SPMUD BOARD OF DIRECTORS
REGULAR MEETING: 4:30 PM
May 7, 2015

SPMUD Board Room
5807 Springview Drive, Rocklin, CA 95677

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

AGENDA

I. CALL MEETING TO ORDER

II. ROLL CALL OF DIRECTORS

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

III. PLEDGE OF ALLEGIANCE

IV. CONSENT ITEMS [pg 5 to 13]

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

ACTION: (Voice vote)
Motion to approve the consent items for the May 7, 2015 meeting

1. MINUTES from the April 2, 2015 Regular Board Meeting.
2. ACCOUNTS PAYABLE in the amount of $1,737,984.44 through April 30, 2015.
3. MONTHLY INVESTMENT REPORT in the total amount of $47,093,541.49, through April 30, 2015.

V. PUBLIC COMMENTS

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

VI. BOARD BUSINESS

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

1. CONSIDERATION OF ACCEPTANCE OF BILL OF SALE & ADOPTION OF RESOLUTION No. 15-07 AUTHORIZING THE REFUND AGREEMENT FOR THE ROCKLIN 60 – PHASE I SUBDIVISION, BETWEEN SPMUD & TAYLOR MORRISON SERVICES, INC. [pg 14 to 24]

RECOMMENDATION:
Attached is the Bill of Sale with location map for the following completed project:
The Rocklin 60 – Phase 1 subdivision is located in Rocklin behind Walmart on Sierra College Boulevard off of Schriber Way. Rocklin 60 – Phase 1 consists of 46 single-family residential homes for a total of 46 EDU's.

Also attached is a Refund Agreement between the District and Taylor Morrison Services Inc., which establishes a fee of $68.32 to be collected for each EDU in the refund agreement area, to a total not to exceed $68,255.31. The Agreement expires on May 7, 2025.

ACTION REQUESTED**:** (roll call vote)
1. Adopt Resolution No. 15-07 authorizing the Refund Agreement for Rocklin 60 – Phase I subdivision, between SPMUD and Taylor Morrison Services Inc.
2. Motion to accept the Bill of Sale for the Rocklin 60 – Phase I subdivision.

2. CONSIDERATION OF A BILL OF SALE FOR SEWER IMPROVEMENTS WITHIN THE WHITNEY RANCH UNIT 22 SUBDIVISION [pg 25 to 27]

RECOMMENDATION:
Attached is the Bill of Sale for Whitney Ranch Unit 22 which is located in Rocklin on the southeast corner of Whitney Ranch Parkway and Wildcat Boulevard. Whitney Ranch Unit 22 consists of 48 single-family residential homes for a total of 48 EDU's.

ACTION REQUESTED**:** (voice vote)
Motion to accept the bill of sale for Whitney Ranch Unit 22 Subdivision.

3. CONSIDERATION OF A BILL OF SALE FOR SEWER IMPROVEMENTS AT THE HIGHLANDS LIFT STATION [pg 28 to 30]

RECOMMENDATION:
Attached is the Bill of Sale with location map for the Highlands Lift Station which is located in Rocklin at the end of Monument Springs Drive. Upgrades to the existing Highlands Lift Station were required in order to bring it to District standards.

ACTION REQUESTED**:** (voice vote)
Motion to accept the bill of sale for the Highlands Lift Station.

4. CONSIDERATION AND AUTHORIZATION TO APPROVE A COST SHARING AGREEMENT BETWEEN THE DISTRICT AND CASSE [pg 31 to 40]

RECOMMENDATION:
The District is a Charter member of the California Alliance for Sanitary Sewer Excellence (CASSE), which was established in September 2011. CASSE has prepared a cost sharing agreement to establish criteria for agencies to financially participate in the creation of best practice projects for the Sewer industry. The draft agreement has been reviewed by District legal counsel, a final agreement will be provided soon.

ACTION REQUESTED**:** (voice vote)
Staff recommends that the Board of Directors authorize the General Manager to execute the final version of a cost-sharing agreement with CASSE.

5. CONSIDERATION & ADOPTION OF RESOLUTION No. 15-08 IMPLEMENTATION OF STAGGERED UTILITY BILLING CYCLES [pg 41 to 44]

RECOMMENDATION
The attached staff report explains the proposal to create three Utility Billing cycles. This recommendation builds upon continued efforts to improve upon business practices and efficiencies and move from one billing cycle to three billing cycles. With approval by the Board, Staff will phase in the new billing Cycles beginning July 1, 2015.

ACTION REQUESTED**:** (roll call vote)
Staff recommends that the Board of Directors adopt Resolution No. 15-08 which establishes three staggered Utility Billing Cycles

6. CONSIDERATION OF SECAP PRESENTATION & ADOPTION OF RESOLUTION No.15-09 ACCEPTING THE SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN (SECAP) [pg 45 to 84]

RECOMMENDATION
The attached staff report explains the requirements for a System Evaluation and Capacity Assurance Plan (SECAP) pursuant to California State Water Resources Control Board Order No. 2006-0003-DWQ, Statewide General Waste Discharge Requirements. The District SECAP meets these requirements and will serve as a planning document for the District over the next five years until the SECAP will be updated and brought to the Board for recertification.

ACTION REQUESTED**:** (roll call vote)
Staff recommends that the Board of Directors adopt Resolution No. 15-9 accepting the System Evaluation and Capacity Assurance Plan dated April 2015, meeting the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

VII. REPORTS

[pg 85 to 90]

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

1. Legal Counsel (A. Brown)
2. General Manager (H. Niederberger)
    1) FSD, ASD & TSD Reports
    2) Informational items
3. Director's Comments:

Directors may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

VIII. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to its next regular meeting on June 4, 2015 at 4:30 p.m.

BOARD MINUTES
SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Meeting	Location	Date	Time
Regular	District Office	April 2, 2015	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 Murdock presiding at 4:30 p.m.

II. ROLL CALL OF DIRECTORS:

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

Absent: None
Vacant: None

Staff: Herb Niederberger, General Manager
Jody Allen, Superintendent
Joanna Belanger, Administrative Services Manager
Adam Brown, Legal Counsel
Eric Nielsen, District Engineer
Sam Rose, Assistant Superintendent
Gary Gibson, Field Services Manager

Others: Rachelle Brewer

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

IV. CONSENT ITEMS:

1. MINUTES from the March 5, 2015 Regular Board Meeting.
2. ACCOUNTS PAYABLE in the amount of $396,150.46 through March 29, 2015.
3. MONTHLY INVESTMENT REPORT in the total amount of $46,523,130.68, through March 27, 2015. Director Mitchell abstained from the motion. Director Williams made a motion to approve all items on the consent calendar; a second was made by Director Dickinson, which carried 4-0.

V. PUBLIC COMMENTS:
President Murdock opened the Public Comments, hearing none the public comments were closed.

VI. BOARD BUSINESS:

President Murdock asked to hear item 3 before other items on the agenda.

3. CONSIDERATION RESOLUTION 15-06 AUTHORIZING AN APPLICATION WITH THE PLACER LOCAL AGENCY FORMATION COMMISSION (LAFCO) FOR AN OUT OF AGENCY SERVICE AGREEMENT FOR APN 032-171-023-00
General Manager Niederberger introduced the item, reporting that this request is for the approval of an out of area service agreement for David and Rachelle Brewer who would like to construct a home at 2392 Swetzer Road, in Penryn. General Manager Niederberger stated that the Placer County Building Department is requiring the Brewers to connect to the public sewer adjacent to their property. The Brewers are required to coordinate with the Placer County Local Area Formation Commission (Placer

LAFCO) and apply for an Out-of-Area Service Agreement with the SPMUD. This is not a full on annexation. The service provided would be in accordance with the District's Sewer Use Ordinance 09-02.

Director Dickinson asked if the District had intended when the line was constructed that additional services would be added. General Manager Niederberger responded that the line had been sized appropriately for additional services. Director Mitchell asked if other parcels would be required to connect to the line if they were on septic systems. General Manager Niederberger stated that typically LAFCO doesn't require people to connect.

Applicant, Rachelle Brewer addressed the board to thank them for their consideration and staffs assistance with the LAFCO process.

Director Dickinson made a motion to approve Resolution 15-06, a second was made by Director Williams the motion carried 5-0.

1. CONSIDERATION OF ACCEPTANCE OF BILL OF SALE FOR THE ARCO AM/PM AT GRANITE DRIVE & SIERRA COLLEGE

District Engineer Nielsen reported that a bill of sale for the ARCO AM/PM located on the southwest corner of Sierra College Road and Granite Drive was ready for acceptance. The project consists of a gas station, retail center and carwash for a total of 10.02 EDU's. The project includes installation of twenty (20) linear feet of sanitary sewer pipe and installation of one (1) manhole. Director Williams made a motion to accept the Bill of Sale, a second was made by Director Dickinson the motion carried 5-0.

2. CONSIDERATION OF A DEFERRED PARTICIPATION AGREEMENT FOR JOHN FOGGY OF THE ROCKLIN ACADEMY AT 6552 LONETREE BLVD, ROCKLIN

Director Williams noted that he would recuse himself based upon a professional association with the Rocklin Academy.

General Manager Niederberger reported that a request had been received from Mr. John Foggy to defer payment of Participation fees for the Rocklin Academy located at 6552 Lonetree Blvd, Rocklin. The property owner has made tenant improvements which changed the use of the building space which was initially calculated at 7.69 EDU's. The change in use increases the EDU total to 15.38. With the credit of 7.69 EDU's, the balance due to the District for the remaining 7.69 EDU's is $70,417.33. The terms will be 20 quarterly payments of $3,968.03 at 4.667% per Resolution13-08. The District will collect an additional $8,943.34 in interest over the life of the agreement for a total of $79,360.60. A motion was made by Director Mitchell, a second was made by Director Markey, the motion carried 4-0.

4. CONSIDERATION OF 2013-17 STRATEGIC PLAN, SEMI-ANNUAL REPORT CARD

General Manager Niederberger reported that staff would provide a report for the 2013-17 Strategic Plan. This report is the third semi-annual report, for the period ending 2nd Quarter of FY14/15. The report documents to District's current activities and responses to future activities and changing priorities. General Manager Niederberger stated that the District has made considerable progress on meeting its goals, particularly with the high-priority and technology related projects. Following the introduction each Department Manager presented information to walk the board through highlights, accomplishments and any difficulties that had been experienced throughout the reporting period. At the end of the

presentation board directors asked questions regarding specific projects and accomplishments. The Board accepted the report as presented.

VII. REPORTS:

1. District Legal Counsel (A. Brown): Legal Counsel Brown reported that work continues to complete the review of District Policies and necessary revisions for the Boards approval. He stated that he was preparing an overview report to the board for May to highlight legislative updates which affect the district.

2. General Manager (H.Niederberger):

A. ASD, FSD & TSD Reports: General Manager Niederberger indicated that ASD, FSD and TSD reports were included in the materials, and that staff was available to answer any questions from the Board. General Manager Niederberger reported that he had met with the Policy & Ordinance review Committee on February 11, 2015 to discuss a series of resolutions forming a District Manual of Policies. He further reported that a meeting had been held with the Fee & Finance Committee on March 25, 2015, he reported that he would bring a report to the May meeting.
A short discussion followed addressing the recent Governor's Declaration of drought in California and its effects on the District.

