



**SPMUD BOARD OF DIRECTORS  
REGULAR MEETING**

**4:30PM – October 3, 2013**

SPMUD Board Room  
5807 Springview Drive, Rocklin, CA 95677

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

**AGENDA**

**I. CALL MEETING TO ORDER**

**II. ROLL CALL OF DIRECTORS**

- A. President Gerald Mitchell, Ward 1
- B. Director William Dickinson, Ward 2
- C. Director John Murdock, Ward 3
- D. Director Victor Markey, Ward 4
- E. Director James Williams, Ward 5

**III. PLEDGE OF ALLEGIANCE**

**IV. CONSENT ITEMS**

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.

1. CONSIDER APPROVAL OF THIS MONTHS AGENDA CONSENT ITEMS

[pg 3 to 12 ]

**ACTION:**

***Motion to approve the consent items for the October 3, 2013 meeting***

(Voice vote)

- A. MINUTES from the September 5, 2013 Regular and September 18, 2013 Special Board Meetings.
- B. ACCOUNTS PAYABLE in the amount of \$986,345.76 & \$105,367.05 through September 26, 2013.
- C. MONTHLY INVESTMENT REPORT with the Local Agency Investment Fund balance in the amount of \$6,380,797.98 average interest of 0.24%; the Placer County Treasury Fund balance in the amount of \$34,445,735.90, average interest of 1.38%; and the Checking Account Balance at US Bank in the amount of \$757,641.37 through September 26<sup>th</sup>, 2013.

**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. CONSIDER NECESSARY IMPROVEMENTS TO THE LOOMIS TRUNK LINE FOR ANTICIPATED LOOMIS DEVELOPMENT PROJECTS.

[pg 13 to 15]

ACTION REQUESTED: (Roll-call vote)

***Motion to authorize staff to identify improvements to the Loomis Truck sewer and develop cost-sharing plan to provide capacity for Town of Loomis anticipated development projects.***

GENERAL MANAGER'S REPORT:

Attached is a letter from the Town of Loomis Town Manager requesting to be on this agenda, to discuss sewer capacity for new development in Loomis. The Sewer Master Plan solution for the existing east Loomis trunk line is a diversion to the south side of I-80 to the new Sierra College pump station. This would free up about 1000 EDU of capacity in the existing East Loomis Trunk Sewer

## VII. REPORTS

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. STAFF REPORTS

[pg 16 to 19]

- A. Attorney (A. Brown)
- B. Superintendent (J. Allen)
- C. General Manager (C. Clark)
  - 1) ASD & TSD Reports
  - 2) Information items

### 2. 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 should adjourn the meeting to the next Regular meeting on November 7<sup>th</sup>, 2013.

**BOARD MINUTES  
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

<b>Meeting</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>
Regular	District Office	September 5, 2013	4:30 p.m.

**I. CALL MEETING TO ORDER:** The Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Mitchell presiding at 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

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

Absent: None

Vacant: None

Staff: Charles Clark, General Manager, Secretary of the District  
Jody Allen, Superintendent  
Joanna Belanger, Administrative Services Manager  
Adam Brown, Legal Counsel  
Gary Gibson, Field Services Manager  
Sam Rose, Technical Services Manager

Others: Jeanne Fritts, Irish Lane, Newcastle resident  
Janet Peterson, Project Manager Donahue Shriber

**III. PLEDGE OF ALLEIGIANCE:** Director Markey led the Pledge of Allegiance.

**IV. CONSENT ITEMS:**

1. Minutes: Minutes from the Regular Board Meeting held on August 1, 2013 and the Adjourned meeting held on August 18, 2013.
2. Accounts Payable: Accounts Payable activity for August in the amount of \$836,054.14 & \$145,554.70.
3. Monthly Investment Report: Investments in LAIF in the amount of \$6,380,797.98, Placer County Treasury Funds in the amount of \$34,397,551.35 and the Checking Account balance in US Bank in the amount of \$1,323,950.52.

A motion was made by Director Williams to approve all consent items, the motion carried 5-0.

**V. PUBLIC COMMENTS** President Mitchell opened the Public Comments. Irish lane, Newcastle resident Jeanne Fritts mentioned that she had noted the conditions of their road after the recent rain. The roadway has aligating but the seal coating and asphalt at the end of the road is fine, fixed. The homeowners would like to have the roadway brought to the same standard as the remainder of the roadway. She stated that the homeowners are now in the process of making a claim. She also indicated that the other homeowners who had attended the August 21<sup>st</sup> meeting understood that their claim will put the approval of NSD being dissolved before SPMUD accepts the

area as part of the District until their claim was settled. President Mitchell responded indicating that the Board could not act on any item in Public comment, and that this situation is still under the legal authority of NSD. Legal Counsel stated that NSD is the owner of the project, and if they feel they need to make a claim, it would need to be filed with NSD at this time. President Mitchell closed the public comments.

## **VI. BOARD BUSINESS**

### **1. CONSIDER ADOPTING RESOLUTION 13-11: AMENDING THE NEWCASTLE SPECIAL BENEFIT AREA (NSBA) RESOLUTION 10-09 AND PROJECT RELATED SERVICE CHARGES (PRSC)**

General Manager Clark addressed the Board reporting that this item discusses the Finance Agreement between SPMUD and Newcastle Sewer District (NSD) as discussed in previous Board meetings. This Resolution includes changes made to the calculations for the loan repayment. GM Clark thanked Director Dickinson for his assistance in simplifying the repayment schedule. Director Dickinson mentioned there were a couple of minor typographical errors needed to indicate the correct Exhibit title for the Project related participation fees (PRPF) change to Exhibit D. Also the figures in the calculations should reflect \$11752 in the Construction portion and total PRPF payments. . Director Williams explained that the payments collected to date from Newcastle residents would be applied to the loan. Director Dickinson moved to approve Resolution 13-11 with corrections to Exhibit D. Jim Williams seconded the motion, which passed 5-0.

