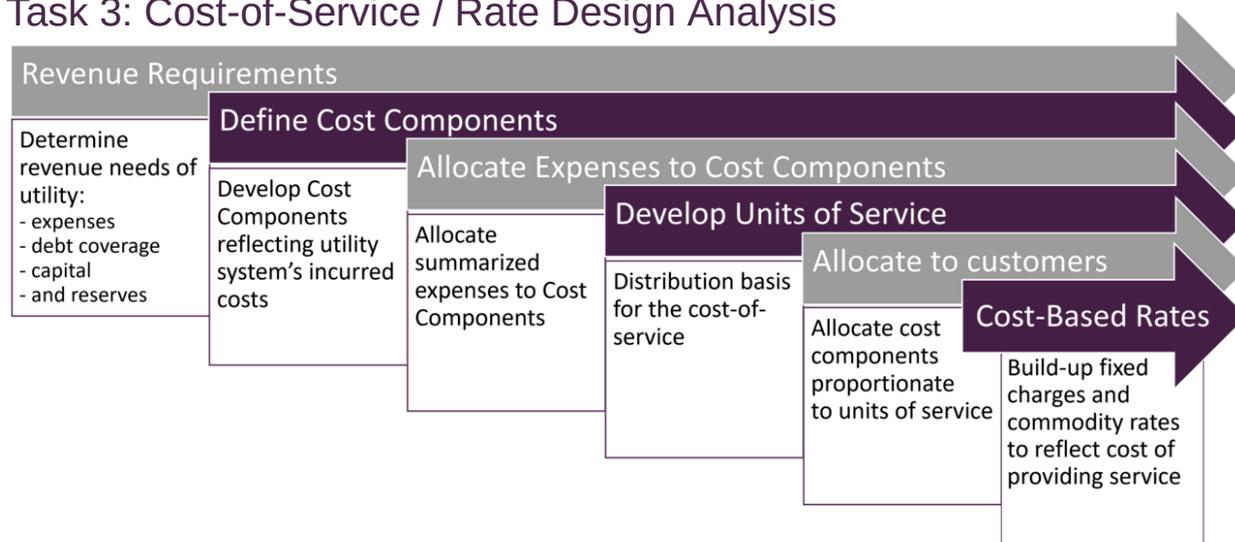


Meetings: Webinars as needed to review financial plan. We also expect a meeting with the District's Fee & Finance Advisory Committee to review the proposed long-term financial plan.

Deliverable: Financial Plan Model in Excel.

Staff Impact: Available periodically to discuss utility budget, specific costs, current reserve policies, and participate in webinars and attendance at Financial Plan meetings.

Task 3: Cost-of-Service / Rate Design Analysis



The cost-of-service analysis is a critical component of any rate study and directly ties to how rates will adjust, which ultimately impacts customer bills and provides a sound nexus between costs incurred and proposed rates. Through our discussions with District staff at the kick-off meeting and from our collaboration in developing the financial plan, the initial cost-of-service analysis will reflect feedback received from District staff and the Fee & Finance Advisory Committee. We will allocate the total revenue requirements to cost components and then to customer classes utilizing a cost causation approach endorsed by the Water Environment Federation (WEF) rate-setting manual Financing and Charges for Wastewater Systems (MOP 27).

We will walk District staff through the cost-of-service, identify recommended adjustments based on best management practices, and ensure Proposition 218 compliance. Discussion points will include:

1. EDUs by customer class and any adjustments to EDU assignments.
2. Comprehensive flow analysis connecting the cost-of-service analysis to the amount of flow treated at the wastewater plants.
3. Cost components to show how updated rates were derived.
4. Impacts on customer classes from any adjustments/updates to cost-of-service allocations.
5. Sensitivity analysis with any changes to the rate structure.
6. Rate survey to compare District rates to neighboring agencies.

Meetings: Webinars with agency staff to review cost-of-service analysis and corresponding rate alternatives.

Deliverable: Wastewater Rate model in Excel.

Staff Impact: Meetings to review and discuss the cost-of-service analysis and finalize rate alternatives.

TASK 4: Rate Workshops

With the proposed rate alternatives completed and thoroughly discussed with District staff, three rate workshops will be held, including one with the District's Fee & Finance Advisory Committee, one with the District Board and a follow-up workshop with the District Board based on feedback from the first workshop. During the first workshop, rate alternatives will be discussed as well as how each alternative impacts the District's short-term and long-term financial health and how proposed rates impact customer bills. We will also include financial metrics for the District Board to consider when determining the best rate option for its constituency, including revenue requirements assigned to each customer class and an explanation regarding any adjustments to the rate structure or EDUs. **Our presentations to the District Board will also include a rate survey with neighboring agencies to compare current and proposed rates.**



Meetings: Webinars with agency staff to review presentation material for rate workshops. Three in-person Rate Workshops to finalize rates.

Deliverable: Presentation material and rate survey.

Staff Impact: Review and discuss presentation material and attend Rate Workshops.

Task 5: Rate Study Report

Once the analysis is completed and the preferred rate alternative is selected by the Board, we will draft a Report in compliance with Proposition 218 to serve as the administrative record. Our Report will document assumptions, describe the methodology, and walk the reader through the underlying calculations that derive the updated wastewater rates. We will also include an Executive Summary highlighting the primary drivers of any necessary revenue adjustments, financial plan review, and corresponding rates.

The final report will include all of the technical analysis as a backup to the proposed rates; however, we also focus on the readability of our reports to make sure it's easily digestible to the layperson. This is achieved by incorporating infographics that complement the narrative discussions within the Report, and we limit the amount of technical jargon that may only be understood by industry professionals. With this in mind, our Reports are straightforward and easy to read.

We recognize that the Final Report serves two distinct purposes:

- 1) Backup to our technical analysis.
- 2) A clear and concise story of the District's revenue needs.

Meetings: Conference calls as needed to finalize Report.

Deliverable: Draft Report and Final Report.

Staff Impact: Review Report and provide any edits/comments for Final Report. In addition, a review of the Report by the District General Counsel.

Task 6: Noticing and Public Hearing

We will assist the District with drafting the Proposition 218 Notice and will require the District General Counsel to approve the notice for legal conformance. The notice will tie directly to our analysis and Report with visuals to convey proposed rates in an easily digestible manner. We will provide any required tables and incorporate graphics showing customer impacts.

We will be in attendance at the Public Hearing to answer any technical questions. We will provide a PowerPoint presentation summarizing the Report, our findings, and proposed rates.

Meetings: 1 Public Hearing.

Deliverable: Proposition 218 Notice and PowerPoint.

Staff Impact: Review Proposition 218 Notice and receive approval from District General Counsel on Proposition 218 Notice. Attend Public Hearing.

TASK 7: Local Participation Fees

Concurrent with the wastewater study, the District's Local Participation Fees will also be reviewed and updated. We are currently working on updating the South Placer Wastewater Authority (SPWA) Capacity Fees, of which the District is a participating member, and we will gain efficiencies in this study by using the data collected from the SPWA study.

The District's local participation fees are considered Capacity Charges and are governed by California Government Code Section 66013 and must also comply with sections 66016, 66022, and 66023 for adopting fees and ongoing administration of such fees. Capacity Charges are one-time charges levied against new connections to recover the proportionate share of infrastructure capacity that is needed to serve new development or the change/expansion of existing development, causing an increase in the required capacity to serve the incremental demand.

The primary intent of capacity fees is to ensure growth pays its fair share of costs and existing customers are not subsidizing the cost to accommodate new connections. Conversely, it is also equally important that any existing deficiencies with the current system are not inadvertently incorporated into the capacity fees.

There are commonly accepted industry standards for establishing and updating capacity fees published within the American Water Works Association (AWWA) M1 Manual. The two primary methods include the buy-in method and the incremental cost method.

The District's current local participation fees are based on the incremental cost method, and we will utilize a similar approach for updating the fees.

Our analysis will be based on the Incremental-Cost approach and analyze any existing facilities (expansions) previously constructed to accommodate growth. Existing and future facilities designed to serve growth will identify total facility capacity to determine if any available capacity remains to serve growth. The existing customer base will be analyzed and cataloged based on total EDUs by customer class. We will determine if adjustments should be made to the definition of an EDU based on the approach taken with SPWA updated capacity fees, reflecting current flow data and total influent treated at the SPWA plants.

Changes to the current definition of 1 EDU will drive available capacity within existing facilities and the amount of future EDUs that may be accommodated by future expansions. Our EDU analysis will also account for the ultimate demand expected at build-out from the most recent Master Plan and other planning documents. We will determine the costs attributable to new development based on the facility expansions by phase and the number of EDUs that may be accommodated by each expansion.

We will also evaluate using different flow projections for the various residential land uses. Our analysis will review historical residential water usage and people per household (pph) to determine if flows vary significantly enough to warrant different residential flow projections. We will compare proposed capacity fees using different EDU factors for each residential land use versus a standard base EDU assignment for all residential units.

Once the analysis is complete and final fees have been determined, we will draft a report in compliance with the corresponding Government Code statutes for the administrative record. Similar to the wastewater rate study, our report will document all assumptions, describe the methodology, and walk the reader through the underlying calculations that derive the updated local participation fees. We expect two iterations of the Report to incorporate edits and comments from the staff and the District General Counsel. The final report will be prepared and available for the noticing requirements and Public Hearing. Noticing includes the publication of the proposed Public Hearing in a locally circulated newspaper as required within Government Code Section 66016

Meetings: Webinars to review methodology and finalize local participation fees and 1 public hearing.

Deliverable: Local participation fee model and report.

Staff Impact: Available for periodic meetings to discuss the approach, updated fees, and review the Report.



Subcontractors

- All work will be performed in-house by IB Consulting staff, and there are no subcontractors required for this study.

Delta Diablo - Wastewater Cost-of-Service and Rate Restructuring

Contact: Brian Thomas, Engineering Services Director / District Engineer

Phone: 925.382.5630

Email: briant@deltadiablo.org



Habib and Andrea have been working with Delta Diablo since 2019 and completed a comprehensive cost-of-service rate study that included restructuring wastewater rates to ensure Proposition 218 compliance. Adjustments were made to the definition of an EDU and corresponding EDU assignments to customer classes. The previous cost-of-service study occurred more than a 10-years ago and no longer reflected current flow trends or new O&M expenses and capital projects. The proposed restructuring of wastewater rates included presentations to the District's Finance Committee and the Board with detailed explanations of the recommended changes and the rationale. One significant change was ensuring all treatment charges were the same across the District's three service areas as all flows are treated at the same treatment plant facility. The District adopted the new rate structure for FY 2022, and we continue to provide annual updates to the District as part of their levy submittal to the County.

East Valley Water District - Water / Wastewater Rate Study

Contact: Brian Tompkins, CFO

Phone: 909.381.6463

Email: btompkins@eastvalley.org



Habib and Andrea recently completed a comprehensive study to update water rates and establish new wastewater rates. The District has multiple water supplies, and we developed budget-based tiered rates that correlated to the District's various water supplies with local water used for tier 1 and purchased water for the higher tiers. The District is also currently constructing its own wastewater treatment plant (Sterling Natural Resource Center), and it's expected to be online in 2022. We worked with District staff to restructure their wastewater rates to reflect the new wastewater treatment plant operational costs. The District's previous wastewater treatment rates were a direct pass-through of the City of San Bernardino rates and included over a dozen non-residential customer classes. With the District's new treatment plant coming online, the restructured treatment rates reflected the District's characteristics instead of the City of San Bernardino and consolidated the various non-residential customer classes into three rate classifications of Low Strength, Medium Strength, and High Strength. In addition, the utility rate updates included presentations to a rate advisory committee and multiple Board Workshops. The District adopted and implemented the recommended rates for both enterprises.

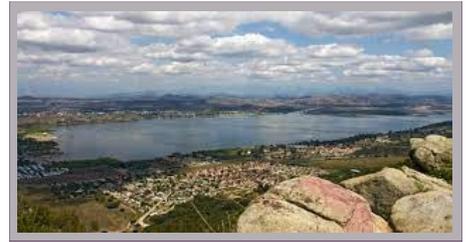
Client References (cont.)

Elsinore Valley MWD - Water / Recycled / Wastewater Rate Update

Contact: Robert Hartwig, CPA - Assistant General Manager

Phone: 951.674.3146 Ext. 8242

Email: rhartwig@evmwd.net



Habib and Andrea recently completed an update to the District's water, recycled, and wastewater rates which concluded with a Public Hearing on June 24, 2021. We have been working with Elsinore Valley Water MWD since 2015, starting with updating the District's capacity fees. In 2017, the District decided to tie its wastewater rates to indoor water budgets. Prior to the recommended change in wastewater rates, customers could request an increase to their indoor water budget for tier 1 water usage based on the number of people living at the house, but no change would occur on the wastewater bill for the additional flow. The new wastewater rate is now tied to the people per household (pph) identified for indoor water budgets. If a customer requests a higher water indoor budget based on the number of people per household, that same number would be used for determining expected flow and charges for wastewater. As part of adopting new rates, the District requires all proposed changes to first go through the District's Finance Committee, and feedback and recommendations by the Finance Committee are incorporated within each presentation to the Board. Proposed rates were implemented by the District.

Roseville - Water / Wastewater / Solid Waste Rate Study

Contact: Janet Vargas, Business Services Administrator

Phone: 916.774.5300

Email: jvargas@roseville.ca.us



Habib and Andrea completed a comprehensive utility rate study for the City of Roseville in 2021. The study included updated financial plans and rates for potable water (uniform), recycled water (uniform), wastewater, and solid waste. Customers' actual usage trends were reviewed and used to update the cost of providing service to the City's customers. The financial plans spanned 30 years and accounted for capital projects and ongoing system reinvestments. Adjustments reflected the cost-of-service between fixed recovery and variable recovery and inter-fund transfers between utilities for certain expenses. All recommended rates are first presented to the City's executive team before City Council presentations. Habib and Andrea have been working with the City since 2015, and we are currently on retainer with the City for annual updates, capacity fees, and the next cost-of-service study. All recommended rates were adopted by City Council.

Fee Estimate and Rate Schedule

Below is our not-to-exceed cost estimate for the scope of services outlined herein. We will bill monthly based on our hourly rates and direct travel expenses. In addition, the cost for printing and mailing the Proposition 218 notices are not included as part of the cost estimate provided below. We will work with staff to adjust the fee schedule if any changes to the detailed scope are requested.

Tasks	Description	In-Person Meetings	H. Isaac	A. Boehling	L. Demine	Estimated Hours	Staffing Costs	Travel Expenses	Total Cost
			Principal \$210	Principal \$210	Sr. Consultant \$180				
1	Data Collection and Kick-Off Meeting		6	6	12	24	\$4,680		\$4,680
2	Financial Plan Development	1	20	40	40	100	\$19,800	\$910	\$20,710
2.1	Account and Flow Analysis		4	8	32				
2.2	Long-Term Financial Plan		16	32	8				
3	Cost-of-Service / Rate Design Analysis		38	40	28	106	\$21,420		\$21,420
3.1	Cost of Service Analysis		12	12	6				
3.2	Rate Design and Alternatives		24	24	6				
3.3	Customer Impacts & Rate Survey		2	4	16				
4	Rate Workshops	3	32	12		44	\$9,240	\$2,730	\$11,970
5	Rate Study Report		40	8	4	52	\$10,800		\$10,800
6	Noticing and Public Hearing	1	4	8	4	16	\$3,240	\$910	\$4,150
7	Local Participation Fees	1	32	12	6	50	\$10,320		\$10,320
Total		6	172	126	94	392	\$79,500	\$4,550	\$84,050

Hourly Rate Schedule		\$
Principal		\$210 / Hr
Sr. Consultant		\$180 / Hr
Travel Expenses for additional In-Person Meetings		\$910 / Meeting





Acceptability of Terms and Conditions

- Our firm and employees **do not** have any conflicts of interest with the District or services requested.
- We **do not** have any requested edits to the District standard agreement.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Herb Niederberger, General Manager

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

Subject: Resolution No. 22-30 Adopting a Fiscal Year 2022/2023 Budget

Meeting Date: July 7, 2022

Overview

South Placer Municipal Utility District (District) Policy 3105 states that the District will adopt, by resolution, an annual budget that provides the Board with the upcoming fiscal year revenues and expenses for the Operating and Capital Funds conforming to policies previously adopted by the Board. The budget's primary use is as a financial planning tool to accomplish the District's strategic goals and objectives.

