



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

April 2, 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 11]

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 April 2, 2015 meeting

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.

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 FOR THE ARCO AM/PM at Granite Drive & Sierra College [pg 12 to 14]

RECOMMENDATION:

Attached is the Bill of Sale with location map for the following completed project: ARCO AM/PM located on the southwest corner of Sierra College Road and Granite Drive. 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. The project has been completed in accordance with SPMUD standards. All field and administrative items have been addressed to the satisfaction and requirements of SPMUD.

ACTION REQUESTED: (Voice vote)

Motion to Accept a Bill of Sale for Sanitary Sewer Facilities for the ARCO AM/PM at Sierra College and Granite Drive, Rocklin.

2. CONSIDERATION OF A DEFERRED PARTICIPATION AGREEMENT FOR JOHN FOGGY OF THE ROCKLIN ACADEMY [pg 15 to 19]

RECOMMENDATION:

A request to defer payment of Participation fees has been made by John Foggy 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. Staff is recommending that the Board approve this agreement.

ACTION REQUESTED: (Voice vote)

Motion to approve the Deferred Participation Agreement with John Foggy for the Rocklin Academy at 6552 Lonetree Blvd., Rocklin.

3. CONSIDERATION OF 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 [pg 20 to 25]

RECOMMENDATION:

This report provides information regarding an area in Placer County currently outside of the District's service area boundaries. David and Rachelle Brewer wish to construct a home at 2392 Swetzer Road, Penryn, California. (APN 032-171-023-000) and are being required by the Placer County Building Department to connect to the public sewer adjacent to their property. The Brewers must coordinate with the Placer County Local Area Formation Commission (Placer LAFCO) and apply for an Out-of-Area Service Agreement with the District. The service provided would be in accordance with the District's Sewer Use Ordinance 09-02.

ACTION REQUESTED: (Roll call vote)

- 1. Adopt the attached Resolution authorizing the General Manager to apply with Placer LAFCO for an Out-of-Area Service Agreement.**
- 2. Authorize the General Manager to execute said Out-of-Area Service Agreement for the provision of sewer collections services for APN 032-171-023-000.**

4. CONSIDERATION OF 2013-17 STRATEGIC PLAN, SEMI-ANNUAL REPORT CARD [pg 26 to 35]

RECOMMENDATION:

The 2013-17 Strategic Plan established the blueprint for the District's current activities and response to future activities and changing priorities. A summary of the Key Areas and Goals are included with the report. Staff routinely evaluates and measures the progress toward achieving or completing the desired goals. The semi-annual report included as Attachment 2 is a report card ending the 2nd Quarter of the current fiscal year (FY 2014-15). As indicated in the Report Card, the District has made considerable progress on meeting its goals, particularly with the high-priority, technology- related projects.

ACTION REQUESTED: (Voice vote)

Staff recommends that the Board of Directors receive this Semi-Annual Report Card on the progress toward meeting the Strategic Plan Goals and Objectives

VII. REPORTS

[pg 36 to 41]

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 May 7, 2015 at 4:30 p.m.

**BOARD MINUTES
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

Meeting	Location	Date	Time
Regular	District Office	March 5, 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 |
| Absent: | Jerry Mitchell |
| 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 |
| Others: | None |

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

IV. CONSENT ITEMS:

1. MINUTES from the February 5, 2015 Regular Board Meeting.
2. ACCOUNTS PAYABLE in the amount of \$2,208,967.57 through February 28, 2015.
3. MONTHLY INVESTMENT REPORT in the total amount of \$45,750,564.54 through February 28, 2015.

Director Williams made a motion to approve all items on the consent calendar, a second was made by Director Dickinson and the motion carried 5-0.

V. PUBLIC COMMENTS:

President Murdock opened the Public Comments, hearing none the public comments were closed.

VI. BOARD BUSINESS:

1. CONSIDERATION OF ACCEPTANCE OF BILL OF SALE

District Engineer Nielsen reported that improvements had been completed at the Avalon Subdivision Phase 2 and that the Bill of Sale was ready for acceptance - The project is a 46 EDU single-family residential development located in Rocklin between Rocklin Road, Autumn Crossing Lane and Grove Street. The development includes 46 sewer connections, 11 manholes and 1541 linear feet of sanitary sewer pipe. Director Williams made a motion to accept the Bill of Sale, a second was made by Director Markey the motion carried 5-0.

2. CONSIDERATION OF SPMUD WEBSITE OVERVIEW REPORT

Administrative Services Manager Belanger reported that enhancements had been made to the Districts website. A short presentation of the site upgrades were demonstrated for the Board. A demonstrational video which showcases field operation crews maintaining a manhole was also presented. A short discussion followed regarding the improved website.

VII. REPORTS:

1. District Legal Counsel (A. Brown): Legal Counsel Brown reported that he continues to work with the General Manager to review District Policies and necessary revisions for the Boards approval. He stated that he would provide further comments during the scheduled Closed Session.

2. General Manager (H.Niederberger):

A. ASD, FSD & TSD Reports: GM 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.

GM 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 the Fee & Finance Committee meeting was scheduled for March 9, 2015. GM Niederberger reported that staff and two members of the Board would be attending the "State of The City" Chamber of Rocklin event on March 6, 2015.

B. Information Items: No further information was reported.

3. Directors Comments: There were no Director comments.

VIII. CLOSED SESSION

At 4:50 p.m. the Board convened into Closed Session, for a conference with Legal Counsel regarding anticipated litigation: Significant Exposure to litigation pursuant to subdivision (b) of Section 54956.9, Claim by Kim and Frank Godfrey.

At 5:15 p.m. Legal Counsel Brown reported out of Closed Session that the Board had held a discussion regarding the Claim and after deliberation had rejected the claim.

IX. ADJOURNMENT

The meeting was adjourned at 5:17 p.m. to the next regularly scheduled meeting on April 2, 2015 at 4:30 p.m.



Joanna Belanger
Board Secretary



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 03/01/2015 - 03/27/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1087	Dawson Oil Co.	03/02/2015	Regular	0.00	2,251.62	5785
1093	DMG Lawn Maintenance	03/02/2015	Regular	0.00	325.00	5786
1131	Granite Business Printing	03/02/2015	Regular	0.00	494.50	5787
1141	Home Depot Credit Service	03/02/2015	Regular	0.00	687.53	5788
1486	Jane Scapparo	03/02/2015	Regular	0.00	102.00	5789
1207	Municipal Maintenance Equipment	03/02/2015	Regular	0.00	53.54	5790
1221	PG&E	03/02/2015	Regular	0.00	3,412.03	5791
1252	Ramos Environmental	03/02/2015	Regular	0.00	34.56	5792
1253	Recology Auburn Placer	03/02/2015	Regular	0.00	297.02	5793
1287	Sierra Safety	03/02/2015	Regular	0.00	1,213.51	5794
1299	Staples Contract & Commercial	03/02/2015	Regular	0.00	879.64	5795
1310	TecData Inc.	03/02/2015	Regular	0.00	1,534.94	5796
1022	AT&T	03/05/2015	Regular	0.00	46.78	5804
1004	AT&T	03/05/2015	Regular	0.00	63.55	5805
1070	Clean It Janitorial Service LLC	03/05/2015	Regular	0.00	459.00	5806
1094	Donald S. Wilson	03/05/2015	Regular	0.00	250.00	5807
1108	Everything Radios, Inc.	03/05/2015	Regular	0.00	230.00	5808
1110	Fastenal	03/05/2015	Regular	0.00	25.41	5809
1340	Grainger	03/05/2015	Regular	0.00	82.04	5810
1480	Herb Niederberger	03/05/2015	Regular	0.00	35.62	5811
1174	KBA Docusys, Inc.	03/05/2015	Regular	0.00	390.11	5812
1218	PCWA	03/05/2015	Regular	0.00	97.15	5813
1473	Pitney Bowes - Purchase Power	03/05/2015	Regular	0.00	370.99	5814
1251	Railroad Management Co., LLC.	03/05/2015	Regular	0.00	175.00	5815
1487	RJA Heating & Air, Inc.	03/05/2015	Regular	0.00	380.00	5816
1266	Rocklin Hydraulics	03/05/2015	Regular	0.00	40.21	5817
1268	Rocklin Windustrial Co.	03/05/2015	Regular	0.00	357.06	5818
1299	Staples Contract & Commercial	03/05/2015	Regular	0.00	173.15	5819
1327	US Bank Corporate Payment	03/05/2015	Regular	0.00	5,617.78	5820
	Void	03/05/2015	Regular	0.00	0.00	5821
1343	Water Works Engineers, LLC	03/05/2015	Regular	0.00	18,548.38	5822
1128	Golden 1 Credit Union	03/10/2015	Regular	0.00	831.36	5824
1022	AT&T	03/12/2015	Regular	0.00	186.74	5833
1004	AT&T	03/12/2015	Regular	0.00	9.12	5834
1023	AT&T	03/12/2015	Regular	0.00	37.25	5835
1026	AUS Sacramento MC Lockbox	03/12/2015	Regular	0.00	1,013.12	5836
1488	Campbell Keller	03/12/2015	Regular	0.00	458.43	5837
1056	Capitol Architectural Products	03/12/2015	Regular	0.00	283.00	5838
1058	Carquest Auto Parts	03/12/2015	Regular	0.00	285.76	5839
1479	Discount Metal Panels, Inc.	03/12/2015	Regular	0.00	1,365.26	5840
1113	Ferguson Enterprises, Inc. 1423	03/12/2015	Regular	0.00	1,964.42	5841
1123	Gladding McBean	03/12/2015	Regular	0.00	1,554.63	5842
1126	Gold Country Tractors, Inc.	03/12/2015	Regular	0.00	6,581.15	5843
1480	Herb Niederberger	03/12/2015	Regular	0.00	231.11	5844
1139	Hill Rivkins Brown & Associates	03/12/2015	Regular	0.00	3,588.00	5845
1146	InSight Mobile Data Inc.	03/12/2015	Regular	0.00	330.00	5846
1165	John Deere Landscapes, Inc.	03/12/2015	Regular	0.00	75.24	5847
1171	Johnson Petroleum Construction	03/12/2015	Regular	0.00	325.70	5848
1173	KBA Docusys	03/12/2015	Regular	0.00	178.06	5849
1207	Municipal Maintenance Equipment	03/12/2015	Regular	0.00	86.73	5850
1211	Noble Image, Inc.	03/12/2015	Regular	0.00	66.00	5851
1218	PCWA	03/12/2015	Regular	0.00	619.21	5852
1232	Pitney Bowes, Inc.	03/12/2015	Regular	0.00	40.83	5853
1244	Preferred Alliance	03/12/2015	Regular	0.00	160.72	5854