### **2. CONSIDER AWARD OF CONTRACT TO CHIP SEAL SWETZER ROAD**

General Manager Clark indicated that two bids had been received for the chip seal project on Swetzer Road, the final phase of the Upper Antelope Creek sewer project. He asked for authority to sign a contract with Intermountain Slurry Seal, Inc. who came in as the low bidder in the amount of \$94,147. Director Williams asked for clarification on the bid amounts between the two bidders. Director Dickinson asked about the overruns from the project, asking if something happened. GM Clark indicated that the District basically let the Contractor go. And this was a separate line item to complete the work. He stated that the Contractor started late working through the winter, which caused damage to the roadway, some of these costs could have been anticipated, however the rock issues contributed to the problems and costs. There were additional environmental constraints, and they had bid low for the project which meant that they had a number of change orders. Director Williams made a motion to award the contract, the motion passed 5-0.

### **3. CONSIDER ACCEPTING A REPORT AND APPROVING THE GOALS FOR THE FIVE-YEAR STRATEGIC PLAN**

General Manager Clark introduced the 2013-17 Strategic Plan indicating that there had been several workshops with the Board to gain their insight for the direction of goals for the District. He explained the mission and focus and vision of the plan, also indicating that every objective within the plan has a work plan to support the goal. GM Clark explained that the management team had worked hard over the last six months to complete the work plans, performance plans and also a semi-annual progress "Report Card" which will be presented to the Board in September and April of each year. Director Dickinson stated that he was happy to see the item under 5.1c. "Optimize communication and oversight of Regional Wastewater Treatment expenses" he indicated that we absolutely should not lose sight of the fact that over 65% of the District's budget is used to pay for wastewater treatment. Director Dickinson made a comment that there is a large amount of work

incorporated into this strategic plan that we are planning on accomplishing. Director Murdock stated that this is a great planning tool, and the report card will be helpful for the Board to ask staff the status of projects within the plan. President Mitchell asked how staff will be recognized and rewarded for their work and buy in to achieve superior performance. GM Clark indicated that management was working on developing an incentive program. A motion was made by Director Murdock to accept the plan, the motion passed 5-0.

#### **4. CONSIDER A REFUND AGREEMENT FOR THE SIERRA COLLEGE LIFT STATION IMPROVEMENTS**

General Manager Clark introduced representatives from Donahue Schriber, and explained that this project at Sierra College Blvd. is almost completed, its location is south of the new Wal-Mart development. This will be one of the largest pump stations in the District, and the refund agreement with the developer will help them recoup some of their money from constructing this pump and its facilities. The payback agreement will encompass the area that could potentially build out in the vicinity that may build out over the next ten years, estimated at 600 EDU's. The Agreement explains the area for the agreement the mechanism for the District to collect and reimburse to Donahue Schriber upon construction. Janet Peterson thanked the board for their consideration. Director Dickinson asked what the costs involved for a participant would be, Janet Peterson from Donahue Schriber indicated that the fee was approximately \$1200 per EDU. A motion was made by Director Dickinson to authorize the agreement, the motion passed 5-0.

### **VII. REPORTS**

#### **1. STAFF REPORTS:**

- A. District Legal Counsel (A. Brown):** Legal Counsel Brown reported that Swetzer Road litigation has been concluded. He also mentioned he had spoken with Bennett Engineering regarding the language he would like to see in the NSD settlement agreement.
- B. Superintendent (J. Allen):** Superintendent Allen reported on field activities, and field crew assistance for the Upper Antelope Creek roadway repairs.
- C. General Manager (C. Clark):**
  - 1. ASD & TSD Reports**
  - 2. Information Items**

GM Clark reported that staff has been spending time to close out the Newcastle project, working with Waterworks Engineering (WWE) consultant for Master Plan update and a new executive summary. The work that WWE has been completing for the Fee study is continuing, with verification of results. Director Dickinson asked a question regarding the Outreach program and the Districts contribution to the countywide program, asking if we were going to rejoin the regional efforts. GM Clark responded that we are marketing our own programs and outreach and taking the message of SPMUD sewer problems that are specific to our District. GM Clark indicated that we would keep the board informed of costs attributed to the program.

**2. DIRECTOR'S COMMENTS:** Director Williams mentioned he would be out of town from September 20<sup>th</sup> through October 8<sup>th</sup> and would therefore miss the next board meeting in October. Director Murdock indicated that he would be out of town from October 11<sup>th</sup> through November 9<sup>th</sup> and would therefore miss the November Board meeting. Director Murdock also asked about the

status of the Tyler and Lucy software updates and when we might start the new program implementations. Ms. Belanger indicated the transition was occurring and the hope would be to go live early in 2014. Mr. Rose indicated that work is continuing to prepare for the porting of information from CMMS into Lucy.

**VIII. ADJOURNMENT**

The meeting was adjourned at 5:45 p.m. to the next meeting scheduled for October 3<sup>rd</sup>, 2013 at 4:30 p.m.

A handwritten signature in blue ink, appearing to read "C. W. Clark".

Charles W. Clark,  
Secretary of the District

**BOARD MINUTES  
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

<b>Meeting</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>
Special	District Office	September 18, 2013	4:30 p.m.