On June 2, 2022, the Board of Directors conducted a workshop for the proposed Budget for the 2022/23 Fiscal Year (FY22/23, beginning July 1, 2022 and ending June 30, 2023) outlining projected revenues and expenses for the Operating and Capital Funds. At the budget workshop, the District Directors had comments regarding the proposed budget: The major comments and corresponding revisions are listed below.

Comment #1: Please provide additional details on the rising cost of Operations and Maintenance (O&M) and Repair and Rehabilitation (R&R) expenses for Wastewater Treatment.

Section 2 of the FY22/23 Budget Book includes information on the rising treatment expenses and a change in methodology that has impacted the estimated expenses for FY22/23.

Comment #2: Please update the SCADA Design and Implementation Budget to reflect the Phase I costs presented to the Board at the June 2, 2022 Board Meeting.

Section 3, Schedule 4, and Schedule 5C of the FY22/23 Budget Book have been updated to show a budget of \$2.9 Million for Phase I of the SCADA Design and Implementation Project.

Board comments have been incorporated into the FY22/23 Budget Book attached as Exhibit “A” to Resolution 22-30 being presented to the Board for adoption.

Recommendation

Staff recommends that the Board of Directors approve Resolution 22-30, adopting the Budget and proposed spending plan for Fiscal Year 2022/2023.

Strategic Plan Goals

The FY22/23 Budget supports the Key Areas of Focus & Desired Outcomes, Goals & Key Performance Indicators of the Strategic Plan Goal.

Related District Ordinances and Policies

This action complies with the following District Policy:

- Policy No. 3105 – Budget Preparation
- Policy No. 3130 – District Reserve Policy
- Ordinance 17-02 – Monthly Service Charges
- Ordinance 17-03 – District Participation Fee

Fiscal Impact

The total budget recommendation for FY22/23 is \$34.78 Million; \$20.62 Million in Operating Fund Expenses and \$14.16 Million in Capital Investment. This represents a \$5.52 Million increase (19%) from last year’s budget. Operating Fund Revenues (\$17.55 Million) and usable Operating Fund Reserve Surplus (8.87 Million) exceed the sum of Operating Fund Expenses (\$20.62 Million) and Operating Fund Annual Capital Projects (\$5.03 Million).

Revenues

In accordance with Ordinance 17-02, the monthly service charge for FY22/23 will remain \$36.00/month/EDU. In addition, per Ordinance 17-03, the Local Participation Fee will increase to \$4,827 per EDU on July 1, 2022. Total revenues for FY22/23 are projected to be \$19.35 Million with Operating Fund revenues projected to be \$17.55 Million (91% of total), and Capital Fund Revenues projected to be \$1.93 Million (9% of total).

Expenses

FY22/23 Operating Fund expenses are budgeted to be \$20.62 Million (\$18.09 Million before depreciation), approximately \$2.98 Million more than the previous year.

Capital Projects

FY22/23 Capital Projects are projected to be approximately \$14.16 Million. This can be broken down into the following categories: Operating Fund Capital Projects (Fund 100) - \$5.03 Million; Capital Improvements & Enlargement Projects (Fund 300) – \$3.42 Million; and Capital Replacements & Rehabilitation Projects (Fund 400) - \$5.70 Million.

Fund Balances

As of March 31, 2022, fund balances are \$20.86 Million in Fund 100, \$27.15 Million in Fund 300, and \$21.96 Million in Fund 400.

Attachments

1. Resolution 22-30 Adopting the Budget for Fiscal Year 2022/23
2. SPMUD Budget Workbook Fiscal Year 2022/23

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 22-30

ADOPTING THE BUDGET FOR FISCAL YEAR 2022/23

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 District conducted a public workshop on June 2, 2022, for the proposed Budget for the Fiscal Year 2022/23 (FY22/23, beginning July 1, 2022 and ending June 30, 2023), and incorporated all board comments into the proposed budget; and

WHEREAS, the FY22/23 Budget, attached as Exhibit “A” to this Resolution and incorporated herein, outlines the projected revenues, expenses, and spending plan for the Operating and Capital Funds and is the fiscal planning tool 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 adopt the Budget for FY22/23 and the proposed spending plan therein stated.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of July 2022.

Signed: _____

Gerald P. Mitchell, President of the Board of Directors

Attest: _____

Emilie Costan, Board Secretary



Fiscal Year
2022/2023

Budget Report

Board Approved 7/7/2022

South Placer Municipal Utility District

5807 Springview Drive,
Rocklin, CA 95677

Telephone: 916-786-8555

Fax: 916-786-8553

TABLE OF CONTENTS

BOARD OF DIRECTORS	2
MANAGEMENT	2
GENERAL MANAGER’S MESSAGE	3
Report Organization	3
Background.....	3
Figure 1 – District Organizational Chart.....	4
Figure 2 – District Boundaries.....	4
Statistics.....	4
Table 1 – District Statistics.....	5
Table 2 – Benchmark Metrics.....	5
Key Accomplishments.....	6
BUDGET OVERVIEW	7
SECTION 1 REVENUE ANALYSIS	7
Operating Revenues.....	7
Figure 3 – Operating Fund Revenues Chart.....	8
Non-Operating Revenues.....	8
Total Revenues	8
SECTION 2 OPERATIONS EXPENSE ANALYSIS	9
Figure 4 – Operating Fund Expenditures Chart	9
Salary & Benefits.....	9
Services and Supplies	10
Operations & Maintenance Including Regional Wastewater Treatment	11
Table 3 – Regional Wastewater Treatment Flows & Expenses	11
SECTION 3 CAPITAL OUTLAY ANALYSIS	12
Fiscal Year 22/23 Programmed Capital Outlays.....	12
SECTION 4 FUND BALANCES AND RESERVES	12
Cash and Investment Balances	12
Table 4 – Fund Balance Breakdown.....	13
Figure 5 – Allocation by Fund as of March 31, 2022	13
Table 5 – Fund Balance Sources and Uses	14
District Reserves – Compliance with Policy #3130.....	15
Operations and Maintenance Reserve.....	15
Rate Stabilization Reserves	15
Emergency Reserves.....	15
Table 6 – Operating Fund Reserve Requirements	16
SECTION 5 REGIONAL WASTEWATER TREATMENT PLANTS & RATE STABILIZATION RESERVE FUND	16
SECTION 6 GROWTH AND PROJECTIONS	17
Past Growth Trends	17
Figure 6 – Historical Growth.....	17
Operating Fund Projections	17
Figure 7 - Monthly Sewer Rate Comparison for Placer County (Collection & Treatment).....	18

SECTION 7 SUMMARY	18
SCHEDULE 1 – INVESTMENTS AS OF MARCH 31, 2022	19
SCHEDULE 2 – FY22/23 REVENUE BUDGET.....	20
SCHEDULE 3 – FY22/23 OPERATING FUND EXPENDITURE BUDGET	21
SCHEDULE 4 – FY22/23 CAPITAL FUND EXPENDITURE BUDGET	22
SCHEDULE 5A – OPERATING FUND CAPITAL OUTLAY JUSTIFICATIONS	23
SCHEDULE 5B – CIP & EXPANSION CAPITAL OUTLAY JUSTIFICATIONS.....	26
SCHEDULE 5C – R&R CAPITAL OUTLAY JUSTIFICATIONS	27
SCHEDULE 6 – FY22/23 PERSONNEL CLASSIFICATIONS	29
SCHEDULE 6 – FY22/23 PERSONNEL CLASSIFICATIONS	30
SCHEDULE 7 – FY22/23 SCHEDULE OF SALARY RANGES.....	31
SCHEDULE 8 – FIVE-YEAR REVENUE PROJECTIONS	32
SCHEDULE 9 – FIVE-YEAR OPERATING FUND EXPENSES PROJECTIONS	33
SCHEDULE 10 – FIVE-YEAR CAPITAL FUND EXPENSE PROJECTIONS.....	34

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Vision Mission & Values

VISION

Our Vision is to be the most reliable, innovative operations and maintenance organization that preserves and prolongs the life of our assets, resulting in sustainable, efficient, cost-effective customer service.

MISSION

We are a customer-owned Utility dedicated to:

PROTECT public health and water environment

PROVIDE efficient and effective sanitary sewer service

PREPARE for the future

VALUES

Our Core Values are:

INTEGRITY:

We will be trustworthy, truthful and honest

STEWARDSHIP:

We will be accountable and committed to responsible management and respect our environment

SERVICE:

We will be responsive, reliable, and respectful; putting the needs of the District and customers first

QUALITY:

We will be dedicated to continuous improvement

BOARD OF DIRECTORS

- Gerald Mitchell **WARD 1:** West Central area of the City of Rocklin lying East of Highway 65; including the Blue Oaks Town Center, the Sunset Whitney Recreation Area, the West Oaks, portions of Stanford Ranch, Fairway Heights (north of Sunset), Parker Whitney, and Mission Hills neighborhoods.
- William Dickinson **WARD 2:** Northwest area of the City of Rocklin, East of Highway 65, directly South of the Town of Lincoln; including William Jessup University, Whitney High School, Whitney Ranch, and portions of the Whitney Oaks neighborhoods.
- John Murdock **WARD 3:** Southeast area of the City of Rocklin, South area of the Town of Loomis (east of I-80), and the Rodgersdale area of Granite Bay; including Sierra College, the Crossings Shopping Center, Southside Ranch, Sierra de Montserrat, and the Woodside neighborhoods.
- James Durfee **WARD 4:** Central area of the City of Rocklin and a portion of the Western area of the Town of Loomis; including Rocklin High School, Twin Oaks Park, Sunrise Loomis Park, Clover Valley, and portions of the Stanford Ranch neighborhoods.
- James Williams **WARD 5:** Central area of the City of Rocklin, Central area of the Town of Loomis, the community of Penryn and the community of Newcastle along the Interstate 80 corridor; including the downtown areas of Rocklin and Loomis, the Quarry District, Johnson-Springview Park, Del Oro High School, Fairway Heights (south of Sunset), Yankee Hill, and Lemos Ranch neighborhoods.

MANAGEMENT

- Herb Niederberger General Manager
- Emilie Costan Administrative Services Manager and Board Secretary
- Eric Nielsen Superintendent
- Carie Huff District Engineer

GENERAL MANAGER’S MESSAGE

To the Honorable Board of Directors and Customers of South Placer Municipal Utility District

The South Placer Municipal Utility District (District) staff is pleased to present the operating budget and supplemental information for the Fiscal Year (FY) beginning July 1, 2022 and ending June 30, 2023 (FY22/23). Each year staff makes careful consideration in its budget development to ensure the District’s mission, strategic goals, and commitments are being financially supported.

The District prepares the budget after carefully setting sewer rates and charges to address the many challenges facing the sewer industry. The budget’s primary use is as a fiscal planning tool to accomplish the District’s strategic goals and objectives. The budget is a management tool and not a legal requirement, and therefore not a legal document.

REPORT ORGANIZATION

This Annual Budget is intended to provide the Board with an overview of the District’s fiscal plan of action, including revenue and expense details for the upcoming Fiscal Year (FY22/23). This report is organized into a General Manager’s report and revenue, expenditures, capital outlays, and personnel schedules.

BACKGROUND

The Rocklin-Loomis MUD was created in 1956 to provide sanitary sewer service to Rocklin and Loomis. The District is divided into five wards and governed by an elected five-member Board of Directors with a Board Director elected from each ward.

In the 1970s, the District decommissioned its sewage treatment facilities and began using the City of Roseville (City) Dry Creek Wastewater Treatment Plant. In the 1980s, the name changed to South Placer Municipal Utility District to reflect its larger service area. In 2000, the District, the City of Roseville, and Placer County (PC) created the South Placer Wastewater Authority (SPWA or Authority) to finance the construction of the Pleasant Grove Wastewater Treatment Plant (PG WWTP). In 2008, the District boundaries expanded to match the incorporated town limits of Loomis, and in 2010, annexed the Newcastle Sanitary District (NSD) area.

The South Placer Municipal Utility District is under the direction of a five-member elected board that establishes policy and oversees the General Manager, who manages the day-to-day operations. The District is organized into three departments: Field Services, Technical Services, and Administrative Services as shown in Figure 1.

FIGURE 1 – DISTRICT ORGANIZATIONAL CHART

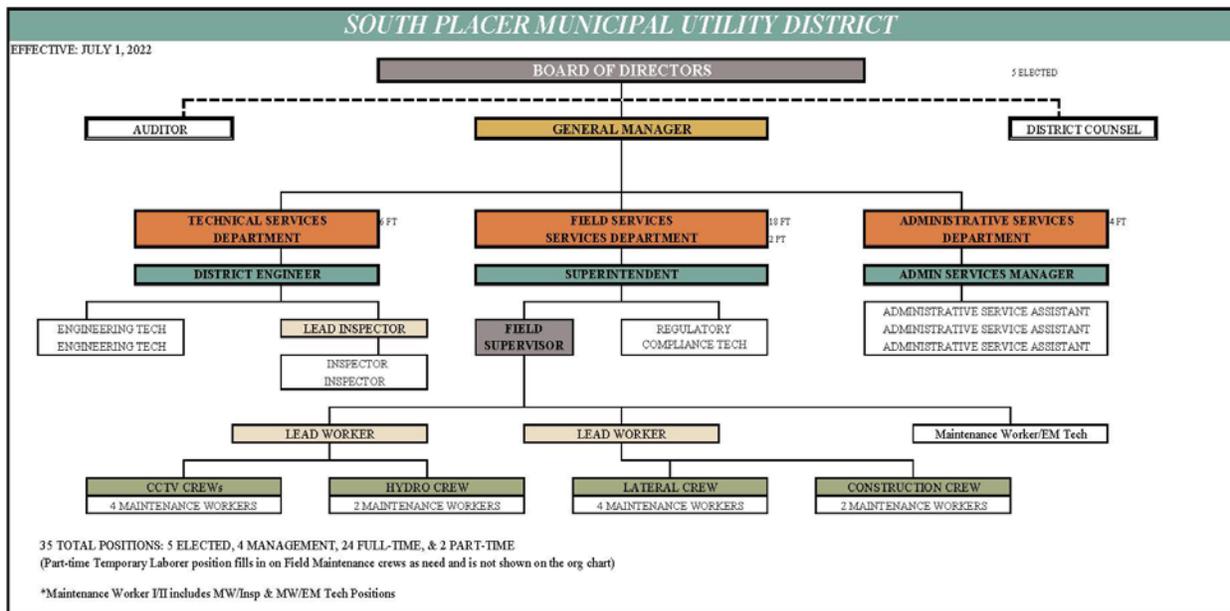
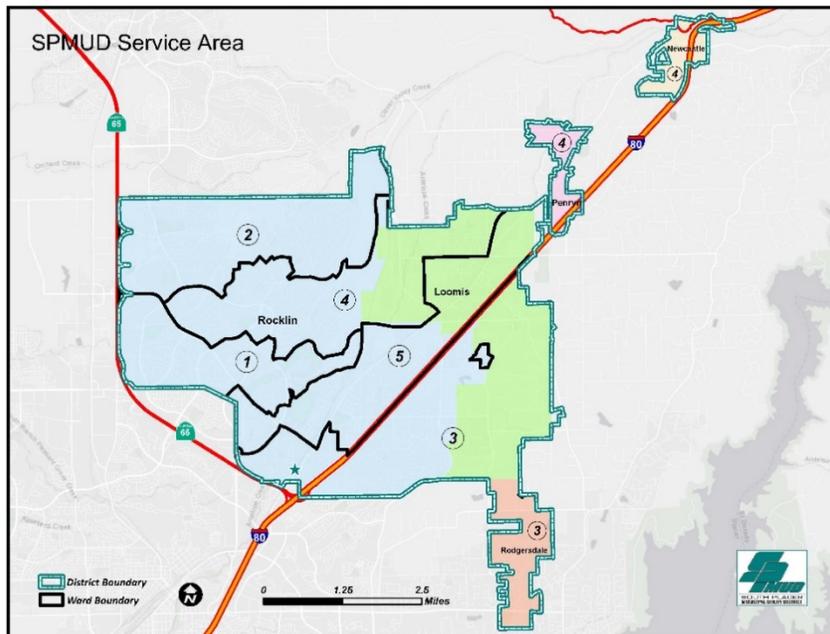


FIGURE 2 – DISTRICT BOUNDARIES



STATISTICS

The South Placer Municipal Utility District service area covers thirty-one square miles as shown in Table 1 and includes all of the incorporated limits of the City of Rocklin and Town of Loomis,

plus portions of southern Placer County around the unincorporated communities of Penryn, Newcastle, and the Rodgersdale area of Granite Bay. Rocklin makes up 88%, Loomis is 9%, and 3% is in unincorporated Placer County. The District provides service to 25,218 connections or an equivalent population of about 84,591 people. This equates to 36,011 Equivalent Dwelling Units (EDU) (80% residential and 20% commercial) with an average dry weather sewer flow of about 4.5 million gallons per day. The District collects the sewage and transports this via 290 miles of District-owned and operated sewer mains (from 4” to 42” diameter). The District maintains an additional 122 miles of lower laterals within our easement or public right-of-way. Other assets include our Headquarters, Maintenance and Corporation Yard facilities, 6,843 manholes/flushing branches, 13 lift stations, 11 metering sites, and related buildings, facilities, and equipment.