B. Information Items: No further information was reported.

3. Directors Comments: Director Williams stated that the Fee & Finance Committee had held two meetings in March, a report for the SECAP would be provided to the full board in May. Director Markey and Williams reported that the 2 by 2 meetings with the Town of Loomis continue and work is still progressing slowly. Director Mitchell stated that he participated in a survey with the City of Rocklin, with the idea of connecting trails and parks and mentioned that the City may be contacting the District regarding some of our sewer easements. Director Williams commended Herb on attending meetings with the Chamber of Commerce and the City of Rocklin and staying up to date with the development occurring within the District's boundaries. General Manager Niederberger also reported that he is continuing to work out the details for an MOU between the District and the City of Rocklin for joint use facilities, shared access agreements and mutual aid.

VIII. ADJOURNMENT

The meeting was adjourned at 5:32 p.m. to the next regularly scheduled meeting on May 7, 2015 at 4:30 p.m.

Joanna Belanger
Board Secretary

South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 03/28/2015 - 04/29/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1005	A & J Repairs	04/06/2015	Regular	0.00	242.50	5910
1021	ARC	04/06/2015	Regular	0.00	110.77	5911
1022	AT&T	04/06/2015	Regular	0.00	46.78	5912
1004	AT&T	04/06/2015	Regular	0.00	73.24	5913
1490	Barbara Lewis	04/06/2015	Regular	0.00	1,389.55	5914
1036	Bill's Backflow Service	04/06/2015	Regular	0.00	50.00	5915
1056	Capitol Architectural Products	04/06/2015	Regular	0.00	263.00	5916
1058	Carquest Auto Parts	04/06/2015	Regular	0.00	381.46	5917
1068	City of Roseville	04/06/2015	Regular	0.00	1,513,921.00	5918
1087	Dawson Oil Co.	04/06/2015	Regular	0.00	1,749.55	5919
1093	DMG Lawn Maintenance	04/06/2015	Regular	0.00	325.00	5920
1102	Empire Safety & Supply	04/06/2015	Regular	0.00	362.42	5921
1108	Everything Radios, Inc.	04/06/2015	Regular	0.00	230.00	5922
1119	Future Ford Fleet Service	04/06/2015	Regular	0.00	655.10	5923
1146	InSight Mobile Data Inc.	04/06/2015	Regular	0.00	330.00	5924
1163	Joe Gonzalez Trucking, LLC.	04/06/2015	Regular	0.00	971.09	5925
1174	KBA Docusys, Inc.	04/06/2015	Regular	0.00	390.11	5926
1180	Lands' End Business Outfitters	04/06/2015	Regular	0.00	182.76	5927
1181	Landscape Spray Solutions	04/06/2015	Regular	0.00	475.00	5928
1199	Meek's Lumber & Hardware	04/06/2015	Regular	0.00	26.51	5929
1221	PG&E	04/06/2015	Regular	0.00	3,368.89	5930
1473	Pitney Bowes Postage By Phone	04/06/2015	Regular	0.00	370.99	5931
1487	RJA Heating & Air, Inc.	04/06/2015	Regular	0.00	1,653.25	5932
1333	SPOK, Inc.	04/06/2015	Regular	0.00	26.39	5933
1299	Staples Contract & Commercial	04/06/2015	Regular	0.00	103.36	5934
1325	Tyler Technologies, Inc.	04/06/2015	Regular	0.00	2,193.75	5935
1327	US Bank Corporate Payment	04/06/2015	Regular	0.00	1,290.33	5936
	Void	04/06/2015	Regular	0.00	0.00	5937
1332	USA Blue Book	04/06/2015	Regular	0.00	128.95	5938
1491	Vanguard Cleaning Systems	04/06/2015	Regular	0.00	691.25	5939
1128	Golden 1 Credit Union	04/07/2015	Regular	0.00	831.36	5940
1007	Advanced Integrated Pest	04/17/2015	Regular	0.00	101.00	5941
1022	AT&T	04/17/2015	Regular	0.00	185.81	5942
1026	AUS Sacramento MC Lockbox	04/17/2015	Regular	0.00	1,560.87	5943
1080	CWEA Renewal	04/17/2015	Regular	0.00	168.00	5944
1087	Dawson Oil Co.	04/17/2015	Regular	0.00	1,417.36	5945
1126	Gold Country Tractors, Inc.	04/17/2015	Regular	0.00	330.46	5946
1136	Helix Laboratories, Inc.	04/17/2015	Regular	0.00	2,543.45	5947
1139	Hill Rivkins Brown & Associates	04/17/2015	Regular	0.00	6,136.00	5948
1165	John Deere Landscapes, Inc.	04/17/2015	Regular	0.00	13.60	5949
1173	KBA Docusys	04/17/2015	Regular	0.00	190.46	5950
1199	Meek's Lumber & Hardware	04/17/2015	Regular	0.00	1.51	5951
1207	Municipal Maintenance Equipment	04/17/2015	Regular	0.00	92.19	5952
1232	Pitney Bowes, Inc.	04/17/2015	Regular	0.00	40.83	5953
1244	Preferred Alliance	04/17/2015	Regular	0.00	137.76	5954
1250	RadioShack Corporation	04/17/2015	Regular	0.00	6.43	5955
1291	Special District Risk Management Authority	04/17/2015	Regular	0.00	516.35	5956
1290	Spec-West, Inc.	04/17/2015	Regular	0.00	397.52	5957
1297	Stanley Convergent Security Solutions, Inc.	04/17/2015	Regular	0.00	43.14	5958
1299	Staples Contract & Commercial	04/17/2015	Regular	0.00	171.04	5959
1363	Travis Wilson	04/17/2015	Regular	0.00	250.00	5960
1325	Tyler Technologies, Inc.	04/17/2015	Regular	0.00	400.00	5961
1338	Verizon Wireless	04/17/2015	Regular	0.00	357.21	5962
1343	Water Works Engineers, LLC	04/17/2015	Regular	0.00	25,562.10	5963

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1492	Wave Broadband - Rocklin	04/17/2015	Regular	0.00	397.80	5964
1128	Golden 1 Credit Union	04/24/2015	Regular	0.00	831.36	5965
1240	Placer County Personnel	04/24/2015	Regular	0.00	586.04	5966
1246	Prudential Municipal Pool	04/24/2015	Regular	0.00	163.53	5967
1006	Aaron Moore	04/23/2015	Regular	0.00	88.76	5968
1016	American General Life Insurance	04/23/2015	Regular	0.00	9,572.00	5969
1020	Aqua Sierra Controls, Inc.	04/23/2015	Regular	0.00	429.00	5970
1056	Capitol Architectural Products	04/23/2015	Regular	0.00	191.00	5971
1073	Consolidated Communications	04/23/2015	Regular	0.00	1,007.29	5972
1110	Fastenal	04/23/2015	Regular	0.00	23.32	5973
1113	Ferguson Enterprises, Inc. 1423	04/23/2015	Regular	0.00	96.75	5974
1141	Home Depot Credit Service	04/23/2015	Regular	0.00	246.66	5975
1159	Jensen Precast	04/23/2015	Regular	0.00	308.14	5976
1172	Justin Roston	04/23/2015	Regular	0.00	233.19	5977
1199	Meek's Lumber & Hardware	04/23/2015	Regular	0.00	17.61	5978
1207	Municipal Maintenance Equipment	04/23/2015	Regular	0.00	1,591.36	5979
1253	Recology Auburn Placer	04/23/2015	Regular	0.00	297.02	5980
1268	Rocklin Windustrial Co.	04/23/2015	Regular	0.00	500.27	5981
1287	Sierra Safety	04/23/2015	Regular	0.00	103.45	5982
1299	Staples Contract & Commercial	04/23/2015	Regular	0.00	758.94	5983
1325	Tyler Technologies, Inc.	04/23/2015	Regular	0.00	26,659.05	5984
1339	Vulcan Materials Co.	04/23/2015	Regular	0.00	398.35	5985
1149	Internal Revenue Service	04/10/2015	Bank Draft	0.00	79.32	DFT0001145
1098	EDD (EFT)	04/10/2015	Bank Draft	0.00	6.40	DFT0001146
1149	Internal Revenue Service	04/10/2015	Bank Draft	0.00	18.54	DFT0001147
1045	Cal Pers 457 Plan (EFT)	04/10/2015	Bank Draft	0.00	500.00	DFT0001149
1135	Mass Mutual (EFT)	04/10/2015	Bank Draft	0.00	4,575.00	DFT0001150
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	147.25	DFT0001151
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	275.68	DFT0001152
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	575.21	DFT0001153
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	3,445.84	DFT0001154
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	7,189.31	DFT0001155
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	971.42	DFT0001156
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	1,530.94	DFT0001157
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	641.07	DFT0001158
1229	Pers (EFT)	04/10/2015	Bank Draft	0.00	641.07	DFT0001159
1149	Internal Revenue Service	04/10/2015	Bank Draft	0.00	9,152.70	DFT0001160
1098	EDD (EFT)	04/10/2015	Bank Draft	0.00	2,581.13	DFT0001161
1098	EDD (EFT)	04/10/2015	Bank Draft	0.00	706.12	DFT0001162
1149	Internal Revenue Service	04/10/2015	Bank Draft	0.00	2,140.60	DFT0001163
1149	Internal Revenue Service	04/10/2015	Bank Draft	0.00	7,359.37	DFT0001164
1098	EDD (EFT)	04/24/2015	Bank Draft	0.00	-49.25	DFT0001179
1098	EDD (EFT)	04/24/2015	Bank Draft	0.00	-564.21	DFT0001180
1149	Internal Revenue Service	04/24/2015	Bank Draft	0.00	-64.47	DFT0001182
1045	Cal Pers 457 Plan (EFT)	04/24/2015	Bank Draft	0.00	500.00	DFT0001184
1135	Mass Mutual (EFT)	04/24/2015	Bank Draft	0.00	4,225.00	DFT0001185
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	147.25	DFT0001186
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	275.68	DFT0001187
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	575.21	DFT0001188
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	3,445.85	DFT0001189
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	7,189.31	DFT0001190
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	971.42	DFT0001191
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	1,530.94	DFT0001192
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	631.55	DFT0001193
1229	Pers (EFT)	04/24/2015	Bank Draft	0.00	631.55	DFT0001194
1149	Internal Revenue Service	04/24/2015	Bank Draft	0.00	8,510.78	DFT0001195
1098	EDD (EFT)	04/24/2015	Bank Draft	0.00	2,554.42	DFT0001196
1098	EDD (EFT)	04/24/2015	Bank Draft	0.00	617.74	DFT0001197
1149	Internal Revenue Service	04/24/2015	Bank Draft	0.00	1,990.46	DFT0001198
1149	Internal Revenue Service	04/24/2015	Bank Draft	0.00	7,452.91	DFT0001199
1098	EDD (EFT)	04/24/2015	Bank Draft	0.00	-7.75	DFT0001206