**I. CALL MEETING TO ORDER:** The Special Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Mitchell presiding at 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

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

Absent: None

Vacant: None

Staff: Charles Clark, General Manager, Secretary of the District  
Jody Allen, Superintendent  
Joanna Belanger, Administrative Services Manager  
Adam Brown, Legal Counsel  
Gary Gibson, Field Services Manager  
Sam Rose, Technical Services Manager

Others: None

**III. PLEDGE OF ALLEIGIANCE:** President Mitchell led the Pledge of Allegiance.

**IV. PUBLIC COMMENTS:** Hearing no public comments President Mitchell closed the public comments.

**V. BOARD BUSINESS**

**1. CONSIDER ACCEPTING A REPORT AND DISCUSSION OF THE CONCERNS RAISED DURING THE ANNUAL AUDIT OF FINANCIAL STATEMENTS.**

General Manager Clark addressed the Board reporting that Audit concerns had been raised by the Districts Auditor Larry Bain. President Mitchell indicated that there were items addressed through the regular audit, related to the General Ledger, and Trial Balance for FY 12/13. President Mitchell indicated that he felt it necessary to form a committee to review the Annual Audit, appointing Director Williams and Director Dickinson. Having created the Committee, Director Dickinson indicated that from his conversations with the Auditor, it had been indicated that material weaknesses and deficiencies existed, with regards to the understatement of both expenditures and revenues. Director Dickinson mentioned that from his conversations with the Auditor, he had already completed work beyond the scope of his contract relating to adjustments. The Committee indicated they had discussed the MOMs software system and its limitations, and resolutions to have additional assistance from Mr. Bain and authorize a further payment of \$6,000 to his firm. Additional comments included the need to move forward on the automation, and correct any structural personnel problems or training of staff. Director Williams indicated that the old system has GL interfacing that needs to be addressed.

The Committee recommended that the District should retain the services of a Certified Public Accountant to separate duties as it relates to the Bank Reconciliations and General Ledger activities particularly with transitioning to the new software. President Mitchell stated that we could have anticipated these issues with this system and the old way of utilizing spreadsheets separately from the MOMs system. GM Clark indicated that the District lost over 60 years of institutional knowledge with the retirement of key personnel in Administrative Services, and the day to day responsibilities of those personnel were all transferred to the Administrative Services Manager. A recommendation was made to have a CPA work for approximately 8 hours per month and through the transition to the Tyler software. Director Markey asked if there were any legal issues related to the determination from the Auditor. Director Williams responded that it would only be detrimental if a qualified audit was received. At this time, the Auditor is recommending the audit will indicate material deficiencies, which is something noted every year for the need to have a separation of duties. Director Murdock asked if we should solicit additional quotes other than the one suggested by the Auditor. GM Clark suggested that staff would solicit professional services from local CPA's and bring a recommendation to the Board with an agreement for services. Director Williams stated that the initial work will also include assistance for the software transition. Consensus was reached by the Board to move forward with a professional agreement with a CPA. Director Dickinson asked to note that there were some problems, however the process in place brought the problems to the Boards attention and they are now being dealt with appropriately.

**2. DIRECTOR'S COMMENTS:** Director Williams indicated he would be on vacation and therefore not attending the October 3<sup>rd</sup> Board Meeting. Director Murdock indicated that he would be out of the country from October 11<sup>th</sup> through November 9<sup>th</sup>, and would therefore miss the November Board meeting.

## **VI. ADJOURNMENT**

The meeting was adjourned at 4:58 p.m. to the next meeting scheduled for October 3<sup>rd</sup>, 2013 at 4:30 p.m.



Charles W. Clark,  
Secretary of the District

REPORT.: Sep 26 13 Thursday  
 RUN....: Sep 26 13 Time: 11:58  
 Run By.: Joanna Belanger

South Placer M.U.D.  
 Month End Cash Disbursements Report  
 Report for 09-13 BANK ACCOUNT 11013