TABLE 1 – DISTRICT STATISTICS

STATISTICS	UNIT	TOTAL
Service Area	Square Miles	31
Equivalent Population	Each	84,591
Equal Dwelling Units	EDU	36,011
Customers Connected	Each	25,218
Annual Flow to WWTP	Million Gallons	1,705
Sewer Mains	Miles	290
Lower Laterals	Miles	122
Manhole/Flushing Branch	Each	6,843
Lift Stations	Each	13
Force Mains	Miles	7
Flow Recorder Stations	Each	11
Easements	Miles	69
Creek Crossings	Each	80

TABLE 2 – BENCHMARK METRICS

	2018/19	2019/20	2020/21	2021/2022	2022/2023
Personnel Costs	\$ 4,306,176	\$ 4,484,612	\$ 4,614,931	\$ 4,840,874	\$ 5,361,500*
Sewer Service Revenue	\$ 14,197,833	\$ 15,277,632	\$ 15,503,728	\$ 15,650,000	\$ 15,736,400
Personnel Cost/ Sewer Service Revenue	30%	29%	30%	31%	34%
Equivalent Dwelling Units	34,174	34,859	35,322	36,011	36,311
Personnel Costs/Per EDU	\$ 126.01	\$ 128.65	\$ 130.65	\$ 134.43	\$ 147.65
FSD Employees	16	17	17	18	19
Miles of Pipe	380	388	396	404	412
Miles of Pipe/FSD Employees	23.75	22.82	23.29	22.44	21.68

*Excludes accelerated CalPERS UAL Payment

KEY ACCOMPLISHMENTS

The District strives to be the most reliable and innovative operations and maintenance organization that preserves and prolongs the life of our assets, resulting in sustainable, efficient, and cost-effective customer service. To that end, the District had the following key accomplishments in Fiscal Year 21/22:

- Received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.
- Completed the SCADA Master Plan which will guide the evolution and improvement of the District's SCADA systems.
- Transitioned from At-Large to By-District elections and re-established District Ward Boundaries.
- Completed the Foothill Trunk Sewer Replacement Project, replacing 2,700 feet of undersized 12-inch pipe with 24-inch pipe.
- Completed the Corporation Yard Wall Replacement Project which replaced the existing aging and damaged wall.
- Awarded the contract to construct the SPMUD Building Addition and Tenant Improvements Project.
- Completed the Sceptre and Camelot Reconstruction Project.
- Completed the El Don Emergency Reconstruction Project.
- Certified the updated Sewer System Management Plan (SSMP).
- Completed an update to the sewer CCTV inspection software and migration of legacy inspection data.
- Completed a comprehensive audit of all commercial properties in the District to ensure conformance to the Sewer Code and updated utility billing to accurately reflect the findings.
- Transitioned banking services to save costs for the District and its customers.
- Completed an independent comprehensive audit of the District payroll processes.
- Applied for and obtained \$241,932 in COVID-19 Special District Relief Funds to recover costs incurred as a result of the pandemic.
- Created an informational letter about the District that is sent to all new customers.
- Implemented new electronic ticket management software for Underground Service Alerts.
- Chemically treated 33,600 feet of mainline to slow root growth and lessen the chance of blockages in the sewer system.
- Inspected over 1,900 sewer mainlines with CCTV.

BUDGET OVERVIEW

The South Placer Municipal Utility District has three funds: an Operating Fund (100), a Capital Improvement Project & Expansion Fund (300), and a Rehabilitation & Replacement Fund (400).

The Operating Fund is used to support the general maintenance and operations of the District. The Capital Improvement Project (CIP) & Expansion Fund is used to fund construction projects for new infrastructure or infrastructure improvements and enlargements, and the Rehabilitation & Replacement (R&R) Fund is funded through a transfer of the calculated depreciation expense and is used to finance the rehabilitation and replacement of existing infrastructure.

The South Placer Municipal Utility District's primary funding goals are:

- Fully funding all Operations, Maintenance, and Regulatory Obligations.
- Providing adequate funding for Capital Investments.
- Fully funding the District's obligations to CalPERS.
- Fully funding the District's annual required contribution (ARC) for Other Post-Employment Benefits (OPEB).
- Maintaining minimum reserve fund balances.
- Meeting the Debt Coverage Ratio mandated by the South Placer Wastewater Authority (SPWA) debt indenture.

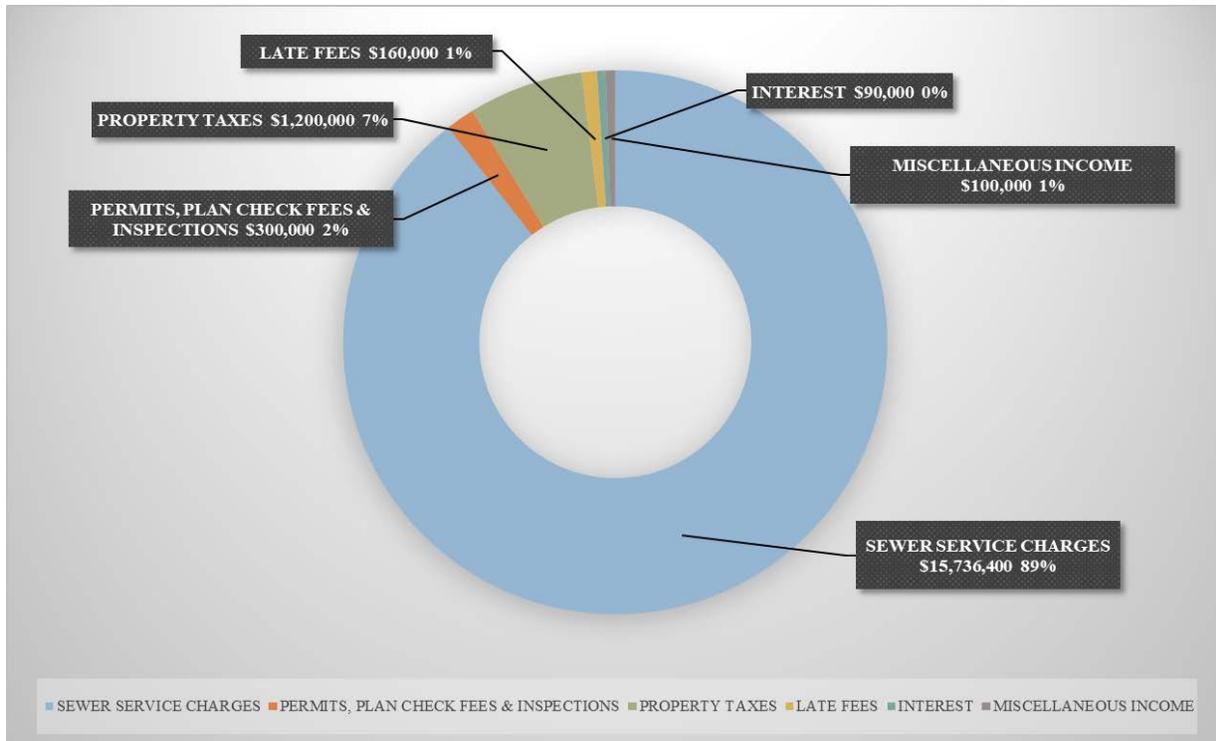
SECTION 1 REVENUE ANALYSIS

The Operating Fund Revenue Budget is made up of service charges, plan check and inspection fees, property taxes, miscellaneous revenues, and interest income. The Capital Outlay Revenue Budget is made up of sewer participation charges, depreciation transfers, and investment income. The following discussion highlights the major changes in the Fiscal Year 22/23 revenue budget in support of the detailed line items presented in **Schedule 2 - Revenue Budget**.

OPERATING REVENUES

Operating Fund revenues are projected to be \$17.55 Million. Operating Fund revenues are comprised of monthly service charges, service fees collected during the year, property taxes, and interest revenues. In accordance with Ordinance 17-03, monthly service charges for Fiscal Year 22/23 are \$36 per EDU. The District remains one of the lowest monthly customer service fees in the region, see *Figure 7 Monthly Sewer Rate Comparison for Placer County*. Overall revenues are expected to be similar to those received in Fiscal Year 21/22. Interest revenues from investments are predicted to increase slightly due to a projected increase in interest rates next fiscal year.

FIGURE 3 – OPERATING FUND REVENUES CHART



NON-OPERATING REVENUES

Non-operating Capital Outlay funds are made up of sewer participation charges, and investment interest income. The sewer participation fees for Fiscal Year 22/23 are \$14,491 per EDU which is comprised of a \$4,827 Local Participation Fee and a \$9,664 Regional Participation Fee. Capital non-operating revenue is projected to be \$1.63 Million, based upon a three hundred additional EDU projection for the year.

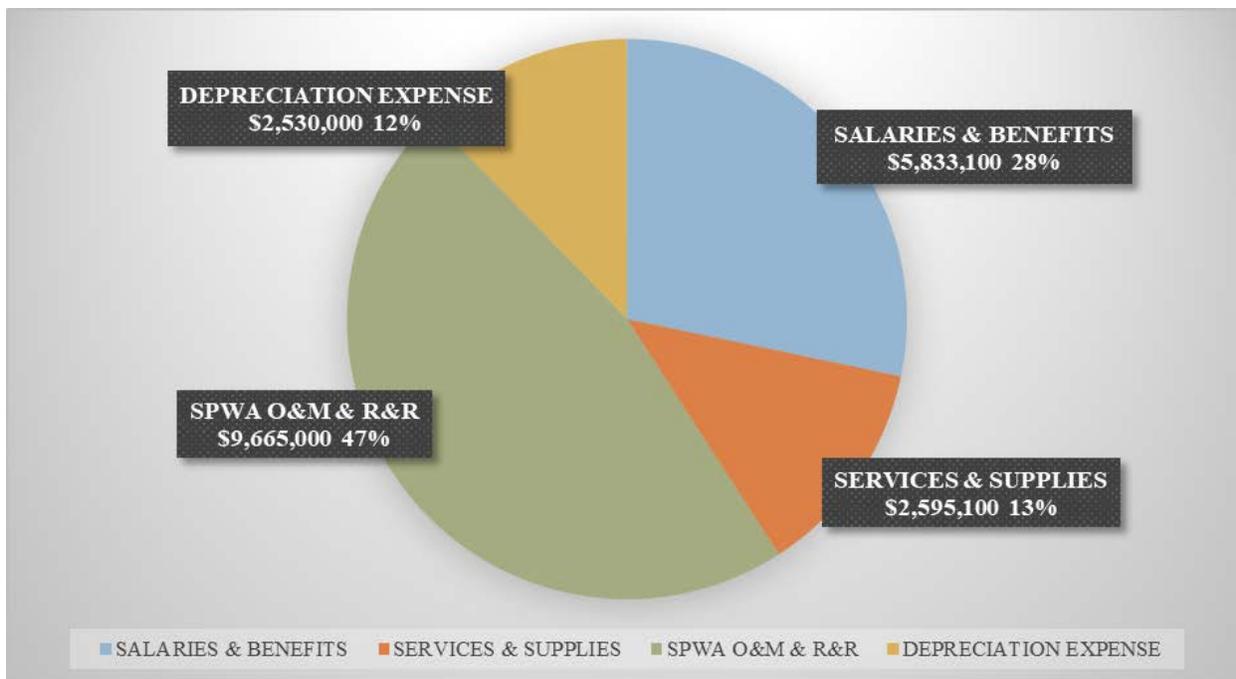
TOTAL REVENUES

The District’s total revenues for Fiscal Year 22/23 are projected to be approximately \$19.35 Million. In the current Fiscal Year, FY21/22 total year-end revenues are projected to be \$19.82 Million. The slight reduction is due to \$241,932 in COVID-19 Special District Relief Funds that the District received in Fiscal Year 2021/22 and the anticipated continuation of slowed EDU growth.

SECTION 2 OPERATIONS EXPENSE ANALYSIS

The following discussion provides a summary of the Fiscal Year 22/23 operational expenses, in support of the detailed line items presented in **Schedule 3 – Operating Fund Expenditure Budget**. The operating expenses are those Districtwide costs for goods and services and are comprised of personnel, administrative, and operational costs, and capital projects that are less than \$5,000.

FIGURE 4 – OPERATING FUND EXPENDITURES CHART



SALARY & BENEFITS

The District is under the direction of a five-member elected board and managed by the General Manager. The District is organized into three departments: Field Services, Technical Services, and Administrative Services. The District has thirty-eight funded positions comprised of twenty-five full-time, two part-time, five elected, two contracted, and four management. The Fiscal Year 2022/23 budget includes the reclassification of a Field Supervisor position to a Maintenance Worker/ Electro-Mechanical Technologist and a Lead Worker to a Maintenance Worker/ Electro-Mechanical Technologist. The budget also includes the addition of a Maintenance Worker position, see **Schedule 6 – Personnel Classification Positions**.

The Memorandum of Understandings (MOUs) with the Employees and Managers adopted on June 4, 2020, specifically state, “On July 1, 2020, July 1, 2021, and July 1, 2022, there will be a salary adjustment consistent with the US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A. The salary adjustment will be no less than two percent (2%) and no more than four percent (4%) for any given

year. In the event of an extreme economic condition, either hyperinflation or recession lasting more than six (6) months, all parties governed by this MOU agree to reopen discussion on what would be an appropriate salary adjustment.” The District uses the April index, which is received in mid-May to determine the cost-of-living increase for the upcoming fiscal year. The April US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) was 8.5%.

At the June 2, 2022 Board Meeting, Resolution 22-24 was adopted which modified the Fiscal Year 2022/23 Cost of Living Adjustment for employees and managers from 4% as contained in the current Memorandum of Understanding to 6.25% as shown in **Schedule 7 - Employee Salary Ranges**.

Other Post-Employment Benefits (OPEB) payments for retiree medical benefits are increasing due to the cost of plan premiums, the number of retirees, and changes to the earnings experience and future expected earnings for the CalPERS CERB Trust. Unfunded Accrued Liability (UAL) payments for pension expenses are also increasing and will continue to rise through 2035. This budget includes an accelerated payment of the Tier I (2.7% at 55 Plan) UAL. The accelerated payment of \$467,739 will reduce the interest owed on the District’s outstanding UAL. Total Salary and Benefits are programmed to increase by \$992,226 (20%) over the prior year.

SERVICES AND SUPPLIES

Operating Fund Expenses for Services and Supplies are used to pay for the District’s local operations and maintenance expenses including utilities and contracted professional services. These expenses are projected to increase as a result of high inflation in the economy. The Fiscal Year 2022/23 Service and Supply budget also includes spending on professional services that were not performed last fiscal year and are being carried over to this year’s budget. Professional Services programmed from next year include a Rate and Cost of Service Study, a Salary and Benefits Survey, FOG and Wastewater Pump Station Standard updates, Engineering, Surveying, and Plan Review services, out-of-area service agreement annexations, easement acquisitions, and easement maintenance and tree removal. The service and supply budget also includes additional funds for legal expenses due to pending litigation, potential election expenses for the November 2022 election, and an increase of \$70,000 for property and liability insurance. General liability insurance premiums continue to increase rapidly as a result of wildfire losses and increases in liability judgments in California which has caused insurance companies to refuse to insure in California, increase their rates, or limit the coverage they offer. Total Services and Supplies are programmed to increase by \$1,003,200 (63%) over the prior year.