Check Report

Date Range: 03/01/2015 - 03/27/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1250	RadioShack Corporation	03/12/2015	Regular	0.00	16.11	5855
1270	Rootx	03/12/2015	Regular	0.00	794.49	5856
1333	SPOK, Inc.	03/12/2015	Regular	0.00	26.38	5857
1299	Staples Contract & Commercial	03/12/2015	Regular	0.00	71.77	5858
1475	Van Erp, Petersen & Babcock, LLP	03/12/2015	Regular	0.00	800.00	5859
1338	Verizon Wireless	03/12/2015	Regular	0.00	335.77	5860
1345	WECO	03/12/2015	Regular	0.00	863.31	5861
1068	City of Roseville	03/17/2015	Regular	0.00	241,191.16	5862
1073	Consolidated Communications	03/17/2015	Regular	0.00	842.21	5863
1110	Fastenal	03/17/2015	Regular	0.00	136.74	5864
1113	Ferguson Enterprises, Inc. 1423	03/17/2015	Regular	0.00	1,920.04	5865
1340	Grainger	03/17/2015	Regular	0.00	83.11	5866
1143	Inch's Tooling & Machining	03/17/2015	Regular	0.00	150.00	5867
1199	Meek's Lumber & Hardware	03/17/2015	Regular	0.00	133.57	5868
1280	SAM's Club/Synchrony Bank	03/17/2015	Regular	0.00	297.35	5869
1297	Stanley Convergent Security Solutions, Inc.	03/17/2015	Regular	0.00	409.54	5870
1299	Staples Contract & Commercial	03/17/2015	Regular	0.00	480.45	5871
1305	Sunbelt Rentals, Inc.	03/17/2015	Regular	0.00	227.64	5872
1306	Superior Equipment Repair	03/17/2015	Regular	0.00	23.65	5873
1306	Superior Equipment Repair	03/17/2015	Regular	0.00	-23.65	5873
1325	Tyler Technologies, Inc.	03/17/2015	Regular	0.00	400.00	5874
1021	ARC	03/23/2015	Regular	0.00	108.64	5881
1080	CWEA	03/23/2015	Regular	0.00	156.00	5882
1340	Grainger	03/23/2015	Regular	0.00	260.13	5883
1141	Home Depot Credit Service	03/23/2015	Regular	0.00	263.55	5884
1199	Meek's Lumber & Hardware	03/23/2015	Regular	0.00	8.86	5885
1218	PCWA	03/23/2015	Regular	0.00	555.38	5886
1233	Placer County Environmental Health	03/23/2015	Regular	0.00	1,353.00	5887
1253	Recology Auburn Placer	03/23/2015	Regular	0.00	368.21	5888
1266	Rocklin Hydraulics	03/23/2015	Regular	0.00	626.26	5889
1268	Rocklin Windustrial Co.	03/23/2015	Regular	0.00	35.49	5890
1287	Sierra Safety	03/23/2015	Regular	0.00	140.05	5891
1288	Solon Fire Control	03/23/2015	Regular	0.00	703.09	5892
1291	Special District Risk Management Authority	03/23/2015	Regular	0.00	12,893.00	5893
1306	Superior Equipment Repair	03/23/2015	Regular	0.00	697.40	5894
1489	Travelers Casualty and Surety Company of Americ	03/23/2015	Regular	0.00	26,522.10	5895
1363	Travis Wilson	03/23/2015	Regular	0.00	416.00	5896
1332	USA Blue Book	03/23/2015	Regular	0.00	380.66	5897
1045	Cal Pers 457 Plan (EFT)	03/13/2015	Bank Draft	0.00	500.00	DFT0001104
1135	Mass Mutual (EFT)	03/13/2015	Bank Draft	0.00	4,575.00	DFT0001105
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	147.25	DFT0001106
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	275.68	DFT0001107
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	575.21	DFT0001108
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	3,445.85	DFT0001109
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	7,189.32	DFT0001110
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	962.23	DFT0001111
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	1,516.46	DFT0001112
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	631.55	DFT0001113
1229	Pers (EFT)	03/13/2015	Bank Draft	0.00	631.55	DFT0001114
1149	Internal Revenue Service	03/13/2015	Bank Draft	0.00	9,034.98	DFT0001115
1098	EDD (EFT)	03/13/2015	Bank Draft	0.00	2,633.64	DFT0001116
1098	EDD (EFT)	03/13/2015	Bank Draft	0.00	700.63	DFT0001117
1149	Internal Revenue Service	03/13/2015	Bank Draft	0.00	2,113.06	DFT0001118

Check Report

Date Range: 03/01/2015 - 03/27/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1149	Internal Revenue Service	03/13/2015	Bank Draft	0.00	7,650.63	DFT0001119

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	134	90	0.00	353,591.07
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-23.65
Bank Drafts	16	16	0.00	42,583.04
EFT's	0	0	0.00	0.00
	150	108	0.00	396,150.46

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	3/2015	396,150.46
			<u>396,150.46</u>

MONTHLY INVESTMENT REPORT

**SOUTH PLACER MUNICIPAL
UTILITY DISTRICT**

Local Agency Investment Fund As of March 27, 2015	\$10,506,515.00
Average Interest for Month Ended December 31, 2014	0.25%
Placer County Treasury As of February 28, 2015	\$34,996,869.95
Effective Rate of Return for Month Ended February 28, 2015	0.89 %
Checking Account Balance (U.S. Bank) As of March 27, 2015	\$1,019,745.73

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

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Eric Nielsen, District Engineer

Cc: Carie Huff, Engineering Technician II

Subject: Acceptance of the Bill of Sale for Sewer Improvements within the ARCO AM/PM in Rocklin

Meeting Date: April 2, 2015

Overview

The ARCO AM/PM is located in Rocklin on the southwest corner of Sierra College Road and Granite Drive. The ARCO AM/PM consists of a gas station, retail center and carwash for a total of 10.02 EDU's. The ARCO AM/PM improvements include the following infrastructure:

- Installation of twenty (20) linear feet of sanitary sewer pipe;
- Installation of one (1) manhole.

Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the ARCO AM/PM.

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 \$6,300.