PAGE: 001  
 ID #: PY-CD  
 CTL.: SOU

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-13	003739	09/09/13	ADV02 (ADVANCED INTEGRATED PEST MGI		99.00	.00	99.00	Automatic Generated Check
	003740	09/09/13	AQU02 (AQUA SIERRA CONTROLS, INC)		16,073.25	.00	16,073.25	Automatic Generated Check
	003741	09/09/13	ARA01 (AUS SACRAMENTO MC LOCKBOX)		658.86	.00	658.86	Automatic Generated Check
	003742	09/09/13	ATT02 (A T & T)		64.81	.00	64.81	Automatic Generated Check
	003743	09/09/13	CAR03 (CARQUEST AUTO PARTS)		360.69	.00	360.69	Automatic Generated Check
	003744	09/09/13	CER01 (MARK CERVANTES)		182.74	.00	182.74	Automatic Generated Check
	003745	09/09/13	CIT01 (CITY OF ROSEVILLE)		171,566.01	.00	171,566.01	Automatic Generated Check
	003746	09/09/13	CWE01 (CWEA-SAS)		80.00	.00	80.00	Automatic Generated Check
	003747	09/09/13	DAW01 (DAWSON OIL CO.)		5,224.67	.00	5,224.67	Automatic Generated Check
	003748	09/09/13	FER01 (FERGUSON ENTERPRISES, INC. :		128.86	.00	128.86	Automatic Generated Check
	003749	09/09/13	GON01 (JOE GONZALEZ TRUCKING LLC)		2,493.93	.00	2,493.93	Automatic Generated Check
	003750	09/09/13	HIL01 (HILL RIVKINS BROWN & ASSOCI		10,296.00	.00	10,296.00	Automatic Generated Check
	003751	09/09/13	ISU01 (INSIGHT USA)		330.00	.00	330.00	Automatic Generated Check
	003752	09/09/13	LOM04 (LOOMIS MEDICAL CLINIC)		82.00	.00	82.00	Automatic Generated Check
	003753	09/09/13	NOB01 (NOBLE IMAGE, INC.)		59.85	.00	59.85	Automatic Generated Check
	003754	09/09/13	PCW01 (P.C.W.A.)		187.19	.00	187.19	Automatic Generated Check
	003755	09/09/13	PLA06 (PLACER COUNTY)		257.90	.00	257.90	Automatic Generated Check
	003756	09/09/13	RIE01 (RIEBES AUTO PARTS)		16.55	.00	16.55	Automatic Generated Check
	003757	09/09/13	ROC01 (ROCKLIN SMOG & REPAIR)		732.74	.00	732.74	Automatic Generated Check
	003758	09/09/13	ROC02 (ROCKLIN HYDRAULICS)		48.38	.00	48.38	Automatic Generated Check
	003759	09/09/13	ROO01 (ROOTX )		554.29	.00	554.29	Automatic Generated Check
	003760	09/09/13	SNC01 (SIERRA NEVADA CONSTRUCTION)		11,000.00	.00	11,000.00	Automatic Generated Check
	003761	09/09/13	SPE03 (SPECIAL DISTRICT RISK MGMT :		12,438.55	.00	12,438.55	Automatic Generated Check
	003762	09/09/13	SPM01 (SPMUD PETTY CASH)		37.15	.00	37.15	Automatic Generated Check
	003763	09/09/13	STA06 (STAPLES CONTRACT & COMMERCI		456.13	.00	456.13	Automatic Generated Check
	003764	09/09/13	STI01 (CHAD STITES)		136.00	.00	136.00	Automatic Generated Check
	003765	09/09/13	SUR01 (SUREWEST)		44.88	.00	44.88	Automatic Generated Check
	003766	09/09/13	TEL01 (TELECOMM ENGINEERING, INC)		230.00	.00	230.00	Automatic Generated Check
	003767	09/09/13	UPS01 (THE UPS STORE)		9.46	.00	9.46	Automatic Generated Check
	003768	09/09/13	USA02 (USA MOBILITY WIRELESS INC.)		26.30	.00	26.30	Automatic Generated Check
	003769	09/09/13	USB02 (U.S. BANK CORPORATE PAYMENT		5,693.49	.00	5,693.49	Automatic Generated Check
	003770	09/09/13	USR01 (UNITED RENTALS NORTHWEST, II		151.15	.00	151.15	Automatic Generated Check
	003771	09/09/13	VER01 (VERIZON WIRELESS)		176.80	.00	176.80	Automatic Generated Check
	003772	09/09/13	WES01 (WESTERN PLACER WASTE)		14.70	.00	14.70	Automatic Generated Check
	003773	09/09/13	\A015 (ANDERSON, SHELLY		84.00	.00	84.00	Automatic Generated Check
	003774	09/09/13	\B024 (BELLINGER, TERRY		84.00	.00	84.00	Automatic Generated Check
	003775	09/09/13	\B025 (BIGELOW, MARIE Y		84.00	.00	84.00	Automatic Generated Check
	003776	09/09/13	\B026 (BANK OF AMERICA,		84.00	.00	84.00	Automatic Generated Check
	003777	09/09/13	\C011 (CHANDLER, ELWOOD		101.73	.00	101.73	Automatic Generated Check
	003778	09/09/13	\C012 (NORMAN FEASTER)		4.67	.00	4.67	Automatic Generated Check
	003779	09/09/13	\C013 (CLEMENS, KEVIN		84.00	.00	84.00	Automatic Generated Check
	003780	09/09/13	\C015 (CROTHERS, DONALD L		84.00	.00	84.00	Automatic Generated Check
	003781	09/09/13	\D014 (D'AGOSTINO, CHRISTOPHER		49.07	.00	49.07	Automatic Generated Check
	003782	09/09/13	\E004 (EDWARDS, SCOTT		6.50	.00	6.50	Automatic Generated Check
	003783	09/09/13	\E005 (EPSTEIN, JOAN)		6.53	.00	6.53	Automatic Generated Check
	003784	09/09/13	\F009 (FLOWERS, DEBRA		23.33	.00	23.33	Automatic Generated Check
	003785	09/09/13	\G013 (GOODNIGHT, KEVIN		4.67	.00	4.67	Automatic Generated Check
	003786	09/09/13	\H010 (HEREDIA, RAFAEL Z		84.00	.00	84.00	Automatic Generated Check
	003787	09/09/13	\H011 (HOWELL, MOLLY		116.42	.00	116.42	Automatic Generated Check
	003788	09/09/13	\J003 (JOBIE, DONALD		84.00	.00	84.00	Automatic Generated Check
	003789	09/09/13	\M030 (MCCULLOUGH, RYAN		71.87	.00	71.87	Automatic Generated Check
	003790	09/09/13	\M031 (MILLS, THOMAS C		7.88	.00	7.88	Automatic Generated Check