OPERATIONS & MAINTENANCE INCLUDING REGIONAL WASTEWATER TREATMENT

Wastewater treatment expenses are paid to the City of Roseville, which owns and operates the two Regional Wastewater Treatment Plants (Dry Creek and Pleasant Grove) providing sewage treatment for the three regional South Placer Wastewater Authority (SPWA) partners, the South Placer Municipal Utility District, Placer County, and the City of Roseville. The District pays for its share of the Regional Wastewater Treatment Plant Operation & Maintenance (O&M) and Rehabilitation & Replacement (R&R) costs based on the District's proportional share of total flows (currently around 26%). For Fiscal Year 22/23, the Regional Wastewater Treatment Plant costs are budgeted to be \$9.67 Million. The \$9.67 Million in wastewater treatment expense is comprised of O&M costs of \$7.05 Million and R&R costs of \$2.61 Million, an increase of about \$3.06 Million or 46% from Fiscal Year 21/22.

Fiscal Year 22/23 O&M costs are experiencing a large increase due to several factors including salary and benefit increases, equipment costs, information technology expenses, and a large increase in the indirect costs from the City of Roseville's cost allocation plan. However, the largest factor in the increase is due to a change in methodology. In Fiscal Years 2019/20, 2020/21, and 2021/22, the City of Roseville based the preliminary estimates, on which the quarterly payments are made, on the City of Roseville's prior year's actual expenses. This has resulted in the quarterly payments being substantially less than the true expenses in the last two fiscal years. This year's preliminary estimate is based on the budgeted expenses and not on last year's actual expenses. The City of Roseville adopts a conservative budget to allow for unanticipated costs that may be time-sensitive, and the actual expenses are often 10% to 15% below the amount budgeted. If actual expenses are less than the quarterly payments, the additional funds can be applied to prior year true-up expenses or refunded to the District.

Fiscal Year 22/23 R&R costs include carryover expenses on projects that were budgeted for the last fiscal year but have been delayed due to supply chain issues and changes to project management personnel and consulting staff.

TABLE 3 – REGIONAL WASTEWATER TREATMENT FLOWS & EXPENSES

	2017/18	2018/19	2019/20	2020/21	2021/22
O&M Estimated Payment	\$ 4,887,295	\$ 4,571,232	\$ 5,152,756	\$ 4,965,123	\$ 4,942,000
R&R Estimated Payment	\$ 2,159,674	\$ 2,157,937	\$ 790,725	\$ 576,156	\$ 1,659,750
SPMUD Flows	1,577	1,740	1,635	1,632	1,705
SPWA Flows	6,473	6,845	6,262	6,226	6,478
SPMUD Percentage	24.37%	25.43%	26.11%	26.21%	26.32%
O&M Audited Payment	\$ 4,256,950	\$ 4,849,205	\$ 4,912,561	\$ 5,536,943	\$ 6,100,000
R&R Audited Payment	\$ 1,976,469	\$ 3,675,986	TBD	TBD	TBD
					<i>Estimated</i>

The Fiscal Year 22/23 Operating Fund Budget of \$20.62 Million is comprised of the following: \$5.83 Million for salaries and benefits, \$2.59 Million for services and supplies, \$9.67 Million for Regional Wastewater Treatment Plant expenses, and \$2.53 Million for depreciation expense.

This represents an increase of \$5.21 Million (34%) over the projected expenses for Fiscal Year 21/22.

SECTION 3 CAPITAL OUTLAY ANALYSIS

FISCAL YEAR 22/23 PROGRAMMED CAPITAL OUTLAYS

Schedule 4 – Capital Fund Expenditures includes a listing of the proposed capital outlays for the 22/23 Fiscal Year. **Schedules 5A, B, and C – Capital Outlay Justifications** provide written justifications and estimated costs that total \$14.16 Million. This can be broken down into the following categories: Operating Fund: \$5.03 Million, Capital Improvement Projects: \$3.42 Million, and Replacement & Rehabilitation: \$5.70 Million.

Operating Fund Capital Outlays for FY22/23 - \$5,027,000 (Fund 100)

Projects include Newcastle Master Plan Improvements, the Corporation Yard Addition and Tenant Improvement Project, Pipe Trailer Improvements, Easement Inspection Equipment, System Improvements, Software Acquisition, and District Participation in Regional Projects.

Capital Improvement & Expansion Outlays for FY22/23- \$3,425,000 (Fund 300)

Projects include repairs to the access road behind Corona Circle constructed with the Foothill Trunk Sewer Replacement Project and potential trunk extension reimbursements for the Del Rio Trunk, Del Mar Trunk, the Boyington Road Extension, and the College Park South Sewer Trunk.

Capital Replacement & Rehabilitation Outlays for FY22/23 - \$5,705,000 (Fund 400)

Projects include SCADA Design and Implementation, Vehicle and Equipment Upgrades, Cured in Place Pipe, Taylor Road Lift Station Replacement, Manhole Rehabilitation, and District Participation in Regional Projects.

SECTION 4 FUND BALANCES AND RESERVES

CASH AND INVESTMENT BALANCES

Cash balances are invested in accordance with the District’s Investment Policy 3120 in the Local Agency Investment Fund (LAIF); the Placer County Treasury; and CalTrust. The breakdown of these investments is shown in **Schedule 1 – Investments**.

As of March 31, 2022, District investment balances were \$20.87 Million in Fund 100, \$27.15 Million in Fund 300, and \$21.96 Million in Fund 400. Additionally, the balance of the CalPERS CEPP Trust which is restricted for pension expenses was \$3.34 Million. The District’s investment portfolio balance as of March 31, 2022, increased \$4.5 Million or 6.5% from the Fiscal Year 20/21 audited numbers. The Fund 100 balance of over \$20 Million will be adjusted at year-end to account for fund balance transfers with Funds 300 & 400 that occurred throughout Fiscal Year 21/22.

TABLE 4 – FUND BALANCE BREAKDOWN

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

FIGURE 5 – ALLOCATION BY FUND AS OF MARCH 31, 2022

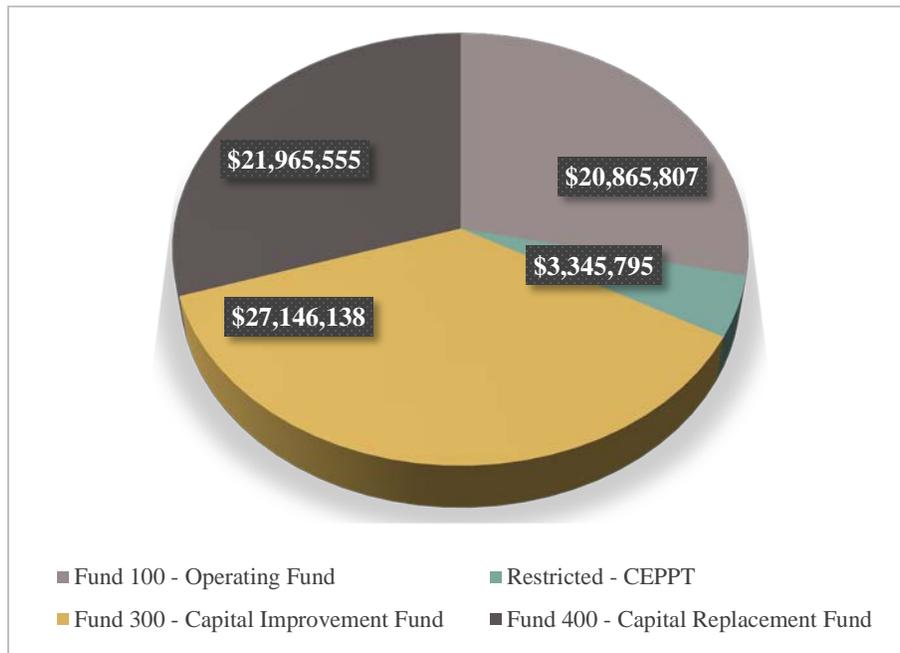


TABLE 5 – FUND BALANCE SOURCES AND USES

Fund 100 Operating Fund

PROJECTED BALANCE AS OF JULY 1, 2022	\$ 18,147,395
Proposed Revenues	
<i>Fund 100 Revenues</i>	\$ 17,456,400
<i>Interest</i>	\$ 90,000
<i>Total Fund 100 Revenues</i>	\$ 17,546,400
Proposed Expenditures	
<i>Operations & Maintenance Expenses</i>	\$ (18,093,200)
<i>Depreciation</i>	\$ (2,530,000)
<i>SubTotal Fund 100 Expenses</i>	\$ (20,623,200)
 <i>Capital Projects</i>	 \$ (5,027,000)
<i>Total Fund 100 Expenditures</i>	\$ (25,650,200)
 100 ENDING FUND BALANCE	 \$ 10,043,595
 <i>Minimum Operating Fund Reserve Requirement per Policy #3130</i>	 \$ 9,277,940
100 FUND BALANCE (LESS RESERVE REQUIREMENT) AVAILABLE FOR USE	\$ 765,655

Fund 300 CIP & Expansion

PROJECTED BALANCE AS OF JULY 1, 2022	\$ 29,212,605
Proposed Revenues	
<i>Sewer Participation Charges</i>	\$ 1,449,000
<i>Interest</i>	\$ 180,000
<i>Total Fund 300 Revenues</i>	\$ 1,629,000
Proposed Expenditures	
<i>Capital Projects</i>	\$ (3,425,000)
<i>Total Fund 300 Expenditures</i>	\$ (3,425,000)
 300 ENDING FUND BALANCE	 \$ 27,416,605

Fund 400 Rehab & Replacement

PROJECTED BALANCE AS OF JULY 1, 2022	\$ 22,790,000
Proposed Revenues	
<i>Depreciation</i>	\$ 2,530,000
<i>Interest</i>	\$ 180,000
<i>Total Fund 400 Revenues</i>	\$ 2,710,000
Proposed Expenditures	
<i>Capital Projects</i>	\$ (5,705,000)
<i>Total Fund 400 Expenditures</i>	\$ (5,705,000)
 400 ENDING FUND BALANCE	 \$ 19,795,000

DISTRICT RESERVES – COMPLIANCE WITH POLICY #3130

Reserve funds are accumulated and maintained in a manner that allows the funding of costs and capital investments consistent with the District’s Capital and Financial Plans while avoiding significant rate fluctuations due to changes in cash flow requirements. In accordance with Section 3 of the District’s Reserve Policy #3130, the Operating Fund Assigned Fund Balance Reserves consists of three parts: the Operation and Maintenance Reserve; the Rate Stabilization Reserve; and the Emergency Reserve; discussed in more detail below and shown in *Table 6 – Operating Fund Reserve Requirements*: The classification of these reserve fund balances are in conformance with Government Accounting Standards Board (GASB) Statement No.54 (Fund balance reporting and governmental fund type definitions).

OPERATIONS AND MAINTENANCE RESERVE

The purpose of the District Operation and Maintenance Reserve Fund is to ensure that the District will have sufficient funding available at all times to meet its operating obligations. Operating revenue is a flat rate and consistent over the year. Delinquencies are trued up through tax liens which are recoverable twice a year. Operating expenses are generally incurred uniformly over the year; however, work can be planned or deferred during the year to accommodate minor fluctuations in revenue. The source of funding for this reserve shall be from Sewer Service Charges. The District shall maintain an Operation and Maintenance Reserve Fund equivalent to 3 months of Operation and Maintenance expenses.

RATE STABILIZATION RESERVES

The purpose of the District Rate Stabilization Reserve Fund is to establish a means to provide more stable sewer service charges to the District’s customers. This fund buffers the impacts of unanticipated fluctuations or revenue shortfalls in sewer revenues and should be capable of defraying the need for an immediate rate increase to cover the cost of an unanticipated rise in expenses. Unexpected fluctuations can include, but are not limited to, natural disasters, an economic downturn, and unanticipated increases in other utility expenses and/or other extraordinary circumstances. The source of funding for this reserve shall be from Sewer Service Charges. The District shall maintain a Rate Stabilization Reserve Fund equivalent to 10% of the annual revenue.

EMERGENCY RESERVES

The purpose of the Emergency Reserve Fund is to provide funds for emergency response for potential repair or replacement of capital facilities due to damage from a natural disaster or unanticipated failure. The Emergency Reserve would be used when capital improvement funds have otherwise been purposefully spent down to a preset limit on planned projects. The source of funding for this reserve shall be from Sewer Service Charges. The District shall maintain an Emergency Reserve of \$3 Million.

TABLE 6 – OPERATING FUND RESERVE REQUIREMENTS

RESERVE FUND	REQUIREMENT	CALCULATION	AMOUNT
Emergency Reserve	\$3 Million	\$3 Million	\$ 3,000,000
Rate Stabilization Reserve	10% of Annual Revenue	10% of 17,546,400	\$ 1,754,640
Operations & Maintenance Reserve	3 Months of Operating Expense (before depreciation)	25% of 18,093,200	\$ 4,523,300
		TOTAL	\$ 9,277,940

As indicated in *Table 5 Fund Balance Sources and Uses*, the District is projecting an Operating Fund Reserve balance of \$10.04 Million by year-end which exceeds the minimum requirement of \$9.28 Million. The adoption of this budget allows the District to have demonstrated continued compliance with Reserve Policy #3130.

SECTION 5 REGIONAL WASTEWATER TREATMENT PLANTS & RATE STABILIZATION RESERVE FUND

The District, the City of Roseville, and Placer County are participants in the South Placer Wastewater Authority (SPWA). The District collects and transports about 1.7 Billion gallons of raw sewage annually to the Dry Creek and Pleasant Grove Regional Wastewater Treatment Plants in Roseville. The two Regional Wastewater Treatment Plants and infrastructure used by all three partners make up the regional facilities. The District pays its share of annual Operations and Maintenance costs for the Regional Wastewater Treatment Plants based on our proportional flows which are approximately 26% of total flows into the plants.

An SPWA Funding Agreement establishes a Rate Stabilization Account to be used for the payment of debt service on the Bonds and other costs of the Authority. Monthly contributions of regional connection fees are deposited into the Authority’s Rate Stabilization Account and SPWA pays the debt service and other costs from the account, based on each member’s proportionate share. As of June 31, 2021, SPWA Audited Financial Statements, the District maintained a balance of \$50.77 Million in the Rate Stabilization Account on deposit with the Authority. The annual SPWA Debt assigned to the District was \$1.58 Million. At the current debt service, the District has approximately 32 years’ worth of debt service on account with SPWA.

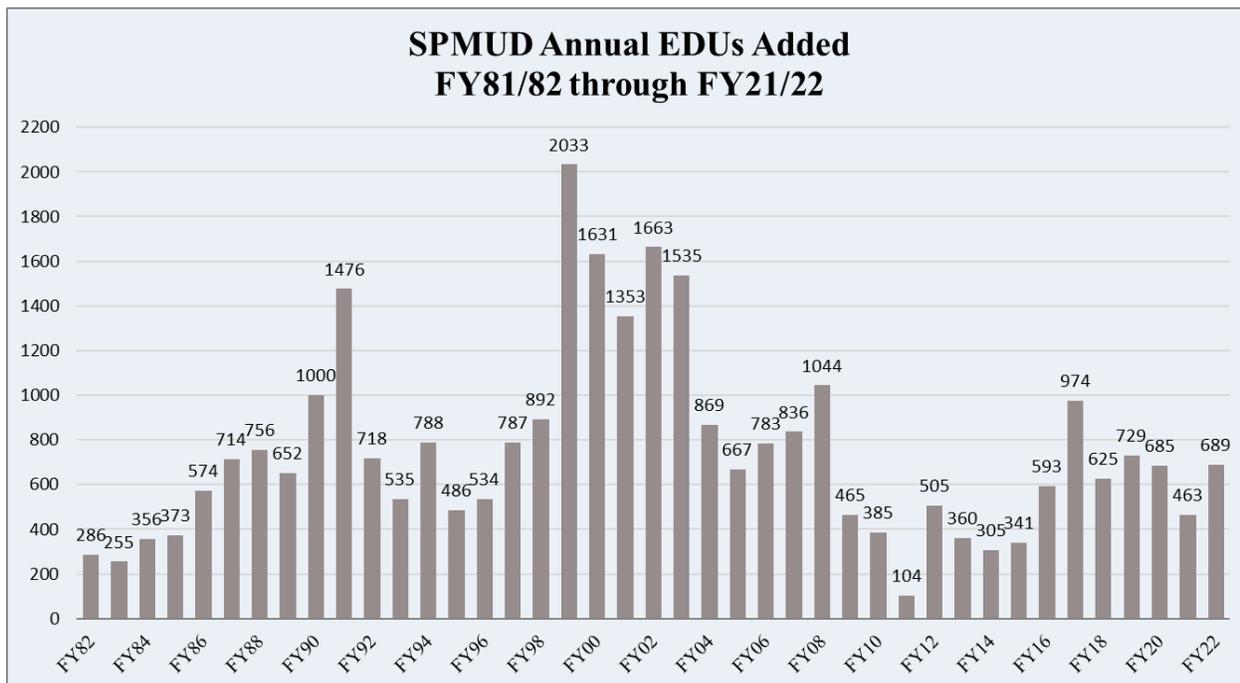
The adoption of this budget allows the District to have demonstrated compliance with the required Debt Coverage Ratio required by the SPWA Bond Indenture. The District’s Proportionate Share of Debt Service is to be paid from the Participant Net Revenues deposited in the SPWA Rate Stabilization Fund, collected as the Regional Participation Fee. To the extent that the District’s Proportionate Share of Debt Service is not paid in full from the Rate Stabilization Fund, the District pledges payment directly to the SPWA from the District’s Operating Fund.