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1098	EDD (EFT)	04/24/2015	Bank Draft	0.00	-8.00	DFT0001207
1149	Internal Revenue Service	04/24/2015	Bank Draft	0.00	-12.02	DFT0001209
1015	American Fidelity Assurance	04/22/2015	Bank Draft	0.00	1,379.73	DFT0001210
1230	Pers (EFT)	04/24/2015	Bank Draft	0.00	32,833.60	DFT0001211
1135	Mass Mutual (EFT)	04/29/2015	Bank Draft	0.00	325.00	DFT0001213
1229	Pers (EFT)	04/29/2015	Bank Draft	0.00	18.03	DFT0001214
1229	Pers (EFT)	04/29/2015	Bank Draft	0.00	37.62	DFT0001215
1229	Pers (EFT)	04/29/2015	Bank Draft	0.00	225.34	DFT0001216
1229	Pers (EFT)	04/29/2015	Bank Draft	0.00	470.15	DFT0001217
1149	Internal Revenue Service	04/29/2015	Bank Draft	0.00	344.70	DFT0001218
1098	EDD (EFT)	04/29/2015	Bank Draft	0.00	135.14	DFT0001219
1098	EDD (EFT)	04/29/2015	Bank Draft	0.00	25.02	DFT0001220
1149	Internal Revenue Service	04/29/2015	Bank Draft	0.00	80.62	DFT0001221
1149	Internal Revenue Service	04/29/2015	Bank Draft	0.00	290.62	DFT0001222
1149	Internal Revenue Service	04/29/2015	Bank Draft	0.00	294.92	DFT0001224
1098	EDD (EFT)	04/29/2015	Bank Draft	0.00	122.21	DFT0001225
1098	EDD (EFT)	04/29/2015	Bank Draft	0.00	21.41	DFT0001226
1149	Internal Revenue Service	04/29/2015	Bank Draft	0.00	68.98	DFT0001227
1149	Internal Revenue Service	04/29/2015	Bank Draft	0.00	271.67	DFT0001228

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	116	75	0.00	1,617,958.34
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	58	58	0.00	120,026.10
EFT's	0	0	0.00	0.00
	174	**134**	**0.00**	**1,737,984.44**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY Bank-PY Bank						
1240	Placer County Personnel	04/28/2015	Regular	0.00	560.00	5996

Bank Code PY Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	560.00
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**	**560.00**

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	4/2015	1,738,544.44
			1,738,544.44

MONTHLY INVESTMENT REPORT

SOUTH PLACER MUNICIPAL
UTILITY DISTRICT

Local Agency Investment Fund As of April 29, 2015	**$10,506,515.00**
Average Interest for Month Ended March 31, 2015	0.26%
Placer County Treasury As of March 31, 2015	**$35,022,086.62**
Effective Rate of Return for Month Ended March 31, 2015	0.84 %
Checking Account Balance (U.S. Bank) As of April 30, 2015	**$1,564,939.87**

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

ITEM IV.3

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: **Board of Directors**

From: Eric Nielsen, District Engineer

Cc: Carie Huff, Engineering Technician

Subject: Adoption of the Refund Agreement and Acceptance of the Bill of Sale for Sewer Improvements within the Rocklin 60 – Phase 1 Subdivision

Meeting Date: May 7, 2015

Overview

The Rocklin 60 – Phase 1 subdivision is located in Rocklin behind Walmart on Sierra College Boulevard off of Schriber Way. Rocklin 60 – Phase 1 consists of 46 single-family residential homes for a total of 46 EDU's. The Rocklin 60 – Phase 1 improvements include the following infrastructure:

- Installation of one thousand eight hundred and nineteen (1,819) linear feet of 6-inch and 8-inch sanitary sewer pipe;
- Installation of five hundred ninety one (591) linear feet of 18-inch trunk sanitary sewer pipe;
- Installation of thirteen (13) manholes.

Recommendation

Staff recommends that the Board of Directors;

- Adopt Resolution 15-07 for the refund agreement for Rocklin 60 – Phase 1 subdivision, and
- Accept the attached Bill of Sale for the Rocklin 60 – Phase 1 subdivision.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

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

Fiscal Impact

The estimated value of the contributed capital is $226,578.

Attachments:

1. Resolution 15-07 – Adoption of the Rocklin 60 – Phase 1 Trunk Sewer Refund Agreement
2. Rocklin 60 – Phase 1 Trunk Sewer Refund Agreement
3. Bill of Sale
4. Map – Rocklin 60 – Phase 1

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 15-07

ADOPTION OF THE ROCKLIN 60 – PHASE 1 TRUNK SEWER REFUND AGREEMENT

WHEREAS, it is necessary that sanitary wastewater facilities be installed to provide wastewater disposal services to the project, commonly known as Rocklin 60 – Phase 1, City of Rocklin, County of Placer, State of California; and

WHEREAS, the District certifies that the sewer pipe capacity, size, and location is adequate to carry design flow from the entire tributary area as determined by the General Manager; and

WHEREAS, the District deems it necessary that wastewater facilities be constructed which will be, or can be, used for the benefit of property not participating in the cost of construction of said facilities; and

WHEREAS, the contracting party is willing to construct and install the wastewater facilities, as hereinafter described, at its own expense, and thereafter dedicate said facilities to District for a public use, in return for partial reimbursement therefore pursuant to the terms and conditions of this agreement; and

WHEREAS, the costs and expenses incurred by the contracting party to be refunded have been verified to the District in the form of copies of invoices and cancelled checks and supporting documentation to assure that all costs incurred in the construction of the facilities to be covered by the refund agreement have been incurred and paid.

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

1. the attached refund agreement is adopted in its entirety;
2. the General Manager, or his designee, is hereby authorized as the District's Agent to implement the purpose and requirements of the refund agreement and will administer the attached refund agreement in consultation with the Districts Legal Counsel.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of May 2015.

Signed:_____
John R. Murdock, President of the Board of Directors

Attest: _____
Joanna Belanger, Board Secretary

ROCKLIN 60 – PHASE 1 TRUNK SEWER
REFUND AGREEMENT

- -

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
TAYLOR MORRISON SERVICES, INC.

This agreement is made and entered into this _____ day of _____, 2015 by and between SOUTH PLACER MUNICIPAL UTILITY DISTRICT, a public agency, hereinafter referred to as District, TAYLOR MORRISON SERVICES, INC., a Delaware corporation, hereinafter referred to as Developer.

WITNESSETH

WHEREAS, it is necessary that sanitary wastewater facilities be installed to provide wastewater disposal services to Developer's project, commonly known as Rocklin 60 – Phase 1, City of Rocklin, County of Placer, State of California; and

WHEREAS, District deems it necessary that wastewater facilities be constructed which will be, or can be, used for the benefit of property not participating in the cost of construction of said facilities; and

WHEREAS, Developer is willing to construct and install the wastewater facilities, as hereinafter described, at its own expense, and thereafter dedicate said facilities to District for a public use, in return for partial reimbursement therefore pursuant to the terms and conditions of this agreement.

NOW, THEREFORE, IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. Developer shall furnish or cause to be furnished, at its sole cost and expense, all necessary labor, materials, machinery, apparatus, and other means of construction, and do all the work required to construct the following described wastewater facilities: an 18-inch trunk sewer with manholes and all related appurtenances as the same are generally depicted on the drawing attached hereto, marked Exhibit "A" and made a part hereof, all within the scope of sewer construction for providing service to Rocklin 60 – Phase 1.

2. Plans for the above improvements shall be subject to the approval of District and the construction thereof shall be in accordance with all of the ordinances, rules, regulations and specifications of District, as such may be amended from time to time. It is expressly understood and agreed by Developer that unless and until said wastewater facilities are constructed and installed in the manner herein provided and accepted by District, District shall have no obligation whatsoever to maintain said facilities or to provide wastewater service therefrom.

3. Developer agrees that upon the completion of construction and installation of said wastewater facilities in accordance with the plans and specifications, ordinances, rules, and regulations of District, said facilities shall become the property of District upon its acceptance, free and clear of all costs, liens, encumbrances, or restrictions whatsoever, and Developer shall defend, indemnify and hold harmless the District from and against any and all suits, actions, damages, regulatory actions or proceedings, enforcement claims or claims of every type and

description resulting from or by reason of the performance by Developer of this agreement. Developer agrees to transfer legal title to said facilities to District together with any and all necessary easements pertaining thereto in a form satisfactory to District.

4. In consideration of construction and installation of said wastewater facilities at Developer's expense, District agrees that the first 999 Equivalent Dwelling Units (EDU) within the real property shown on the map attached hereto, marked Exhibit "B" and made a part hereof, located adjacent to and upstream and downstream from Developer's project shall be subject to an in-lieu of construction fee. Said in-lieu fee shall be paid to Developer as partial reimbursement for construction of said wastewater facilities. The amount to be collected by District and paid to Developer shall be calculated according to the following schedule and formula:

> District covenants and agrees to collect the sum of $68.32 for each EDU as determined by District to be developed in connection with improvement plans for sewer facilities for development of properties shown on said Exhibit "B". The total sum for all EDU's so determined shall be collected prior to District approval of said improvement plans. In the event improvement plans for sewer facilities for properties shown on Exhibit "B" have been approved by District prior to the date of this agreement, said total sum shall be collected coincident with the submittal of the document transferring legal title of such improvement plan sewer facilities to District. In the event improvement plans for sewer facilities for properties shown on Exhibit "B" are not required, such as in the case of an individual applicant connecting an existing parcel of land or increases in EDU determinations of a parcel previously connected, the total sum of all applicable EDU's for said individual connection or increase shall be collected coincident with District's issuance of the sewer service application permit. The amounts collected by District shall be paid to Developer on a quarterly basis or at such other time as District and Developer may agree upon in writing. It is expressly understood that unless and until said wastewater facilities are constructed and installed in the manner herein provided and transferred to and accepted by District, District shall have no obligation to pay to Developer any of the sums collected herein.

5. Notwithstanding any other provision of this agreement, the total refund by District of the aforementioned sums shall not exceed the sum of $68,255.31, or the amount collected within a period of ten years from the date of this agreement at which time this agreement shall cease and terminate and District shall be under no further obligation to make payments to Developer. It is expressly understood that District shall not be obligated to pay to Developer any public funds of District, but shall only be obligated to collect the sums provided for above from the developers/applicants of the properties shown on Exhibit "B". No interest shall be paid by District to Developer on any of the above sums refunded pursuant to the terms of this agreement.

6. Developer agrees that the refund as provided above represents the equitable share of the wastewater facilities construction costs for the benefiting properties shown on Exhibit "B". Developer warrants that District's obligation as provided above is with Developer, and no third party has any claim on District for said share of wastewater facilities construction costs or amounts refundable.

7. This agreement shall not be construed to limit the right of District to hereafter enlarge, relocate, or extend said wastewater facilities nor the granting to Developer a right to any specified capacity in any other sanitary wastewater facilities or wastewater treatment plant

of District now in existence or hereafter to be constructed, other than such rights, if any, that any other property owner within District would have therein.

8. Neither this agreement nor any provision thereof shall be construed to require or obligate District to expend any public funds for the direct benefit of Developer.

9. Any notices or communications required to be made herein shall be made, by deposit in the U.S. Mail, First Class Postage prepaid to:

District: South Placer M.U.D.
5807 Springview Drive
Rocklin, CA 95677

Developer: Taylor Morrison Services, Inc.
Sacramento Division
81 Blue Ravine Road, Suite 220
Folsom, CA 95630

Either party may amend its address for notice by notifying the other in writing.

10. This agreement is not assignable by Developer without the written consent of District, which consent shall not unreasonably be withheld. No assignment shall relieve Developer of any promise or obligation made or assumed by him herein.

11. This agreement and its obligations, terms and conditions shall inure to the benefit of the heirs, successors and assigns of Developer and to the successors in interest of District.

12. This agreement is authorized by the provisions of Section 12721 and 12841(b) of the Public Utilities Code of the State of California.

13. In any action arising out of the performance of this agreement, whether in tort, contract, declaratory relief or otherwise, the prevailing party shall be entitled to recover reasonable attorney's fees and litigation expenses (including court costs and expert witness fees) from the other party. These fees, which may be set by the court in the same action or in a separate action brought for that purpose, are in addition to any other relief to which the prevailing party may be entitled. This provision applies to the entire agreement.

14. This agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject of this agreement. This agreement contains all the covenants and agreements between the parties with respect to the matters herein, and each party to this agreement acknowledges that no representations, inducements, promises or agreements have been made by or on behalf of any party except those covenants and agreements embodied in this agreement. No agreement, statement or promise not contained in this agreement shall be valid or binding.