Attachments:

1. Bill of Sale
2. Map – ARCO AM/PM

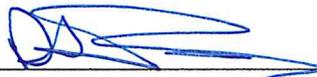
BILL OF SALE

G&H Bains, 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 ARCO AM/PM station located at 4280 Sierra College, Rocklin, CA

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 3/10/15

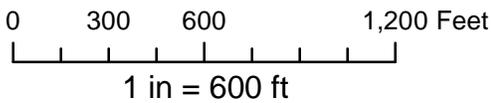
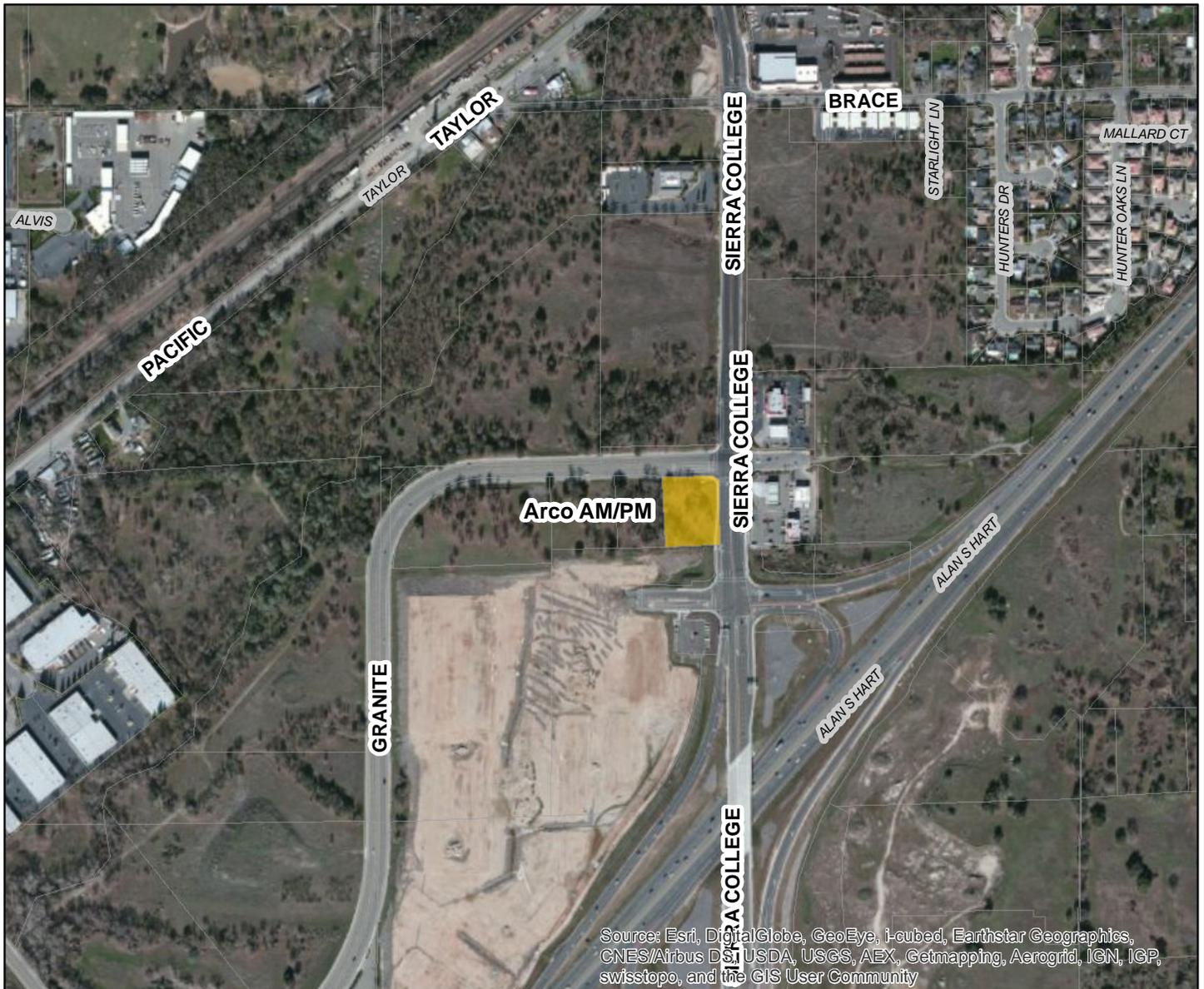
By: (Developer/Owner)



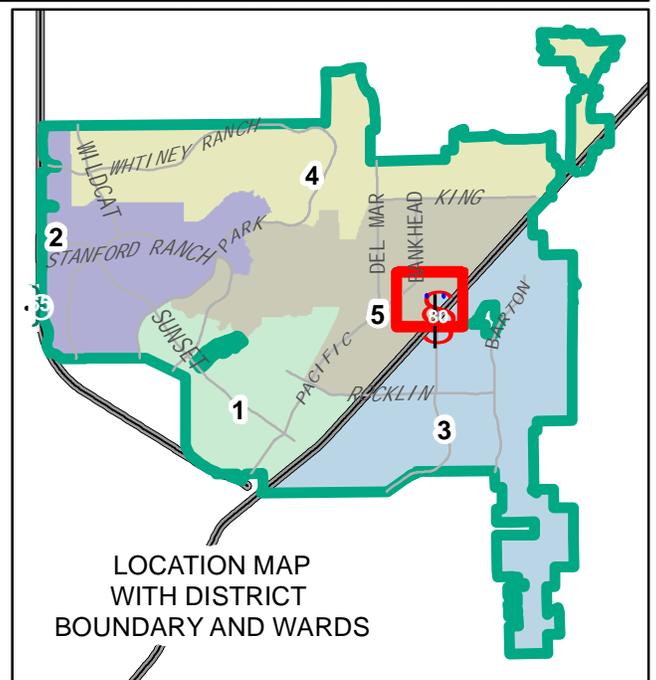
Signature

Daljit Bains

Name (Please Type or Print)



Arco Am/PM - Rocklin
 4280 Sierra College Blvd.
 10.02 Commercial EDUs



Date: 3/16/2015

Author: Aaron Moore

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

**AGREEMENT TO DEFER PAYMENT OF PARTICIPATION FEES
 BETWEEN
 SOUTH PLACER MUNICIPAL UTILITY DISTRICT
 AND
 JOHN FOGGY**

This agreement to defer payment of participation fees commences on the 3rd day of April 2015 between SOUTH PLACER MUNICIPAL UTILITY DISTRICT (SPMUD), a public agency and John Foggy (FOGGY).

FOGGY's property is located within the City of Rocklin, County of Placer, State of California lying within the boundaries of SPMUD at 6552 Lonetree Blvd (APN 365-310-025-000; see Attachment A).

FOGGY has performed tenant improvements which changed the use of the building space resulting in additional Equivalent Dwelling Units (EDU's) and related Participation fees. The building space initially was calculated to be 7.69 EDU's, which now serves as a credit. The change in use increased the EDU total to 15.38. Participation Fees are due on the difference.

$$15.38 \text{ EDU's} - 7.69 \text{ EDU's} = 7.69 \text{ EDU's} \times \$9157.00 \text{ (rate/EDU currently in effect)} = \$70,417.33$$

FOGGY has made a formal request (Attachment B) and has met the qualifying criteria for deferred payment of participation fees, in accordance with SPMUD Resolution 13-08 (Attachment C).

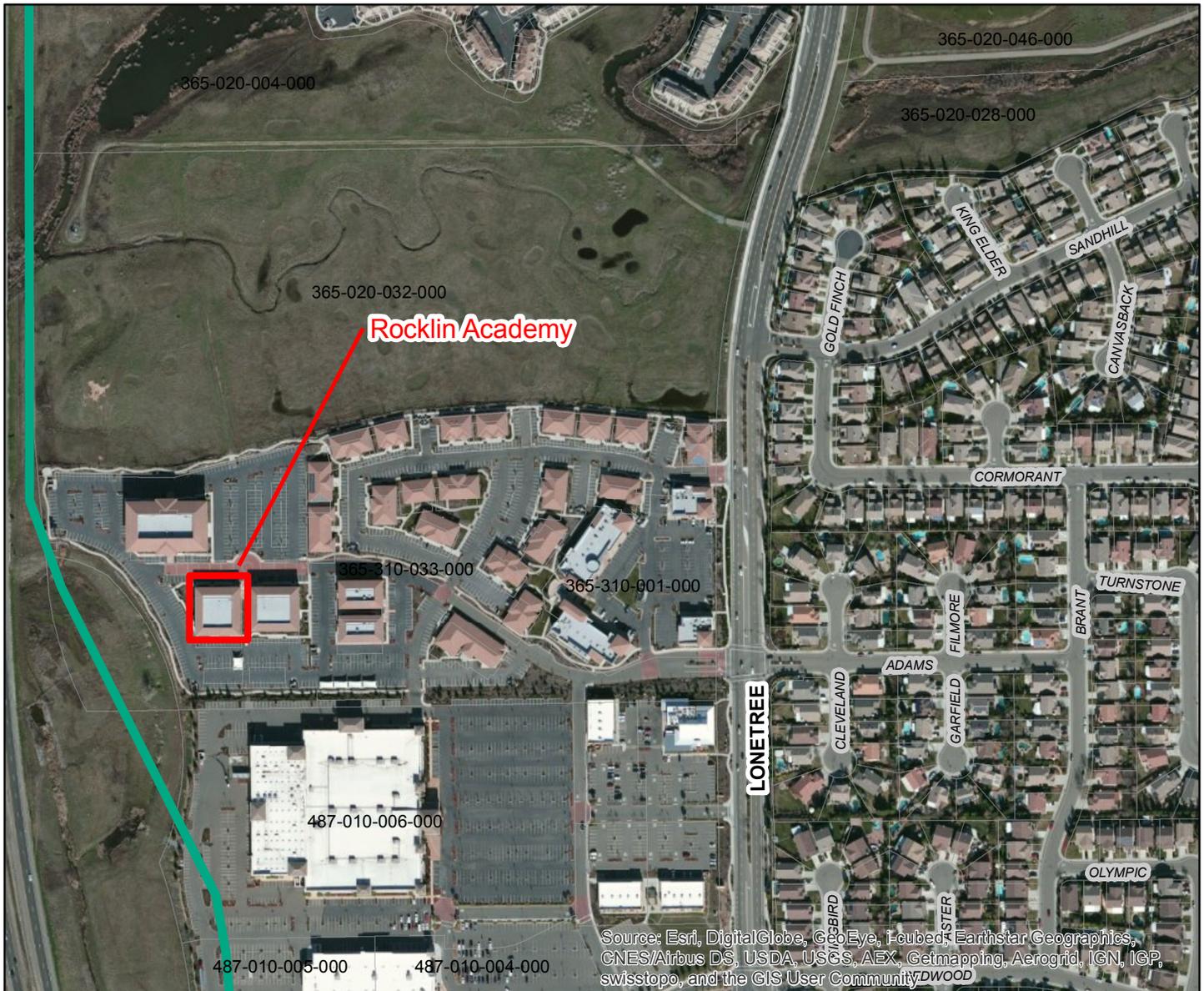
SPMUD and FOGGY agree to a Participation Fee Deferment plan as follows:

