



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

**November 5, 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](http://www.spmud.ca.gov)) and posted in the District's outdoor bulletin board at the SPMUD Headquarters at the above address. Meeting facilities are accessible to persons with disabilities. Requests for other considerations should be made through the District Headquarters at (916)786-8555.

**AGENDA**

**I. CALL MEETING TO ORDER**

**II. ROLL CALL OF DIRECTORS**

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

**III. PLEDGE OF ALLEGIANCE**

**IV. CONSENT ITEMS**

[pg 4 to 29 ]

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 November 5, 2015 meeting***

1. MINUTES from the October 1, 2015 Regular Board Meeting.
2. ACCOUNTS PAYABLE in the amount of \$1,225,513.53 through October 31, 2015.
3. MONTHLY INVESTMENT REPORT in the total amount of \$50,099,011.61, through October 31, 2015.
4. BILL OF SALE Acceptance of the Bill of Sale for sewer improvements within the Whitney Ranch Phase II-B Unit 46AB, located in Rocklin.
5. BILL OF SALE Acceptance of the Bill of Sale for sewer improvements within the Whitney Ranch Phase II-B Unit 46E, located in Rocklin.

6. BILL OF SALE Acceptance of the Bill of Sale for sewer improvements within Whitney Ranch Phase II-B Unit 46CD, located in Rocklin.
7. BILL OF SALE Acceptance of the Bill of Sale for sewer improvements within Parklands South Subdivision located in Rocklin.

## 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. Electronic Board Agenda Materials and Technology Alternatives**

[pg 30 to 31]

Recommendation:

Staff recommends the continued use of the Boardpaq application for the distribution of Board meeting materials. Staff further recommends that a Board member will have options when selecting replacement technology for their current issued Ipad.

No Action Requested

### **2. Consideration and Acceptance of the High Risk Facilities report and approval to move forward with Preliminary cost estimates.**

[pg 32 to 38]

Recommendation:

Staff recommends that the Board of Directors accept the High Risk Facilities report which identifies risks for District pipeline assets and prioritizes future projects. Staff requests approval to move forward with preliminary estimates. Engineering contracts will be presented for the Board's approval, once the selection process has been completed.

Action Requested: (Voice vote)

- 1. Accept HRF report and direct staff to move forward with preliminary engineering and cost estimates for identified High Risk Facility projects.**

**3. Consideration and Approval of Resolution #15-26 adopting Policy 3350 – Deferred Participation Charges**

[pg 39 to 44]

**Recommendation:**

In early October staff met with the Policy and Ordinance Committee to discuss further revisions to the Deferred Participation Charge Policy. Staff recommends that the Board of Directors adopt Resolution #15-26 which adopts Policy 3350 for Deferred Participation Charges. This policy incorporates content from Resolution #13-08 and further content expressed by the Board and Committee.

Action Requested: (Roll call vote)

**1. Adopt Resolution #15-26 approving Policy 3350 – Deferred Participation Charges.**

**VII. REPORTS**

[pg 45 to 52]

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 December 3, 2015 at 4:30 p.m.

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

<b>Meeting</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>
Regular	District Office	October 1, 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 Vice President Dickinson presiding at 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

Present: Will Dickinson, Vic Markey, Jerry Mitchell  
Absent: John Murdock, Jim Williams  
Vacant: None

Staff: Herb Niederberger, General Manager  
Adam Brown, Legal Counsel  
Eric Nielsen, District Engineer  
Sam Rose, Superintendent  
Joanna Belanger, Administrative Services Manager

Others: Marc Mondell, Community Development Director - City of Rocklin

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

**IV. CONSENT ITEMS:**

1. Minutes from the September 3, 2015 Regular Board Meeting.
2. Accounts Payable in the amount of \$200,042.55 through September 24, 2015.
3. Monthly Investment Report in the total amount of \$49,808,612.22, through September 25, 2015.
4. Bill of Sale Acceptance of the Bill of Sale for sewer improvements within Center at Secret Ravine, located in Rocklin at Sierra College Blvd and Schriber Way.
5. Bill of Sale Acceptance of the Bill of Sale for sewer improvements within Whitney Ranch – Unit 47AB, located in Rocklin near the intersection of Old Ranch House Road and Split Rail Street.

Director Mitchell made a motion to approve all items on the consent calendar; a second was made by Director Markey, the motion carried 3-0.

**V. PUBLIC COMMENTS:**

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

**VI. BOARD BUSINESS:**

**1. Consideration and Approval of Resolution #15-24 to approve the Foothill Trunk IS/MND and Approval of Resolution #15-25 authorizing the General Manager to execute an addendum to the Foothill Trunk Sewer Replacement Project – Phase II Contract**

District Engineer Nielsen provided a report to the Board regarding the Foothill Trunk Sewer Replacement Project, identifying the need for upsizing of the pipe and improved hydraulics along with the elimination

of a high risk creek crossing and realignment of the pipeline. It was reported that the Draft Initial study and Mitigated Negative Declaration (IS/MND) for the project were circulated for public comment and that the project team has responded to public comments and the next steps were for the Board to certify the Final IS/MND and approve the project.

Director Mitchell stated that there appears to be a lot of disruptions to the environment and potential for delays in the schedule to meet the necessary mitigations. He asked if the District feels prepared to protect all ranges of issues for the project. District Engineer Nielsen explained that there is some required work to ensure that mitigation compliance occurs, but all the mitigations are reasonable for the team. GM Niederberger clarified that staff will be bringing back easements and rights of entry to the board at a later date for this project.

Director Markey asked if there was a potential for residents who are in opposition of the placement of the sewer line to stop the project. DE Nielsen indicated that he has met with residents to understand their concerns for the project. The preference is to accommodate and mitigate concerns within the limits of the design. He stated that staff continues to work with the residents, stating that there are a number of benefits for both parties including improved access for maintaining the line, particularly by moving the line out from under a concrete deck constructed over the Districts easement. He stated that the District hopes to reach an agreement with a reasonable solution that is agreeable for both the resident and the District.

Director Dickinson asked about the discharge of fill materials for the project, DE Nielsen responded that in certain areas identified as wetlands or open waters, it may be necessary for a temporary dam to be installed. He clarified further that full restoration will be made to existing contours before completion of the project.

GM Niederberger explained that item #3 addresses the continuance of work being completed by WaterWorks Engineering. He stated that staff will bring back a mid-year budget adjustment request in February 2016 to request approval for the additional budgetary needs for the Professional Services Agreement. Hearing no public comments the items were presented for approval.

1. Director Mitchell made a motion to adopt Resolution #15-24 to certify the Foothill Trunk Sewer Replacement Project Initial Study/Mitigated Negative Declaration and approve the project, a second was made by Director Markey, the motion carried 3-0.
2. Director Mitchell made a motion, with a second made by Director Markey to authorize the Board President to sign the project Notice of Determination, and
3. Adopt Resolution #15-25 authorizing the General Manager to sign Addendum I with WaterWorks Engineering for the Foothill Trunk Sewer Replacement Project – Phase II Contract, the motion carried 3-0.

## **2. Consideration and Approval of Resolution #15-26 adopting Policy 3350 – Deferred Participation Charges**

General Manager Niederberger introduced the proposed changes to Policy 3350 for Deferred Participation Charges, reporting that a redlined policy was provided incorporating Board requested changes identified during the Policy handbook meeting in August. GM Niederberger stated that the Policy & Ordinance Advisory Committee had reviewed the proposed revisions to the policy to capture the intent

of the Board's prior discussion. Further discussion followed regarding the delegation to the General Manager to determine what constituted a hardship for a project over 5 Equal Dwelling Units (EDUs). Director Dickinson asked why there was a need for the hardship language within the policy, and whether there is any law that requires that component within the policy. Legal Counsel Brown responded that the District is not offering a subsidy, it is in effect financing the payment over time and there is no legal requirement for a hardship component to be included. Director Dickinson stated that two assumptions can be made that the policy is beneficial to the economic community benefit and that paying fees does create a hardship. He stated he was more concerned about the payment being made to the District, and that the District is not being treated as a bank. Director Mitchell suggested that instead of the interest rate being tied to the SPWA bond rate, that the District instead set the interest rate at 2 points over Prime. There was further discussion continued regarding rising interest rates over time and lost opportunities to the District, administrative time to process agreements, intent of the hardship component and the short term investment opportunities for interest earned on this type of agreement.

The item was opened up for public comment. Mark Mondell, Community Development Director from the City of Rocklin addressed the Board. He stated that he recognizes that the Board is looking at deferred payments in a narrow scope, and the desire not to act as a bank. He stated that the Board is trying to be fair and see economic development within the community. However he asked the Board to think about the fee and how it is derived. He gave the Rocklin Studio Movie Grill as an example, asking if this is a Movie house that serves food, or is it a Restaurant that shows movies? He suggested that the City understands that some codes are too rigid for definitions. He asked the Board to be mindful of distinctions between business types and allowing staff the ability to address fees and the application of the type of business when it is tied to a fee.

The Board directed GM Niederberger to take the policy back to the Policy and Ordinance Advisory Committee to review the content of the policy further and bring back to the Full Board for further discussion at its November Board meeting.

## **VII. REPORTS:**

**1. District General Counsel (A. Brown):** General Counsel Brown stated that his report would be heard in Closed Session.

**2. General Manager (H. Niederberger):**

**A. ASD, FSD & TSD Reports:** General Manager Niederberger reported that staff had made some additional updates to the District website in accordance with items included in the Grand Jury report. He stated that discussions with the City of Rocklin continue for the Memorandum of Understanding between the District and the City.

**B. Information Items:** No further information was reported.

**3. Directors Comments:** Director Mitchell reported that he had attended the City of Rocklin Redevelopment Oversight Committee meeting on September 14<sup>th</sup>. He stated that the Oversight Committee will continue to hold meetings over the next year.

Regular Board Meeting

October 1, 2015

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**VIII. CLOSED SESSION**

The meeting was adjourned into Closed Session at 5:25 p.m. for a conference with Legal Counsel regarding existing litigation under Subdivision (a) of Section 54956.9.

Name of case: Kimberly J. Godfrey and M. Franklin Godfrey vs. South Placer Municipal Utility District et al.  
- Placer County Superior Court Case No. SCV0036719.

Legal Counsel Brown reported out of Closed Session at 5:57 p.m. that no action had been taken.

**IX. ADJOURNMENT**

The meeting was adjourned at 6:00 p.m. to the next regularly scheduled meeting on November 5, 2015 at 4:30 p.m.