15. The validity of this agreement and of any of its terms or conditions, as well as the rights and duties of the parties under this agreement, shall be construed pursuant to and in accordance with the laws of the State of California.

16. If any term of this agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of the agreement terms shall remain in full force and effect and shall not be affected.

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

ATTEST

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

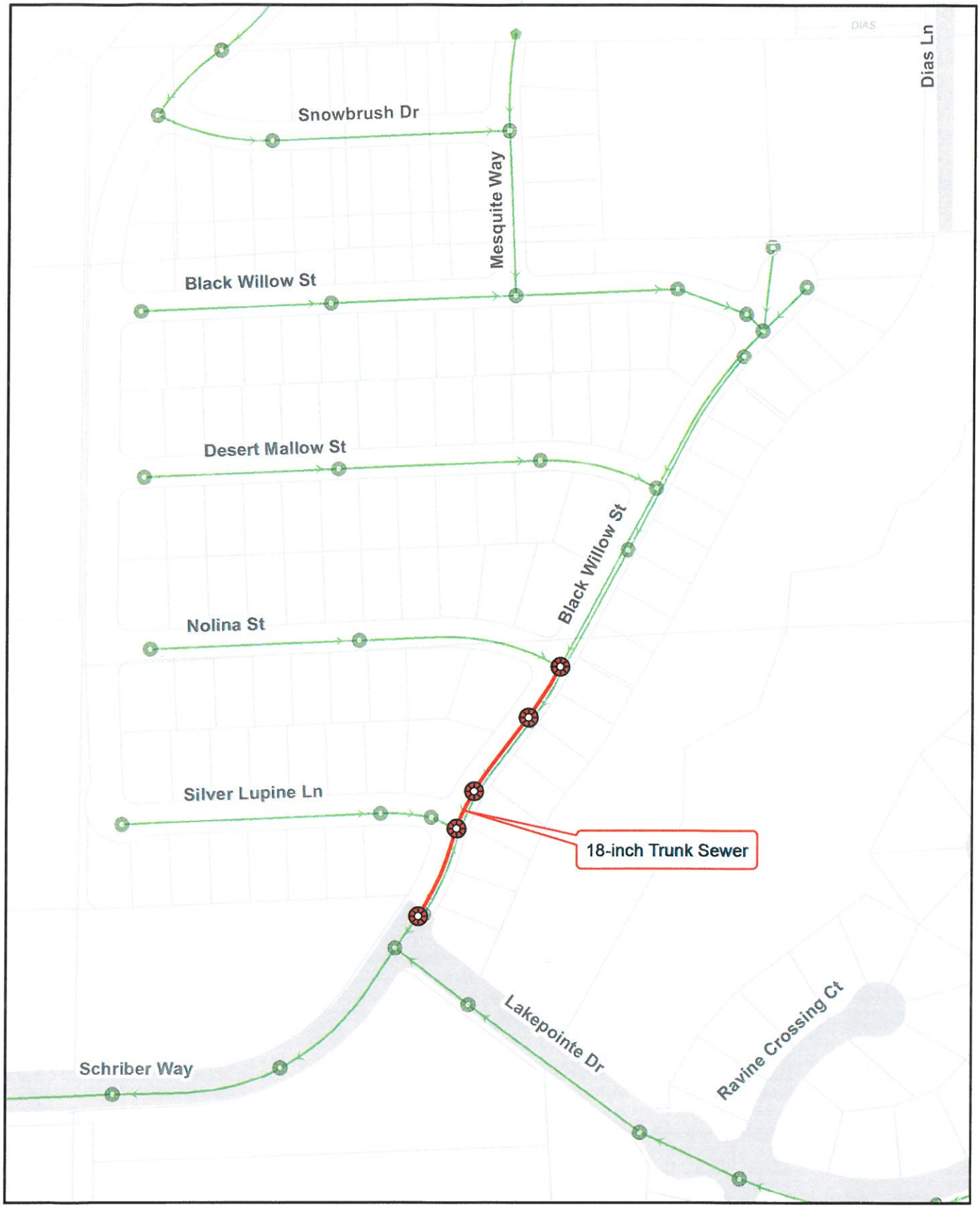
Joanna Belanger, Secretary

Herb Niederberger, General Manager

APPROVED AS TO FORM

Adam C. Brown, District Counsel

TAYLOR MORRISON SERVICES, INC.



0 100 200 Feet

1 inch = 200 feet

N

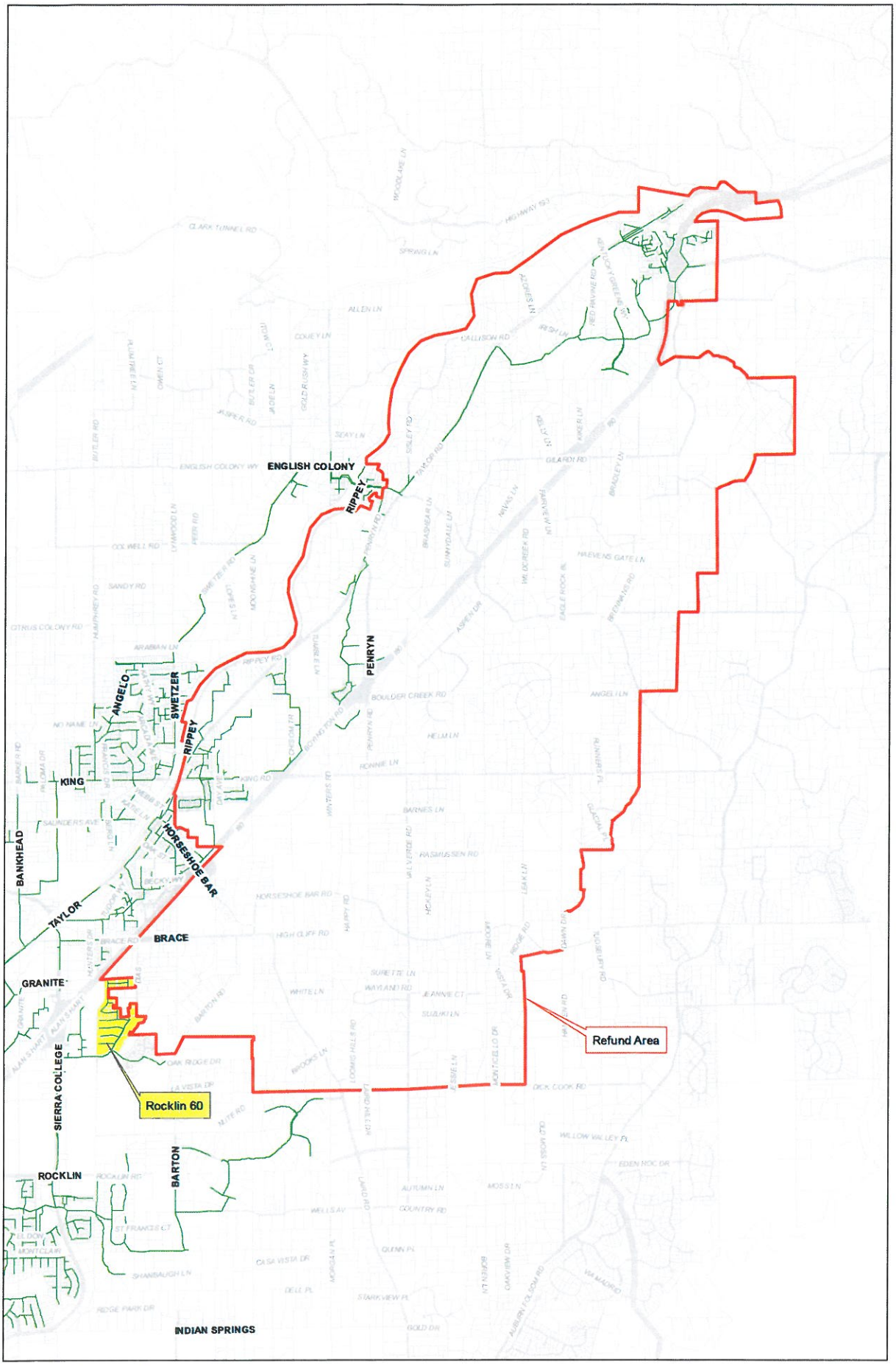
EXHIBIT "A"

ROCKLIN 60 - PHASE 1

Date: 3/26/2015

User Name: eric

G:\spmud_gis\mxd\Eric\Rocklin60Ph1ExhibitA.mxd



0 1,500 3,000 Feet

1 inch = 3,000 feet

N

EXHIBIT "B"

ROCKLIN 60 - PHASE 1 REFUND AREA MAP

Date: 4/1/2015

User Name: eric

G:\spmud_gis\mxd\Eric\Rocklin60Ph1RRefund.mxd

BILL OF SALE

Taylor Morrison of California, LLC does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Rocklin 60 Subdivision – SPMUD Phase 1 Sewer Plans Only.

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

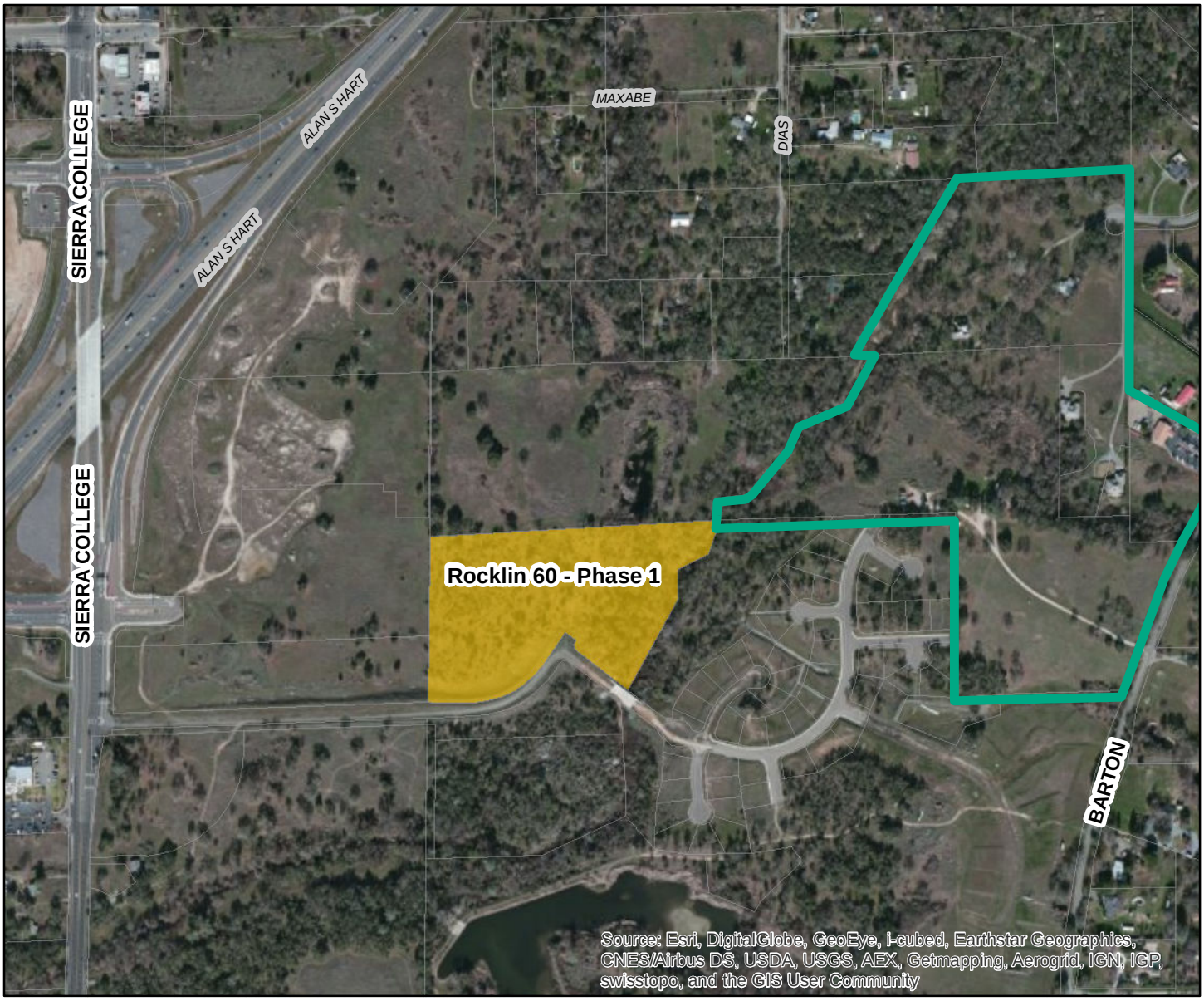
Dated this April 23, 2015

By: Taylor Morrison of California, LLC

Signature

JAY PAULEK

Name (Please Type or Print)