IV.1B

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-13	003791	09/09/13	\N005 (NEWMAN, MIKE		84.00	.00	84.00	Automatic Generated Check
	003792	09/09/13	\P010 (PERKINS, TOM)		91.60	.00	91.60	Automatic Generated Check
	003793	09/09/13	\S033 (SALAZAR-LEWIS, MELISSA		4.65	.00	4.65	Automatic Generated Check
	003794	09/09/13	\S034 (SYPNICKI, GARY		17.73	.00	17.73	Automatic Generated Check
	003795	09/09/13	\T010 (TAKAHASHI, FLORA		50.40	.00	50.40	Automatic Generated Check
	003796	09/09/13	\V002 (VIOREL, CHARLES R		84.93	.00	84.93	Automatic Generated Check
	003797	09/10/13	PLA06 (PLACER COUNTY)		257.90	.00	257.90	Automatic Generated Check
	003798	09/10/13	PRU01 (PRUDENTIAL MUNICIPAL POOL)		.88	.00	.88	Automatic Generated Check
	003799	09/23/13	4IM01 (4IMPRINT, INC.)		2,223.77	.00	2,223.77	Automatic Generated Check
	003800	09/23/13	AIR01 (AIRTOP TECHNOLOGY GROUP, IN		883.34	.00	883.34	Automatic Generated Check
	003801	09/23/13	AQU02 (AQUA SIERRA CONTROLS, INC)		461.00	.00	461.00	Automatic Generated Check
	003802	09/23/13	ARC01 (ARC )		104.97	.00	104.97	Automatic Generated Check
	003803	09/23/13	ATT01 (AT&T )		176.32	.00	176.32	Automatic Generated Check
	003804	09/23/13	CLE01 (KEN CLEMENT)		900.00	.00	900.00	Automatic Generated Check
	003805	09/23/13	COR01 (CORBIN WILLITS SYSTEMS)		863.20	.00	863.20	Automatic Generated Check
	003806	09/23/13	DAW01 (DAWSON OIL CO.)		144.94	.00	144.94	Automatic Generated Check
	003807	09/23/13	HOM01 (HOME DEPOT CREDIT SERVICE)		155.55	.00	155.55	Automatic Generated Check
	003808	09/23/13	INS01 (INSTITUTE OF BUSINESS)		265.00	.00	265.00	Automatic Generated Check
	003809	09/23/13	JEN00 (JENSEN PRECAST)		136.71	.00	136.71	Automatic Generated Check
	003810	09/23/13	JOH03 (JOHNSON PETROLEUM CONSTRUCT		157.50	.00	157.50	Automatic Generated Check
	003811	09/23/13	LOV01 (PAMELA LOVE)		47.00	.00	47.00	Automatic Generated Check
	003812	09/23/13	MEE01 (MEEKS BUILDING CENTER)		121.37	.00	121.37	Automatic Generated Check
	003813	09/23/13	MME01 (MUNICIPAL MAINTENANCE EQUIP		450.61	.00	450.61	Automatic Generated Check
	003814	09/23/13	PCW01 (P.C.W.A.)		606.24	.00	606.24	Automatic Generated Check
	003815	09/23/13	PIT01 (PITNEY BOWES INC)		21.49	.00	21.49	Automatic Generated Check
	003816	09/23/13	PLA07 (PLACER COUNTY DEPT. OF PUBL		977.50	.00	977.50	Automatic Generated Check
	003817	09/23/13	PLA10 (PLACER COUNTY TREASURER)		50.64	.00	50.64	Automatic Generated Check
	003818	09/23/13	REC01 (RECOLOGY AUBURN PLACER)		295.08	.00	295.08	Automatic Generated Check
	003819	09/23/13	SAM00 (SAM'S CLUB - GE CAPITAL)		264.12	.00	264.12	Automatic Generated Check
	003820	09/23/13	SPE02 (SPEC-WEST, INC.)		58.64	.00	58.64	Automatic Generated Check
	003821	09/23/13	SPE03 (SPECIAL DISTRICT RISK MGMT		75,437.00	.00	75,437.00	Automatic Generated Check
	003822	09/23/13	STA05 (STANLEY CONVERGENT SECURITY		361.35	.00	361.35	Automatic Generated Check
	003823	09/23/13	STA06 (STAPLES CONTRACT & COMMERC		23.63	.00	23.63	Automatic Generated Check
	003824	09/23/13	SUR01 (SUREWEST)		908.77	.00	908.77	Automatic Generated Check
	003825	09/23/13	TRI00 (TRI-CITY TECHNOLOGIES)		550.67	.00	550.67	Automatic Generated Check
	003826	09/23/13	WWG01 (W.W. GRAINGER, INC.)		29.67	.00	29.67	Automatic Generated Check
	003827	09/24/13	VOID (Reversed Check)		.00	.00	.00	Ck# 003827 Reversed
	003828	09/24/13	NEW01 (NEWCASTLE SANITARY DISTRICT)		293,414.40	.00	293,414.40	Automatic Generated Check
	003829	09/24/13	NEW01 (NEWCASTLE SANITARY DISTRICT)		364,686.19	.00	364,686.19	Automatic Generated Check
Total for Bank Account 11013 ----->					986,345.76	.00	986,345.76	
Grand Total of all Bank Accounts ----->					986,345.76	.00	986,345.76	