Balance Due: \$70,417.33 at 4.667% (see Res.13-08) interest over five years. Deferment Plan shall be 20 equal payments made quarterly in the amount of \$3968.03. The total paid will be \$79,360.60 with a total interest paid of \$8943.34.

Payments shall be made on or before the 5th day of the months of April, July, October and January for a total of twenty payments.

FOGGY understands this agreement will be recorded and authorizes the SPMUD to impose a lien on the property served in the event of default or non-payment of any installment payment when due. This lien will be removed by the SPMUD following complete payment of the participation fees and any other fees related to default or non-payment.

South Placer Municipal Utility District	JOHN FOGGY
Signature: _____	Signature: _____
Title: _____	Title: _____
Date: ____/____/____	Date: ____/____/____



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

0 200 400 Feet
 1 in = 400 ft



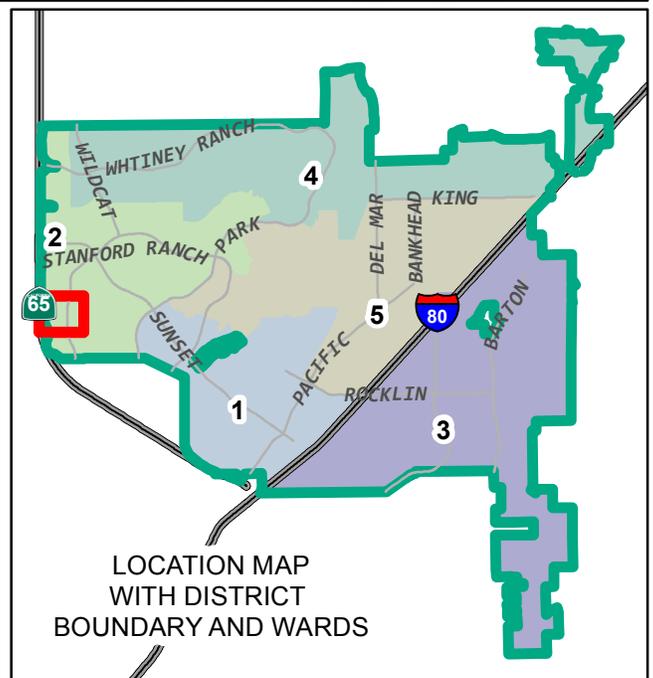
Attachment A Deferred Payment of Participation Fees For Rocklin Academy

**6552 Lonetree Blvd.
 365-310-025-000**

Date: 3/23/2015

Author: Aaron Moore

Document Path: G:\spmud_gis\mxd\Aaron\Deferred Payment\Rocklin Academy 6552 Lonetree.mxd



ATTACHMENT B

JOHN S. FOGGY
ROCKLIN 65, LLC
333 Valencia Street, #300
San Francisco, California 94103
Phone: 415-621-3131 Fax: 415-621-8181
Email: Foggy1wf@comcast.net

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

Re: Request for Deferred Payment Arrangement

Dear Mr. Niederberger,

We are in the process of performing the construction work at 6552 Lonetree Blvd in Rocklin, California (APN 365-310-025-000) under Conditional Use Report, U-2014-0002. We recently received notice (see attached) from SPMUD that an additional participation fee is due of \$70,417.33 for the project, which poses a real hardship for us. The work is being performed for the Rocklin Academy School to move into the premises. We do not have this additional money in our Project Budget and are requesting a deferred payment arrangement plan over Five Years with 20 equal quarterly payments, as outlined in South Placer Municipal Utility District Resolution 13-08, as we do not have enough time to raise the additional capital to pay the fees at this time.

I would appreciate your considering this request and sending me the necessary additional paperwork to complete.

Thank you very much for your consideration and courtesies.

Very truly yours,



John S. Foggy

Copy: Phil Spears, Rocklin Academy
Carie Huff, SPMUD

ATTACHMENT C

SOUTH PLACER MUNICIPAL UTILITY DISTRICT RESOLUTION 13-08

A RESOLUTION AMENDING RESOLUTION 97-9, DISTRICT POLICY REGARDING DEFERRED PAYMENT(S) OF PARTICIPATION CHARGES IN CERTAIN CASES

WHEREAS, (1): South Placer Municipal Utility District's policy regarding deferred payment(s) of Participation Charges was established by Resolution 97-9, and

WHEREAS, (2): The District desires to amend its policy to include qualifying criteria and changes to conditions, and

WHEREAS, (3): The original Resolution 97-9 is attached as Exhibit 'A', now be it:

RESOLVED, (a): The District hereby amends its policy regarding deferred payment(s) of participation charges in certain cases

RESOLVED, (b): In order to qualify for the Participation Fee Deferral Program, a project must meet one of the following criteria:

1. Existing commercial or industrial businesses relocating within the District, expanding facilities or changing use in a way that additional Participation Fees are due the District, where a hardship can be demonstrated, as determined by the General Manager.
2. New commercial or industrial projects where the public entity having jurisdiction over land-use planning or building has acted to permit deferred payments of any fees, charges or other incentives and found that such commercial or industrial concern will provide an economic community benefit.
3. Single-family residential home where a hardship can be demonstrated, as determined by the General Manager.

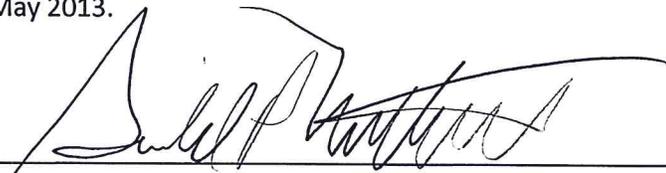
RESOLVED, (c): The applicant for sewer services for any project(s) in the district that qualifies may request, and the district may consider, the Participation fees which would be due to the District be paid through a deferred payment plan in accordance with the following conditions:

1. This policy applies to single parcel ownership.
2. The proposed usage shall be known, with no estimates for density or usage.
3. Applicant shall enter into a deferred payment agreement with the District.

4. No deferred payment agreement shall be in excess of five (5) years for commercial and industrial projects and one (1) year for residential projects.
5. Deferred payment agreements are non-transferrable.
6. The District shall charge interest on the amount of Participation fees deferred at one percent (1%) per annum over the current South Placer Wastewater Authority Revenue Bond interest rate.
7. Any such deferment payment agreement shall be recorded and shall contain a provision authorizing the District to impose a lien on the property served in the event of default or non-payment of any installment payment when due.
8. Prior to the approval of any deferred payment agreement in excess of five (5) Equivalent Dwelling Units (EDU's), the General Manager shall submit a written report to the Board of Directors, for approval, setting forth the potential income to the District by way of service charges and shall set forth the expected potential expense to the District in rendering sewer service to the project.
9. The General Manager has the discretion to approve or deny any request for a deferred payment plan. The General Manager's decision may be appealed to the Board of Directors.

RESOLVED, (d): This resolution may be modified, altered or amended at any time by the Board of Directors and shall be effective from and after the date of adoption.

RESOLUTION ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 2nd day of May 2013.