SECTION 6 GROWTH AND PROJECTIONS

PAST GROWTH TRENDS

Figure 6 - Historical Growth shows how growth in the District has varied greatly year over year. Based upon an analysis performed in the Sewer Evaluation and Capacity Assurance Plan (SECAP) adopted in February of 2020, the District is forecasting growth of 300 EDUs a year for the next three years and then dropping to 250 EDUs.

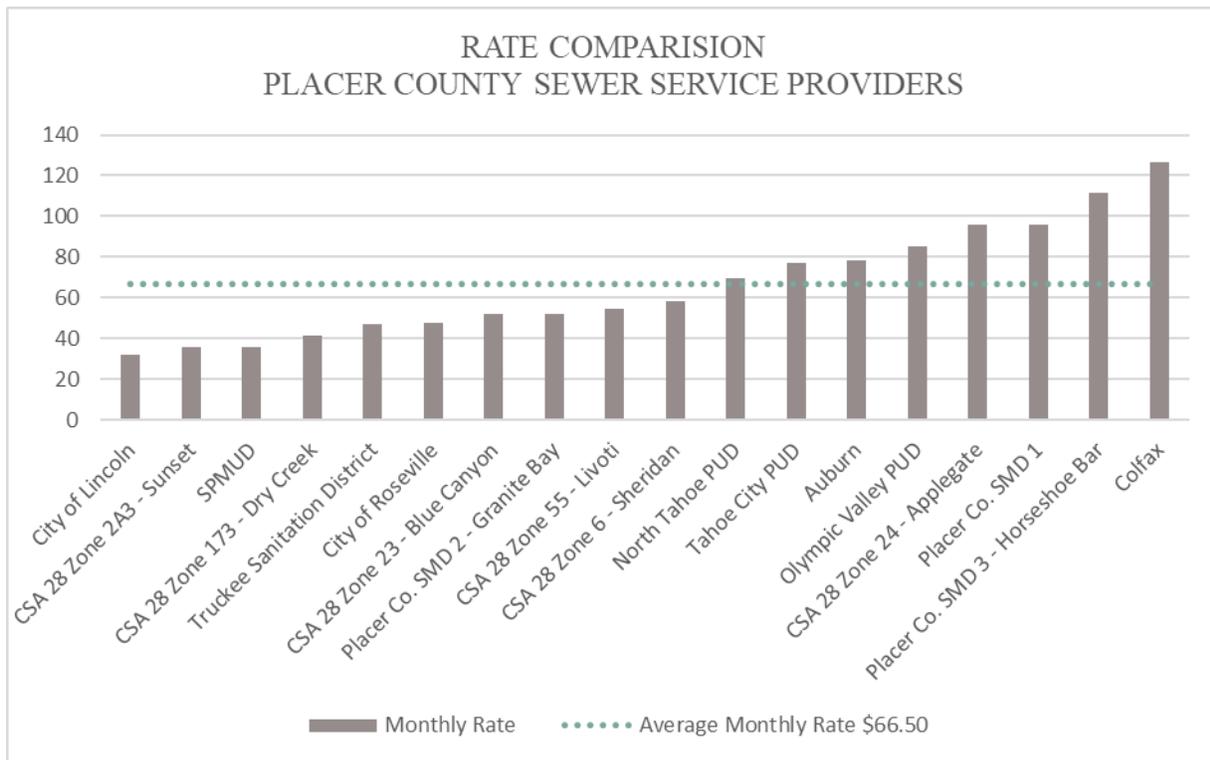
FIGURE 6 – HISTORICAL GROWTH



OPERATING FUND PROJECTIONS

Annual growth is based on the projected annual service fees as well as Operating Fund expenses. **Schedules 8, 9, & 10** show the five-year projected Revenues, Operating Fund Expenses, and Capital Expenses. The District maintains its reserve balances through this analysis period. *Figure 7 - Monthly Sewer Rate Comparison for Placer County* shows a comparison of other local agencies' service fees; the District is one of the lowest-cost sewer service providers in Placer County (as well as the major Sacramento Metropolitan area).

FIGURE 7 - MONTHLY SEWER RATE COMPARISON FOR PLACER COUNTY
(COLLECTION & TREATMENT)



SECTION 7 SUMMARY

The total Fiscal Year 22/23 revenues from all sources are projected to be \$19.35 Million with Operating Fund revenues projected to be \$17.55 Million (91% of total), and Capital Fund Revenues projected to be \$1.81 Million (9% of total). Fiscal Year 22/23 Operating Fund expenses are projected to be \$20.62 Million (\$18.09 Million before depreciation). Capital Projects are projected to be approximately \$14.16 Million. This can be broken down into the following categories: Operating Fund Capital Projects (Fund 100) - \$5.03 Million; Capital Improvements & Enlargement Projects (Fund 300) – \$3.42 Million; and Capital Replacements & Rehabilitation Projects (Fund 400) - \$5.71 Million.

Personnel and salary schedules are shown in **Schedules 6 and 7**. The District has thirty-eight funded positions comprised of twenty-five full-time, two part-time, five elected, two contracted, and four management. **Schedules 1, 2, 3 & 4** chart the District Budget distribution for Fiscal Year 22/23.

The proposed budget represents an expenditure plan designed to accomplish the District’s Strategic Plan Goals and Objectives and aligns with the District’s Vision, Mission, and Values. The budget provides for the service needs of both present and future customers in the South Placer Municipal Utility District service area.

SCHEDULE 1 – INVESTMENTS AS OF MARCH 31, 2022

INVESTMENT	Account Balance Prior Year Jan 21 - Mar 21	Account Balance Previous Quarter Oct 21 - Dec 21	Market Value Jan 22 - Mar 22	Quarterly Rate of Return	% of Portfolio
CALTRUST	\$ 23,861,892	\$ 23,776,972	\$ 23,287,970	-1.51%	32%
LAIF (Local Agency Investment Fund)	\$ 12,887,382	\$ 19,921,388	\$ 19,937,087	0.12%	27%
PLACER COUNTY TREASURY	\$ 13,938,780	\$ 19,964,636	\$ 19,976,455	0.24%	27%
WELLS FARGO	\$ 8,334,193	\$ -	\$ -	0.00%	0%
CASH	\$ 5,552,583	\$ 4,421,267	\$ 6,775,989	0.20%	9%
RESTRICTED - CEPPT	3,287,150	3,539,972	3,345,795	-5.43%	5%
TOTAL/AVERAGE	67,861,980	71,624,235	73,323,296	-0.79%	100%

SCHEDULE 2 – FY22/23 REVENUE BUDGET

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

SCHEDULE 3 – FY22/23 OPERATING FUND EXPENDITURE BUDGET

	AUDITED FINANCIALS		PROJECTED	PROPOSED
	FISCAL YR 19/20	FISCAL YR 20/21	FISCAL YR 21/22	FISCAL YR 22/23
SALARIES/WAGES	\$ 2,724,830	\$ 2,701,984	\$ 2,694,000	\$ 3,040,000
FICA - SOCIAL SECURITY	\$ 202,806	\$ 179,702	\$ 206,000	\$ 232,600
CALPERS RETIREMENT & UAL	\$ 585,325	\$ 627,975	\$ 652,800	\$ 732,261
ADDITIONAL UAL CONTRIBUTION	\$ -	\$ -	\$ -	\$ 467,739
457 & 401A RETIREMENT	\$ 86,803	\$ 112,343	\$ 120,000	\$ 125,000
INSURANCE BENEFITS	\$ 651,560	\$ 705,209	\$ 720,000	\$ 775,500
PERS OPEB	\$ 233,288	\$ 287,718	\$ 448,074	\$ 460,000
SALARIES & BENEFITS	\$ 4,484,612	\$ 4,614,931	\$ 4,840,874	\$ 5,833,100
ASPHALT PAVING	\$ 12,832	\$ -	\$ 12,000	\$ 75,000
BUILDING & GROUNDS MAINTENANCE	\$ 32,548	\$ 37,954	\$ 53,000	\$ 53,000
ELECTION EXPENSE	\$ -	\$ -	\$ -	\$ 80,000
GAS & OIL EXPENSE	\$ 40,110	\$ 42,472	\$ 61,000	\$ 61,000
GENERAL OPERATING SUPPLIES & MAINTENANCE	\$ 156,299	\$ 108,445	\$ 158,000	\$ 162,800
LEGAL SERVICES	\$ 56,309	\$ 64,964	\$ 90,000	\$ 250,000
LIFT STATION & FLOW RECORDER PROGRAMS	\$ 63,934	\$ 62,281	\$ 40,000	\$ 69,000
OTHER OPERATING EXPENSE	\$ 12,919	\$ (406)	\$ 150	\$ 1,000
PROFESSIONAL DEVELOPMENT	\$ 37,515	\$ 20,770	\$ 45,000	\$ 72,500
PROFESSIONAL SERVICES	\$ 95,461	\$ 80,243	\$ 142,500	\$ 650,500
PROPERTY & LIABILITY INSURANCE	\$ 159,130	\$ 215,827	\$ 255,000	\$ 325,000
REGULATORY COMPLIANCE/GOVERNMENT FEES	\$ 54,117	\$ 46,960	\$ 65,000	\$ 73,150
REPAIR/MAINTENANCE AGREEMENTS	\$ 76,913	\$ 108,609	\$ 117,500	\$ 133,000
ROOT CONTROL PROGRAM	\$ 33,687	\$ 54,501	\$ 58,000	\$ 65,000
SAFETY GEAR/UNIFORMS	\$ 25,193	\$ 19,281	\$ 24,000	\$ 27,650
UTILITIES	\$ 132,770	\$ 156,342	\$ 160,000	\$ 170,000
UTILITY BILLING/BANKING EXPENSE/PRINTING	\$ 192,576	\$ 235,471	\$ 230,750	\$ 246,500
VEHICLE REPAIR & MAINTENANCE	\$ 73,026	\$ 46,792	\$ 80,000	\$ 80,000
SERVICES & SUPPLIES	\$ 1,255,339	\$ 1,300,506	\$ 1,591,900	\$ 2,595,100
RWWTP MAINTENANCE & OPERATIONS	\$ 5,205,004	\$ 5,025,013	\$ 4,942,000	\$ 7,054,000
RWWTP REHAB & REPLACEMENT	\$ 790,725	\$ 576,156	\$ 1,659,750	\$ 2,611,000
SPWA O&M & R&R	\$ 5,995,729	\$ 5,601,169	\$ 6,601,750	\$ 9,665,000
TOTAL OPERATIONS EXPENSE LESS DEPRECIATION	\$ 11,865,999	\$ 11,516,606	\$ 13,034,524	\$ 18,093,200
DEPRECIATION EXPENSE	\$ 1,889,287	\$ 2,065,934	\$ 2,375,000	\$ 2,530,000
ONE-TIME CEPPT FUNDING	\$ -	\$ 3,000,000	\$ -	\$ -
OPERATING FUND EXPENSES	\$ 13,755,286	\$ 16,582,540	\$ 15,409,524	\$ 20,623,200

SCHEDULE 4 – FY22/23 CAPITAL FUND EXPENDITURE BUDGET

	AUDITED FINANCIALS		PROJECTED	PROPOSED
	FISCAL YR 19/20	FISCAL YR 20/21	FISCAL YR 21/22	FISCAL YR 22/23
	OPERATING FUND CAPITAL IMPROVEMENTS	\$ 118,277	\$ 293,219	\$ 185,000
CIP & EXPANSION CAPITAL IMPROVEMENTS	\$ 500,346	\$ 2,087,054	\$ 125,000	\$ 3,425,000
REPLACEMENT & REHABILITATION CAPITAL IMPROVEM	\$ 918,263	\$ 1,389,357	\$ 1,585,000	\$ 5,705,000
TOTAL CAPITAL INVESTMENT	\$ 1,536,886	\$ 3,769,630	\$ 1,895,000	\$ 14,157,000

PROPOSED FOR FISCAL YR 22/23

	PROPOSED FOR FISCAL YR 22/23		
	FUND 100	FUND 300	FUND 400
	OPERATING FUND CAPITAL	CIP & EXPANSION	REHAB & REPLACEMENT
CAPITAL IMPROVEMENTS			
ARCHIVING / DISASTER DEVELOPMENT PLAN	\$ 15,500	\$ 15,500	
COMPUTERS/OFFICE FURNITURE	\$ 45,300	\$ 45,300	
CY MASTER PLAN CAPITAL IMPROVEMENTS	\$ 4,100,000	\$ 4,100,000	
EASEMENT INSPECTION EQUIPMENT	\$ 11,700	\$ 11,700	
EASEMENT/ACCESS ROAD REPLACEMENT/UPGRADES	\$ 437,500	\$ 217,500	\$ 220,000
EQUIPMENT UPGRADES/REPLACEMENT	\$ 2,000	\$ 2,000	
NEWCASTLE MASTER PLAN IMPROVEMENTS	\$ 350,000	\$ 350,000	
PARTICIPATION IN REGIONAL PROJECTS	\$ 455,000	\$ 130,000	\$ 325,000
PIPE TRAILER IMPROVEMENTS	\$ 10,000	\$ 10,000	
SOFTWARE/DATA ACQUISITION	\$ 40,000	\$ 40,000	
SYSTEM IMPROVEMENTS	\$ 105,000	\$ 105,000	
FOOTHILL TRUNK PROJECT - CONSTRUCTION	\$ 125,000		\$ 125,000
TRUNK EXTENSION REIMBURSEMENT	\$ 3,300,000		\$ 3,300,000
CURED IN PLACE PIPE	\$ 650,000		\$ 650,000
SCADA DESIGN & IMPLEMENTATION	\$ 2,900,000		\$ 2,900,000
SYSTEM REHABILITATION	\$ 1,100,000		\$ 1,100,000
TAYLOR ROAD LIFT STATION REPLACEMENT	\$ 160,000		\$ 160,000
VEHICLE PURCHASES	\$ 350,000		\$ 350,000
TOTAL CAPITAL IMPROVEMENTS	\$ 14,157,000	\$ 5,027,000	\$ 5,705,000

SCHEDULE 5A – OPERATING FUND CAPITAL OUTLAY JUSTIFICATIONS

Fund 100 - \$5,027,000

ITEM #	TITLE/DESCRIPTION	BUDGET
1	<p>ARCHIVING/DISASTER DEVELOPMENT PLAN</p> <p>In 2019, the District purchased an electronic content management system. The District plans to continue imaging paper records for long-term storage in the electronic repository.</p> <p><i>Strategic Plan Goals</i> <i>Goal 7.2: Develop and implement a Records Management Plan.</i></p>	\$15,500
2	<p>COMPUTERS/OFFICE FURNITURE</p> <p>Purchase of various computers and office furniture components.</p> <p><i>Strategic Plan Goals</i> <i>Goal 7.1: Information Technology: Improve the various data management and information systems.</i></p>	\$45,300
3	<p>CY MASTER PLAN CAPITAL IMPROVEMENTS</p> <p>The District has started construction on the 2022 Corporation Yard Addition and Tenant Improvement Project. The project includes reconfiguration of the customer lobby area, the addition of a large breakroom, and reconfiguration of the locker rooms and field service department offices.</p> <p><i>Strategic Plan Goals</i> <i>Goal 2.4: Embrace Green Building polices in the design and operation of District facilities and enhance sustainable building and construction practices.</i></p>	\$4,100,000
4	<p>EASEMENT/ACCESS ROAD REPLACEMENTS/UPGRADES</p> <p>The District has an on-going easement upgrade program. Some of the work involves new improvements while other work involves replacements or reconstructions. This work is generally performed by District crews. The replacements/reconstructions are charged to Fund 400 (see Fund 400 Capital Outlay Justifications.) In addition to work performed by the District, \$195,000 is committed to paving select access roads with asphalt through contracted services.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures</i></p>	\$217,500