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-13	7643	09/13/13	CAL13 (CAL PERS 457 PLAN (EFT))		150.00	.00	150.00	EMPLOYER PERS 457K
	7643	09/13/13	CAL13 (CAL PERS 457 PLAN (EFT))		200.00	.00	200.00	D/C-PERS 457
	7644	09/13/13	EMP01 (E.D.D. (EFT))		1,879.43	.00	1,879.43	STATE INCOME TAX
	7644	09/13/13	EMP01 (E.D.D. (EFT))		519.34	.00	519.34	SDI
	7645	09/13/13	FIR01 (FIRST U.S. COMMUNITY CREDIT		70.00	.00	70.00	FIRST US COMMUNITY
	7646	09/13/13	GOL01 (GOLDEN 1 CREDIT UNION)		1,447.36	.00	1,447.36	GOLDEN 1 CREDIT UN.
	7647	09/13/13	HAR05 (HARTFORD MGT (EFT))		1,225.00	.00	1,225.00	EMPLOYER HART 457K
	7647	09/13/13	HAR05 (HARTFORD MGT (EFT))		2,440.00	.00	2,440.00	D/C-HARTFORD
	7648	09/13/13	IRS01 (INTERNAL REVENUE SERVICE)		5,722.43	.00	5,722.43	FEDERAL INCOME TAX
	7648	09/13/13	IRS01 (INTERNAL REVENUE SERVICE)		7,360.16	.00	7,360.16	FICA
	7648	09/13/13	IRS01 (INTERNAL REVENUE SERVICE)		1,721.34	.00	1,721.34	MEDICARE
	7649	09/13/13	PUB01 (PERS (EFT))		13,833.41	.00	13,833.41	PERS PAYROLL REMITTANCE
	7655	09/27/13	CAL13 (CAL PERS 457 PLAN (EFT))		150.00	.00	150.00	EMPLOYER PERS 457K
	7655	09/27/13	CAL13 (CAL PERS 457 PLAN (EFT))		200.00	.00	200.00	D/C-PERS 457
	7656	09/27/13	EMP01 (E.D.D. (EFT))		1,850.14	.00	1,850.14	STATE INCOME TAX
	7656	09/27/13	EMP01 (E.D.D. (EFT))		520.25	.00	520.25	SDI
	7657	09/27/13	FIR01 (FIRST U.S. COMMUNITY CREDIT		70.00	.00	70.00	FIRST US COMMUNITY
	7658	09/27/13	GOL01 (GOLDEN 1 CREDIT UNION)		1,447.36	.00	1,447.36	GOLDEN 1 CREDIT UN.
	7659	09/27/13	HAR05 (HARTFORD MGT (EFT))		1,225.00	.00	1,225.00	EMPLOYER HART 457K
	7659	09/27/13	HAR05 (HARTFORD MGT (EFT))		2,440.00	.00	2,440.00	D/C-HARTFORD
	7660	09/27/13	IRS01 (INTERNAL REVENUE SERVICE)		5,726.22	.00	5,726.22	FEDERAL INCOME TAX
	7660	09/27/13	IRS01 (INTERNAL REVENUE SERVICE)		6,790.48	.00	6,790.48	FICA
	7660	09/27/13	IRS01 (INTERNAL REVENUE SERVICE)		1,680.48	.00	1,680.48	MEDICARE
	7661	09/27/13	PUB01 (PERS (EFT))		13,833.43	.00	13,833.43	PERS PAYROLL REMITTANCE
	7662	09/30/13	AMF01 (AMERICAN FIDELITY ASSURANCE		.00	.00	.00	CAFETERIA-AFTER TAX
	7662	09/30/13	AMF01 (AMERICAN FIDELITY ASSURANCE		610.91	.00	610.91	CAFETERIA-AFTER TAX
	7662	09/30/13	AMF01 (AMERICAN FIDELITY ASSURANCE		336.24	.00	336.24	CAFETERIA-PRE TAX
	7663	09/30/13	PLA02 (PLACER COUNTY PERSONNEL)		2,400.00	.00	2,400.00	DENTAL INSURANCE
	7663	09/30/13	PLA02 (PLACER COUNTY PERSONNEL)		.00	.00	.00	VISION INSURANCE
	7663	09/30/13	PLA02 (PLACER COUNTY PERSONNEL)		489.40	.00	489.40	VISION INSURANCE
	7664	09/30/13	PRU01 (PRUDENTIAL MUNICIPAL POOL)		.00	.00	.00	LIFE INSURANCE
	7664	09/30/13	PRU01 (PRUDENTIAL MUNICIPAL POOL)		126.60	.00	126.60	LIFE INSURANCE
	7665	09/30/13	PUB02 (PERS (EFT))		.00	.00	.00	MEDICAL INSURANCE
	7665	09/30/13	PUB02 (PERS (EFT))		28,902.07	.00	28,902.07	MEDICAL INSURANCE
Total for Bank Account 11013 ----->					105,367.05	.00	105,367.05	
Grand Total of all Bank Accounts ----->					105,367.05	.00	105,367.05	

MONTHLY INVESTMENT REPORT

SOUTH PLACER MUNICIPAL  
UTILITY DISTRICT

Local Agency Investment Fund  
As of September 26<sup>th</sup>, 2013 **\$6,380,797.98**

Average Interest for Month Ended  
July 15<sup>th</sup>, 2013 0.24%

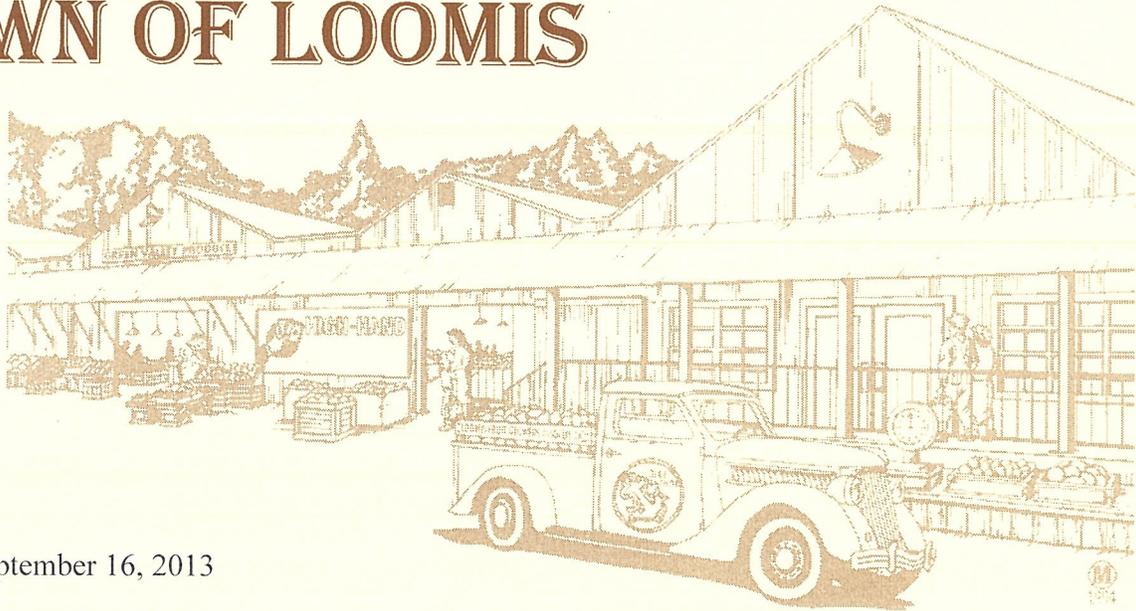
Placer County Treasury  
As of August 31<sup>st</sup>, 2013 **\$34,445,735.90**

Effective Rate of Return for Month Ended  
August 31<sup>st</sup>, 2013 1.38%

Checking Account Balance (U.S. Bank)  
As of September 30<sup>th</sup>, 2013 **\$757,641.37**

Investments are in compliance with SPMUD Resolution No. 12-16, and have the ability to meet the next six months of cash flow requirements.