Joanna Belanger, Board Secretary



South Placer Municipal Utility District, CA

# Check Report

By Check Number

Date Range: 09/25/2015 - 10/30/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
1022	AT&T	10/01/2015	Regular	0.00	49.92	6527
1004	AT&T	10/01/2015	Regular	0.00	104.07	6528
1080	CWEA	10/01/2015	Regular	0.00	164.00	6529
1093	DMG Lawn Maintenance	10/01/2015	Regular	0.00	325.00	6530
1174	KBA Docusys, Inc.	10/01/2015	Regular	0.00	578.63	6531
1207	Municipal Maintenance Equipment	10/01/2015	Regular	0.00	292.67	6532
1211	Noble Image, Inc.	10/01/2015	Regular	0.00	66.00	6533
1221	PG&E	10/01/2015	Regular	0.00	4,623.79	6534
1487	RJA Heating & Air, Inc.	10/01/2015	Regular	0.00	253.25	6535
1299	Staples Contract & Commercial	10/01/2015	Regular	0.00	205.58	6536
1310	TecData Inc.	10/01/2015	Regular	0.00	587.40	6537
1499	TechRoe.com LLC	10/01/2015	Regular	0.00	939.98	6538
1325	Tyler Technologies, Inc.	10/01/2015	Regular	0.00	400.00	6539
1327	US Bank Corporate Payment	10/01/2015	Regular	0.00	8,977.40	6540
	**Void**	10/01/2015	Regular	0.00	0.00	6541
	**Void**	10/01/2015	Regular	0.00	0.00	6542
1021	ARC	10/15/2015	Regular	0.00	98.00	6619
1004	AT&T	10/15/2015	Regular	0.00	9.40	6620
1022	AT&T	10/15/2015	Regular	0.00	195.77	6621
1509	Crystal Communications	10/15/2015	Regular	0.00	460.00	6622
1086	Dataprose	10/15/2015	Regular	0.00	8,624.67	6623
1087	Dawson Oil Co.	10/15/2015	Regular	0.00	1,606.38	6624
1131	Granite Business Printing	10/15/2015	Regular	0.00	422.48	6625
1139	Hill Rivkins Brown & Associates	10/15/2015	Regular	0.00	9,713.60	6626
1146	InSight Mobile Data Inc.	10/15/2015	Regular	0.00	330.00	6627
1173	KBA Docusys	10/15/2015	Regular	0.00	350.60	6628
1207	Municipal Maintenance Equipment	10/15/2015	Regular	0.00	1,112.92	6629
1473	Pitney Bowes Purchase Power	10/15/2015	Regular	0.00	320.99	6630
1232	Pitney Bowes, Inc.	10/15/2015	Regular	0.00	40.83	6631
1244	Preferred Alliance	10/15/2015	Regular	0.00	137.76	6632
1508	Sacramento Rendering Co.	10/15/2015	Regular	0.00	25.00	6633
1291	Special District Risk Management Authority	10/15/2015	Regular	0.00	705.88	6634
1333	SPOK, Inc.	10/15/2015	Regular	0.00	26.22	6635
1297	Stanley Convergent Security Solutions, Inc.	10/15/2015	Regular	0.00	31.09	6636
1299	Staples Contract & Commercial	10/15/2015	Regular	0.00	511.25	6637
1325	Tyler Technologies, Inc.	10/15/2015	Regular	0.00	3,081.25	6638
1475	Van Erp, Petersen & Babcock, LLP	10/15/2015	Regular	0.00	800.00	6639
1491	Vanguard Cleaning Systems	10/15/2015	Regular	0.00	395.00	6640
1338	Verizon Wireless	10/15/2015	Regular	0.00	492.00	6641
1492	Wave Broadband - Rocklin	10/15/2015	Regular	0.00	209.85	6642
1347	Western Placer Waste Management Authority	10/15/2015	Regular	0.00	34.68	6643
1026	AUS Sacramento MC Lockbox	10/20/2015	Regular	0.00	581.91	6644
1047	California Chamber of Commerce	10/20/2015	Regular	0.00	619.00	6645
1052	California Special Districts Association	10/20/2015	Regular	0.00	6,089.00	6646
1458	Carie Huff	10/20/2015	Regular	0.00	23.00	6647
1068	City of Roseville	10/20/2015	Regular	0.00	990,378.24	6648
1073	Consolidated Communications	10/20/2015	Regular	0.00	685.25	6649
1252	Ramos Environmental	10/20/2015	Regular	0.00	150.00	6650
1507	Silke Communications	10/20/2015	Regular	0.00	3,334.63	6651
1334	USB-Sewer Equipment Corporation	10/20/2015	Regular	0.00	665.95	6652
1240	Placer County Personnel	10/20/2015	Regular	0.00	2,992.44	6653
1246	Prudential Municipal Pool	10/20/2015	Regular	0.00	152.98	6654
1480	Herb Niederberger	10/20/2015	Regular	0.00	357.55	6655
1180	Lands' End Business Outfitters	10/20/2015	Regular	0.00	739.26	6656

Check Report

Date Range: 09/25/2015 - 10/30/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1045	Cal Pers 457 Plan (EFT)	09/25/2015	Bank Draft	0.00	100.00	DFT0001546
1135	Mass Mutual (EFT)	09/25/2015	Bank Draft	0.00	4,007.00	DFT0001547
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	147.25	DFT0001548
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	237.20	DFT0001549
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	324.86	DFT0001550
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	2,964.88	DFT0001551
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	4,061.19	DFT0001552
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	1,022.56	DFT0001553
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	1,169.08	DFT0001554
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	791.33	DFT0001555
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	789.68	DFT0001556
1149	Internal Revenue Service	09/25/2015	Bank Draft	0.00	8,108.54	DFT0001557
1098	EDD (EFT)	09/25/2015	Bank Draft	0.00	2,330.44	DFT0001558
1098	EDD (EFT)	09/25/2015	Bank Draft	0.00	541.41	DFT0001559
1149	Internal Revenue Service	09/25/2015	Bank Draft	0.00	1,918.54	DFT0001560
1149	Internal Revenue Service	09/25/2015	Bank Draft	0.00	7,035.41	DFT0001561
1015	American Fidelity Assurance	09/25/2015	Bank Draft	0.00	1,216.89	DFT0001562
1229	Pers (EFT)	09/25/2015	Bank Draft	0.00	12,985.00	DFT0001564
1045	Cal Pers 457 Plan (EFT)	10/09/2015	Bank Draft	0.00	100.00	DFT0001568
1135	Mass Mutual (EFT)	10/09/2015	Bank Draft	0.00	4,357.00	DFT0001569
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	147.25	DFT0001570
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	237.20	DFT0001571
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	324.86	DFT0001572
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	2,964.88	DFT0001573
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	4,061.19	DFT0001574
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	1,022.56	DFT0001575
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	1,169.08	DFT0001576
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	791.33	DFT0001577
1229	Pers (EFT)	10/09/2015	Bank Draft	0.00	789.68	DFT0001578
1149	Internal Revenue Service	10/09/2015	Bank Draft	0.00	8,211.10	DFT0001579
1098	EDD (EFT)	10/09/2015	Bank Draft	0.00	2,424.61	DFT0001580
1098	EDD (EFT)	10/09/2015	Bank Draft	0.00	568.07	DFT0001581
1149	Internal Revenue Service	10/09/2015	Bank Draft	0.00	2,094.38	DFT0001582
1149	Internal Revenue Service	10/09/2015	Bank Draft	0.00	7,288.46	DFT0001583
1045	Cal Pers 457 Plan (EFT)	10/23/2015	Bank Draft	0.00	100.00	DFT0001585
1135	Mass Mutual (EFT)	10/23/2015	Bank Draft	0.00	4,007.00	DFT0001586
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	147.25	DFT0001587
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	237.20	DFT0001588
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	324.86	DFT0001589
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	2,964.88	DFT0001590
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	4,061.19	DFT0001591
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	1,022.56	DFT0001592
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	1,169.08	DFT0001593
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	791.33	DFT0001594
1229	Pers (EFT)	10/23/2015	Bank Draft	0.00	789.68	DFT0001595
1149	Internal Revenue Service	10/23/2015	Bank Draft	0.00	7,409.92	DFT0001596
1098	EDD (EFT)	10/23/2015	Bank Draft	0.00	2,248.50	DFT0001597
1098	EDD (EFT)	10/23/2015	Bank Draft	0.00	537.84	DFT0001598
1149	Internal Revenue Service	10/23/2015	Bank Draft	0.00	1,907.00	DFT0001599
1149	Internal Revenue Service	10/23/2015	Bank Draft	0.00	6,847.62	DFT0001600
1229	Pers (EFT)	10/20/2015	Bank Draft	0.00	12,985.00	DFT0001601
1230	Pers (EFT)	10/20/2015	Bank Draft	0.00	30,654.34	DFT0001602

Check Report

Date Range: 09/25/2015 - 10/30/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1015	American Fidelity Assurance	10/20/2015	Bank Draft	0.00	1,216.89	DFT0001603

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	84	52	0.00	1,054,072.52
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	53	53	0.00	165,725.05
EFT's	0	0	0.00	0.00
	<b>137</b>	<b>107</b>	<b>0.00</b>	<b>1,219,797.57</b>

### Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	9/2015	49,751.26
100	GENERAL FUND	10/2015	<u>1,170,046.31</u>
			<b>1,219,797.57</b>