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

Attest: 
Charles Clark, Board Secretary

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Sam Rose, Assistant Superintendent
Eric Nielsen, District Engineer

Subject: Out-of-Area Service Agreement (Brewer) and LAFCO Resolution for Application

Meeting Date: April 2, 2015

Overview

The installation of the Upper Antelope Creek Sewer Project in Swetzer Road connected remote service areas of the South Placer Municipal Utility District and traversed an area in Placer County currently outside the District's service area boundaries. David and Rachelle Brewer wish to construct a home at 2392 Swetzer Road, Penryn, California. (APN 032-171-023-000) and are being required by the Placer County Building Department to connect to the public sewer adjacent to their property. Because the property is currently located outside the District's service area boundaries, the Brewers must coordinate with Placer County Local Area Formation Commission (Placer LAFCO) and apply for an Out-of-Area Service Agreement with the District. The service provided would be in accordance with the District's Sewer Use Ordinance 09-02.

The annexation process was considered, but it is a lengthy process and Placer LAFCO would rather not annex a parcel that is an island, not adjacent to current service area boundaries. At such time as the area surrounding APN 032-171-023-000 is ever annexed to SPMUD or becomes contiguous with the SPMUD Boundary, the property owners will be obligated to pay their fair share of costs of the annexation.

Recommendation

Staff recommends that the Board of Directors:

1. Adopt the attached Resolution authorizing the General Manager to apply with Placer LAFCO for an Out-of-Area Service Agreement.
2. Authorize the General Manager to execute said Out-of-Area Service Agreement for the provision of sewer collections services for APN 032-171-023-000

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1 – Engage Customers to Determine Expectations

Goal 7.1 – Work with Regional Partners and Analyze Growth Opportunities

Fiscal Impact

The property owners are responsible for all the Placer LAFCO processing costs for an Out-of-Area Service Agreement. The cost to the District should be a minimal amount of staff time.

Enc: Resolution No. 15-06 Application with LAFCO for Out of Area Service Agreement with Attachments A and B

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 15-06

**RESOLUTION AUTHORIZING APPLICATION WITH THE PLACER LOCAL
AGENCY FORMATION COMMISSION FOR AN OUT-OF-AGENCY SERVICE
AGREEMENT FOR APN 032-171-023-000**

WHEREAS, the real property proposed to be provided sewer collection and treatment services, identified in the Official Records of the County of Placer at APN 032-171-023-000 (hereinafter the “Property”), is located outside the exterior boundaries of the South Placer Municipal Utility District (the “District”), and is uninhabited; and

WHEREAS, the record owners of the Property desire to have sewer service provided by the District in order to construct residence thereon; and

WHEREAS a description of the boundaries of the Property is set forth in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, Section 56133 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq) allows for provision of services outside of the District boundaries if said property is within the District’s sphere of influence; and

WHEREAS, the District desires to initiate proceedings with the Placer County Local Agency Formation Commission pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, to provide sewer services outside of the District’s boundaries for the Property through an Out-of Area Service Agreement; and

WHEREAS, the reason for the proposed extension of services is to provide sewage disposal services for a residence and the District is the only public suitable for providing said sewage disposal services to the Property; and

WHEREAS, this proposal is within and consistent with the sphere of influence of the District; and

WHEREAS, a plan for providing services has been prepared in accordance with Government Code Section 56653 and is attached hereto as Exhibit Band incorporated by

reference herein; and

WHEREAS, said Property shall be annexed into the District if and when adjacent properties are annexed into the District.

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

1. This Resolution of Application is hereby adopted and approved, and the Placer County Local Agency Formation Commission is hereby requested to approve an Out of Area Service Agreement according to the terms and conditions stated herein, all in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and
2. The District General Manager is authorized to execute an Out-of Area Service Agreement and such other ancillary documents as may be required by the Placer County Local Agency Formation Commission to effectuate the purposes of this Resolution

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 2nd day of April 2015.

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

Attest: _____
Joanna Belanger, Board Secretary

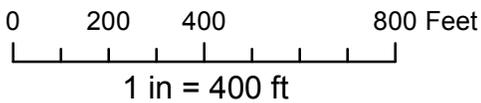
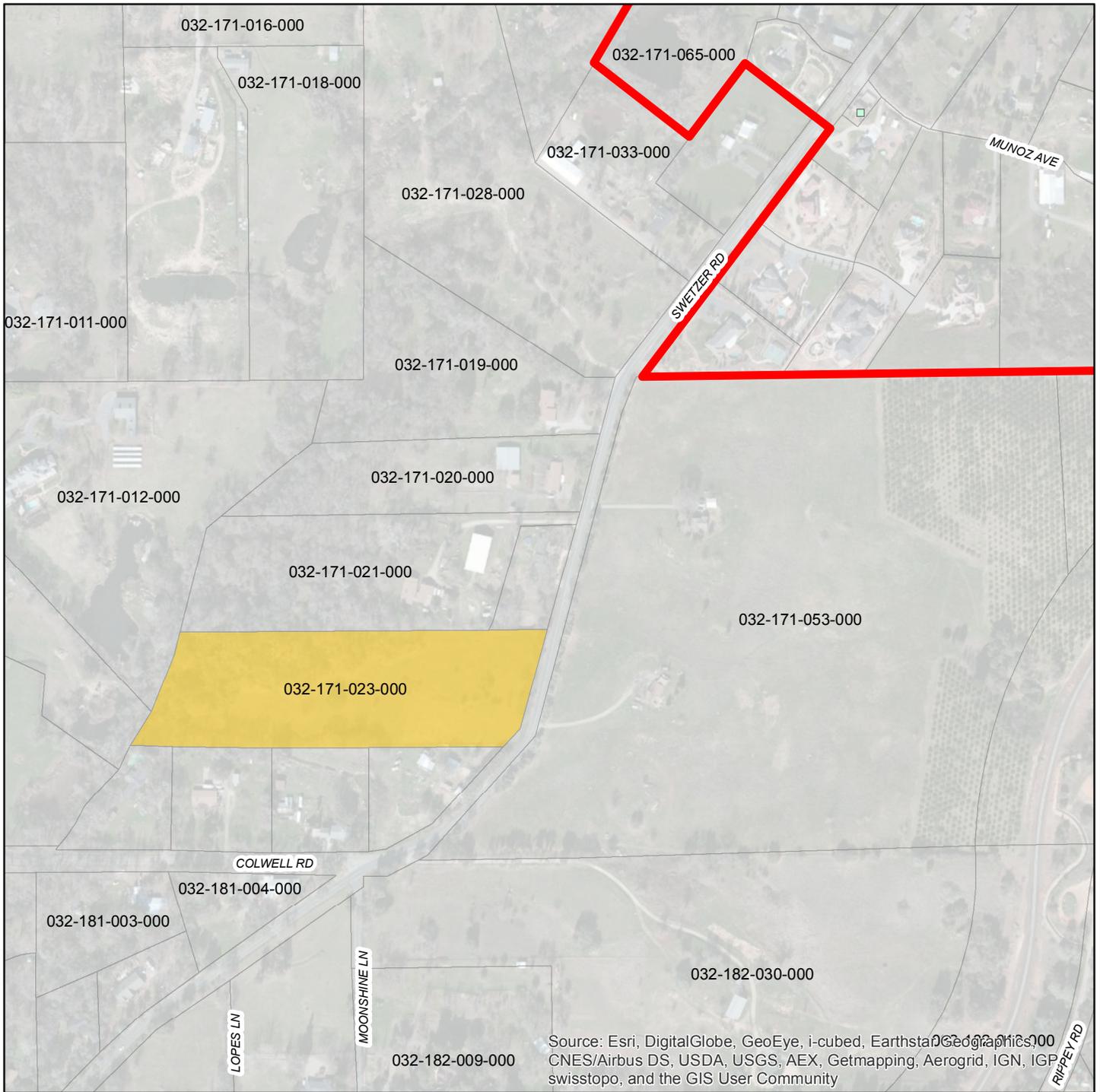


Exhibit A

Date: 2/26/2015

Author: Eric Nielsen

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Legend

 SPMUD Boundary

Plan for Providing Sewer Services to APN 032-171-023-000

Government Code Section 56653.

- (a) If a proposal for a change of organization or reorganization is submitted pursuant to this part, the applicant shall submit a plan for providing services within the affected territory.*
- (b) The plan for providing services shall include all of the following information and any additional information required by the commission or the executive officer:*

(1) An enumeration and description of the services to be extended to the affected territory.

- a. Sanitary Sewer Collection Service – collection of sewage from the building and transportation, via pipes, to the treatment facility.
- b. Sanitary Sewer Treatment Service (disposal) via the City of Roseville’s Dry Creek Waste Water Treatment Plant (WWTP)

(2) The level and range of those services.

Services provided include collection, transportation and treatment, as well as 24-hour emergency services related to sewer problems.

(3) An indication of when those services can feasibly be extended to the affected territory.