SCHEDULE 5A – OPERATING FUND CAPITAL OUTLAY JUSTIFICATIONS

Fund 100 - \$5,027,000

ITEM #	TITLE/DESCRIPTION	BUDGET
5	<p>EASEMENT INSPECTION EQUIPMENT</p> <p>The District will purchase an unmanned aerial vehicle (UAV or drone), appurtenances, and software to collect and process data collected through inspections of the District's easements. The data from these inspections will be stored for future review, document the condition of easements, demonstrate the change in condition of easements over time, and be used to evaluate the potential encroachment of other improvements in easements.</p> <p><i>Strategic Plan Goals</i> <i>Goal 7.1: Information Technology: Improve the various data management and information systems.</i></p>	\$11,700
6	<p>EQUIPMENT UPGRADES/REPLACEMENT</p> <p>The District plans to purchase miscellaneous tools and vehicle accessories.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i></p>	\$2,000
7	<p>NEWCASTLE MASTER PLAN IMPROVEMENTS</p> <p>The Newcastle Master Plan was completed in March 2017 and identifies system upgrade projects to be undertaken. This project involves: (1) upsizing an existing mainline; (2) abandoning a 4" sewer main that runs through backyards and under two homes; and (3) installing new laterals for five homes and re-connecting the laterals to the newly upsized mainline in the public right-of-way. The Board has authorized \$200,000 per year for these Master Plan upgrades. Carry-over funds are also available from prior fiscal years.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i></p>	\$350,000
8	<p>PARTICIPATION IN REGIONAL PROJECTS</p> <p>The District coordinates with regional agencies to protect District assets during the construction of other agency improvements. The cost of CCTV inspection before and after the agency's project to ensure damage caused from construction is repaired and the cost to adjust District assets to conform to new finished grades is born by the District. This year's participation includes \$100,000 for the Newcastle Fire Station Construction Cooperation Agreement.</p> <p><i>Strategic Plan Goals</i> <i>Goal 1.2: Improve communications.</i> <i>Goal 3.2: Provide construction management to ensure the best possible facilities for the District.</i></p>	\$130,000

SCHEDULE 5A – OPERATING FUND CAPITAL OUTLAY JUSTIFICATIONS

Fund 100 - \$5,027,000

ITEM #	TITLE/DESCRIPTION	BUDGET
9	<p>PIPE TRAILER IMPROVEMENTS</p> <p>The District's goal is to replace a trailer for the storage and transport of emergency bypass piping and equipment. The trailer was purchased, but the necessary fabrication and protective cover were not. This item is to complete the project started in the previous budget.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i></p>	\$10,000
10	<p>SOFTWARE/ DATA ACQUISITIONS</p> <p>Improvement of the databases (i.e., CMMS, GIS, CCTV) that support the key functions of the District. Staff plans to purchase updated aerial imagery for use with the Lucity and GIS maps that are accessed from desktops in the District offices and on the tablets used by crews in the field.</p> <p>Staff will evaluate and procure modules from the District's CMMS provider (CentralSquare) and CCTV inspection software provider (Infrastructure Technologies) that allow for the integration of databases to facilitate the workflow between these and other databases.</p> <p><i>Strategic Plan Goals</i> <i>Goal 7.1: Information Technology: Improve the various data management and information systems.</i></p>	\$40,000
11	<p>SYSTEM IMPROVEMENTS</p> <p>The District plans to improve areas of the system by constructing manholes and access roads to provide improved access to sewer facilities.</p> <p><i>Strategic Plan Goals</i> <i>Goal 3.2: Provide construction management to ensure the best possible facilities for the District.</i></p>	\$105,000

SCHEDULE 5B – CIP & EXPANSION CAPITAL OUTLAY JUSTIFICATIONS

Fund 300 - \$3,425,000

ITEM #	TITLE/DESCRIPTION	BUDGET
1	<p>FOOTHILL TRUNK PROJECT - CONSTRUCTION</p> <p>The Foothill Trunk Sewer Replacement Project was identified for construction in the 2015 System Evaluation and Capacity Assurance Plan (SECAP). While construction of the Foothill Trunk Sewer Replacement Project is complete, repairs are required to the access road behind Corona Circle.</p> <p><i>Strategic Plan Goals</i> <i>Goal 3.2: Provide construction management to ensure the best possible facilities for the District.</i></p>	\$125,000
2	<p>TRUNK EXTENSION REIMBURSEMENT</p> <p>The District is currently aware of four projects that would be eligible for reimbursement agreements and may be approved and constructed in the upcoming year: the Del Rio Sewer Trunk Extension, the Del Mar Sewer Trunk Extension, the Boyington Road Extension (Hidden Grove), and College Park South. This line item will be used only if reimbursement agreements are approved by the Board.</p> <p><i>Strategic Plan Goals</i> <i>Goal 3.1: Plan all projects to ensure adherence to District standards and ordinances.</i></p>	\$3,300,000

SCHEDULE 5C – R&R CAPITAL OUTLAY JUSTIFICATIONS

Fund 400 - \$5,705,000

ITEM #	TITLE/DESCRIPTION	BUDGET
1	<p>EASEMENT/ACCESS ROAD REPLACEMENT/UPGRADES</p> <p>The District has an on-going easement upgrade program. Some of the work involves new improvements while other work involves replacements or reconstructions. This work is generally performed by District crews. The new improvements are charged to Fund 100 (see Fund 100 Capital Outlay Justifications.) In addition to work performed by the District, \$200,000 is committed to paving select access roads with asphalt through contracted services.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i></p>	\$220,000
2	<p>DISTRICT PARTICIPATION IN REGIONAL PROJECTS</p> <p>The District continues to coordinate with its stakeholders and other regional agencies. These municipalities and agencies plan projects in areas where existing District facilities are located. The District enters into construction cooperation agreements with these partners in the region to rehabilitate or replace some or all of the existing sewer facilities as part of the project. This line item pays for this work. This is advantageous to the stakeholders because it decreases the likelihood that the District will need to do work soon after they finish their projects. It is advantageous to the District because the rehabilitation or replacement of the sewer facilities is less impactful to customers when combined with other improvements. The anticipated projects are Pavement Rehabilitation (City of Rocklin), the Rocklin Road and Pacific Street Roundabout (City of Rocklin), and the Sierra College and Taylor Road Intersection Improvements (Town of Loomis).</p> <p><i>Strategic Plan Goals</i> <i>Goal 1.2: Improve communications</i> <i>Goal 3.1: Plan all projects to ensure adherence to District standards and ordinances.</i></p>	\$325,000
3	<p>CURED IN PLACE PIPE</p> <p>As a part of the District's Asset Management Program, this item is for rehabilitation of pipes by installing Cured-In-Place-Pipe (CIPP) liners into both mainline and lateral pipes and installing lateral seals.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i></p>	\$650,000

SCHEDULE 5C – R&R CAPITAL OUTLAY JUSTIFICATIONS

Fund 400 – \$5,705,000

ITEM #	TITLE/DESCRIPTION	BUDGET
4	<p>SCADA DESIGN & IMPLEMENTATION</p> <p>The District's Supervisory Control and Data Acquisition (SCADA) system's hardware and software are proprietary and are supported by only one service provider on the west coast. Staff has concerns about the service provider's ability to support the system into the future. The District's consultant prepared a Master Plan to outline phased improvements to the SCADA system to increase reliability and harden security. The budgeted amount is for the initial 18-month Phase I implementation of the proposed improvements.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i> <i>Goal 7.1: Information Technology to improve the various data management and information systems (b) implement technology based upon District needs.</i></p>	\$2,900,000
5	<p>SYSTEM REHABILITATION</p> <p>There are three system rehabilitation projects that were programmed for Fiscal Year 2021/22 but are now anticipated to be completed in Fiscal Year 2022/23: Dominquez Road, High Risk Facility Creek Crossings, and the Jack in the Box sewer main line replacement adjacent to Rocklin Road.</p> <p><i>Strategic Plan Goals</i> <i>Goal 3.2: Provide construction management to ensure the best possible facilities for the District.</i></p>	\$1,100,000
6	<p>TAYLOR ROAD LIFT STATION REPLACEMENT</p> <p>The existing components of the Taylor Road Lift Station were inherited with the annexation of the Newcastle Sanitary District. The current lift station was not built to any standard and is difficult to access.</p> <p>The budgeted amount is for the purchase and installation of a package lift station to replace the series of concrete tanks currently in service, improving the effectiveness and safety of the site.</p> <p><i>Strategic Plan Goals</i> <i>Goal 3.2: Provide construction management to ensure the best possible facilities for the District.</i></p>	\$160,000
7	<p>VEHICLE PURCHASES</p> <p>This item includes the purchase of three new vehicles.</p> <p><i>Strategic Plan Goals</i> <i>Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.</i></p>	\$350,000

SCHEDULE 6 – FY22/23 PERSONNEL CLASSIFICATIONS

JOB TITLES BY DEPARTMENT	ID Code	Approved Positions*	Funded Positions*
<u>Administrative Services</u>			
General Manager	GM	1	1
Administrative Services Manager/Board Secretary	ASM	1	1
Administrative Services Assistant I/II/III (a)	ASA	3	
<i>Administrative Services Assistant I</i>			1
<i>Administrative Services Assistant II</i>			1
<i>Administrative Services Assistant III</i>			1
ASD TOTAL		5	5
<u>Technical Services</u>			
District Engineer	DE	1	1
Associate Engineer (b)	AE	1	0
Engineering Technician I/II (a)	ET	2	
<i>Engineering Technician I</i>			0
<i>Engineering Technician II</i>			2
Lead Inspector	LINS	1	1
Inspector I/II (a)	INSP	2	
<i>Inspector I</i>			1
<i>Inspector II</i>			1
Student Intern I/II/III (a) (b) (c)	INT	1	0
TSD TOTAL		8	6
<u>Field Services</u>			
Superintendent	SUP	1	1
Regulatory Compliance Tech/Spec (a)	RCO	1	
<i>Regulatory Compliance Technician</i>			1
<i>Regulatory Compliance Specialist</i>			0
Field Supervisor	FS	1	1
Leadworker	LW	2	2
Maintenance Worker/Inspector	MW/INSP	1	1
Maintenance Worker/Electro-Mechanical Technologist	MW/EMT	2	2
Maintenance Worker I/II (a)	MW	10	
<i>Maintenance Worker I</i>			9
<i>Maintenance Worker II</i>			1
Temporary Laborer I/II/III (a) (c)	TL	2	2
FSD TOTAL		20	20
TOTAL REGULAR POSITIONS		33	31

SCHEDULE 6 – FY22/23 PERSONNEL CLASSIFICATIONS

<u>Miscellaneous</u> (Elected/Contract)			
Board of Directors	EO	5	5
District Legal Counsel	DC	1	1
Contract Auditor	CA	1	1
MISCELLANEOUS TOTAL		7	7
TOTAL AUTHORIZED POSITIONS		40	38
*Full Time Equivalent Positions (FTE)			
(a) Promotional/Flexible Classification			
(b) Vacant position			
(c) part-time (up to 20 hours per week/non-benefitted) or temporary (full time for up to six months or 1,000 hours/non-benefitted).			

SCHEDULE 7 – FY22/23 SCHEDULE OF SALARY RANGES

FY 22/23 SCHEDULE OF SALARY RANGE/STEPS						
6.25% COLA Effective 07/01/22						
SALARY - MONTHLY/HOURLY RATES						
RANGE	ID	POSITION	STEPS (\$/MO)			
			A	B	C	D
9	SI1	Student Intern I	17.48	18.36	19.28	
15	SI2	Student Intern II	20.28	21.29	22.35	
21	SI3	Student Intern III	23.51	24.69	25.92	
17	TL1	Temporary Laborer I	21.30	22.37	23.49	
23	TL2	Temporary Laborer II	24.70	25.94	27.24	
29	TL3	Temporary Laborer III	28.65	30.08	31.59	
22	ASA1	Admin Svc. Asst I	4178	4387	4606	4836 5078
		Hrly	24.10	25.31	26.57	27.90 29.30
29	MW1	Maint. Worker I	4966	5214	5475	5749 6036
		Hrly	28.65	30.08	31.59	33.17 34.82
33	ASA2	Admin Svc. Asst II	5481	5756	6043	6345 6663
		Hrly	31.62	33.21	34.87	36.61 38.44
35	MW2	Maint. Worker II	5759	6047	6349	6667 7000
	ET1	Eng'r. Tech. I	33.23	34.89	36.63	38.46 40.39
36	MWII/INS	Maint. Worker/Inspector	5903	6198	6508	6833 7175
		Hrly	34.06	35.76	37.55	39.42 41.40
37	MWII/EM	Maint. Worker/EM Tech	6050	6353	6671	7004 7354
		Hrly	34.91	36.65	38.49	40.41 42.43
38	INS1	Inspector I	6202	6512	6837	7179 7538
		Hrly	35.78	37.57	39.45	41.42 43.49
41	INS2	Inspector II	6679	7013	7363	7731 8118
		Hrly	38.53	40.46	42.48	44.60 46.83
42	ASA3	Admin Svc. Asst III	6846	7188	7547	7925 8321
		Hrly	39.49	41.47	43.54	45.72 48.01
43	RCT	Reg Compliance Tech	7017	7368	7736	8123 8529
	LW	Lead Worker	40.48	42.51	44.63	46.86 49.21
44	ET2	Eng'r. Tech. II	7192	7552	7929	8326 8742
	LINS	Lead Inspector	41.49	43.57	45.75	48.03 50.44
49	RCS	Reg Compliance Spec	8137	8544	8971	9420 9891
		Hrly	46.95	49.29	51.76	54.35 57.06
50	FS	Field Supervisor	8341	8977	9196	9655 10138
		Hrly	48.12	51.79	53.05	55.70 58.49
53	AE	Associate Engineer	8982	9431	9903	10398 10918
		Hrly	51.82	54.41	57.13	59.99 62.99
61	ASM	Admin Services Mgr	10944	11491	12065	12669 13302
			63.14	66.29	69.61	73.09 76.74
64	DS	Superintendent	11785	12374	12993	13643 14325
	DE	District Engineer	67.99	71.39	74.96	78.71 82.65
		General Manager	Contract Salary \$217,235			

SCHEDULE 8 – FIVE-YEAR REVENUE PROJECTIONS

	<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>
	FIS CAL YR 23/24	FIS CAL YR 24/25	FIS CAL YR 25/26	FIS CAL YR 26/27	FIS CAL YR 27/28
OPERATING FUND					
SEWER SERVICE CHARGES REVENUES	\$ 15,866,000	\$ 15,995,600	\$ 16,103,600	\$ 16,211,600	\$ 16,298,000
PERMITS, PLAN CHECK FEES & INSPECTIONS	200,000	175,000	150,000	150,000	150,000
PROPERTY TAXES	1,225,000	1,250,000	1,275,000	1,300,000	1,325,000
LATE FEES SEWER SERVICE CHARGES	170,000	175,000	175,000	175,000	175,000
INTEREST	120,000	150,000	150,000	150,000	150,000
GAIN/LOSS ON SALE FIXED ASSET DISPOSAL	-	-	-	-	-
MISCELLANEOUS INCOME	40,000	40,000	40,000	40,000	40,000
OPERATING FUND less CEPPT Interest Earnings	\$ 17,621,000	\$ 17,785,600	\$ 17,893,600	\$ 18,026,600	\$ 18,138,000
Interest Income from CEPPT (Restricted)	\$ 110,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
TOTAL OPERATING FUND	\$ 17,731,000	\$ 17,910,600	\$ 18,018,600	\$ 18,151,600	\$ 18,263,000
<i>Estimated Short Fall</i>	\$ 3,072,045	\$ 3,828,890	\$ 4,479,086	\$ 4,950,887	\$ 4,990,997
CAPITAL IMPROVEMENT FUND					
EDU GROWTH	300	300	250	250	200
SEWER PARTICIPATION FEES	\$ 1,477,800	\$ 1,507,500	1,281,250	1,307,000	1,066,600
INTEREST	\$ 250,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000
TOTAL CAPITAL IMPROVEMENT FUND	\$ 1,727,800	\$ 1,797,500	\$ 1,571,250	\$ 1,597,000	\$ 1,356,600
CAPITAL REPLACEMENT FUND					
INTEREST	\$ 250,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000
TOTAL CAPITAL REPLACEMENT FUND	\$ 250,000	\$ 290,000	\$ 290,000	\$ 290,000	\$ 290,000
TOTAL SPMUD REVENUE	\$ 19,598,800	\$ 19,873,100	\$ 19,754,850	\$ 19,913,600	\$ 19,784,600