Account Number	Name	Date	Type	Amount Reference	Packet	Receipt	Adj Type
102-0007087-01	Adam Hoff	10/13/2015	Refund	113.24 Check #: 6549	UBPKT01253		
106-0013456-01	Anzelmo, David A	10/13/2015	Refund	29.24 Check #: 6569	UBPKT01253		
102-0009685-02	ARNS Inc.	10/13/2015	Refund	37.34 Check #: 6555	UBPKT01253		
106-0016492-01	Barber, Paul	10/13/2015	Refund	113.24 Check #: 6577	UBPKT01253		
103-0013993-01	Batterman, Gary K	10/13/2015	Refund	85.86 Check #: 6566	UBPKT01253		
106-0013904-01	Black, Thomas J	10/13/2015	Refund	5.09 Check #: 6570	UBPKT01253		
103-0004843-02	Bloomquist, Maryann	10/13/2015	Refund	65.43 Check #: 6565	UBPKT01253		
102-0007223-01	Broome, Michael E	10/13/2015	Refund	27.69 Check #: 6550	UBPKT01253		
103-0004722-01	Bryant, Jason	10/21/2015	Refund	9.24 Check #: 6662	UBPKT01335		
112-1024610-01	Byram, Stacey	10/13/2015	Refund	84.00 Check #: 6583	UBPKT01253		
102-0009948-01	Campbell, Janice	10/13/2015	Refund	112.49 Check #: 6557	UBPKT01253		
106-0015103-01	Cervelli, Daniel	10/13/2015	Refund	29.21 Check #: 6572	UBPKT01253		
102-0009966-01	Chun, Ju Hyun	10/14/2015	Refund	28.00 Check #: 6618	UBPKT01322		
112-1026509-00	D R Horton	10/13/2015	Refund	29.21 Check #: 6587	UBPKT01253		
112-1026603-00	D R Horton	10/13/2015	Refund	29.20 Check #: 6610	UBPKT01253		
112-1026533-00	D R Horton	10/13/2015	Refund	28.31 Check #: 6590	UBPKT01253		
112-1026683-00	D R Horton	10/13/2015	Refund	30.23 Check #: 6613	UBPKT01253		
112-1026555-00	D R Horton	10/13/2015	Refund	28.56 Check #: 6596	UBPKT01253		
112-1026590-00	D R Horton	10/13/2015	Refund	28.55 Check #: 6607	UBPKT01253		
112-1026553-00	D R Horton	10/13/2015	Refund	28.36 Check #: 6595	UBPKT01253		
112-1026506-00	D R Horton	10/13/2015	Refund	28.49 Check #: 6586	UBPKT01253		
112-1026515-00	D R Horton	10/13/2015	Refund	29.46 Check #: 6588	UBPKT01253		
112-1026541-00	D R Horton	10/13/2015	Refund	84.35 Check #: 6592	UBPKT01253		
112-1026562-00	D R Horton	10/13/2015	Refund	29.21 Check #: 6600	UBPKT01253		
112-1026581-00	D R Horton	10/13/2015	Refund	28.36 Check #: 6602	UBPKT01253		
112-1026556-00	D R Horton	10/13/2015	Refund	29.48 Check #: 6597	UBPKT01253		
112-1026545-00	D R Horton	10/13/2015	Refund	28.00 Check #: 6593	UBPKT01253		
112-1026582-00	D R Horton	10/13/2015	Refund	29.18 Check #: 6603	UBPKT01253		
112-1026563-00	D R Horton	10/13/2015	Refund	29.21 Check #: 6601	UBPKT01253		
112-1026592-00	D R Horton	10/13/2015	Refund	29.42 Check #: 6608	UBPKT01253		
112-1026560-00	D R Horton	10/13/2015	Refund	28.43 Check #: 6598	UBPKT01253		
112-1026561-00	D R Horton	10/13/2015	Refund	29.21 Check #: 6599	UBPKT01253		
112-1026552-00	D R Horton	10/13/2015	Refund	28.39 Check #: 6594	UBPKT01253		
112-1026579-00	D R Horton	10/21/2015	Refund	28.55 Check #: 6664	UBPKT01335		
112-1026684-00	D R Horton	10/13/2015	Refund	29.51 Check #: 6614	UBPKT01253		
112-1026531-00	D R Horton	10/13/2015	Refund	28.00 Check #: 6589	UBPKT01253		
112-1026601-00	D R Horton	10/13/2015	Refund	28.31 Check #: 6609	UBPKT01253		
112-1026535-00	D R Horton	10/13/2015	Refund	28.00 Check #: 6591	UBPKT01253		
112-1026584-00	D R Horton	10/13/2015	Refund	28.55 Check #: 6604	UBPKT01253		
112-1026589-00	D R Horton	10/13/2015	Refund	27.63 Check #: 6606	UBPKT01253		
112-1026586-00	D R Horton	10/13/2015	Refund	28.53 Check #: 6605	UBPKT01253		
112-1026604-00	D R Horton	10/13/2015	Refund	29.18 Check #: 6611	UBPKT01253		
112-1022426-01	Dace, Michael	10/13/2015	Refund	84.00 Check #: 6581	UBPKT01253		
102-0003487-01	DIANNE L SIGNES	10/21/2015	Refund	504.00 Check #: 6660	UBPKT01335		
102-0010823-01	Fecanin, Alexander	10/13/2015	Refund	24.68 Check #: 6559	UBPKT01253		
102-0010862-01	Fisher, Robert	10/27/2015	Refund	84.28 Check #: 6668	UBPKT01364		
102-0003190-02	Florence, Henry and Leah	10/21/2015	Refund	84.36 Check #: 6659	UBPKT01335		
102-0009811-01	Frank L Timpano	10/13/2015	Refund	84.00 Check #: 6556	UBPKT01253		
102-0010168-02	Gilevich, Thomas and Yunyan	10/13/2015	Refund	9.31 Check #: 6558	UBPKT01253		
106-0012637-01	Gonzales, Juanita	10/27/2015	Refund	29.70 Check #: 6671	UBPKT01364		
102-0011235-01	Goucher, Rick	10/27/2015	Refund	28.75 Check #: 6670	UBPKT01364		

Account Number	Name	Date	Type	Amount Reference	Packet	Receipt	Adj Type
106-0015534-01	Graves, Bryan A	10/13/2015	Refund	112.00 Check #: 6574	UBPKT01253		
106-0012805-02	Hull, Harry and Deborah	10/13/2015	Refund	28.62 Check #: 6567	UBPKT01253		
102-0011795-01	JOHN E DEVOUS	10/13/2015	Refund	28.33 Check #: 6561	UBPKT01253		
106-0017576-02	Kageta, Grant and Maria	10/13/2015	Refund	84.00 Check #: 6579	UBPKT01253		
102-0006064-01	Kehren, Jonathan	10/27/2015	Refund	28.30 Check #: 6667	UBPKT01364		
102-0006801-01	Kelada, Hayne	10/13/2015	Refund	29.24 Check #: 6547	UBPKT01253		
102-0003027-01	Kendrick, Jerry	10/21/2015	Refund	84.15 Check #: 6658	UBPKT01335		
106-0017136-01	KEVIN COOPER	10/13/2015	Refund	119.00 Check #: 6578	UBPKT01253		
112-1023282-02	Kim, Jason	10/13/2015	Refund	112.62 Check #: 6582	UBPKT01253		
102-0012116-01	Leaden, Frank W	10/13/2015	Refund	40.65 Check #: 6562	UBPKT01253		
102-0006880-01	Mammini, Paul V	10/13/2015	Refund	85.77 Check #: 6548	UBPKT01253		
103-0004558-02	McKnight, Carole F	10/13/2015	Refund	140.00 Check #: 6564	UBPKT01253		
112-1024644-01	McMackin, Danny R	10/13/2015	Refund	29.27 Check #: 6584	UBPKT01253		
106-0014784-01	Medley, Thomas	10/13/2015	Refund	5.98 Check #: 6571	UBPKT01253		
102-0001820-01	MEGHAN MAGEE ET AL	10/13/2015	Refund	316.25 Check #: 6543	UBPKT01253		
113-1022273-02	Miller, Cameron	10/13/2015	Refund	55.06 Check #: 6615	UBPKT01253		
106-0015190-01	Murdica, Vincent J	10/13/2015	Refund	28.52 Check #: 6573	UBPKT01253		
102-0008567-01	Neil Polaske	10/13/2015	Refund	18.69 Check #: 6553	UBPKT01253		
112-1021351-01	O'Brien, Tom and Gail	10/13/2015	Refund	222.45 Check #: 6580	UBPKT01253		
106-0016376-01	ORA E KNUTTY TRSUTEE	10/13/2015	Refund	28.43 Check #: 6576	UBPKT01253		
106-0013293-01	Parodi, Elizabeth A	10/13/2015	Refund	29.25 Check #: 6568	UBPKT01253		
113-1026460-00	Provision Properties LLC	10/13/2015	Refund	15.08 Check #: 6616	UBPKT01253		
102-0002995-01	RICK PERRY	10/27/2015	Refund	83.50 Check #: 6666	UBPKT01364		
102-0007376-03	River City Invest LLC	10/13/2015	Refund	103.72 Check #: 6551	UBPKT01253		
102-0011164-01	Santiago, J M	10/13/2015	Refund	83.92 Check #: 6560	UBPKT01253		
102-0011583-01	Santos, Edwin Jr.	10/21/2015	Refund	34.31 Check #: 6661	UBPKT01335		
114-1024833-02	Seiwert, Michelle	10/13/2015	Refund	93.61 Check #: 6617	UBPKT01253		
102-0008399-03	Sentell, Beth	10/13/2015	Refund	65.83 Check #: 6552	UBPKT01253		
102-0000638-02	Smith, Ron	10/21/2015	Refund	9.51 Check #: 6657	UBPKT01335		
106-0014302-01	Smith, Ruben J	10/21/2015	Refund	28.12 Check #: 6663	UBPKT01335		
102-0011019-01	Soto, Albert and Aline	10/27/2015	Refund	29.70 Check #: 6669	UBPKT01364		
112-1026486-00	Standard Pacific	10/13/2015	Refund	28.50 Check #: 6585	UBPKT01253		
112-1026637-00	Standard Pacific	10/27/2015	Refund	10.38 Check #: 6674	UBPKT01364		
112-1026638-00	Standard Pacific	10/13/2015	Refund	28.50 Check #: 6612	UBPKT01253		
112-1026640-00	Standard Pacific	10/21/2015	Refund	18.69 Check #: 6665	UBPKT01335		
112-1026297-01	Tim Lewis Communities	10/27/2015	Refund	84.44 Check #: 6673	UBPKT01364		
102-0002636-01	Trust, The Sheila Noakes Living	10/13/2015	Refund	523.70 Check #: 6545	UBPKT01253		
102-0002281-02	TYLER D DEYOUNG	10/13/2015	Refund	62.94 Check #: 6544	UBPKT01253		
106-0016252-01	Womack, Gaye	10/13/2015	Refund	28.49 Check #: 6575	UBPKT01253		
106-0012877-01	Wright, David E	10/27/2015	Refund	84.41 Check #: 6672	UBPKT01364		
102-0009610-01	Wunn, Ron	10/13/2015	Refund	28.48 Check #: 6554	UBPKT01253		
102-0012527-02	Yang, Yan	10/13/2015	Refund	46.38 Check #: 6563	UBPKT01253		
102-0006442-03	Zuehl, James	10/13/2015	Refund	34.15 Check #: 6546	UBPKT01253		



## Daily Distribution

**Day of the Week: 13**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	89	4,423.57									
										<b>Day 13 Total:</b>	4,423.57

**Day of the Week: 14**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	1	28.00									
										<b>Day 14 Total:</b>	28.00

**Day of the Week: 21**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	9	800.93									
										<b>Day 21 Total:</b>	800.93

**Day of the Week: 27**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	9	463.46									
										<b>Day 27 Total:</b>	463.46
										<b>Grand Total for Period:</b>	5,715.96

## Revenue Code Totals By Class

**Class: Residential - Residential**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	108	5,715.96									
										<b>Class Residential Total:</b>	5,715.96
										<b>Grand Total for Period:</b>	5,715.96

### Revenue Code Totals by Type

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	108	5,715.96									
										<b>Revenue 996 Total:</b>	5,715.96
										<b>Grand Total Revenue by Type for Period:</b>	5,715.96

### Totals by Transaction Type and Revenue Code

Transaction Type	Revenue Code	Count	Amount
REFU - Refund	996 - Unapplied Credits/Connection/Participat	108	5,715.96
		<b>REFU Total:</b>	5715.96
		<b>Total for Period:</b>	5715.96

### Revenue Code Totals By Read Group

<b>Read Group: 95650 - 95650</b>											
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	6	370.67									
										<b>Read Group 95650 Total:</b>	370.67
<b>Read Group: 95663 - 95663</b>											
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	1	93.61									
										<b>Read Group 95663 Total:</b>	93.61
<b>Read Group: 95677 - 95677</b>											
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	31	2,522.42									
										<b>Read Group 95677 Total:</b>	2,522.42
<b>Read Group: 95765 - 95765</b>											
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	70	2,729.26									
										<b>Read Group 95765 Total:</b>	2,729.26
										<b>Grand Total for Period:</b>	5,715.96

## Revenue Code Totals By Bill Cycle

**Bill Cycle: 01 - CYCLE 01 - 95677**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	31	2,522.42									

**Bill Cycle 01 Total:** 2,522.42

**Bill Cycle: 02 - CYCLE 02 - 95765**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	70	2,729.26									

**Bill Cycle 02 Total:** 2,729.26

**Bill Cycle: 03 - CYCLE 03 - 95650, 95746, 95663, 95658**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - Unapplied Credits/Connection/Participation Fees</b>											
REFU - Refund	7	464.28									

**Bill Cycle 03 Total:** 464.28

**Grand Total for Period:** 5,715.96

**MONTHLY INVESTMENT REPORT**

**SOUTH PLACER MUNICIPAL  
UTILITY DISTRICT**

Local Agency Investment Fund  
As of October 30, 2015 **\$9,778,261.74**

Average Interest for Month Ended  
September 30, 2015 0.32%

Placer County Treasury  
As of October 30, 2015 **\$38,252,923.74**

Effective Rate of Return for Month Ended  
September 30, 2015 1.355%

Checking Account Balance (U.S. Bank)  
As of October 30, 2015 **\$1,067,826.17**

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, Associate Engineer

**Subject:** Acceptance of the Bill of Sale for Sewer Improvements within Whitney Ranch Phase II-B Unit 46AB

**Meeting Date:** November 5, 2015

---

### Overview

The Whitney Ranch Phase II-B Unit 46AB Subdivision is located in Rocklin northeast of Whitney Ranch Parkway and Spring Creek Drive. Whitney Ranch Phase II-B Unit 46AB consists of 87 single-family residential homes for a total of 87 EDU's. The Whitney Ranch Phase II-B Unit 46AB improvements include the following infrastructure:

- Installation of five thousand one hundred and fifty one (5,151) linear feet of sanitary sewer pipe;
- Installation of twenty four (24) manholes.

### Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Whitney Ranch Phase II-B Unit 46AB Subdivision.

### Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1: Engage Customers to determine expectations.

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

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

### Fiscal Impact

The estimated value of the contributed capital is \$247,337.00.

### Attachments:

1. Bill of Sale
2. Map – Whitney Ranch Phase II-B Unit 46AB

BILL OF SALE

SUNSET RANCHOS INVESTORS, LLC, A DELAWARE LIMITED LIABILITY COMPANY does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Whitney Ranch Phase II-B Unit 46AB.

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 September 17, 2015

DEVELOPER/OWNER:

SUNSET RANCHOS INVESTORS, LLC,  
a Delaware limited liability company

By: Whitney Ranch Venture, LLC,  
a Delaware limited liability company  
Its sole Member

By: Institutional Housing Partners III L.P.,  
a California limited partnership  
Its Manager

By: IHP Capital Partners,  
a California corporation  
Its General Partner

By:



Peter M. Bridges  
Senior Vice President

By:



Brian P. McGowan  
Chief Operating Officer



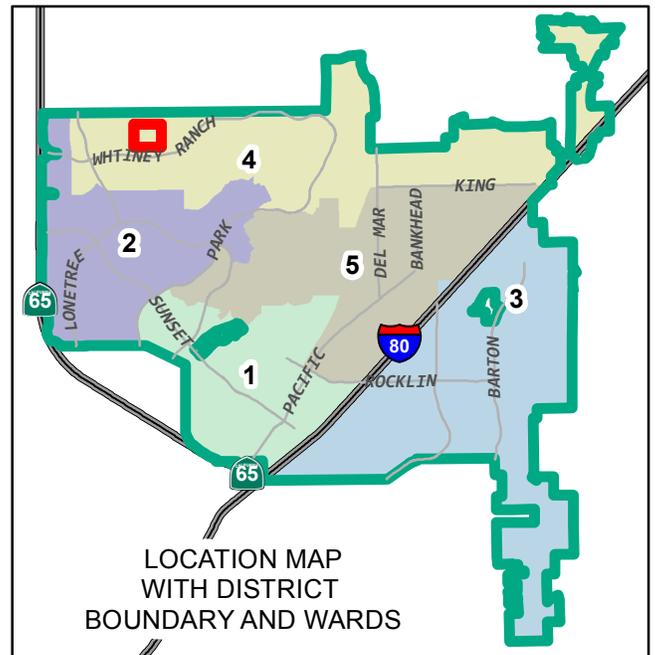
**Whitney Ranch  
Phase II-B Unit 46AB**

0 150 300 Feet

1 in = 250 ft



**Whitney Ranch  
Phase II-B Unit 46AB  
87 Residential EDUs**



LOCATION MAP  
WITH DISTRICT  
BOUNDARY AND WARDS

Date: 10/21/2015

Author: Curtis Little

Document Path:

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# SOUTH PLACER MUNICIPAL UTILITY DISTRICT

## STAFF REPORT

**To:** Board of Directors

**From:** Eric Nielsen, District Engineer

**Cc:** Carie Huff, Associate Engineer

**Subject:** Acceptance of the Bill of Sale for Sewer Improvements within Whitney Ranch Phase II-B Unit 46E

**Meeting Date:** November 5, 2015

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### Overview

The Whitney Ranch Phase II-B Unit 46E Subdivision is located in Rocklin northeast of Whitney Ranch Parkway and Spring Creek Drive. Whitney Ranch Phase II-B Unit 46E consists of 38 single-family residential homes for a total of 38 EDU's. The Whitney Ranch Phase II-B Unit 46E improvements include the following infrastructure:

- Installation of one thousand eight hundred and seventy three (1,873) linear feet of sanitary sewer pipe;
- Installation of four (4) manholes.

### Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Whitney Ranch Phase II-B Unit 46E Subdivision.

### Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1: Engage Customers to determine expectations.

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

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

### Fiscal Impact

The estimated value of the contributed capital is \$77,748.00.

### Attachments:

1. Bill of Sale
2. Map – Whitney Ranch Phase II-B Unit 46E



## BILL OF SALE

SUNSET RANCHOS INVESTORS, LLC, A DELAWARE LIMITED LIABILITY COMPANY does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Whitney Ranch Phase II-B Unit 46E.

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 September 17, 2015

### DEVELOPER/OWNER:

SUNSET RANCHOS INVESTORS, LLC,  
a Delaware limited liability company

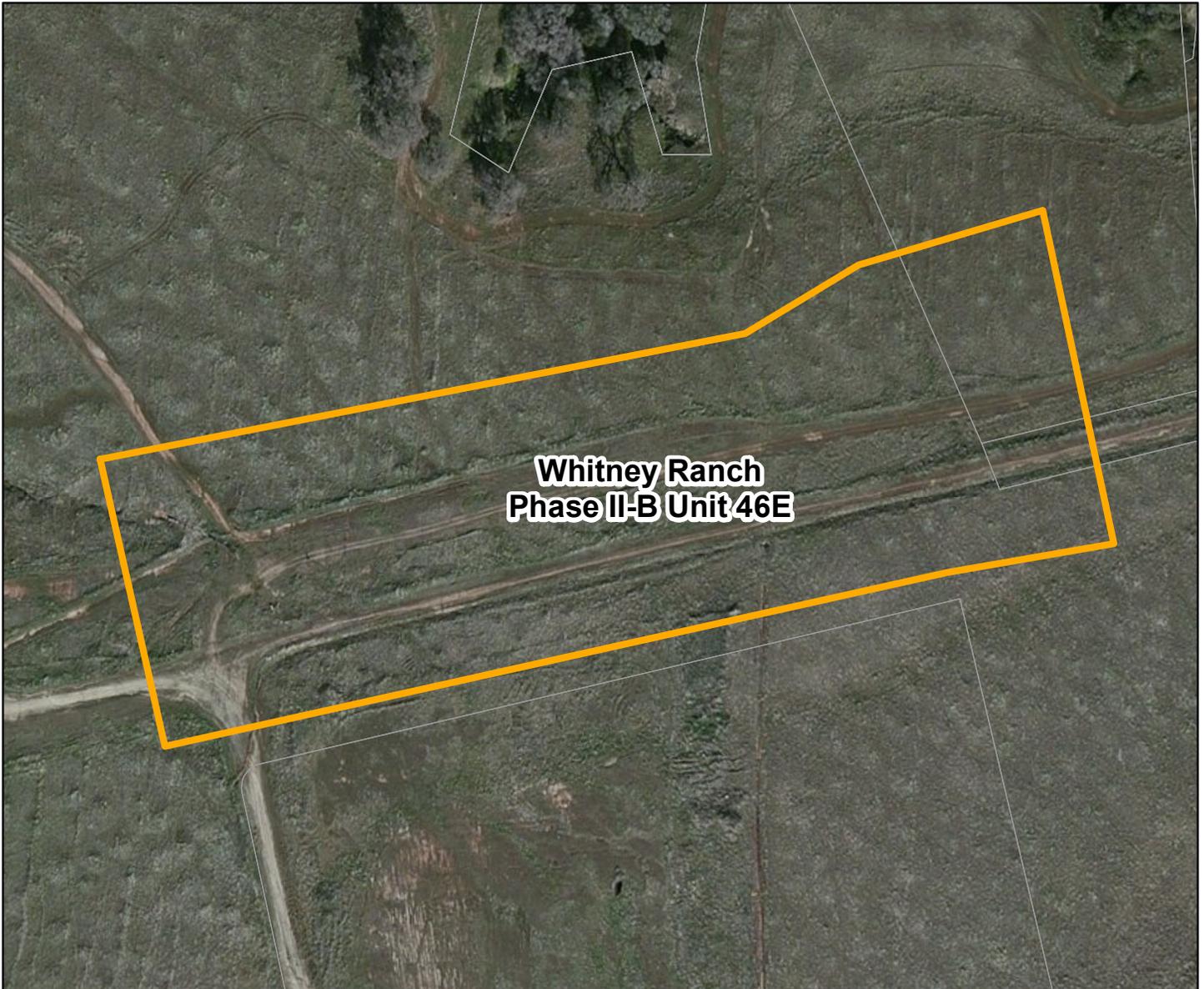
By: Whitney Ranch Venture, LLC,  
a Delaware limited liability company  
Its sole Member

By: Institutional Housing Partners III L.P.,  
a California limited partnership  
Its Manager

By: IHP Capital Partners,  
a California corporation  
Its General Partner

By:   
Peter M. Bridges  
Senior Vice President

By:   
Brian P. McGowan  
Chief Operating Officer

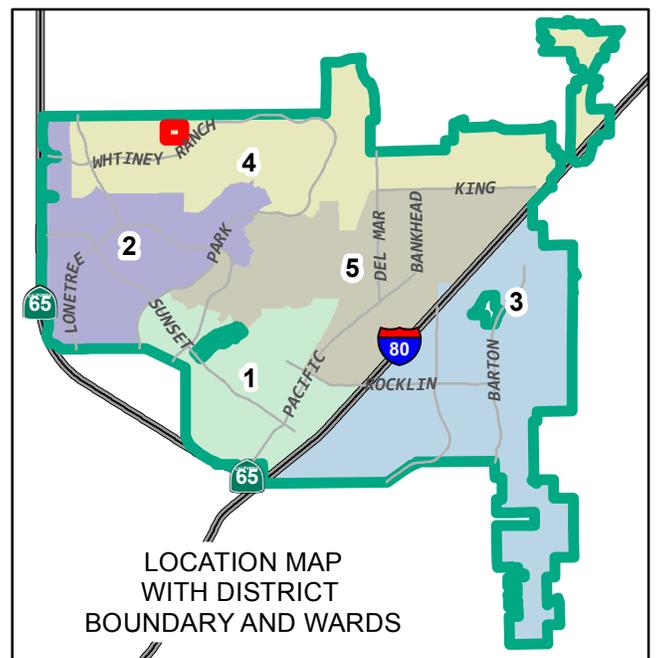


0 100 200 Feet

1 in = 167 ft



**Whitney Ranch**  
**Phase II-B Unit 46E**  
**38 Residential EDUs**



Date: 10/21/2015

Author: Curtis Little

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# SOUTH PLACER MUNICIPAL UTILITY DISTRICT

## STAFF REPORT

**To:** Board of Directors

**From:** Eric Nielsen, District Engineer

**Cc:** Carie Huff, Associate Engineer

**Subject:** Acceptance of the Bill of Sale for Sewer Improvements within Whitney Ranch Phase II-B Unit 46CD

**Meeting Date:** November 5, 2015

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### Overview

The Whitney Ranch Phase II-B Unit 46CD Subdivision is located in Rocklin northeast of Whitney Ranch Parkway and Spring Creek Drive. Whitney Ranch Phase II-B Unit 46CD consists of 74 single-family residential homes for a total of 74 EDU's. The Whitney Ranch Phase II-B Unit 46CD improvements include the following infrastructure:

- Installation of two thousand five hundred and seventy three (2,573) linear feet of sanitary sewer pipe;
- Installation of twelve (12) manholes.

### Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Whitney Ranch Phase II-B Unit 46CD Subdivision.

### Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1: Engage Customers to determine expectations.

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

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

### Fiscal Impact

The estimated value of the contributed capital is \$119,171.00.

### Attachments:

1. Bill of Sale
2. Map – Whitney Ranch Phase II-B Unit 46CD

BILL OF SALE

SUNSET RANCHOS INVESTORS, LLC, A DELAWARE LIMITED LIABILITY COMPANY does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Whitney Ranch Phase II-B Unit 46CD.

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 September 17, 2015

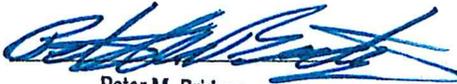
DEVELOPER/OWNER:

SUNSET RANCHOS INVESTORS, LLC,  
a Delaware limited liability company

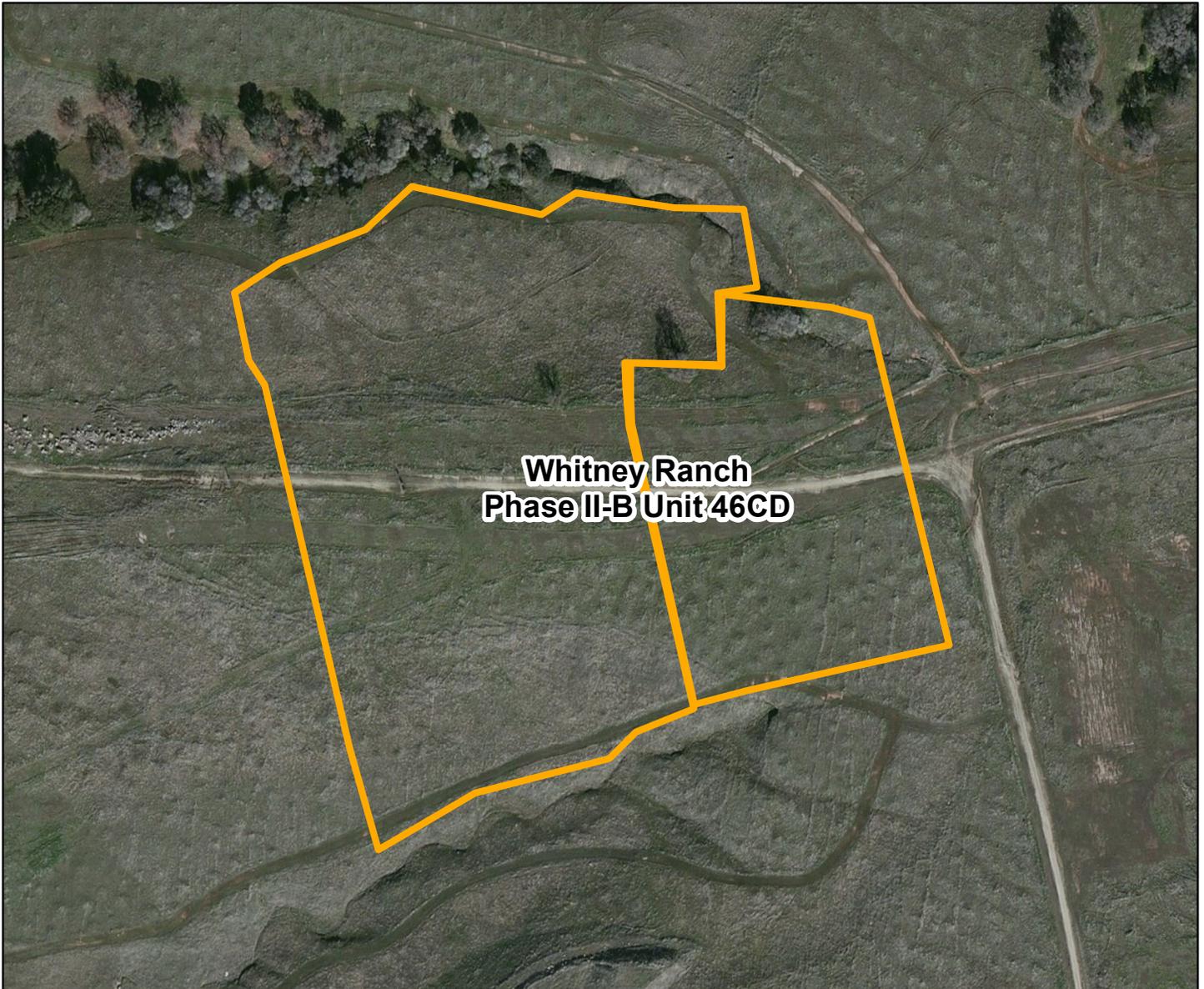
By: Whitney Ranch Venture, LLC,  
a Delaware limited liability company  
Its sole Member

By: Institutional Housing Partners III L.P.,  
a California limited partnership  
Its Manager

By: IHP Capital Partners,  
a California corporation  
Its General Partner

By:   
Peter M. Bridges  
Senior Vice President

By:   
Brian P. McGowan  
Chief Operating Officer

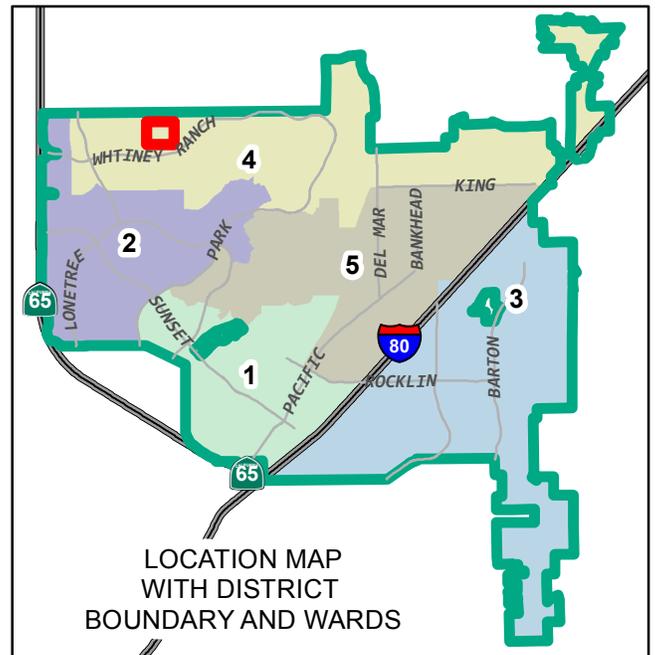


0 150 300 Feet

1 in = 250 ft



**Whitney Ranch**  
**Phase II-B Unit 46CD**  
**74 Residential EDUs**



LOCATION MAP  
 WITH DISTRICT  
 BOUNDARY AND WARDS

Date: 10/21/2015

Author: Curtis Little

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# SOUTH PLACER MUNICIPAL UTILITY DISTRICT

## STAFF REPORT

**To:** Board of Directors

**From:** Eric Nielsen, District Engineer

**Cc:** Carie Huff, Associate Engineer

**Subject:** Acceptance of the Bill of Sale for Sewer Improvements within Parklands South

**Meeting Date:** November 5, 2015

---

### Overview

The Parklands South Subdivision is located in Rocklin southwest of the intersection of Delmar Avenue and Del Rio Court. Parklands South consists of 66 single-family residential homes for a total of 66 EDU's. The Parklands South improvements include the following infrastructure:

- Installation of two thousand five hundred and five (2,505) linear feet of sanitary sewer pipe;
- Installation of nine (9) manholes.

### Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Parklands South Subdivision.

### Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1: Engage Customers to determine expectations.

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

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

### Fiscal Impact

The estimated value of the contributed capital is \$153,425.00.

### Attachments:

1. Bill of Sale
2. Map – Parklands South

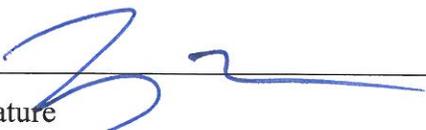
BILL OF SALE

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

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 10/5/15

By: Taylor Morrison of California, LLC

Signature 

JAY PAWLICK  
Name (Please Type or Print)



0 150 300 Feet

1 in = 250 ft



# Parklands South

**66 Residential EDUs**

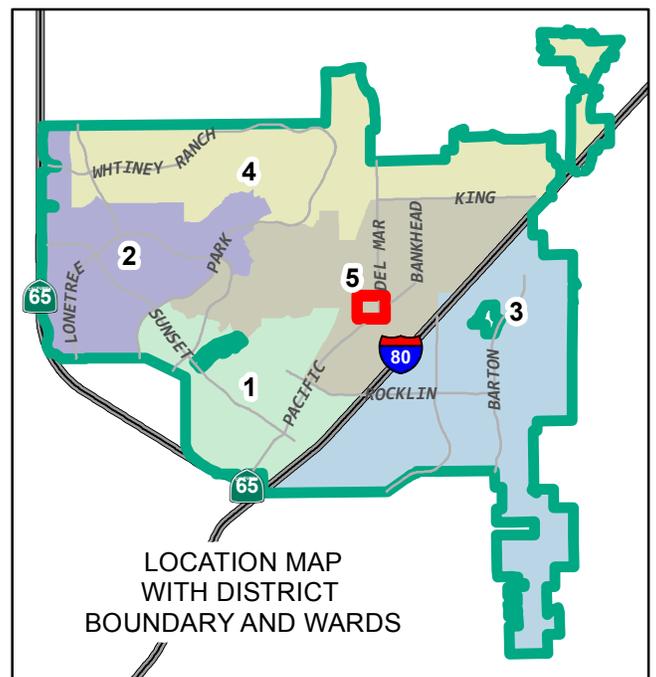
Date: 10/21/2015

Author: Curtis Little

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

To: Board of Directors

From: Joanna Belanger, Administrative Services Manager

Cc: Herb Niederberger, General Manager

Subject: Electronic Board Agenda Materials & Technology Alternatives

Meeting Date: November 5, 2015

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**Discussion & Information**

In November 2012, staff explored options for electronic devices to be utilized by both Board Members and Staff to access the Board Agenda Materials. In December 2012, the Board approved the purchase of I pads and a subscription to an application named “Boardpaq”. This application has been utilized since that time by Board Members and Staff to access Board meeting materials on a regular basis. Policies and archived meeting information is stored within the application and can be accessed on an individual basis by each user to add their own notations, along with access to library items including maps, Ordinances and Resolutions.

The electronic board meeting process met goals identified within the IT Master Plan and further goals included in the Strategic Plan. It accomplishes holding paperless meetings through an environmentally friendly process, saves on postage and printing fees, increases efficiencies and accessibility along with increased transparency.

Over the past three years there have been a couple of occasions where an end user has experienced Ipad glitches, accessibility and saving difficulties within the Boardpaq application.

The Board approved funds in the amount of \$5,000 within the 2015/16 budget to purchase necessary replacement I pads or tablets for board meeting accessibility. Since the current technology and application has been in use for three years, staff has completed a thorough review of available applications and technology. Research explored other options and opportunities which may meet the needs of the District and offer further efficiencies.