The sewer utility is readily available for connection. The District owns and operates an 8-inch trunk sewer pipe that is located in Swetzer Road, which abuts the property being served (see Exhibit A).

(4) An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local

In order to connect to the District’s facilities the owner is required to construct, at his/her expense, the building sewer for the dwelling. All work shall be in accordance with District’s Ordinance 09-02 and District Standard Specifications.

(5) Information with respect to how those services will be financed.

Monthly service fees, collected from those connected to the District’s sewer system, cover the cost of services provided. All applicable District fees, including but not limited to, Connection and Inspection fees must be received by the District prior to connection.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Jody Allen, Superintendent
Sam Rose, Assistant Superintendent
Eric Nielsen, District Engineer
Joanna Belanger, Administrative Services Manager

Subject: 2013-17 Strategic Plan, Semi-Annual Report Card

Meeting Date: April 2, 2015

Overview

The South Placer Municipal Utility District 2013-17 Strategic Plan, approved by the Board of Directors in September 2013, established the blueprint for the District's current activities and response to future activities and changing priorities. The Strategic Plan confirms the District's Mission, Vision and Core Values as a customer driven utility dedicated to protecting the public health by providing quality sanitary sewer collection service while protecting and preserving our water environment and resources for future generations.

The 2013-17 Strategic Plan includes Key Areas of Focus and Specific Goals that the District plans to accomplish during this planning period. A summary of the Key Areas and Goals are included in Attachment 1 to this report. Staff routinely evaluates and measures the progress toward achieving or completing the desired goals. These outcomes are reported semi-annually to the Board in a Report Card. Included as Attachment 2 is a report card ending the 2nd Quarter of the current fiscal year (FY 2014-15). As indicated in the Report Card, the District has made considerable progress on meeting its goals, particularly with the high-priority, technology-related projects. As the Strategic Plan is intended to be durable and dynamic, staff may in the future propose revisiting the goals and priorities with suggested improvements, consolidations or eliminations.

Recommendation

Staff recommends that the Board of Directors receive this Semi-Annual Report Card on the progress toward meeting the Strategic Plan Goals and Objectives

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Fiscal Impact

There is no direct fiscal impact associated with receiving this report; however individual elements of the work plans carry associated financial impacts that will be quantified prior to any District action.

Attachments:

1. Summary of the Key Areas and Goals
2. Report Card ending 2nd Quarter, FY 2014-15

Attachment 1
General Manager's Report & Recommendation - Strategic Plan 2013-17 Summary

Our Mission (The 3 – P's)

- **PROTECT** public health and the water environment.
- **PROVIDE** efficient and effective sanitary sewer service.
- **PREPARE** for the future.

Our Vision

To be a reliable, efficient, innovative operations and maintenance organization that preserves and prolongs the life of our assets, resulting in sustainable, cost-effective customer services.

Our Core Values

1. **INTEGRITY:** We will be trustworthy, truthful and honest.
2. **STEWARDSHIP:** We will be accountable and committed to responsible management and respect our environment.
3. **SERVICE:** We will be responsive, reliable and respectful; putting the needs of the District and customers first.
4. **QUALITY:** We will be dedicated to continuous improvement.

Key Areas of Focus & Desired Outcomes; Goals & Key Performance Indicators

I. Customer Service:

Provide efficient and effective Sewer service that meets customer and stakeholder expectations.

GOAL 1.1: Engage Customers to determine expectations

GOAL 1.2: Establish and meet Service Level(s) by Department.

GOAL 1.3: Build Business efficiencies.

GOAL 1.4: Improve Communications

Key Performance Indicators

Overall customer satisfaction rate

Customer contact satisfaction rate

II. Watershed Management

Meet or surpass water quality, environmental, regulatory and public health standards, while maintaining the public trust.

GOAL 2.1: Develop High Risk Facilities Master Plan

GOAL 2.2: Maintain Compliance with pertinent regulations

GOAL 2.3: Prevent and mitigate Sewer System Overflows (SSO)

GOAL 2.4: Maintain transparency with all District activities

Key Performance Indicators

Are we in compliance with all Federal, State and Local regulatory requirements?

III. Infrastructure Management

Provide professional, technical, construction and engineering services that ensure the best possible facilities for the District now and in the future.

GOAL 3.1: Plan all projects to ensure adherence to District standards and ordinances

GOAL 3.2: Provide Engineering and Design to optimize the Capital Improvement Program (CIP)

GOAL 3.3: Provide construction management to ensure the best possible facilities for the District

Key Performance Indicators

Through an Annual review process, are District projects and process performing as designed and intended?

IV. Sewer System Maintenance

Maintain and improve the District's infrastructure in a cost effective manner to ensure delivery of reliable, high quality service now and in the future.

GOAL 4.1: *Eliminate SSO's using the most efficient and effective methods and procedures for maintenance of sewer main pipes.*

GOAL 4.2: *Operate and maintain sewer appurtenances to provide functional, reliable, efficient and effective service life.*

GOAL 4.3: *Develop and implement a comprehensive customer service lateral maintenance program.*

GOAL 4.4 *Reduce the impact of HFLS on Collection System Maintenance.*

Key Performance Indicators

Are we in compliance with the State Waste Discharge Requirements (WDR) and have we met all established performance goals?

V. Financial Stability

Manage the District's finances to support district needs and maintain reasonable wastewater rates.

Goal 5.1: *Maintain sufficient Wastewater rates to meet regulatory requirements and customer expectations*

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

Key Performance Indicators

Are wastewater rate increases at or below inflation rates? Are wastewater rates at or below the average of surrounding sanitary sewer agencies?

Has the District's service level been maintained without increased cost to our customers?

VI. Workforce Planning

Ensure ample talent to do the District's work today and tomorrow.

Goal 6.1: *Enhance Professional Development Programs to invest in District employees*

Goal 6.2: *Develop and implement competitive Compensation Programs*

Goal 6.3: *Continuously evaluate the organizational staffing needs for the District*

Key Performance Indicators

Are District employees performing as required by Performance Plans?

Have we had voluntary participation in the Employee Training Programs?

VII. District Growth

Embrace opportunities to grow to provide better protection for our watershed and cost effective service to our customers.

Goal 7.1: *Work with Regional Partners and analyze growth opportunities*

Key Performance Indicators

Has the District maintained open communication with Regional Agencies regarding services the District could provide?

VIII. Information Technology

Evaluate, implement and integrate the various Information Systems that will best support the District's administrative, financial, technical, and field functions.

Goal 8.1: *Develop IT Master Plan*

Goal 8.2: *Evaluate available Technology and Databases*

Goal 8.3: *Select, Implement and Integrate Databases*

Goal 8.4: *Continuously evaluate available technology to ensure efficient programs and processes*

Key Performance Indicators

Has the IT Master Plan been successfully implemented?

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STRATEGIC PLAN FISCAL YEARS 2013-2017**

SEMI-ANNUAL PROGRESS REPORT

6 month Period including 1st and 2nd Quarter FY 2014-15

STATUS LEGEND	
	In Process (Estimated % Complete)
	Completed
	Ongoing - Meeting Goal = (+) Not Meeting Goal = (-)
	Not scheduled to begin yet
	Delayed

I. Customer Service - Provide efficient and effective sewer service that meet customer and stakeholder expectations

Goal 1.1 - Engage Customers to determine expectations

- jb **Objective A** - Develop /Implement a tracking system by type of customer
- jb **Objective B** - Redesign Website for better communication with stakeholders and customers

Goal 1.2 - Establish and meet Service Levels by Type of Customer

- JA **Objective A** - Establish service level areas / categories by Department
- JA **Objective B** - Train staff on service level expectations
- JA **Objective C** - Develop method to ensure service levels are adequate

Goal 1.3 - Build Business efficiencies

- jb **Objective A** - Review and standardize Purchasing Policies and Practices
- jb **Objective B** - Develop ability to accept credit cards over the phone, via the web and in the office
- GG **Objective C** - Utilize GPS vehicle data to maximize vehicle lifecycles
- JA **Objective D** - Evaluate usage of card reader for fuel station
- jb **Objective E** - Standardize meeting formats and materials
- jb **Objective F** - Standardize electronic filing protocol
- jb **Objective G** - Establish paperless practices
- jb **Objective H** - Standardize File naming conventions
- jb **Objective I** - Review Payroll and Time Entry processes

Goal 1.4 - Improve Communications

- jb **Objective A** - Add Email contact information for customers to enhance communications
- jb **Objective B** - Establish Departmental communication protocols
- jb **Objective C** - Evaluate Telephone Technology
- jb **Objective D** - Evaluate Radio Technology
- jb **Objective E** - Investigate other technology for business communications