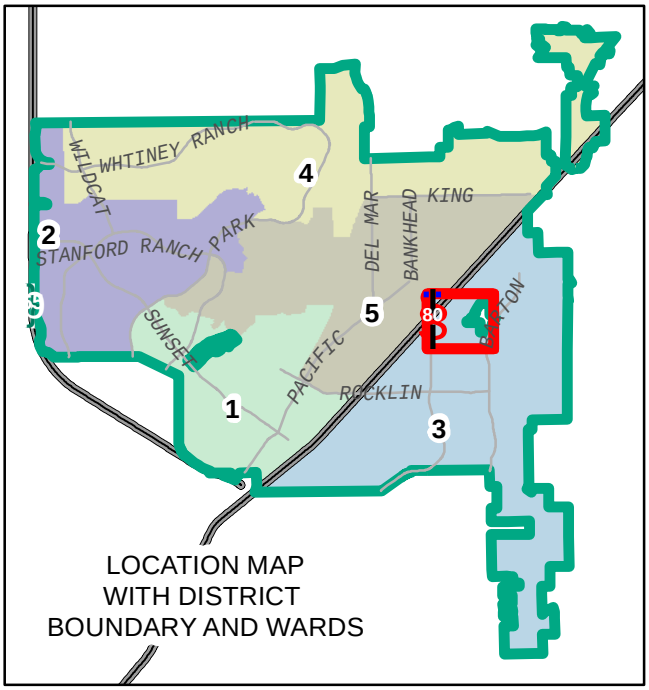


0 300 600 1,200 Feet

1 in = 600 ft

Rocklin 60 - Phase 1

46 Residential EDUs



LOCATION MAP
WITH DISTRICT
BOUNDARY AND WARDS

Date: 4/24/2015

Author: Aaron Moore

Document Path: G:\spmud_gis\mxd\Aaron\Bill of Sale\Rocklin60PH1.mxd

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: **Board of Directors**

From: Eric Nielsen, District Engineer

Cc: Carie Huff, Engineering Technician

Subject: Acceptance of the Bill of Sale for Sewer Improvements within the Whitney Ranch Unit 22 Subdivision

Meeting Date: May 7, 2015

Overview

Whitney Ranch Unit 22 is located in Rocklin on the southeast corner of Whitney Ranch Parkway and Wildcat Boulevard. Whitney Ranch Unit 22 consists of 48 single-family residential homes for a total of 48 EDU's. The Whitney Ranch Unit 22 improvements include the following infrastructure:

- Installation of one thousand seven hundred and seventeen (1,717) linear feet of sanitary sewer pipe;
- Installation of seven (7) manholes.

Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Whitney Ranch Unit 22 subdivision.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

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

Fiscal Impact

The estimated value of the contributed capital is $172,360.

Attachments:

1. Bill of Sale
2. Map – Whitney Ranch Unit 22

RICHMOND AMERICAN HOMES

With us, it's personal.™

BILL OF SALE

Richmond American Homes of Maryland, Inc. does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Whitney Ranch-Phase 1 Unit 22.

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

Dated this January 20, 2015

By: (Developer/Owner)

Richmond American Homes of Maryland, Inc.

Signature

Kevin Fredrickson, VP Land

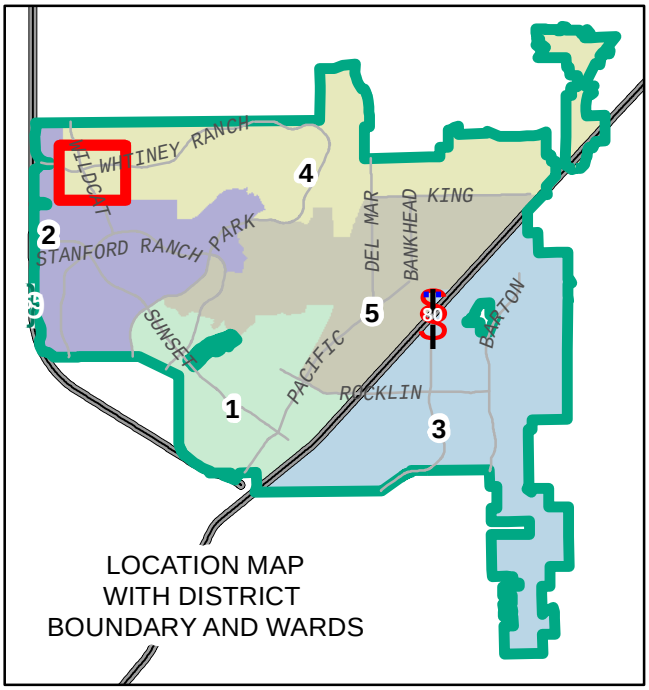
Name

0 300 600 1,200 Feet

1 in = 600 ft

Whitney Ranch - Unit 22

48 Residential EDUs



LOCATION MAP
WITH DISTRICT
BOUNDARY AND WARDS

Date: 4/24/2015

Author: Aaron Moore

Document Path: G:\spmud_gis\mxd\Aaron\Bill of Sale\WhitneyRanchUnit22.mxd

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: **Board of Directors**

From: Eric Nielsen, District Engineer

Cc: Carie Huff, Engineering Technician

Subject: Acceptance of the Bill of Sale for Sewer Improvements at the Highlands Lift Station

Meeting Date: May 7, 2015

Overview

The Highlands Lift Station is located in Rocklin at the end of Monument Springs Drive. Upgrades to the existing Highlands Lift Station were required in order to bring it to District standards. Lift station improvements included:

- Construction of a new CMU building to house a generator, electrical components and chemicals;
- Installation of a new generator;
- Installation of a new soundwall around the site; and
- Resurfacing of the site.

Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Highlands Lift Station.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

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

Fiscal Impact

The estimated value of the contributed capital is $380,000.

Attachments:

1. Bill of Sale
2. Map – Highlands Lift Station

ITEM VI.3

BILL OF SALE

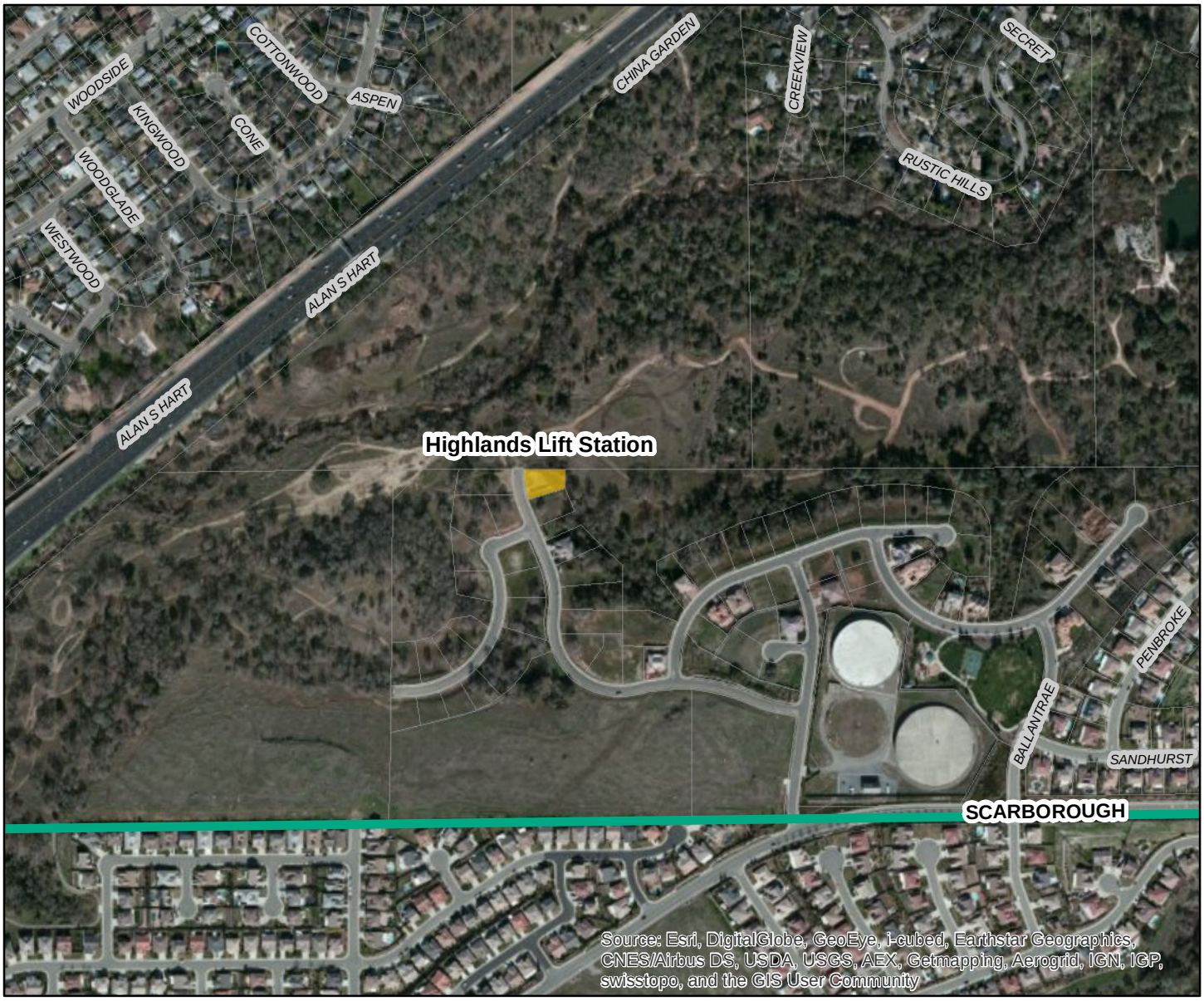
Elliott Homes, Inc. does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public lift station, sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as HIGHLANDS LIFT STATION.

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

Dated this March 25, 2015

By: ELLIOTT HOMES, INC.