An Ipad or a small tablet/laptop is the most ideal option for size, cost and convenience. The current Boardpaq application can be accessed on either an Ipad or tablet, however the features for saving notations within the application are limited for a tablet. Other options include saving the agenda in a pdf format and making highlights and notations to the saved document locally on the hard drive.

There are now many other similar applications available on the market for Board meeting software. These include Diligent, Escribe, Directorpoint, EBoardsolutions, BoardEffect and BoardPad among many others. Applications vary in price dependent upon the number of users, ranging between \$100 per month to \$4,000 per month. (Boardpaq is \$99 per month for all users). Many of the features in these applications are very similar to Boardpaq. Some features are far

more complex, and utilized by major international companies who conduct their entire meeting, including voting and online attendance with the application.

### **Recommendation**

Staff recommends that Board Members will be offered the option of either an Ipad or small tablet/laptop as a replacement for their current Ipad when necessary. The use of the Boardpaq application will be continued and can be accessed on either the Ipad or tablet. An alternative option is for the Board Director to receive the pdf version of the Agenda and Materials. The basic version of Adobe PDF gives the user the ability to mark up the document with a highlighter tool, and add notations or text throughout the document for their own use.

### **Fiscal Impact**

Costs for the Boardpaq Application remain the same, at \$99 per month. Costs for replacement Ipad's or Tablet/Laptops are in the vicinity of \$500 per user. These costs will only be incurred should a member need a replacement.

### **Strategic Plan Goals**

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3: Build Business efficiencies

Goal 1.4: Improve Communications

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

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

**To:** Board of Directors

**From:** Eric Nielsen, District Engineer

**Cc:** Herb Niederberger, General Manager

**Subject:** High Risk Facilities Program – Risk Assessment

**Meeting Date:** November 5, 2015

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**Overview**

The initial steps of the High Risk Facilities (HRF) Program have been completed by conducting a risk assessment on the pipeline assets within the District and prioritizing the highest risk assets into projects. A report on these efforts is attached to this staff report.

The risk assessment found that the majority of the District’s assets present very little risk of failure. The assets that were identified in the risk assessment for improvements were a trunk sewer that parallels Antelope Creek, five above-grade creek crossings, and select pipe segments that exhibited localized defects.

The next step in the development of the HRF Program is to have preliminary engineering work completed on the identified projects so that cost estimates can be generated. These cost estimates will be used to support to efforts of the five-year financial plan and the creation of the five-year capital improvement program.

**Recommendation**

Staff recommends that the Board of Directors direct staff to move forward with the completion of preliminary engineering and cost estimates for the identified projects.

**Strategic Plan Goal**

This action is consistent with SPMUD Strategic Plan Goals:

- Goal 2.1: Develop High Risk Facilities Master Plan
- Goal 4.2.A: Implement High Risk Facilities Master Plan

**Fiscal Impact**

The projects identified in the risk assessment of the High Risk Facilities Program will be potentially funded by the Capital Replacement and Rehabilitation fund, the CIP & Expansion fund, or a combination of the two. The cost of the preliminary engineering was budgeted for in this fiscal year. The Board will be presented with the contract for approval once an engineering firm is selected. The Board will be presented with the cost for each project during the budgeting of each design and at the time each project is bid for construction.

Attachments:

1. High Risk Facilities Program Report on Risk Assessment, dated October 26, 2015      ITEM VI.2



SOUTH PLACER MUNICIPAL UTILITY DISTRICT  
5807 Springview Drive  
Rocklin, CA 95677  
(916) 786-8555  
(916) 786-8553 (Fax)

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## REPORT

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Date: October 26, 2015  
To: Herb Niederberger, General Manager  
From: Eric Nielsen, District Engineer  
Subject: High Risk Facilities Program – Risk Assessment

### Background

Goal 2.1 of the South Placer Municipal Utility District (SPMUD or District) 2013-2017 Strategic Plan states that the District will develop a High Risk Facilities (HRF) Program to:

- Document high risk facilities (HRF),
- Prioritize HRF by probability, (consequence), and risk,
- Develop sanitary sewer overflow (SSO) mitigation measures for each HRF,
- Identify improvements for each HRF, and
- Produce a written HRF Program.

This report summarizes the efforts to accomplish the first two objectives of Strategic Plan Goal 2.1, namely to identify, document, and prioritize the HRFs within the District by conducting a risk assessment.

Additionally, the High Risk Facilities Program meets the requirements of provision D.13.vi.c of the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Water Quality Order No. 2006-003 (SSS WDR), which requires sewer systems to:

“develop a rehabilitation and replacement plan to identify and **prioritize system deficiencies** and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for **ranking** the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on **sewer pipes that are at risk** of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a **capital improvement plan** that addresses proper management and protection of the infrastructure assets. The plan shall include a **time schedule** for implementing the short- and long-term plans plus a schedule for developing the **funds needed** for the capital improvement plan”.

### Risk Assessment Principles

A risk assessment was conducted to identify the HRFs within the District. Risk of failure (i.e., blockage or SSO) for District assets is determined through the combination of the probability and the consequence of failure.

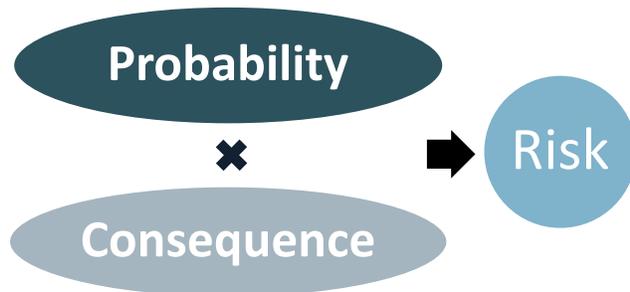


Figure 1. Components of Risk

The probability of failure is determined by an assessment of the likelihood that a particular asset will fail. The likelihood that an asset will or will not fail can be based on various information about the asset, such as the asset’s age, material, condition, and history of required repeated maintenance.

The consequence of failure represents the significance or impact of the failure of a given asset, and is determined from various information about the asset, such as the volume of flow conveyed by the asset, the proximity of the asset to potential receiving waterways, the ease or difficulty in accessing the asset in the event of an emergency, and the proximity of other environmentally or publicly sensitive receptors.

The combination of probability and consequence determine the risk of failure of an asset. If only one of the components (i.e., probability or consequence) is high, then the risk may not be high. For example, a trunk sewer that conveys a high volume of flow and is located near a waterway would result in a serious consequence should a SSO occur. However, if that trunk sewer is in excellent condition and sized appropriately to convey the design flow, the probability of that asset failing is low, and thus the risk of that asset to the District is also relatively low. Both of these components (i.e., probability and consequence) must be high for the asset to be identified as a HRF. The figure below shows a matrix that depicts the relationship between probability and consequence and how the combination of the two result in a risk rating from 1 (low risk) to 5 (extreme risk).

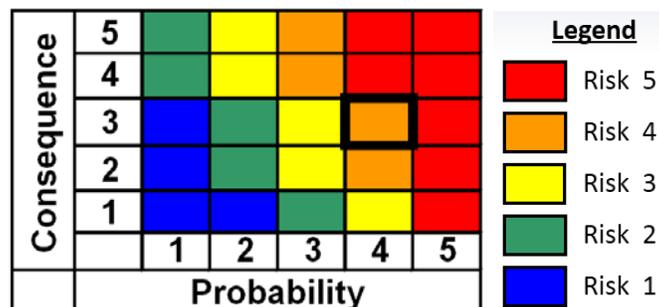


Figure 2. Determining Risk from Consequence and Probability

## Application

The previously described method of risk assessment was applied to the District’s pipeline assets. The District assumes, based on the history of failures and inspection data, that manhole assets do not pose as significant of a risk as pipeline assets. For this reason, the risk assessment focuses on the pipeline assets and assumes that adjacent manholes will be improved in conjunction with improvements to the pipelines.

The District implemented the Innovyze InfoMaster tool to leverage its investment into the creation and integration of various databases, which document information about the District’s assets. The InfoMaster tool allows the assessment to be conducted on all District assets and allows the process to be relatively quick, repeatable, and defensible. The table below lists the criteria used to determine the probability that an asset might fail and the consequence should that asset fail.

Table 1. Criteria Used to Determine Probability and Consequence

<b>Probability</b>	<b>Consequence</b>
Structural Condition (WWMS and PACP CCTV data)	Proximity to Waterways (GIS data of creeks)
O&M Condition (WWMS and PACP CCTV data)	Diameter / Flow Volume (Lucity asset data)

The process of assessing risk is dynamic and is subject to change as circumstances change and new information is collected in the field from regular maintenance and inspection work. The District plans to reassess the risk of its assets on a regular basis to incorporate the most current information related to its assets. It is anticipated that additional criteria will be added to future iterations of the HRF Program risk assessments.

The InfoMaster tool allows the user to define algorithms to determine scores and ratings to quantify the probability, consequence, and the resultant risk of each asset. Figure 3 shows the results of the risk assessment across the District.

## Findings

The majority of the pipelines in the District are low risk. The areas of downtown Rocklin, Loomis, and Newcastle contain pipes that represent a higher risk to the District because those assets are in close proximity to a waterway, convey a significant amount of flow, and/or have inspection data that records significant maintenance or structural defects. These pipe segments will be examined further during preliminary design to determine if there are measures (e.g., increased maintenance) that could mitigate the risk. Assets that have a risk that cannot be mitigated, will be assigned appropriate repair methods. It is anticipated that the majority of these improvements will be localized point repairs.

Additionally, pipe segments along the Lower Clover Valley (Antelope Creek) Trunk Sewer were identified as high risk assets because it is a trunk sewer that runs parallel to Antelope Creek and the most recent CCTV inspection results indicate that the condition of the pipe is impaired.