Projected Fiscal Year	April 14	Sept. 14	April 15
FY16			
FY15	30%	65%	
FY15	25%	30%	30%
	+	+	5%
	+	+	5%
FY14	40%	60%	80%
FY13			
FY15		10%	10%
FY15	15%	No	
FY15	30%	40%	50%
FY15	30%	40%	50%
	+	+	+
FY15			25%
FY14	50%		
FY16			+
FY15			25%
FY15	15%	15%	75%
FY15			
FY15		+	+

EN	Objective F - Improve Relationships with other Agencies for the Permitting Process	FY14	70%	75%	80%
2. Watershed Management - Meet or surpass environmental, regulatory and public health standards, while maintaining public trust		Projected Fiscal Year	April 14	Sept. 14	April 15
	<u>Goal 2.1 - Develop High Risk Facilities Master Plan</u>				
GG	Objective A - Document High Risk Facilities (HRF)	FY15	+	+	80%
JA	Objective B - Prioritize High Risk Facilities by probability and risk	FY15		5%	30%
JA	Objective C - Develop SSO Mitigation measures for each High Risk Facility	FY15		5%	5%
JA	Objective D - Identify improvement measures for each High Risk Facility	FY15			
JA	Objective E - Produce written High Risk Facilities Master Plan	FY15			
	<u>Goal 2.2 - Maintain Compliance with Pertinent Regulations</u>				
JA	Objective A - Identify and compile all applicable regulations that affect the operations & maintenance of the sewer system				
	1 - Federal Laws and Regulations		75%	80%	-
	2 - State Laws and Regulations				-
	3 - Placer County Laws and Regulations		+	+	-
	4 - City of Rocklin, Town of Loomis and City of Roseville Laws and Regulations		+	+	-
	5 - South Placer Wastewater Authority Agreements and Regulations		+	+	-
JA	Objective B - Establish departmental accountability for assurance of regulatory compliance	FY15		10%	10%
JA	Objective C - Flag regulatory changes that impact costs		+	+	+
	<u>Goal 2.3 - Prevent and mitigate Sewer System Overflows</u>				
GG	Objective A - Continuously evaluate and improve upon field processes		+	+	+
SR	Objective B - Continuously evaluate and improve upon SSO - Emergency Response Plan (SSO-ERP)	FY14	+	+	+
SR	Objective C - Ensure SSO - Emergency Response (ERP) training is performed in accordance with SSMP	FY14	+	+	+
JA	Objective D - Participate in CWEA and other Agency coordination/training		+	+	+
SR	Objective E - Explore Emergency Response Coordination with Regional Agencies	FY17			
	<u>Goal 2.4 - Maintain transparency with all District activities</u>				
jb	Objective A - Post District activities and Public Information on the website		+	+	+
jb	Objective B - Post improved information on website (Annual reports, Maint. activities, FOG Programs, Strategic Planning Info. etc.)		+	+	+
jb	Objective C - Create and post "Annual Report Card" of District activities		+	+	+
jb	Objective D - Perform additional Outreach within the Communities		+	+	+

		Projected Fiscal Year	April 14	Sept. 14	April 15
3. Infrastructure Management - Provide professional, technical, construction and engineering services that ensure the best possible facilities for the District now and in the future.					
Goal 3.1 - Process all projects in a timely manner and ensure the best possible facilities for the District					
EN	Objective A - Plan Check Development projects to ensure adherence to District standards & ordinances	FY14	+	+	+
EN	Objective B - Respond to Plan Check and Will-Serve requests in 10 working days with 95% success rate	FY14	-	-	+
Goal 3.2 - Provide Engineering and Design to optimize the Capital Improvement Program (CIP)					
EN	Objective A - Design Capital Improvement Projects to minimize lifecycle costs of District Assets	FY15			10%
EN	Objective B - Update Master Plan, including System Flow Model by Second Quarter of FY 15	FY14	50%	65%	75%
Goal 3.3 - Provide Construction Management to ensure the best possible facilities for the District					
EN	Objective A - Provide Construction Mgmt. for CIPs to Complete the planning process and ensure adherence to District Standards	FY15			
EN	Objective B - Ensure Dev. Projects are completed in accordance with approved plans and District standards	FY14	+	+	+
4. Sewer System Maintenance - Maintain and improve the District's infrastructure in a cost-effective manner to ensure delivery of reliable, high quality service now and in the future.		Projected Fiscal Year	April 14	Sept. 14	April 15
Goal 4.1 - Eliminate SSO's using the most efficient and effective methods and procedures for maintenance of sewer main pipes					
GG	Objective A - Hydro-flush (clean) 100% of the System		+	+	+
GG	Objective B - Inspect (CCTV) 400 miles of mainline piping		+	+	+
GG	Objective C - Perform (in-house) 175 repairs on mainline piping		-	-	-
Goal 4.2 - Operate and maintain sewer appurtenances to provide functional, reliable, efficient and effective service life					
JA	Objective A - Implement High Risk Facility (HRF) Master Plan	FY15			
JA	Objective B - Evaluate Headquarters and Corporation Yard (Plant) facilities		+	+	+
JA	Objective C - Install SCADA systems at 100% of the critical remote sites		65%	70%	90%
GG	Objective D - Inspect and document 100% of the manholes in our system		+	+	+
GG	Objective E - Maintain easements to ensure 100% year-round accessibility		+	+	+
GG	Objective F - Improve efficiency of Plant processes and vehicle operation and maintenance		40%	50%	50%
Goal 4.3 - Develop and implement a comprehensive customer service lateral maintenance program					
GG	Objective A - Assess and eliminate 100% of high risk Double Wyes	FY15			
GG	Objective B - Ensure 100% of the service laterals have accessible PLCO's		+	+	-
GG	Objective C - Inspect 50% of the service laterals within the District		-	-	-

Goal 4.4 - Reduce the Impact of HFLS on Collection System Maintenance					
JA	Objective A - Reduce man-hours needed for HFLS maintenance	FY15	30%	35%	35%
JA	Objective B - Complete HFLS elimination program	FY15	25%	30%	30%
EN	Objective C - Complete implementation of Commercial FOG program	FY14	35%	35%	35%
JB	Objective D - Continue Improving Residential FOG Outreach Program	FY14	+	+	+
GG	Objective E - Develop and implement (In-House) Chemical Root Control Program		75%		

5. Financial Stability - Manage District finances to support District needs and maintain reasonable wastewater rates.

Goal 5.1 - Maintain sufficient wastewater rates to meet regulatory requirements and customer expectations		Projected Fiscal Year	April 14	Sept. 14	April 15
EN	Objective A - Evaluate the Fee Structure Policy to optimize fairness to customers	FY14	70%	70%	70%
GM	Objective B - Evaluate staffing levels and organizational growth		+	+	+
GM	Objective C - Optimize communication and oversight of Regional Wastewater Treatment expenses		+	+	
Goal 5.2 - Explore and evaluate investment and business practice alternatives					
jb	Objective A - Explore and analyze Investment options, to optimize financial growth		5%	5%	5%
jb	Objective B - Evaluate Utility Billing processes and options available				10%
jb	Objective C - Develop detailed Reserve Fund allocation				20%
GG	Objective D - Assess vehicle and equipment lifecycle costs				10%
GM	Objective E - Ensure reserves meet 80% of District projected needs		+	+	

6. Workforce Planning - Ensure ample talent to do the District's work today and tomorrow.

Goal 6.1 - Enhance Professional Development Programs to invest in District employees		Projected Fiscal Year	April 14	Sept. 14	April 15
jb	Objective A - Develop Formal Employee Training Programs		+	+	+
jb	Objective B - Establish Community Based Internship Program (Delayed, until Sup. Training is completed)				50%
jb	Objective C - Inform Board Directors of Professional Development Opportunities		+	+	+
Goal 6.2 - Develop and Implement competitive Compensation Programs					
jb	Objective A - Prepare Salary and Benefit surveys on a periodic basis in conjunction with the MOU negotiations process				
jb	Objective B - Prepare alternative benefits packages to meet the changes from the Public Employee Pension Reform ACT (PEPRA) which affect the cap on retirement salary and benefits		60%		
Goal 6.3 - Continuously evaluate the organizational staffing needs for the District					