# TOWN OF LOOMIS



September 16, 2013

Charles Clark  
General Manager  
SPMUD  
5807 Springview Drive  
Rocklin, CA 95677

Re: Request for Board Business Item on October 3, 2013 Agenda

Dear Charley:

As you advised in our meeting at Town Hall on September 5, 2013, the Town of Loomis hereby requests that a Board Business item be included on the District's October 3, 2013 agenda regarding increasing the capacity of the Loomis Trunk Line. It is of great concern to the Town that it appears that the ability of the District to provide services to projects anticipated in the Town's General Plan may be limited or non-existent. This includes projects which previously received "will-serve" letters now being advised that there is no capacity to serve them. Clearly I would like an opportunity to discuss the issue with the Board and to move forward in developing a solution to the problem. I expect other interested parties may also wish to speak to this issue..

Specifically, the Town of Loomis's proposed Board Business item is as follows:

1. Consider Necessary Improvements to the Loomis Trunk Line for Anticipated Loomis Development Projects

**ACTION REQUESTED:**

**Motion to authorize staff to identify improvements to Loomis Trunk Line and develop cost-sharing plan to provide capacity for Town of Loomis anticipated development projects.**

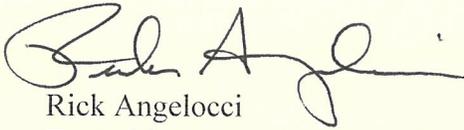
I appreciate your cooperation to make your engineer available to work with The Village at Loomis engineer to understand and begin to evaluate improvements to the Loomis Trunk Line.

VI.1

I understand that work has begun in this regard. Our objective is to work with you to find a sound engineering solution to improve the service of this line for the District's and the Town's benefit.

Thank you very much for your attention to this very important concern of the Town and we appreciate your including this on the October 3<sup>rd</sup> board agenda.

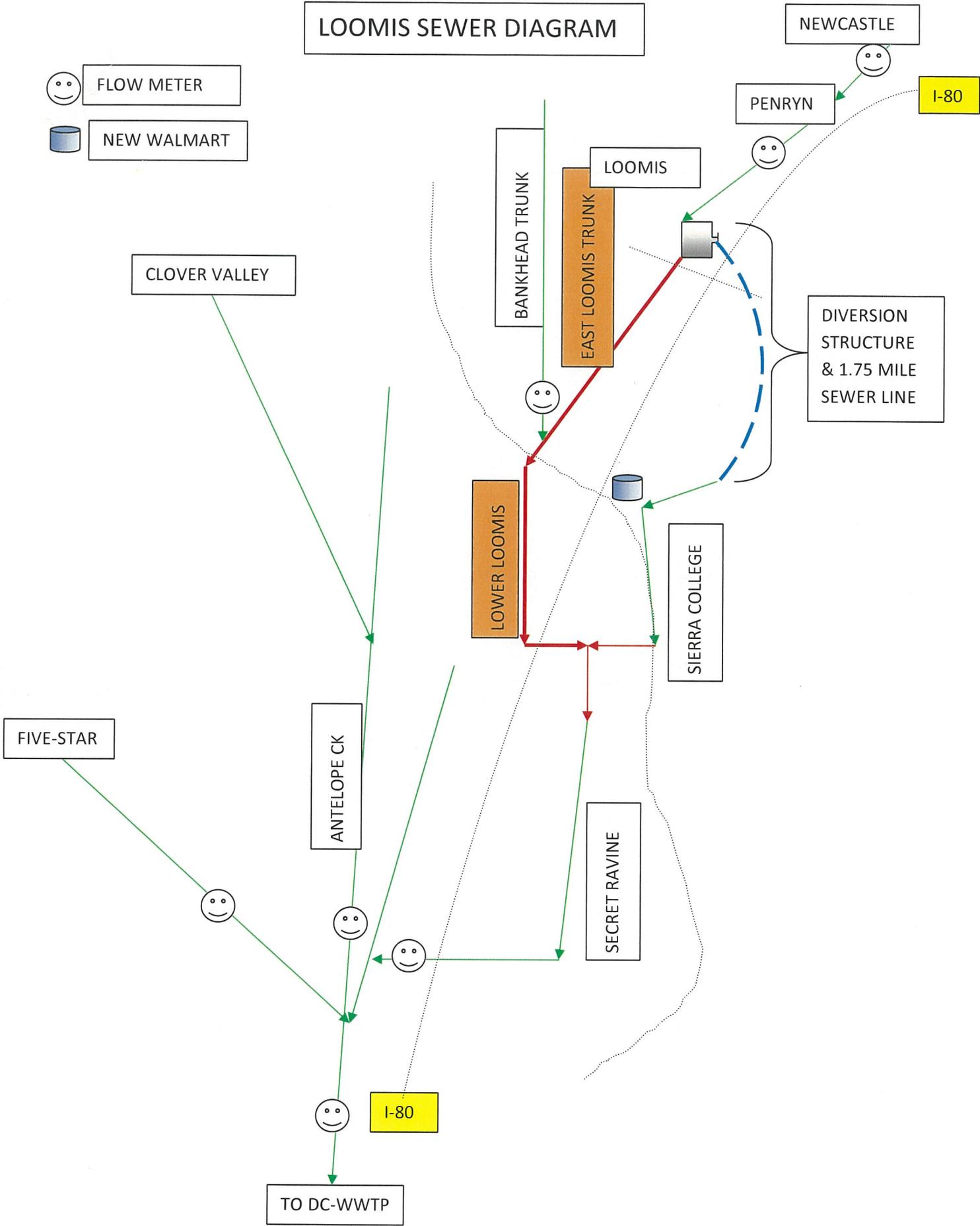
Sincerely,

A handwritten signature in black ink, appearing to read "Rick Angelocci". The signature is fluid and cursive, with a large initial "R" and "A".