SCHEDULE 9 – FIVE-YEAR OPERATING FUND EXPENSES PROJECTIONS

	<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>
	<u>FISCAL YR</u>				
	<u>23/24</u>	<u>24/25</u>	<u>25/26</u>	<u>26/27</u>	<u>27/28</u>
SALARIES/WAGES	\$ 3,222,400	\$ 3,415,744	\$ 3,586,531	\$ 3,694,127	\$ 3,804,951
FICA - SOCIAL SECURITY	\$ 246,514	\$ 261,304	\$ 274,370	\$ 282,601	\$ 291,079
CALPERS RETIREMENT & UAL	\$ 1,194,335	\$ 1,213,121	\$ 1,224,957	\$ 977,666	\$ 419,015
457 & 401A RETIREMENT	\$ 125,000	\$ 130,000	\$ 135,000	\$ 140,000	\$ 145,000
INSURANCE BENEFITS	\$ 814,275	\$ 854,989	\$ 897,738	\$ 942,625	\$ 989,756
PERS OPEB	\$ 483,000	\$ 507,150	\$ 532,508	\$ 559,133	\$ 587,090
SUBTOTAL SALARIES & BENEFITS	\$ 6,085,523	\$ 6,382,309	\$ 6,651,104	\$ 6,596,151	\$ 6,236,891
ASPHALT PAVING	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
BUILDING & GROUNDS MAINTENANCE	\$ 54,000	\$ 55,080	\$ 56,182	\$ 57,305	\$ 58,451
ELECTION EXPENSE	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -
GAS & OIL EXPENSE	\$ 62,220	\$ 63,464	\$ 64,734	\$ 66,028	\$ 67,349
GENERAL OPERATING SUPPLIES & MAINTENANCE	\$ 166,056	\$ 169,377	\$ 172,765	\$ 176,220	\$ 179,744
LEGAL SERVICES	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
LIFT STATION & FLOW RECORDER PROGRAMS	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
OTHER OPERATING EXPENSE	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
PROFESSIONAL DEVELOPMENT	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
PROFESSIONAL SERVICES	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
PROPERTY & LIABILITY INSURANCE	\$ 357,500	\$ 393,250	\$ 432,575	\$ 475,833	\$ 523,416
REGULATORY COMPLIANCE/GOVERNMENT FEES	\$ 74,613	\$ 76,105	\$ 77,627	\$ 79,180	\$ 80,764
REPAIR/MAINTENANCE AGREEMENTS	\$ 146,300	\$ 160,930	\$ 177,023	\$ 194,725	\$ 214,198
ROOT CONTROL PROGRAM	\$ 66,300	\$ 67,626	\$ 68,979	\$ 70,358	\$ 71,765
SAFETY GEAR/UNIFORMS	\$ 28,203	\$ 28,767	\$ 29,342	\$ 29,929	\$ 30,528
UTILITIES	\$ 178,500	\$ 187,425	\$ 196,796	\$ 206,636	\$ 216,968
UTILITY BILLING/BANKING EXPENSE/PRINTING	\$ 251,430	\$ 256,459	\$ 261,588	\$ 266,820	\$ 272,156
VEHICLE REPAIR & MAINTENANCE	\$ 81,600	\$ 83,232	\$ 84,897	\$ 86,595	\$ 88,326
SUBTOTAL LOCAL SPMUD GENERAL FUND	\$ 1,984,222	\$ 2,139,215	\$ 2,140,007	\$ 2,307,129	\$ 2,321,165
RWWTP MAINTENANCE & OPERATIONS	\$ 7,195,080	\$ 7,338,982	\$ 7,485,761	\$ 7,635,476	\$ 7,788,186
RWWTP REHAB & REPLACEMENT	\$ 2,663,220	\$ 2,716,484	\$ 2,770,814	\$ 2,826,230	\$ 2,882,755
SUBTOTAL SPWA O&M & R&R	\$ 9,858,300	\$ 10,055,466	\$ 10,256,575	\$ 10,461,707	\$ 10,670,941
TOTAL OPERATIONS EXPENSE LESS DEPRECIATION	\$ 17,928,045	\$ 18,576,990	\$ 19,047,686	\$ 19,364,987	\$ 19,228,997
DEPRECIATION EXPENSE	\$ 2,875,000.00	\$ 3,162,500.00	\$ 3,450,000.00	\$ 3,737,500.00	\$ 4,025,000.00
ONE-TIME CEPPT FUNDING	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND EXPENSES	\$ 20,803,045	\$ 21,739,490	\$ 22,497,686	\$ 23,102,487	\$ 23,253,997

SCHEDULE 10 – FIVE-YEAR CAPITAL FUND EXPENSE PROJECTIONS

	FY23-24			FY24-25			FY25-26		
	FUND 100	FUND 300	FUND 400	FUND 100	FUND 300	FUND 400	FUND 100	FUND 300	FUND 400
CAPITAL IMPROVEMENTS									
HRF CREEK CROSSINGS			\$ 500,000			\$ 100,000			\$ 500,000
CIPP PROJECTS			\$ 500,000			\$ 500,000			\$ 500,000
NEWCASTLE MASTER PLAN	\$ 400,000						\$ 400,000		
WHITNEY BLVD K07-042						\$ 300,000			
LOS FLORES SEWER REALIGNMENT	\$ 150,000		\$ 150,000						
LIVE OAK LINE L10-005									
WOODSIDE 10" LINE I08-010 - H08-047									\$ 500,000
VEHICLE REPLACEMENT			\$ 180,000			\$ 170,000			\$ 555,000
BOYINGTON DIVERSION			\$ 400,000						
DEL RIO TRUNK			\$ 500,000						
DEL MAR TRUNK			\$ 500,000						
COLLEGE PARK SOUTH			\$ 1,000,000						
SCADA			\$ 2,100,000			\$ 2,400,000			
	\$ 550,000	\$ -	\$ 5,830,000	\$ -	\$ -	\$ 3,470,000	\$ 400,000	\$ -	\$ 2,055,000

	FY26-27			FY27-28		
	FUND 100	FUND 300	FUND 400	FUND 100	FUND 300	FUND 400
CAPITAL IMPROVEMENTS						
HRF CREEK CROSSINGS						
CIPP PROJECTS			\$ 500,000			\$500,000
NEWCASTLE MASTER PLAN				\$ 400,000		
WHITNEY BLVD K07-042						
LOS FLORES SEWER REALIGNMENT						
LIVE OAK LINE L10-005			\$ 200,000			
WOODSIDE 10" LINE I08-010 - H08-047						
VEHICLE REPLACEMENT			\$ 525,000			\$301,000
BOYINGTON DIVERSION						
DEL RIO TRUNK						
DEL MAR TRUNK						
COLLEGE PARK SOUTH						
SCADA						
	\$ -	\$ -	\$ 1,225,000	400,000	-	801,000

GENERAL MANAGER REPORT

To: Board of Directors
From: Herb Niederberger, GM
Date: July 7, 2022
Subject: General Manager Monthly Activity Report – June 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 June 1, 2022, the General Manager, along with President Mitchell, attended the Rocklin Chamber of Commerce Government Affairs Committee to hear from newly appointed Rocklin Police Chief, Rustin Banks, and a United Chamber Advocacy Network (UCAN) Legislative Update presented by former Rocklin City Council Member, Dave Butler.
- B. On June 16, The General Manager, along with Board President Mitchell, attended a Joint Chamber of Commerce Government Relations to hear from three of the County’s top transportation officials on upcoming improvements, plans and challenges the county faces in addressing traffic congestion. Also in the agenda was a Real Estate update by Placer County Association of Realtors (PCAR) President. Bill Evans and Special Guest Speaker: Robert Haswell, CEO, Visit Placer.
- C. The General Manager was out of the office on June 20 and 21, attending the California Special District Association (CSDA) General Manager Leadership Summit.
- D. On June 23, the General Manager, along with President Mitchell, Vice President Williams, Director Durfee, District Engineer, Carrie Huff, Administrative Service Manager Emilie Costan, and Lead Inspector, Aaron Moore, attend the Rocklin State of the City address by Mayor Bill Halldin. The address also included Fireside Chats with Police Chief, Rustin Banks, Fire Chief, Reggie Williams and restaurateur, Mario Astorga.
- E. On June 30, 2022, The General Manager attended the meeting of the Board of Directors of the South Placer Wastewater Authority with District Director Williams. Among the Board actions taken were approval of Resolutions for the approval of the Capital Improvement budget and upgrades, approval of the Annual Operating Budget, and the FY2022/23 Investment Policy. The Board also received for filing several reports, including an overview of the investment performance, current rate stabilization balances, an overview of the current Nexus Study, and reimbursements for various COVID related expenses.

F. Advisory Committee Meetings:

There were no advisory committee meetings conducted in June.

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

PO Req#	Date	Vendor	Description	Amount
264	6/01/2022	Nexgen Asset Management	Granite Terrace Lift Station Inspection Service	\$14,950
267	6/02/22	Brower Mechanical	HQ HVAC Replacement	\$14,511
268	06/03/22	All Electric Motors	Sierra College Lift Station Pump Rebuild	\$5,775

4) **LONG RANGE AGENDA**

August 2022 (Remote due to Corp Yard Addition)

- Resolution; Teleconferencing
- Quarterly Investment Report
- Resolution: CIPP Contract
- Strategic Plan Workshop #4
- Newcastle FD Main Extension (Cooperation Agreement)
- OPEB Funding Report

September 2022 (Remote due to Corp Yard Addition)

- Resolution; Teleconferencing
- Strategic Plan 2017-22, Annual Report
- Board Member Appointments (if no elections)
- Resolution: Adopt Strategic Plan 2023-27
- Introduce Ordinance 22-03 Changes to the District Sewer Code pertaining to ADUs, FOG, & Fines
- Cured in Place Pipe Contact

October 2022 (Remote due to Corp Yard Addition)

- Resolution; Teleconferencing
- Ordinance 22-03 2nd Reading

ITEM VIII. ASD REPORT

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

cc: Herb Niederberger, General Manager

Subject: Administrative Services Department Monthly Report

Meeting Date: July 7, 2022

FY22/23 Budget

The Administrative Services Manager has been working to prepare the Fiscal Year 2022/2023 Budget Book included in the Agenda packet for approval. A new one-page “Budget-at-a-Glance” handout has also been created and will be placed on the District website after the budget is adopted.

Year-end

Administrative Services Staff have begun working on Reimbursements, Billings, Purchase Orders, Journal Entries, and other year-end items.

Banking Transition

Administrative Services Staff have been continuing to work on the banking transition. Accounts Payable transitioned on June 1, 2022, and Accounts Receivable is scheduled to transition on July 1, 2022.

Summer Newsletter

The Administrative Services Manager worked with the Department Managers to prepare a Summer newsletter. Typically sent in the Spring, the newsletter was delayed to include a notification to customers that the P.O. Box for payments has changed due to the banking transition. The newsletter will be included in the July, August, and September billings.

Construction Move

Administrative Services Staff have moved out of the HQ Building and are now working from a temporary construction trailer located in the front parking lot. Signage has been added and staff is assisting customers in the trailer so the District can remain open to the public. Staff did some clean-up as part of the move, destroying duplicate records, non-records, and records that were past their retention.

Recruitment

The Administrative Services staff assisted with the recruitment process for Maintenance Worker I and Temporary Laborer. Interviews were held in June and conditional offers of employment have been made.

June Monthly Investment Transactions per GC §53607

DEPOSITS, TRANSFERS, OR WITHDRAWALS

CalTRUST: None
LAIF: None
PLACER COUNTY: None

ITEM VIII. FSD REPORT

To: Board of Directors
From: Eric Nielsen, Superintendent
Cc: Herb Niederberger, General Manager
Subject: Field Services Department Monthly Report
Meeting Date: July 7, 2022

Department Overview

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

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

- a. The start of construction commenced on June 15, 2022. The first phase of construction will include improvements to the lobby area and building the training room/break room addition. The second phase of construction which is scheduled to begin in January 2023, includes the improvements to the locker room and offices in the maintenance building.
- b. The current schedule shows reaching substantial completion around July 2023.

2. Staffing

- a. Interviews were held to fill a Maintenance Worker position and a Temporary Laborer position. Conditional offers were made with start dates anticipated in early/mid-July.

3. Strategic Plan

- a. The management team is working to develop action plans for the priorities discussed by the board during the June meeting. The team is also working to set and organize goals using the Effective Utility Management framework. A draft of those plans and goals will be presented to the Strategic Plan Development Committee in July and to the entire board at the August meeting.

4. SCADA Update

- a. Staff is preparing a request for proposals (RFP) for professional engineering services to design improvements to the Supervisory Control and Data Acquisition (SCADA) system. The design will also develop a schedule and estimate costs to implement those improvements efficiently and effectively.

Reporting

This section provides the Board an overview of the Field Services Department operations and maintenance activities through 5/31/2022. The work listed is not all inclusive.

1. Lost Time Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 2100 days without a Lost Time Accident/Injury

2. Safety/Training/Professional Development

- a. Field Services employees participated in training for the following:
 - i. Pesticide Certification
 - ii. Hazard Communications
 - iii. Chemical Labeling
 - iv. Heat Illness
 - v. Hand Protection

3. Customer Service Calls

- a. Response Time Goals over the Last 12 Months

	Goal	Average	Success Rate
During Business Hours	< 30 minutes	16 min	97%
During Non-Business Hours	< 60 minutes	47 min	

Service Calls - May

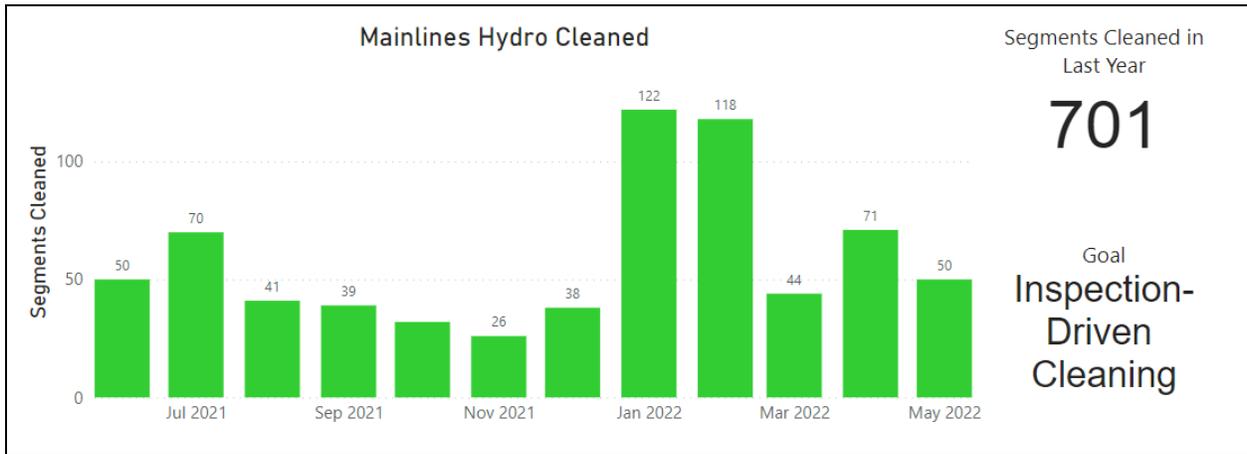
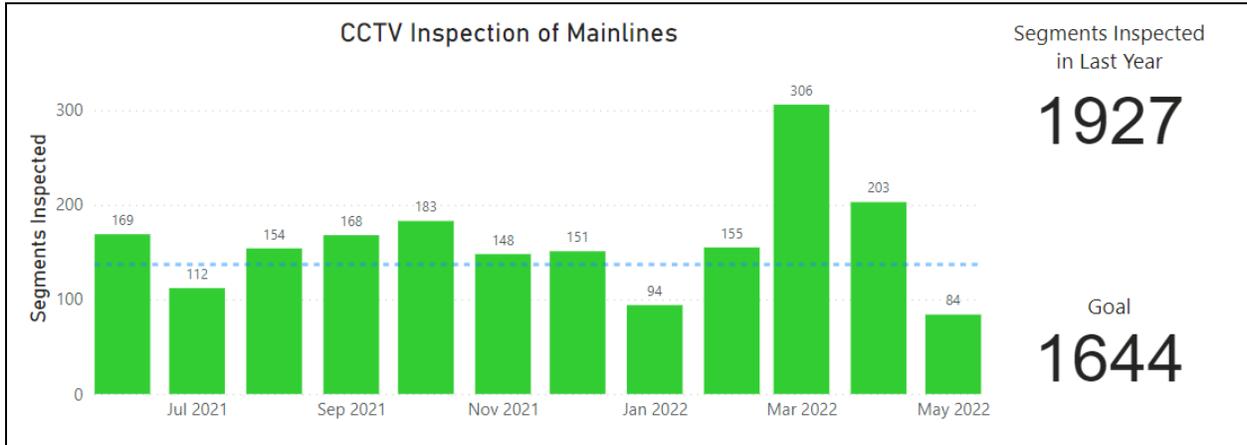
Responsibility	SSO	Stoppage	Odor	Alarm	PLSD	Vermin	Misc
SPMUD Responsibility	1	2		3			
PCWA							1
Owner Responsibility		6			6		
N/A						8	
Total	1	8		3	6	8	1