JA	Objective A - Perform a GAP analysis as it relates to the District Organization		+	+	+
JA/GM	Objective B - Perform annual review of the Organizational Structure		+	+	+
JA	Objective C - Complete Succession planning		80%	100%	
7. District Growth - Embrace opportunities to grow to provide better protection for our watershed and cost effective services to our customers.		Projected Fiscal Year	April 14	Sept. 14	April 15
Goal 7.1 - Work with Regional Partners and analyze growth opportunities					
JA/GM	Objective A - Evaluate surrounding Sewer operations to explore potential for growth by providing service at more reasonable rates				+
JA/GM	Objective B - Maintain open communication with Regional Agencies to keep abreast of Wastewater needs		+	+	+
8. Information Technology - Evaluate, implement and integrate the various Information Systems that will best support the District's Administrative, financial, technical and field functions.		Projected Fiscal Year	April 14	Sept. 14	April 15
Goal 8.1 - Develop Information Technology Master Plan					
SR	Objective A - Using Consultants produce a formal IT Master Plan	FY14			
Goal 8.2 - Evaluate and select available Technology and Databases					
SR	Objective A - Evaluate and Prioritize CMMS Software Programs	FY14			
jb	Objective B - Evaluate and prioritize the MOMS Software for Utility Billing, Accts. Payable, Receivables & GL	FY14			
JA	Objective C - Evaluate and prioritize the CCTV Programs and processes				
jb	Objective D - Evaluate and Prioritize the Utility Billing processes and options available 2013/14	FY15	25%		
EN	Objective E - Evaluate and Prioritize Geographical Information Systems (GIS) Programs and Processes	FY14	50%	90%	
JA	Objective F - Evaluate and prioritize the Fuel Database processes and fuel card options		75%		
JA	Objective G - Evaluate and prioritize the SCADA Software selection				
Goal 8.3 - Implement and Integrate Databases					
Objective A - Program needed changes to databases					
SR	a - CMMS Software Programs	FY14	5%	70%	80%
jb	b - MOMS Software for Accounts Payable, Receivables & General Ledger	FY15	50%	75%	
JA	c - CCTV programs and processes		10%	80%	85%
jb	d - Utility Billing processes and options available				
EN	e - GIS programs and Processes	FY14		80%	90%
JA	f - Fuel database processes and fuel card options	FY15	25%		
JA	g- SCADA integration 2015	FY15	65%	70%	95%

SR **Objective B** - Integrate database information between systems to the fullest extent

Goal 8.4 - Continuously evaluate available technology to ensure efficient programs and processes

JA **Objective A** - Subscribe to Journals and Participate with Associations to stay current with the industry

SR **Objective B** - Review functions within each department to ensure integration occurs and duplicity is avoided

SR **Objective C** - Establish an IT Support Program

FY14	5%	65%	80%
	+	+	+
FY14	10%	50%	80%
FY14	15%	70%	

ITEM VII.2 GENERAL MANAGER REPORT

To: Board of Directors
From: Herb Niederberger, GM
Date: April 2, 2015
Subject: General Manager Monthly Staff Report – March 2015

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 March 4, 2015, along with other District Managers, Director Williams, Director Mitchell, I participated in Ethics Training mandated by AB 1234.
- B. Met with Al Johnson, Al Johnson Consulting, and Matt Johnson, DPF, on March 5, 2015 to discuss Statewide Community Infrastructure Program (“SCIP”) financing for projects within Rocklin. .SCIP is a program sponsored by the California Statewide Communities Development Authority (CSCDA) that enables developers to pay most impact fees and finance public improvements through an acquisition agreement via tax-exempt bond issuance proceeds that qualify under the Municipal Improvement Act of 1913 and the Improvement Bond Act of 1915.
- C. On March 6, 2015, the Administrative Services Manager and I, along with Directors Mitchell, Williams and Markey, attended the Rocklin State of the City Address, during which Rocklin City Manager, Ricky Horst, addressed upcoming economic opportunities for the City.
- D. Met with the Loomis Town Manager, Rick Angelocci, and Brian Fraggio of the Engineering Department on March 18, 2015 to discuss development opportunities and timing for the Loomis Basin Diversion in anticipation of up-coming 2x2 meetings.
- E. On March 18, 2015, met with the District Legal Counsel to discuss District legal needs. Among some of the items that were discussed:
 - i. Continuing issues relating to right-of-way conveyances via subdivision map.
 - ii. Review of the proposed District Manual of Policies, chapters 1 and 5, drafts.

ITEM VII.2.

- iii. The need for periodic legislative briefings and legal updates with the Board as well as a potential Board Policy to address the need to comment on issues potentially affecting the Board.
- iv. Pending draft Ordinance to allow for credit/reimbursement agreements.

F. Advisory Committee Meetings:

- i. The Fee and Finance Committee – Directors Williams and Dickinson, met on March 9, 2015 with the District Engineer, Administrative Services Manager, and General Manager to discuss last year’s achievements and go over a list of potential projects for the upcoming calendar year.
- ii. The Policy and Ordinance Review Committee - Director Mitchell and Director Markey, met on March 11 to discuss Chapters 1 and 5 of the proposed District Manual of Policies

No other committee meetings were held during March 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: April 2, 2015

1. Superintendent Transition;

Starting in early March, Sam assumed daily oversight of the Field Operations, and has been working diligently to establish new work processes with his Field Services Manager, Supervisor and Leadworkers. I have been assisting in a support role, and working to finalize projects including: Standard Operating Procedures for the District's Root Foaming Program, Lift Station upgrades, the Mareta Lane Repeater installation, and the Corporation Yard equipment parking structure.

2. Capital Budget items for 2014/15;

Crews will be mowing Easements the first of this month, and then switching over to upgrade an Easement Road south of Lonetree Park in Rocklin.

3. **CCTV:** With South Placer's TV trucks operating intermittingly over this past month, TV crews inspected 4.3 miles of mainline. As part of the TV work, 123 manholes were also inspected for condition. In addition to this, TV crew assisted in inspecting 40 – four (4") service laterals totaling approximately 998'.

4. **Flushing (HVVC):** The crew focused on general shed flushing of mainline in the older downtown area of Rocklin and TV inspection generated segments revealing a need for some proactive cleaning. Including monthly "Hot Spot" flushing, just over 3.7 miles of hydro cleaning was completed for the month. Crew prepped and trained for initiating our root foaming program which was suspended due to an equipment malfunction after foaming 2 mainline segments. Crew also assisted with hydro-excavating a deep PLCO (property line cleanout) repair that had numerous utilities crossing throughout the repair site.

5. **Construction:** The Construction Crew work for the month focused on assessing, installing PLCOs and repairing Double Wye service laterals (2 or more upper laterals connected to 1 lower lateral). Crew performed three (3) service lateral pipe repairs, 11 (eleven) PLCO installs and assessed over 50 service laterals. The Crew also installed a new service lateral as a "Tap install" on Farron St., in Rocklin.

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: April 2, 2015

Interior Painting/HVAC systems

Richards Painting will begin painting interior offices in the Head Quarter building beginning the week of April 20th, 2015. RJA Heating & Air are working to balance the air flows within the building and have begun maintaining all HVAC systems. They will be providing a quote for necessary work which will be considered during the FY15/16 budget planning.

Voice over IP (VoIP)

Staff has completed an analysis of Voice over IP (VOIP) options for the telephone systems. Fortis Telecom, based in El Dorado Hills was selected to move forward with the project. Costs are anticipated to be on a par with current services, however with increased capabilities. VoIP will provide countless features and business communication improvements above the old now unsupported analog system.

District Website

Website enhancements are being made to the banners on the home page to further brand the District and highlight public educational information related to Fats, Oils & Grease, and What Not to flush. A proposal has been solicited from Designwerks to design and develop an Intranet for the District. The Intranet is a furtherance of meeting strategic goals of increased use of technology to build business efficiencies and improve upon communications. The intranet will be expandable to meet future needs which include department specific dashboards for software interfaces, safety information, weather widget, announcements and personnel forms and news.

Solar Request for Proposal (RFP)

Staff are preparing an RFP to determine the costs and benefits for the installation of solar systems for District buildings. Costs will be included for consideration in the FY 15/16 Capital Budget.

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: April 2, 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

The contractor is currently completing the Arc Flash study for the lift station. The results of the Arc Flash study will be used to label the electrical panels to comply with OSHA regulations. Once this is complete, the District will complete its final walkthrough in anticipation of acceptance.

Loomis Diversion Line – Route Study

Staff continues to support the Town of Loomis CEQA consultant. Staff met with the Town of Loomis on March 18th to discuss the timelines and options for implementing the Loomis Diversion Line. The Town indicated that the CEQA documentation is scheduled to be completed in May.

System Evaluation and Capacity Assurance Plan (SECAP)

Staff is working to complete the SECAP to plan the required upsizing and extension of sewer trunks within the District and define the costs to implement the identified capacity enhancements. The results of the SECAP are scheduled to be completed in April and will be used to support the efforts of the fee committee and the Board to appropriately define the local portion of the participation fee.

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 finished its evaluation and has selected the software tool for conducting the risk assessment. 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 completed the required field studies for the project's Initial Study / Mitigated Negative Declaration (IS/MND). The draft IS/MND is scheduled to be submitted to staff by April 15th. This is one month behind the original schedule, but the process of approving and eventually adopting the IS/MND will happen concurrently with design and should not impact the overall project schedule. 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

As of March 20th, 16 of the 37 pipe segments in the project have been lined with cured-in-place pipe (CIPP). The contractor anticipates that the project will be completed by April 10th.