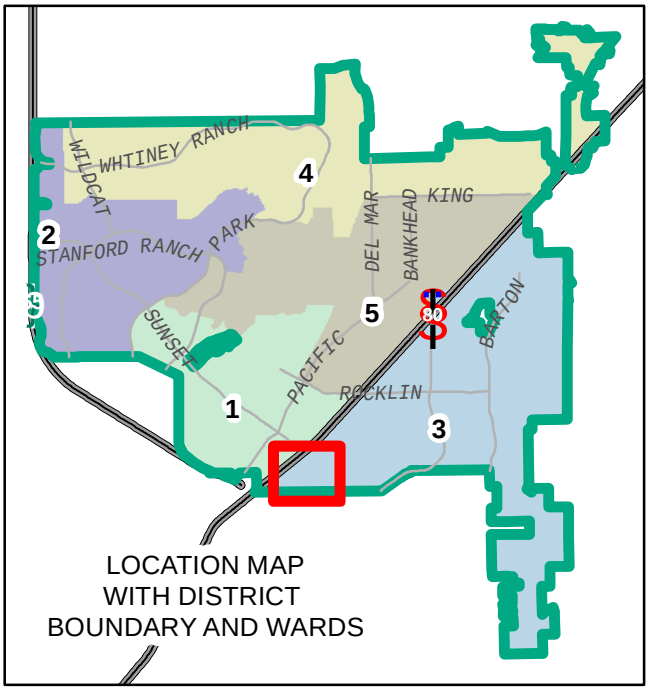
Harry C. Elliott, III, President



0 300 600 1,200 Feet

1 in = 600 ft

Highlands Lift Station



LOCATION MAP
WITH DISTRICT
BOUNDARY AND WARDS

Date: 4/24/2015

Author: Aaron Moore

Document Path: G:\spmud_gis\mxd\Aaron\Bill of Sale\HighlandsLS.mxd

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors

From: Sam Rose, Assistant Superintendent

Cc: Herb Niederberger, General Manager

Subject: SPMUD – CASSE Cost-Sharing Agreement

Meeting Date: May 7, 2015

Overview

The District is a Charter member of the California Alliance for Sanitary Sewer Excellence (CASSE), which was established in September 2011. CASSE membership includes twenty-five sewage collection system agencies throughout California. It was created to develop collection system 'Best Practices' and improve the performance of collection systems across California.

As CASSE works towards developing Best Practice projects it is anticipated costs will be incurred for such things as consulting services, administration and publication. A (Draft) agreement has been developed that establishes criteria for an agencies financial participation, which will be proportionate to an agency's size (miles of pipe). For example, based on current CASSE membership, SPMUD's proportionate share for a $50,000 project would be approximately $2,600. There will be no obligation for any agency to participate in a project, it just establishes the rules if they choose to participate.

The draft agreement has been reviewed by District legal counsel and by the legal counsel of several other CASSE agencies. It is expected a final agreement will be provided soon.

Recommendation

Staff recommends that the Board of Directors:

1. Authorize the General Manager to sign the (final) cost-sharing agreement, upon legal counsel approval

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Build Business efficiencies
Goal 2.3: Prevent and mitigate Sewer System Overflows (SSO)
Goal 4.1: Eliminate SSO's using the most efficient and effective methods and procedures for maintenance of sewer main pipes.

Fiscal Impact

It is anticipated one or two projects will be active in any given fiscal year. Staff expects costs to be less than $5,000.

ITEM VI.4

Contract No. _____

SACRAMENTO AREA SEWER DISTRICT

COST-SHARING REIMBURSEMENT AGREEMENT WITH CALIFORNIA ALLIANCE FOR SEWER SYSTEM EXCELLENCE

THIS AGREEMENT is made and entered into on this _____ day of _____, 2015 by and between the SACRAMENTO AREA SEWER DISTRICT, a county sanitation district pursuant to and operating under the authority of the County Sanitation District Act, commencing at Health and Safety Code section 4700, hereinafter referred to as "SASD," and the signatory agencies (collectively "AGENCIES", individually "AGENCY") of the CALIFORNIA ALLIANCE FOR SEWER SYSTEM EXCELLENCE (CASSE), a California inter-municipal wastewater collection alliance.

RECITALS

WHEREAS, SASD and AGENCIES recognize potential benefits of collaborative efforts on projects of mutual interest, sharing information for the protection of water quality, and improvement of wastewater collection and conveyance system maintenance and operation; and

WHEREAS, SASD desires to lead, facilitate, and administer solicitation, acquisition, and financing efforts for consulting service projects that may benefit all AGENCIES; and

WHEREAS, AGENCIES agree that funding for these efforts should be equitably shared by the AGENCIES choosing to participate on a project ("PARTICIPATING AGENCIES"); and

WHEREAS, SASD and AGENCIES desire to enter into this Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, SASD and AGENCIES agree as follows:

1. PURPOSE

SASD will provide administrative services on behalf of AGENCIES as described in Exhibit A, which is attached hereto and incorporated herein.

2. TERM

This Agreement shall be effective and commence as of the date first written above, and shall renew automatically on an annual basis.

3. NOTICE

Any notice, demand, request, consent, or approval that any party hereto may or is required to give the other pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

TO SASD:	**TO AGENCIES:**
Sacramento Area Sewer District 8521 Laguna Station Rd. Elk Grove, CA 95758 Attn: Contracts Payment Desk	SEE CONTACT INFORMATION FOUND ON SIGNATURE PAGES

Any party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

4. GOVERNING LAWS AND JURISDICTION

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in Sacramento County, California.

5. OWNERSHIP OF WORK PRODUCT

All technical data, evaluations, plans, specifications, reports, documents, or other work products obtained through projects managed pursuant to this Agreement shall be the exclusive property of SASD and each project's respective PARTICIPATING AGENCIES. AGENCIES not participating in a project will have no rights in the development of the project's work product or deliverables. SASD and PARTICIPATING AGENCIES may retain copies thereof for their files and internal use, and may share these copies with other CASSE AGENCIES who did not participate. Publication, by any AGENCY, for monetary gain of any information directly derived from work performed pursuant to this Agreement must first be mutually approved in writing by the project's PARTICIPATING AGENCIES and SASD.

6. INSURANCE

Each AGENCY, at its sole cost and expense, shall carry insurance--or self-insure --its activities in connection with this Agreement, and obtain, keep in force, and maintain insurance or equivalent programs of self-insurance for general liability, workers compensation, property, professional liability, and business automobile liability adequate to cover its potential liabilities hereunder. Each party agrees to provide the other thirty (30) days advance written notice of any cancellation, termination, or lapse of any of the insurance or self-insurance coverages. Failure to maintain insurance as required in this Agreement is a material breach of contract and is grounds for termination of the Agreement.

7. INDEMNIFICATION

To the fullest extent permitted by law, each of the AGENCIES shall indemnify, defend, and hold harmless each of the other AGENCIES, their respective governing boards, officers, directors, officials, employees, and authorized volunteers and agents from and against any and all claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto (collectively "Claims"), including cost of defense, settlement, arbitration, and reasonable attorneys' fees resulting from injuries to or death of persons,

including but not limited to employees of either AGENCY hereto, and damage to or destruction of property, or loss of use thereof, including but not limited to the property of any AGENCY hereto, arising out of, pertaining to, or resulting from the alleged or actual acts or omissions of the their respective governing boards, officers, directors, officials, employees, volunteers, agents, or contractors.

It is the intention of the AGENCIES that the provisions of this indemnity be interpreted to impose on each AGENCY responsibility to the other for the acts and omissions of their governing boards, officers, directors, officials, employees, volunteers, agents, or contractors. It is also the intention of the AGENCIES that where comparative fault is determined to have been contributory principles of comparative fault will be followed, and each AGENCY shall bear the proportionate cost of any Claims attributable to the fault of that AGENCY, its governing board, officers, directors, officials, employees, volunteers, agents, or contractors.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the AGENCIES.

Nothing in this Indemnity shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this Indemnity shall survive the expiration or termination of the Agreement.

8. COST SHARING

SASD will submit project reimbursement invoices on a quarterly basis and at the end of the project to PARTICIPATING AGENCIES according to the weighted cost sharing formula as described in Exhibit A. PARTICIPATING AGENCIES payments to SASD must be made within 90 days of invoice date.

9. PROJECT PROPOSALS

SASD will circulate project proposals to the AGENCIES for review, discussion, and comment. AGENCIES interested in participating in a project will respond timely and comprehensively to project scope development. AGENCIES not interested in participating will indicate such at the earliest opportunity.

10. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by all parties. Waiver by any party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No interpretation of any provision of this Agreement shall be binding upon SASD unless agreed in writing by the District Engineer and counsel for SASD.

11. SUCCESSORS

This Agreement shall bind the successors of SASD and AGENCIES in the same manner as if they were expressly named.

12. INTERPRETATION

This Agreement shall be deemed to have been prepared equally by all parties, and the Agreement and its individual provisions shall not be construed or interpreted more favorably for any one party on the basis that another party prepared it.

13. DISTRICT ENGINEER

As used in this Agreement, "District Engineer" shall mean the District Engineer of Sacramento Regional County Sanitation District, and Sacramento Area Sewer District, or his designee.

14. DISPUTES

In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. Pending resolution of any such dispute, AGENCIES shall continue without delay to carry out all its responsibilities under this Agreement unless the Agreement is otherwise terminated in accordance with the Termination provisions herein. SASD shall not be required to make payments for any services that are the subject of this dispute resolution process until such dispute has been mutually resolved by the parties. If the dispute cannot be resolved within 15 calendar days of initiating such negotiations or such other time period as may be mutually agreed to by the parties in writing, either party may pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law.

15. TERMINATION

A. SASD may terminate this Agreement without cause upon thirty (30) days written notice to the other parties. Notice shall be deemed served on the date of mailing. If notice of termination for cause is given by SASD to AGENCIES and it is later determined that AGENCIES were not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to this paragraph (A).

B. SASD may terminate this Agreement for cause immediately upon giving written notice to AGENCIES should AGENCIES materially fail to perform any of the covenants contained in this Agreement in the time and/or manner specified. If notice of termination for cause is given by SASD to AGENCIES and it is later determined that AGENCIES was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph (A) above.

C. SASD may terminate or amend this Agreement immediately upon giving written notice to AGENCIES, 1) if advised that funds are not available from external sources for this Agreement or any portion thereof, including if distribution of such funds to SASD is suspended or delayed; 2) if funds for the services and/or programs provided pursuant to this Agreement are not appropriated by the State; 3) if funds in SASD 'S yearly proposed and/or final budget are not appropriated

by SASD for this Agreement or any portion thereof; or 4) if funds that were previously appropriated for this Agreement are reduced, eliminated, and/or re-allocated by SASD as a result of mid-year budget reductions.

D. If this Agreement is terminated by SASD under paragraph (A) or (C) above SASD shall not incur any expenses under this Agreement after notice of termination and shall cancel any outstanding expenses obligations to a third party that SASD can legally cancel.

E. If this Agreement is terminated under paragraphs (A) or (C), above, SASD shall be reimbursed for authorized and approved services performed prior to the termination date in accordance with the provisions of the Compensation and Payment of Invoices Limitations provision of this Agreement.

F. The District Engineer has authority to terminate this Agreement under paragraphs (A), (B), or (C), above.

16. SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

17. FORCE MAJEURE

Neither SASD nor AGENCIES shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism, or other disasters, whether or not similar to the foregoing, and acts or omissions or failure to cooperate of any party or third parties (except as otherwise specifically provided herein).

18. SURVIVAL OF TERMS

All services performed and deliverables provided pursuant to this Agreement are subject to all of the terms, conditions, price discounts and rates set forth herein, notwithstanding the expiration of the initial term of this Agreement or any extension thereof. Further, the terms, conditions and warranties contained in this Agreement that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Agreement shall so survive.