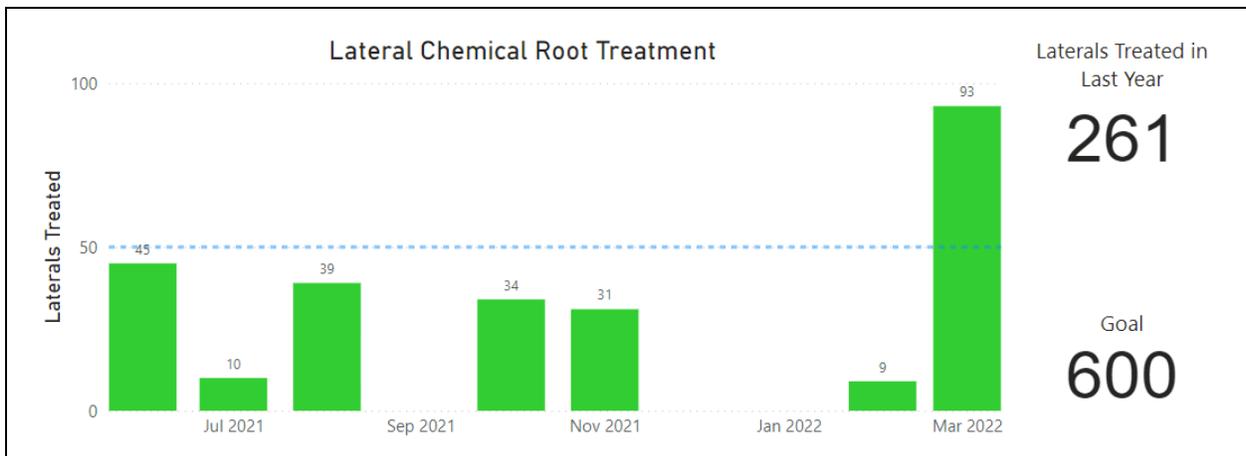
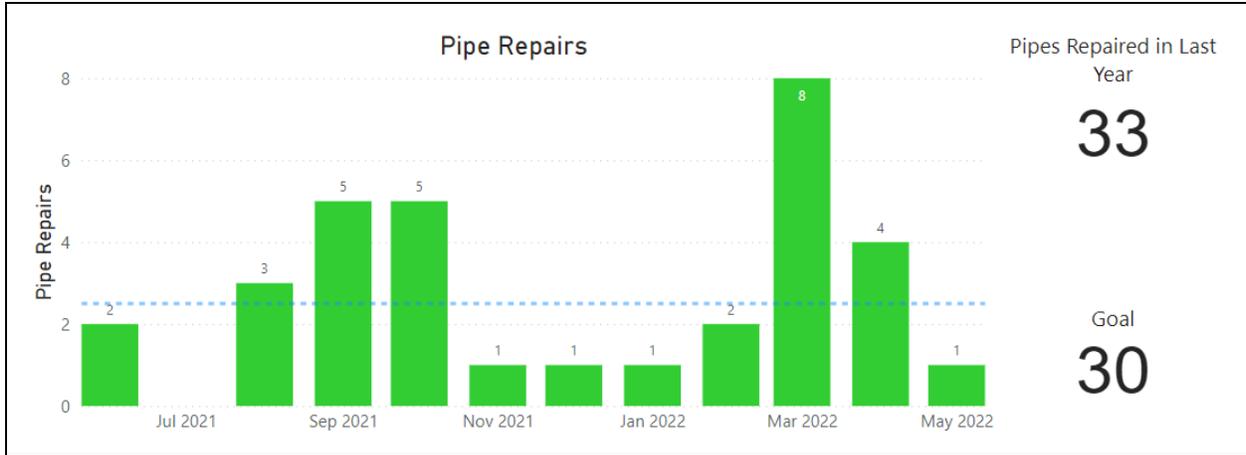
Total Service Calls

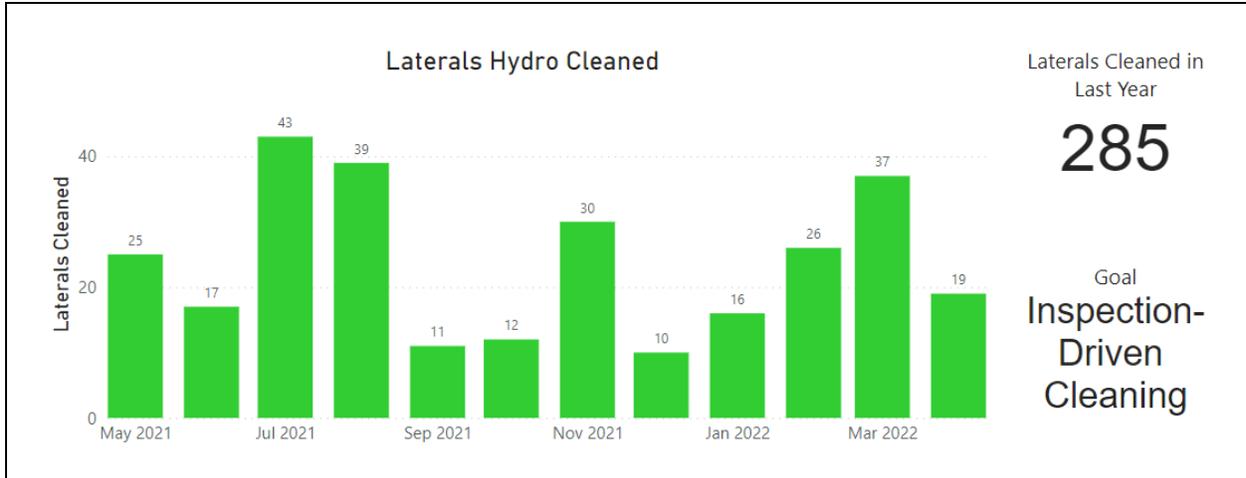
27

4. Production

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







ITEM VIII. TSD REPORT

To: Board of Directors
From: Carie Huff, District Engineer
Cc: Herb Niederberger, General Manager
Subject: Technical Services Department Monthly Report
Board Date: July 7, 2022

TSD Updates

- Construction of the fence and gate at the Corona Circle knuckle is complete. The temporary fence that prevented pedestrian access during construction is scheduled to be removed and staff is pursuing repair of the access road behind Corona Circle.
- Construction of the City of Rocklin’s Pacific Street and Rocklin Road Roundabout project is underway and the majority of the District’s sewer improvements have been completed. There is still a portion of the sewer work remaining on the southwest leg of the intersection and testing of the new sewer system. The City anticipates that construction will be complete around the beginning of 2023.
- TSD staff is working with the City of Roseville on implementing an industrial user pre-treatment program and TSD staff participated in several facility inspections within the District in conjunction with City of Roseville staff. Additional information on the industrial user pre-treatment program will be presented at a future board meeting.
- TSD is implementing new procedures for capital projects within the District. These new procedures include field location and condition assessments of existing facilities early in the process to help mitigate change orders during construction. To better assist with this process, TSD staff was trained on the new portable mainline camera.
- TSD staff attended the City of Rocklin’s State of the City presentation on June 23, 2022.

Newcastle Fire Station Deferred Remedial Action and Reimbursement Agreement Update

The District entered into a Deferred Remedial Action and Reimbursement Agreement with Newcastle Fire District due to damage to the District’s sewer main from grading operations during Phase I of the Newcastle Fire Station project. Since Phase II of the Newcastle Fire Station project would eliminate the damaged stretch of sewer pipe, the District agreed to defer the repair for two years or until the sewer improvements included in Phase II of the project were completed. The agreement stipulated that the repair be completed by July 1, 2022. In addition, the District opted to participate towards the cost of construction for up to one third of the cost of the public sewer improvements within Old State Highway up to \$100,000 (Fund 100).

The sewer improvements are substantially complete, and the existing damaged sewer line has been abandoned, thereby meeting the obligations of the Deferred Remedial Action and Reimbursement Agreement. However, Newcastle Fire District has not submitted the information necessary to for the District to accept improvements and initiate reimbursement. These items are anticipated to be submitted soon and will be presented at a future board meeting.

Easement Acquisition

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

Local Agency Formation Commission (LAFCO)

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

FOG Program

The District’s FOG Inspector continues to utilize the District’s technology to better understand and mitigate the impact of FOG on the sewer system. The District is currently using SwiftComply for tracking compliance and requires grease control devices be certified with proven efficiency ratings. The District has become increasingly proficient at utilizing these new tools and implementing them into tenant improvement projects. For example, a grease control device with a demonstrated efficiency rating was recently installed at Mario’s Early Toast Restaurant on Rocklin Road. This location was previously a Denny’s restaurant that had an existing grease control device only plumbed to the prep sink. The location of the grease control device did not capture the FOG introduced from the dishwashing area or at the mop sink. Through the District’s tenant improvement process, the new grease control device was installed outside the building, and it captures all floor drains and plumbing fixtures that may introduce grease from the kitchen operations.

In addition, during the month of May, the District inspected and approved two new grease control devices at Rocklin Donuts & Cinnamon and Pasta Zone. Both of these locations previously had no grease control.

Department Performance Indicators

The following charts depict the efforts and performance of the department in the following areas of work as of May 31st, 2022. The charts are being created in a new reporting tool that directly connects to the District’s data, improving the timeliness of reporting efforts and leveraging the District’s investment in technology. Additional charts may be added in the future for other areas of work in the department.

Plan Checks Completed - Monthly Totals

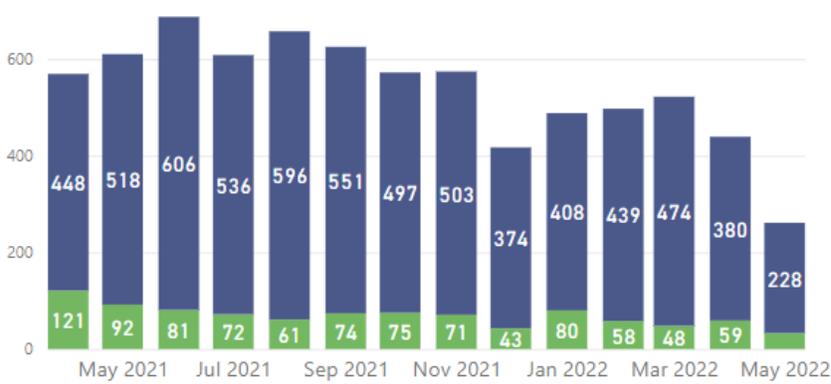


% "In Time" Plan Checks

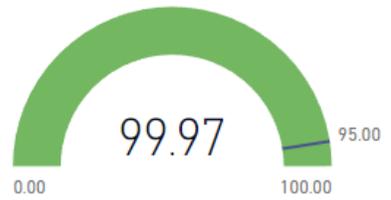


811 Responses - Monthly Totals

● Field ● Office

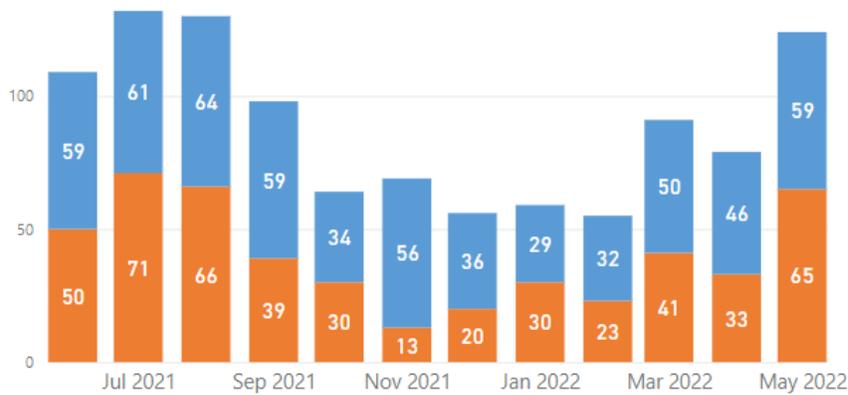


% "In Time" Responses



Building Sewer Inspections - Monthly Totals

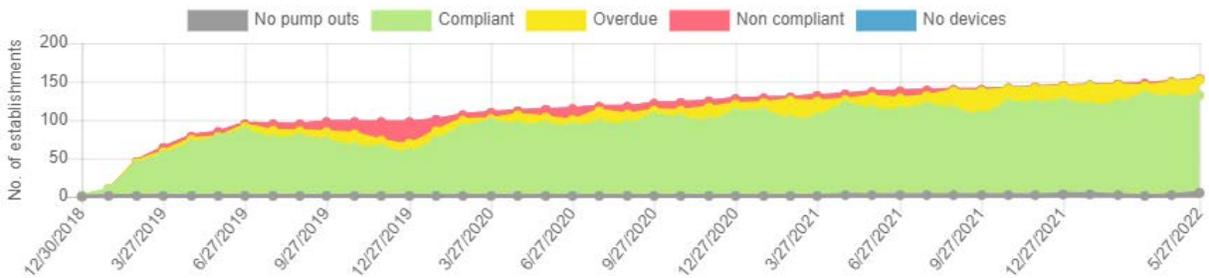
● Rough Inspections ● Final Inspections



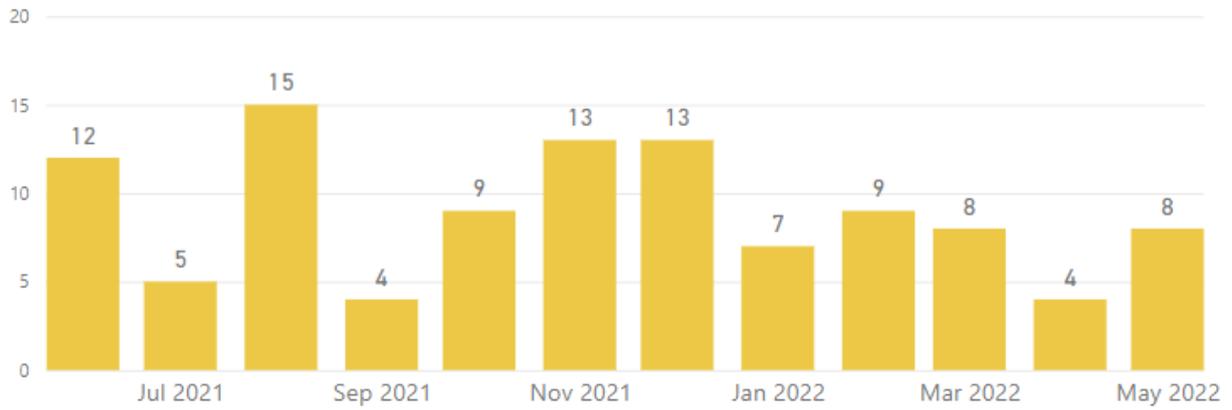
% "In Time" Inspections



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 - ...