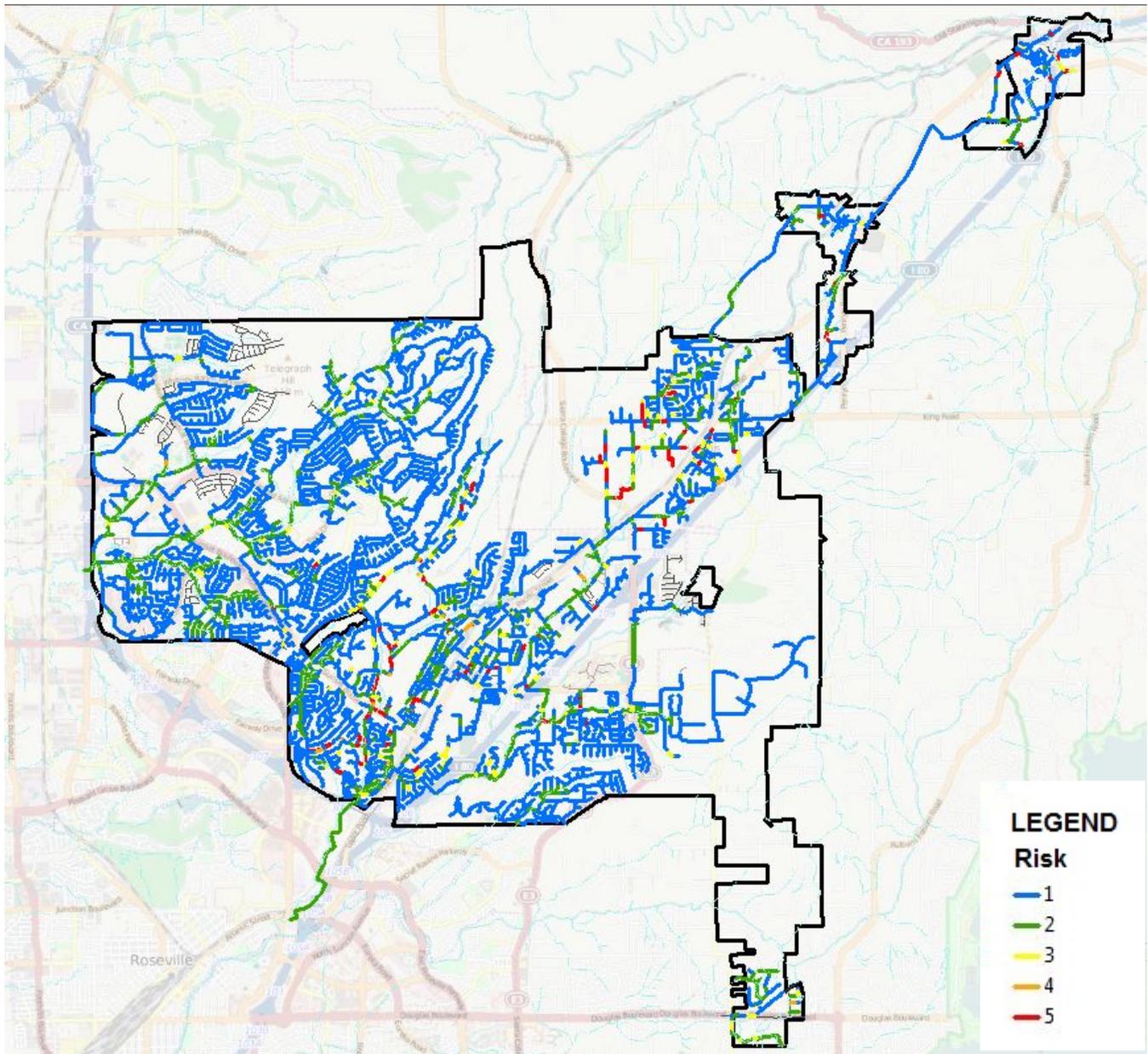


Figure 3. Risk by Pipe Segment

Above grade creek crossings represent a unique and special risk to the District. By default, above grade creek crossings are potential HRFs due to their immediate proximity to a waterway. Any failure of an above grade creek crossing results in the potential for serious consequences to public health and the environment, and litigation and fines for the District. For these reasons, a separate and more detailed risk assessment was conducted on this subset of the District’s assets.

District staff collected detailed information about each of the above grade creek crossings, such as the pipe’s condition, the ability to access the crossing, the pipe diameter, the length of the span, the height of the crossing above the creek bed, the number and condition of pipe supports, and the condition of

the adjacent creek banks. This information was used to determine the probability, consequence, and risk of failure for each above grade creek crossing. The risk assessment showed that two of the twenty-three total above grade creek crossings are in need of renewal. An additional three above grade creek crossings are preliminarily identified as assets in possible need of renewal. The list of above grade creek crossings and the associated risk assessment calculations are attached to this report.

**Recommendations**

This report recommends that the assets identified in the risk assessment be bundled into projects and receive preliminary design. The preliminary design process should assess appropriate renewal methods (i.e., repair, rehabilitation, or replacement) and assign budgetary cost estimates. The table below lists the projects to be included as candidates for the District’s five-year capital improvement program.

Table 2. Identified Capital Improvement Projects

<b>Projects</b>
Lower Clover Valley (Antelope Creek) Trunk Sewer
Above Grade Creek Crossings with
Point Repair Projects In Select Areas to Address Localized Defects

**Next Steps**

The assets identified and prioritized in the risk assessment will move forward into preliminary design so that budgetary estimates can be provided for each project. The projects will then be scheduled for design, permitting, and construction over the next several years. The combination of the schedule and cost estimates will be used by the District to develop its five-year financial plan to appropriately fund for the completion of these identified improvements.

**Attachments**

*Above Grade Creek Crossing Risk Assessment Calculations*

### SPMUD Above Grade Creek Crossings

Date: 10/26/2015

By: EJM

10 Weighing Factors (WF) must equal 10.

10 Weighing Factors (WF) must equal 10.

Binder Order	FacilityID	Risk Rating	10 Weighing Factors (WF) must equal 10.					10 Weighing Factors (WF) must equal 10.																							
			Conseq. Rating	Conseq. Score	Access Condition	4	Size	5	Span	1	Prob. Rating	Prob. Score	Yr Installed	Pipe Type	0.5	Pipe Condition	3	Pipe Wrap	Crossing Type	1.5	Elev Above Streambed	Risk from Debris	2	Casing	Casing Size	1	No. of Supports	Support Condition	0.5	Bank Condition	1.5
16	I10-045	4	3	28	Limited	3	12	3	12	1	4	36.0	1972	DIP	1	Fair	3	No	At Grade	5	0	Yes	4	No	NA	3	0	NA	1	Poor	5
1	H07-115	3	1	10	Good	1	8	1	20	1	4	33.0	1984	DIP	1	Fair	3	No	Suspended	3	2.5	Yes	5	No	NA	3	2	Fair	3	Fair	3
6	J07-062	3	3	30	Limited	3	18	3	23	3	3	30.0	1999	DIP	1	Fair	3	No	At Grade	5	0	Yes	4	No	NA	3	2	NA	1	Good	1
7	J07-058	3	2	22	Good	1	18	3	22	3	3	32.0	1988	DIP	1	Fair	3	No	Suspended	3	1.5	Yes	5	No	NA	3	1	Good	1	Fair	3
21	M11-008	2	3	28	Limited	3	12	3	9	1	2	18.0	1999	DIP	1	Fair	2	Yes	Suspended	3	0	No	1	No	NA	3	0	NA	1	Good	1
22	N13-002	3	3	26	Poor	5	8	1	1	1	3	28.0	1958	VCP	5	Fair	3	No	At Grade	5	0	Yes	2	No	NA	3	0	NA	1	Good	1
23	N13-033	3	3	26	Poor	5	6	1	7.5	1	3	30.0	1997	DIP	1	Fair	3	No	Suspended	3	1.5	Yes	4	No	NA	3	0	NA	1	Fair	3
8	K08-005	2	3	32	Limited	3	10	3	153	5	2	17.0	1979	DIP	1	Good	1	No	Suspended	3	16	No	1	Yes	NA	1	2	Fair	3	Fair	3
17	K10-037	3	2	18	Limited	3	8	1	9	1	3	26.0	1990	DIP	1	Fair	2	Yes	Suspended	3	1.5	Yes	3	No	NA	3	0	Fair	3	Fair	3
18	K10-046	3	2	18	Limited	3	8	1	9	1	3	30.0	1986	DIP	1	Fair	3	No	Suspended	3	0.5	Yes	4	No	NA	3	0	NA	1	Fair	3
2	H07-076	2	1	12	Good	1	6	1	22	3	3	29.0	1985	DIP	1	Fair	2	Yes	Suspended	3	1.5	Yes	5	No	NA	3	2	Good	1	Fair	3
3	H07-058	2	1	12	Good	1	6	1	22	3	3	26.0	1968	DIP	1	Fair	3	No	Suspended	3	4	No	1	No	NA	3	2	Poor	5	Fair	3
4	I07-054	2	2	20	Good	1	16	3	20	1	2	22.0	1986	DIP	1	Fair	3	No	Suspended	3	3.5	No	1	No	NA	3	1	Fair	3	Good	1
5	I07-075	2	3	30	Limited	3	18	3	34.5	3	2	23.0	1996	DIP	1	Good	1	No	Suspended	3	1.5	Yes	5	No	NA	3	3	Good	1	Good	1
12	K09-021	2	3	28	Limited	3	10	3	11	1	2	20.0	2005	DIP	1	Good	1	No	At Grade	5	NA	No	1	No	NA	3	0	Poor	5	Good	1
13	H09-006	2	4	34	Good	1	24	5	78	5	1	13.0	2007	DIP	1	Excellent	1	No	Suspended	3	9	No	1	Yes	30	1	2	Excellent	1	Good	1
14	I10-029	2	3	30	Good	1	24	5	13	1	2	19.0	1982	WSP	3	Fair	2	Yes	Suspended	3	2.5	No	1	No	NA	3	2	Good	1	Good	1
15	I10-113	2	3	30	Limited	3	18	3	39	3	2	19.0	1982	WSP	3	Fair	2	Yes	Suspended	3	6	No	1	No	NA	3	1	Good	1	Good	1
20	L11-003	2	2	20	Good	1	12	3	8	1	2	21.0	2010	DIP	1	Good	1	Yes	Suspended	3	1	Yes	4	No	NA	3	0	NA	1	Good	1
10	L08-027	2	2	18	Limited	3	8	1	12	1	2	20.0	1963	VCP	5	Fair	3	No	Buried	1	NA	No	1	No	NA	3	NA	NA	1	Good	1
9	K08-040	1	1	12	Good	1	6	1	28	3	1	15.0	1999	DIP	1	Good	1	No	Suspended	3	3.5	No	1	No	NA	3	2	Good	1	Good	1
11	K09-072	1	2	22	Good	1	18	3	34	3	1	13.0	2003	DIP	1	Good	1	No	Suspended	3	5	No	1	Yes	30	1	2	Good	1	Good	1
19	L11-015	1	1	10	Good	1	8	1	13	1	2	21.0	2010	DIP	1	Good	1	No	Suspended	3	1	Yes	4	No	NA	3	0	NA	1	Good	1

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

**To:** Board of Directors

**From:** Herb Niederberger, General Manager

**Cc:** Joanna Belanger, Administrative Services Manager  
Eric Nielsen, District Engineer  
Sam Rose, Superintendent

**Subject:** Adoption of Resolution 15-26 adopting Policy 3350 – Deferred Participation Charges

**Meeting Date:** November 5, 2015

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**Overview**

Sewer Use Ordinance 09-02, mandates the payment of a sewer participation charge for the privilege of connecting to the District’s wastewater system. In certain instances, the payment of these fees places an enormous burden on the development potential of an individual project, and project applicants have requested payment of the fees over time. Originally, the District adopted Resolution 97-9 that allowed for deferred payment of participation fees for commercial projects greater than 20 equivalent development units (EDU). This Deferred Payment Policy was amended with the adoption of Resolution 13-08 that further clarified the criteria under which commercial projects may be allowed deferred payment of fees and added a residential deferral if a hardship can be demonstrated.

The wording of Resolution 13-08 was substantially copied into the proposed Policy 3350 – Deferred Participation Charges for consideration during the Board workshop on the Policy Handbook held on August 6, 2015 and again on October 1, 2015. The Board of Directors expressed concern regarding the content of Policy 3350 – Deferred Participation Charges and has twice returned the policy back to the Policy and Ordinance Advisory Committee for revision in accordance with Board comments.