19. DUPLICATE COUNTERPARTS

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by all AGENCIES. Any CASSE members that desire to opt in as participants to this AGREEMENT may do so in the future by:

- Obtaining concurrence of SASD representative

- Providing SASD a resolution of the AGENCY'S governing body authorizing inclusion to this Agreement
- Signature to this AGREEMENT by an authorized representative of the AGENCY

20. AUTHORITY TO EXECUTE

Each person executing this Agreement represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this Agreement for or on behalf of the parties to this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized.

(SIGNATURE PAGE FOLLOWS)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

SACRAMENTO AREA SEWER DISTRICT, a county sanitation district pursuant to and operating under the authority of the County Sanitation District Act, commencing at Health and Safety Code section 4700

By: _____
Prabhakar Somavarapu, District Engineer

Date: _____

AGENCY, a California municipal wastewater collection agency

By: _____

Name:_____

Title:_____

Date: _____

Agreement Approved by the Board of Directors with Authority Delegated to the District Engineer to execute the Agreement on behalf of SASD.

Agenda Date: _____

Item Number: _____

Resolution No.: _____

By: _____
Sarah Britton
District Counsel

Date: _____

Prepared by: _____
Katherine Ferreira, Senior Contract Services Officer
Internal Services Department
Sanitation Districts Agency
Phone: (916) 876-6074

Contract No. _____

EXHIBIT A to AGREEMENT
between SACRAMENTO AREA SEWER DISTRICT
and SIGNATORY WASTEWATER COLLECTION AGENCIES (AGENCIES) of the
CALIFORNIA ALLIANCE FOR SEWER SYSTEM EXCELLENCE (CASSE)

PROJECT ADMINISTRATION AND COST-SHARING APPROACH

A. Initiation

1. Any AGENCY or group of AGENCIES can propose a project.
2. AGENCIES prepare and submit a description of the proposed project and estimated costs to SASD.
3. SASD reviews and circulates the project proposal to all AGENCIES for comment.
4. Once comments to the project proposal are received and reviewed, SASD will assist the proposing AGENCY or group of AGENCIES with finalizing the project proposal and cost estimate.

B. Approval and Funding

1. CASSE chairperson (CHAIR) will solicit AGENCIES to participate in the proposed project's cost-sharing by sending out the final project proposal and a letter of intent.
2. All AGENCIES interested in being PARTICIPATING AGENCIES will have ten (10) business days to sign and return the Letter of Intent for project participation. The letter may only be signed by a representative of AGENCY authorized to do so.
3. CHAIR will issue a final Cost Share Summary Sheet to each AGENCY returning a Letter of Intent indicating each interested AGENCY'S percentage of estimated costs. Funding percentages are based on methodology described in Attachment 1.
4. Each interested AGENCY has ten (10) business days to sign the final Cost Share Summary Sheet ("Sheet") and return such to SASD. The Sheet may only be signed by a representative of AGENCY authorized to do so for the estimated cost share amount. SASD may request documents supporting the AGENCY representative's authority to commit such funds. The signed sheet commits each participating AGENCY to fund the indicated percentage of the total project costs, including administrative fees paid to SASD of three percent (3%) of the final project costs. Those AGENCIES executing the Cost Share Summary Sheet are known as PARTICIPATING AGENCIES.
5. The project next moves to the Procurement Phase

C. Procurement

1. PARTICIPATING AGENCIES assign a team to develop Request for Proposals (RFP). When using an existing contract the team negotiates the scope of work and fee with the consultant, and then the project moves to the Management Phase.

2. SASD releases the RFP once agreed upon by PARTICIPATING AGENCIES. Responses must be in electronic format so they can be reviewed remotely. The PARTICIPATING AGENCY team reviews proposals and selects a winning consultant.
3. PARTICIPATING AGENCIES negotiate a proposed contract with the consultant.
4. SASD secures SASD Board of Directors approval of consultant agreement.
5. The Project next moves to the Management Phase.

D. Management

1. SASD will supply the Project Manager, but tasks may be assigned by other PARTICIPATING AGENCIES.
2. Direction to the Consultant will be supplied by the PARTICIPATING AGENCIES.
3. Changes in scope of work, schedule, and cost will be agreed upon by the PARTICIPATING AGENCIES. Decision-making will be done by consensus when possible. If the PARTICIPATING AGENCIES are unable to come to consensus the decision will be made by majority vote.
4. SASD will provide written direction to the Consultant.
5. SASD will pay Consultant invoices as required by the Consultant agreement.
6. SASD will prepare quarterly billing and invoice each PARTICIPATING AGENCY their fair share of project costs to date plus the administrative fee.
7. Upon project completion and receipt of final invoice from Consultant, SASD will prepare final billing and invoice each PARTICIPATING AGENCY any remaining fair share of project costs and the administrative fee.

E. Cost-sharing Methodology

1. PARTICIPATING AGENCIES are assigned points as follows:

Size	Micro	Small	Medium	Large	Mega
Miles of Pipe	0-19	20-199	200-999	1,000-2,999	≥ 3,000
Cost share points	1	10	60	200	300

2. The sum of all PARTICIPATING AGENCIES' points is totaled. Each PARTICIPATING AGENCY'S project cost share percentage is calculated by dividing that PARTICIPATING AGENCY'S points by the total number of points for all PARTICPATING AGENCIES.
3. The same methodology is used to calculate each PARTICIPATING AGENCY'S share of the administrative fee. Please refer to Attachment 1 for an example of the Project Cost Sharing Worksheet.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors

From: Joanna Belanger, Administrative Services Manager

Cc: Herb Niederberger, General Manager

Subject: Staggered Utility Billing Cycles Proposal

Meeting Date: May 7, 2015

Recommendation

Staff is recommending the creation of staggered Utility Billing cycles. In continued efforts to improve upon business practices and efficiencies the goal of this recommendation is to move from one billing cycle to three billing cycles, each cycle billed quarterly.

In the current billing process approximately 25,000 customer bills are generated each quarter. Distributing these bills into three cycles by designated zip codes will prepare for future growth. Revenues will be distributed evenly throughout the year and call volumes which typically spike at the beginning of each billing cycle should also even out.

Discussion & Information

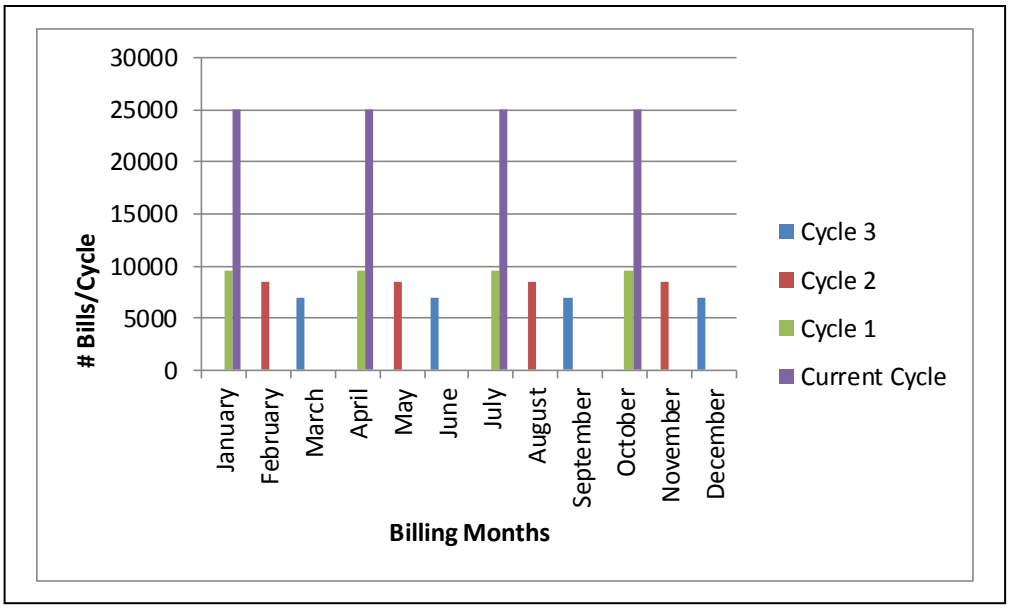
Utility bills are currently sent out to all District customers on a quarterly basis on the following cycle:

Billing Cycle	Billing Dates
January, February, March services:	April 1
April, May, June services:	July 1
July, August, September services:	October 1
October, November, December services:	January 1

Approximately 25,000 utility bills are currently distributed each quarter to the Districts customers. With all customers on one billing cycle, the majority of payments are received during the month of billing. Revenues increase at the beginning of each billing month along with call volumes and customer traffic. Staff is typically able to handle the increased volume of work during these impacted times, however it is often difficult to cover for staff vacations and days off.

Staff proposes three utility billing cycles based upon zip codes within the District. The new structure for billing will change to a cyclic monthly process with approximately 8,500 bills mailed or emailed each cycle. Revenues from utility payments will become more uniformly distributed over each month throughout the year. In addition, we anticipate that call volumes, operational time spent processing payments, mailing and processing costs will be evenly dispersed throughout the year.

Representation of Current and Proposed Billing Cycles



PROPOSED CYCLES

Zip Code	Billing Cycle	Billing Dates
95677	**Cycle 1**	
	January, February, March services	April 1
	April, May, June services	July 1
	July, August, September services	October 1
	October, November, December	January 1
	Cycle 2	
95765	February, March, April services	May 1
	May, June, July services	August 1
	August, September, October services	November 1
	November, December, January services	February 1
	Cycle 3	
95650, 95746	March, April, May services	June 1
95663, 95658	June, July, August services	September 1
	September, October, November services	December 1
	December, January, February services	March 1

Assignments
Each Billing Cycle will be assessed for delinquent accounts for the previous calendar year to ascertain accounts that will be processed through the Assignment process.

Outreach
The largest group of customers resides within the 95677 zip code area. These customers will remain on Cycle 1, with no change. Outreach materials will be sent as a bill insert to all customers in July. A press release will be sent to the local newspapers and additional notices will be added to the Website and payment site to ensure the shift is as seamless as possible.

The materials will explain the shift for billing and the interim changes necessary to completely implement the new cycles. A calendar will be provided so that our customers will see what their

billing cycle and due dates for payment will be. With approval by the Board, Staff proposes the new billing Cycles being phased in as follows:

CURRENT BILLING CYCLE

Cycle 1 billing	April, May, June services	Mailed July 1, 2015

*All customers will receive a quarterly bill with an insert explaining the new cycles

PROPOSED BILLING CYCLES

Cycle 1 billing:	July, August, September services	Mailed October, 2015
Cycle 2 billing	July services	Mailed August 1, 2015
	August, September, October services	Mailed November 1, 2015
	November, December, January services	Mailed February 1, 2015
Cycle 3 billing	July, August services	Mailed September 1, 2015
	September, October, November services	Mailed December 1, 2015

Anticipated Concerns

Staff does anticipate the likelihood that some customers may be confused with the changes. Clear and concise notifications and outreach materials will assist in addressing customer concerns; Autopay dates will be changed to match the due dates on the billing invoice.

In the event of a rate change, all three cycles will receive an identical Prop 218 notice, and prorations would occur for the new rate for the applicable starting month. Staff is very familiar with the use of a calendaring and proration system and feels the cycle changes are manageable.

Fiscal Impact

Billing and staffing costs are not expected to increase to implement the staggered billing cycles as the number of mailed items remains the same. Preparing now for future growth and flattening the billing cycle process is prudent to keep staffing levels and costs down. Distributing utility bills will create a steady stream of revenues throughout the year.