Rick Angelocci  
Town Manager

cc: Todd Lowell  
Town Council

# LOOMIS SEWER DIAGRAM



## SUPERINTENDENT REPORT

To: South Placer MUD Board of Directors

Via: Charles Clark, GM

From: Jody Allen, Superintendent



Subject: September 2013 Field Services Department Activities

### Field Activities:

1. **CCTV:** We're inspecting the Southside Ranch area and Fairway area Sheds. Performed a little over 4.8 miles of CCTV inspections.
2. **Flushing (HVVC):** Cleaned monthly high frequency line-segments, performed Lift Station wet-well cleaning and continued to flush line segments identified as Roots at joint, via CCTV inspections. We're gearing up to run both Hydro units next month.
3. **Rodding and Service-line CCTV:** Performed a lot of 4" mainline rodding in Newcastle, as preventative maintenance and performed condition assessment; working towards modifying our maps, and generating both in-house and Capital Improvement Projects
4. **Construction:** Performed 2 mainline repairs in Newcastle, generated from CCTV work. Also installed 4 PLCO's in Newcastle.
5. **Manhole Repair:** Installed another manhole in Newcastle to provide proper access; this required some significant re-piping to ensure proper flow. We also installed 4 more composite lids along Secret Ravine Creek, in Rocklin.

## **GENERAL MANAGER REPORT FOR THE OCTOBER 3, 2013 BOARD MEETING**

Prepared: September 27, 2013

To: Board of Directors

The General Manager Staff Report (Item VII.1.C) is presented for the Board's consideration:

### 1) DEPARTMENT REPORTS (C1)

Attached are the TECHNICAL SERVICES DEPARTMENT [TSD] and ADMINISTRATIVE SERVICES DEPARTMENT [ASD] monthly status reports for the Boards information. Staff is prepared to answer any questions from the Board.

### 2) INFORMATION ITEMS (C2)

- a. Newcastle (NSBA): Working with NSD to close out their 'Project' and assist in their dissolution as a district . The additional funds have been loaned to NSD, they have not gotten a signed settlement agreement with their "Project" contractor as of this date.
- b. Master Plan Review: Currently updating system hydraulic capacity model and new "Executive Summary"; formal report to the Board in the Nov/Dec time-frame.
- c. Fee Study: Engineer revising his Flow study data and will be making his findings and recommendation on our fee policy shortly.
- d. Sierra College Lift Station status: The developer wants to have everything done before the Wal-Mart opening in October, but there is still a lot to do.
- e. Held a meeting with all employees to brief them on our Strategic plan goals & objectives.
- f. The new CalPERS requirements has dictated that the District add a third tier of retirement benefits. In addition to adding this information, the management team completed a review of the entire employee manual and made several additional changes.

I can answer any questions on these at the meeting.

## SPMUD STAFF REPORT

To: Board of Directors

From: Joanna Belanger, Administrative Services Manager

VIA: Charley Clark, General Manager

Date: 09/26/13

Subject: Administrative Services Department Monthly Report



### **Tyler Technologies Utility Billing and Financial Software Conversion**

Data extractions are proceeding. Representatives from Tyler will be in the office beginning September 30<sup>th</sup> working with staff to review form fields within the new software, and work through business processes.

### **ASD Projects**

The Outreach team represented the District at the Rocklin Hot Chili, Cool Cars event held on September 21<sup>st</sup>. Many customers stopped by the booth. Staff answered questions, discussed the Districts services and educated attendees on the Fats, Oils and Grease program. FOG materials will be available for the Board to view at the Board meeting. The next event the Outreach team will be attending is the Loomis Eggplant Festival scheduled for October 5<sup>th</sup>.

Staff continues to review District wide purchasing policies and procedures in alignment with the 2013/17 Strategic Plan. Additional efficiencies are being reviewed as it relates to cost savings for office supplies, copy machines and printers.

# SPMUD STAFF REPORT

TO: Board of Directors

FROM: Sam Rose – Technical Services Manager

VIA: Charley Clark – General Manager

DATE: September 25, 2013

SUBJECT: Technical Services Department Report

## **1. Upper Antelope Creek – East Trunk Sewer**

The Notice to Proceed for the rubberized chip seal on Swetzer Rd was issued on September 13, 2013. The preconstruction meeting is scheduled for September 30, 2013. After the meeting a notice will be mailed to residents along the alignment to inform of the anticipated schedule and what to expect while the work is being performed.

The District continues to work with the contractor to close out the project.

## **2. IT Master Plan**

District staff and consultants have met with the Lucity team to discuss and coordinate efforts to begin software installation and data migration.

## **3. Improved Coordination/Communication with Partner Agencies**

Nothing new to report

## **4. Fee Policy Flow Study**

The (Draft) Flow Study has been submitted by Water Works Engineers. There remains one piece of information that needs to be validated before staff can bring the results to the Board Sub-committee. Staff anticipates this to be completed by mid-October.

## **5. Elliott Homes Temporary Lift Station**

Staff met with Elliott Homes on September 24, 2013 to review conceptual plans for the pipeline project. Staff approved the concept and directed Elliott Homes to establish timelines for moving forward.