As a side note: Staff is exploring alternatives for mailing services which may also have a slight cost savings, however preliminary numbers are not yet available. The District has utilized DataProse (also known as CSG) for many years to print and mail bills. The company is based in Texas, which is sometimes problematic with the time difference. Throughout the conversion process from MOMs software to Tyler Incode it became apparent that they cannot print directly from the bills created within the new system. A file is sent to DataProse, which is then converted into their template. This has resulted in additional costs if messages need to be added to bills, or any changes are necessary.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Build Business efficiencies
Goal 1.4: Improve Communications
Goal 5.2: Explore and evaluate investment and business practice alternatives.
Goal 8.4: Continuously evaluate available technology to ensure efficient programs and processes

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 15-08

IMPLEMENTATION OF STAGGERED UTILITY BILLING CYCLES

WHEREAS, The South Placer Municipal Utility District (District) wishes to establish three staggered Quarterly Utility Billing Cycles in preparation for future growth and flattening of the billing cycle process to keep staffing levels and costs down; and

WHEREAS, The new structure for billing will change to a cyclic monthly process with approximately 8,500 bills processed each billing cycle, designated by the zip code area residents are located within the District.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that three Utility Billing Cycles are created as follows:

Cycle 1 - 95677;

Cycle 2 - 95765; and

Cycle 3 - 95650, 95746, 95663, 95658

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this7th day of May 2015.

Signed: _____
John R. Murdock, President of the Board of Directors

Attest: _____
Joanna Belanger, Board Secretary

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: **Board of Directors**

From: Eric Nielsen, District Engineer

Cc: Herb Niederberger, General Manager

Subject: Adoption of the System Evaluation and Capacity Assurance Plan

Meeting Date: May 7, 2015

Overview

Pursuant to California State Water Resources Control Board Order No. 2006-0003-DWQ, the Statewide General Waste Discharge Requirements, the District is required to prepare a System Evaluation and Capacity Assurance Plan (SECAP). The SECAP is required to evaluate hydraulic deficiencies, establish design criteria (e.g., the design storm), establish short-term and long-term capital improvement projects to address deficiencies and plan for future growth. The District SECAP meets these requirements and will serve as a planning document for the District over the next five years until the SECAP will be updated and brought to the Board for recertification.

Recommendation

Staff recommends that the Board of Directors adopt Resolution No. 15-09 accepting the System Evaluation and Capacity Assurance Plan dated April 2015 as meeting the requirements of the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Goal 2.2: Maintain compliance with pertinent regulations.
Goal 2.3: Prevent and mitigate Sewer System Overflows (SSOs).
Goal 3.2.B: Update Master Plan, including System Flow Model.

Fiscal Impact

The results of the SECAP will be used to not only correct existing deficiencies but also plan for future growth that may require adjustment of the local portion of the Sewer Participation charge.

Attachments:

1. Resolution 15-09 – Adoption of the District System Evaluation and Capacity Assurance Plan
2. System Evaluation and Capacity Assurance Plan, April 2015

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 15-09

ADOPTION OF THE DISTRICT SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

WHEREAS, California State Water Resources Control Board Order No. 2006-0003-DWQ, the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems requires the South Placer Municipal Utility District (District) to evaluate hydraulic deficiencies, establish and implement design criteria, establish short-term and long-term capital improvement projects to address system deficiencies, and develop a schedule for the planned projects; and

WHEREAS, the District has evaluated the hydraulic capacity of the collection system under various scenarios to assure capacity for existing customers and to obtain information to prepare for future development.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District accepts the System Evaluation and Capacity Assurance Plan dated April 2015 as meeting the requirements of the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of May 2015.

Signed:_____
John R. Murdock, President of the Board of Directors

Attest: _____
Joanna Belanger, Board Secretary

ITEM VII.2 *GENERAL MANAGER REPORT*

To: Board of Directors

From: Herb Niederberger, GM

Date: May 7, 2015

Subject: General Manager Monthly Staff Report – March 2015

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1) **DEPARTMENT REPORTS**

Attached are the monthly status reports for the Boards information:

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

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

2) **INFORMATION ITEMS**

A. On April 15, 2015, the General Manager met with the District Legal Counsel to discuss District legal needs. Among some of the items that were discussed:
   i. Rocklin 60 Update on Right of Way and Certificates of Correction to Final Map
   ii. Monthly Board of Directors Legal Briefing Topics
   iii. Upper Antelope Creek Sewer Project Emails- Godfrey PRA
   iv. Resolution Adopting Manual of Policies and Chapters 1, 4 and 5
   v. Ordinance Adopting Credit/Reimbursement Agreements
B. On April 23, 2015, the Administrative Services Manager, Joanna Belanger and I met with the District Accountant to go over account reconciliation necessary for FY 2015/16 Budget preparation as well as research for the pending 5-year Financial Plan
C. From April 29-May 1, 2015, the District Superintendent, Assistant Superintendent and I attended the CWEA Annual Conference in San Diego, CA
D. Advisory Committee Meetings:
   i. The Fee and Finance Committee – Directors Williams and Dickinson, met on March 25, 2015, after the March GM report was written, to discuss the concept of Credit/Reimbursement Agreements and a new District reserve policy.
   ii. The Policy and Ordinance Review Committee - Director Mitchell and Director Markey, met on April 9. 2015, to discuss Chapters 1, 4 and 5 of the proposed District Manual of Policies
   iii. Loomis 2x2 - Directors Williams and Markey, met with City of Loomis Council Members Morillas and Wheeler three times during the month of April, 2015:
      - April 1, 2015 – to discuss the alignment, schedule and funding of the proposed Loomis Basin Diversion. The Town is scheduling later this spring the certification of a Mitigated Negative Declaration for the pipeline.

- April 8, 2015 – to meet with the developers for the Villages at Loomis to discuss the alignment, schedule and funding of the proposed Loomis Basin Diversion as well as off-site conditions of approval for the project.
- April 16, 2015 - to meet with the developers for the Turtle Island property to discuss the alignment, schedule and funding of the proposed Loomis Basin Diversion as well as zoned and intended uses for the property.

No other committee meetings were held during April 2015

ITEM VII. FSD REPORT

To: Board of Directors

From: Jody Allen, Superintendent

CC: Herb Niederberger, General Manager

Subject: Field Services Department Monthly Report

Board Mtg. Date: May 7, 2015

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1. **Superintendent Transition;**
   As stated in last month's report, I've focused on projects that we felt could be completed prior to my retirement. We received our Permit to construct from the City of Rocklin for the additional equipment parking structure, and intend to get the footings dug, inspected and poured during the month of May. We sent plan-sets to AT&T depicting our repeater antennae location for the Mareta Lane Lift Station, and have been given the "all clear" to construct. The components for the antennae have been ordered, and construction should occur this month.

2. **Capital Budget items for 2014/15**;
   In addition to the items mentioned above, we installed engineered fall protection on our smaller lift stations, this past month. Photos are included for clarification.

3. **CCTV:** With South Placer's TV trucks operating intermittingly over this past month, TV crews inspected 9.84 miles of mainline. It should be noted, that one crew performed the bulk of this CCTV inspection, as a Maintenance Worker usually assigned to assist on a TV Van was on "light duty", following a knee operation. In addition to this, crews assisted in inspecting 23 – four (4") service laterals totaling approximately 1056'.

4. **Flushing (HVVC):** The crew focused on general shed flushing of mainlines, and including monthly "Hot Spot" flushing, just over 4.7 miles of hydro cleaning was completed for the month. The crew switched over to our root foaming program, towards the end of the month, following repairs to the Foaming equipment, mentioned last month. Production numbers for Root Foaming will be included in the June report.

5. **Construction:** The crew performed a variety of projects this past month; they finished Easement mowing at the first of the month, and then assisted in installing the engineered fall protection on five of the eight smaller Lift Stations. They performed 2 Manhole repairs and 8 PLCO installs. The crew also installed a new service lateral as a "Tap install" on Arrowhead Rd, in the Placer County portion of our District.

   These activities are in alignment with the *Strategic Plan Goals 4.1 A, B & C* :Eliminate SSO's using the most efficient and effective methods and procedure for maintenance of sewer main pipes & *Goal 4.2*: Operate and Maintain sewer appurtenances to provide functional, reliable, efficient and effective service life.

ITEM VII. ASD REPORT

To: Board of Directors

From: Joanna Belanger, Administrative Services Manager

CC: Herb Niederberger, General Manager

Subject: Administrative Services Department Monthly Report

Board Mtg. Date: May 7, 2015

Interior Painting/HVAC systems

Richards Painting has completed painting the interior offices in the Head Quarter building. RJA Heating & Air have completed the relocation of registers and balancing of air flows within the building.

Voice over IP (VoIP)

Preparation for the Voice over IP (VOIP) telephone system is almost completed. Fortis Telecom, will be on site in May to deploy equipment and provide staff training for the new system.

Solar Request for Proposal (RFP)

Staff continues to gather data in preparation for an RFP for the installation of solar systems for District buildings. Costs will be included for consideration in the FY 15/16 Capital Budget.

Assignments

Delinquent notices have been mailed this week to all customers with outstanding balances from calendar year 2014. A Public Hearing will be held at the June 4, 2015 meeting for delinquent accounts to be assigned to the Placer County Tax Roll.

ITEM VII. TSD REPORT

To: Board of Directors

From: Eric Nielsen, District Engineer

Cc: Herb Niederberger, General Manager

Subject: Technical Services Department Monthly Report

Board Date: May 7, 2015

IT Master Plan
Staff continues to work towards Phase One Implementation, which will include discontinued use of the existing WWMS database and implementation of the Lucity database. Staff is working with Lucity to complete the final installation of software components, finalize the District-specific report templates, and plan for the data migration of legacy data from WWMS to Lucity.

Elliott Homes Temporary Lift Station Upgrades
Work is now complete on the lift station upgrades and the project is being brought before the Board for acceptance at this board meeting.

Loomis Diversion Line
Staff continues to support the Town of Loomis CEQA consultant. Staff met with the SPMUD-Town of Loomis 2x2 Committee and the Loomis 65 (Turtle Island) representatives on April 16th to discuss the alignment of the Diversion Line through that property and the anticipated schedule for the project. The CEQA documentation for the pipeline is scheduled to be completed in May.

System Evaluation and Capacity Assurance Plan (SECAP)
The System Evaluation and Capacity Assurance Plan is complete and is being presented to the Board at this board meeting.

High Risk Facilities (HRF) Program
Staff plans to conduct a comprehensive risk assessment of District facilities using a software tool to leverage the information available in District databases. The results will allow staff to prioritize planned improvements according to risk and develop a long-term capital improvement program.
Staff has purchased the InfoMaster software tool and is in the process of entering asset information to conduct the risk analysis. The results of the HRF Program are scheduled to be completed in May and will be used to support the efforts of the fee committee and the Board to appropriately define District rates.

Foothill Trunk Sewer Upsizing Project

Water Works Engineers (WWE) and their sub-consultants have submitted the project's Initial Study / Mitigated Negative Declaration (IS/MND). Staff is currently reviewing the IS/MND to provide comment. Staff is working with WWE on Phase II of the design of the project, which includes 90% design submittals, 100% design submittals, final bid documents, and final field studies and environmental permitting.

Construction of this project is planned for spring of 2016 to provide sufficient time for design, public outreach, environmental documentation, and scheduling of construction during the dry season.

Loomis 10-Inch CIPP Project

The contractor (SAK Construction) completed field work of the CIPP installation and manhole seals on April 15th. The project was very successful and resulted in a high-quality pipeline product that will extend the service life of the 10-inch trunk sewer. Staff is now processing the supporting documentation for invoices and closing out the project.