On September 9, 2015 and again on October 14, 2015, the Policy and Ordinance Advisory Committee considered the Board comments and has proposed the edits of the policy as shown in the attached redline version. The extent of the edits are summarize below:

- Removing the qualification requirement for local land-use agency fee waiver for new commercial projects
- Modifying the General Manager Report requirements that includes repayment plan justification and a listing of the current outstanding obligations of the District
- Adding a proof of hardship condition as a qualifier for consideration of deferral
- Charge an interest on the amount of Participation fees deferred at the *Wall Street Journal (WSJ) Prime Rate plus two percentage (2%)* points per annum

**Recommendation**

Staff recommends that the Board of Directors adopt the Resolution 15-26 adopting Policy 3350 – Deferred Participation Charges.

**Strategic Plan Goals**

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.3 Build Business Efficiencies

Goal 5.2 Explore and Evaluate Investment and Business Practice Alternatives

**Fiscal Impact**

At present, staff feels this action will have a revenue neutral impact on the District. The interest rate for repayment offered by the District will be at normally available commercial financing and more than the District has been obtaining through the current District Investment Policy.

Attachments:

- Resolution 15-26 adopting Policy 3350 – Deferred Participation Charges.
- Policy 3350 – Deferred Participation Charges (Redline)

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

**RESOLUTION NO. 15-26**

**ADOPTION OF POLICY 3350 – DEFERRED PARTICIPATION CHARGES**

WHEREAS, The South Placer Municipal Utility District (District) Sewer Use Ordinance 09-02, mandates the payment of a sewer participation charge for the privilege of connecting to the District’s wastewater system; and

WHEREAS, In certain instances, the payment of these fees places an enormous burden on the development potential of an individual project, and project applicants have requested payment of the fees over time; and

WHEREAS, The District adopted Resolution 97-9 that allowed for deferred payment of participation fees for commercial projects; and this Deferred Payment Policy was amended with the adoption of Resolution 13-08 that further clarified the criteria under which commercial projects may be allowed deferred payment of fees and added a residential deferral if a hardship can be demonstrated; and

WHEREAS, it is desired to further amend the policy for the deferred payment of participation fees to remove the qualification requirement for local land-use agency fee waiver for new commercial projects and modifying the General Manager Report requirements that includes repayment plan justification and a listing of the current outstanding obligations of the District.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the attached Policy 3350 – Deferred Participation Charges; is adopted in its entirety and to be included in the aforementioned District Policy Handbook.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 5<sup>th</sup> day of November, 2015.

Signed:

\_\_\_\_\_  
John Murdock, President of the Board of Directors

Attest:

\_\_\_\_\_  
Joanna Belanger, Board Secretary

SOUTH PLACER MUNICIPAL UTILITY DISTRICT POLICIES

Policy Name:	3350 – DEFERRED PARTICIPATION CHARGES		
Approval Authority:	SPMUD BOARD OF DIRECTORS	Adopted:	
Resolution No.	97-09, 13-08, 15-26	Revised:	

**PURPOSE**

The purpose of this policy is to establish criteria to accommodate the short term deferral of the payment of Sewer Participation Charges required by the District for the privilege of connecting to the District's wastewater system.

**POLICY STATEMENT**

**Section 1: General**

The District requires the payment of Sewer Participation Charges to offset the cost of connecting to the District's wastewater system. In some cases, payment of these charges poses a significant burden on certain residential, commercial or industrial users. To accommodate these users, the District has established a procedure for the short term deferral of the payment of these charges

**Section 2: Qualifications**

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 that provide an economic community benefit and where a hardship can be demonstrated, as determined by the General Manager.
3. Single-family residential home where a hardship can be demonstrated, as determined by the General Manager.

**Section 3: Payment Plan**

The applicant for sewer services for any project(s) that qualify may request that 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, citing the justification for the deferral, the terms of the repayment plan, and a listing of the current outstanding obligations due the District under these payment deferral plans.

**Section 4: Delegation to the General Manager**

The Board of Directors delegates the following authority to the General Manger:

1. To determine whether an applicant meets the qualifications set forth in Section 2, above.
2. To execute deferred payment agreement for connections of five (5) Equivalent Dwelling Units (EDU's) or less, provided that the application meets the requirement of Sections 2 and 3, above. All other requests for deferred payment agreements must be approved by the Board of Directors.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT POLICIES

Policy Name:	3350 – DEFERRED PARTICIPATION CHARGES		
Approval Authority:	SPMUD BOARD OF DIRECTORS	Adopted:	
Resolution No.	97-09, 13-08,	Revised:	

**PURPOSE**

The purpose of this policy is to establish criteria to accommodate the short term deferral of the payment of Sewer Participation Charges required by the District for the privilege of connecting to the District's wastewater system.

**POLICY STATEMENT**

**Section 1:** General

The District requires the payment of Sewer Participation Charges to offset the cost of connecting to the District's wastewater system. In some cases, payment of these charges poses a significant burden on certain residential, commercial or industrial users. To accommodate these users, the District has established a procedure for the short term deferral of the payment of these charges

**Section 2:** Qualifications

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 and where a hardship can be demonstrated, as determined by the General Manager.~~
3. Single-family residential home where a hardship can be demonstrated, as determined by the General Manager.

**Section 3:** Payment Plan

The applicant for sewer services for any project(s) that qualify may request that 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 deferral 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, citing the justification for the deferral, the terms of the repayment plan, and a listing of the current outstanding obligations due the District under these payment deferral plans. economic value added by the applicant seeking the deferral, setting forth the potential income to the District by way of service charges and the expected potential additional expense to the District in rendering sewer service to the project.

**Section 4: Delegation to the General Manager**

The Board of Directors delegates the following authority to the General Manger:

1. ~~To~~ determine whether an applicant meets the qualifications set forth in Section 2, above.
2. ~~To~~ execute deferred payment agreement for connections of five (5) Equivalent Dwelling Units (EDU's) or less, provided that the application meets the requirement of Sections 2 and 3, above. All other requests for deferred payment agreements must be approved by the Board of Directors.

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

To: Board of Directors

From: Herb Niederberger, GM

Date: November 5, 2015

Subject: General Manager Monthly Staff Report – October, 2015

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### **1) DEPARTMENT REPORTS**

Attached are the monthly status reports for the Boards information:

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

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

### **2) INFORMATION ITEMS**

- A. On October 21, 2015, the General Manager met with the District Legal Counsel to discuss District legal needs. Among some of the items that were discussed:
  - i. City of Rocklin Fee Study
  - ii. City of Rocklin MOU
  - iii. Rooftop Solar RFP
  - iv. MUD Design-build limitations
  - v. Encroachment Permit Agreement
  - vi. Foothill Trunk Access Agreements
  - vii. Godfrey Lawsuit
  - viii. Legislative Update
- B. On October 26, 2015, the General Manager met with the Rocklin City Manager and Director of Economic and Community Development to discuss a proposed fee study
- C. Also, on October 26, 2015, the General Manager and District Engineer, Eric Nielsen, met with Placer County Department of Public Works and Facilities representatives regarding Hawke Homestead and the possibility for District service within SMD2.
- D. Advisory Committee Meetings:
  - i. On October 14, 2015, the Policy and Ordinance Advisory Committee met to discuss Board comments on the proposed revisions to the Deferred Participation Charges Policy, No. 3350
  - ii. On October 22, the Fee and Finance Advisory Committee met to discuss the FY2014/15 Audit preliminary findings.
  - iii. There were no other advisory committee meetings during October.

3) **LONG RANGE AGENDA**

December 2015

- SCIP Presentation
- OPEB Actuarial Report
- FY2014/15 Audit
- Investment Policy

January 2016

- Seating of Board President (Will Dickinson)
- Nominations and Appointment of Vice-President
- Consideration of Temporary Advisory Committees
- SCIP Resolution

February 2016

- Consideration of Adjustments to FY 15/16 Budget (Mid-Year Review)

**To:** Board of Directors  
**From:** Sam Rose, Superintendent  
**Cc:** Herb Niederberger, General Manager  
**Subject:** Field Services Department Monthly Report  
**Meeting Date:** November 5, 2015

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## Overview

This report provides the Board with an overview of Field Services operations from 9/24/2015 through 10/20/2015. The work listed is not all inclusive.

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

- a. UPDATE – the recordable injury reported last month was determined, by SDRMA, to be an injury requiring first aid only.
- b. 1204 days without a Recordable Injury.
  - i. One employee totaled 81 hours of “Modified Duties” due to a back strain.

### 2. Service Calls / Sanitary Sewer Overflows (SSOs)

- a. Service Calls
  - i. Seventeen (17)
    - A. 16 - Customer’s Responsibility
    - B. 1 - SPMUD Responsibility
      - a) Odor Complaint – trunk line
- b. Lift Station Calls
  - i. Zero (0)
- c. Sanitary Sewer Overflows (SSOs)
  - i. Zero (0) (78 Days since last SSO)

### 3. Safety/Training/Professional Development

- a. Three (3) supervisors attended CWEA Northern Safety Day - one-day Seminar
- b. All Field employees participated in:
  - i. Backhoe safety training.
  - ii. Trench Shoring safety training
  - iii. SSO – Emergency Response Training
  - iv. Hydro-Vac Excavation training – New Equipment
- c. Four (4) “Tailgate” safety sessions were held.

#### 4. Maintenance

a. CCTV Mainline Segments	65 Segments	13,296'
b. CCTV Service Laterals	25 Laterals	655'
c. Hydro-Clean Mainline Segments	83 Segments	20,498'
d. Manhole Inspections	61 Manholes	
e. Rodded/Cleaned Service Laterals	09 Laterals	
f. Double Wye Assessments	04 Double Wye's	

#### 5. Construction

a. Service Taps	0 Taps	
b. Lateral Installs	0 Laterals	
c. Property Line Cleanout Work		
i. Repaired	0 Cleanouts	
ii. Installed	0 Cleanout	
d. Mainline Repair	1 Mainline point repair	
e. Service Lateral Repair	0 Lateral point repairs	
f. Manhole Rehabilitation	6 Manholes	
g. Easement Reconstruction	2000 LF (+/-) (Work in progress)	

#### 6. Facilities

a. Lift Station Operations Checks	38 Operation Checks
b. Lift Station Repair	3 Repairs Performed
c. Lift Station Wet Well Cleaning	12 Wet Wells

#### 7. Miscellaneous

- a. Replaced hose on (VacCon) hydro-vac
- b. Performed Maintenance/Repair on 5 Vehicles
- c. Received Grease Collection bin of the Residential FOG pick up program
- d. Corp Yard Organization project – organized files and storage areas

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: November 5, 2015

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**Internship Interviews**

ASD and TSD staff has begun the interview process for candidates who have applied for the Internship position. Upon selection, we anticipate having the successful candidate on staff by mid-November.

**July 1, 2015 OPEB Valuation Report**

Bickmore Risk Services has finished work on the draft Actuarial OPEB report. A completed report is anticipated this week and will be presented to the Board at the December Board meeting.

**F.O.G. Outreach Events**

District staff will be attending the Loomis “Day before Thanksgiving Day” Parade. Two District vehicles will be in the parade, with staff handing out educational materials to attendees regarding the Fats, Oils & Grease program and the “What not to Flush” initiative.

Future educational events for early spring 2016 are still in initial planning stages. Staff will invite classes from local schools to participate in short educational presentations regarding District operations, Fats, Oils & Grease programs and the “What not to Flush” initiative.

The semi-annual newsletter has been prepared. The Board agreed that Director Mitchell may assist with final review of the newsletter and after any edits it will be included in Billing Cycle 3 mailings in December, and cycle 1 & 2 in subsequent months. The first issue concentrates on District operations, Fats, Oils & Grease programs and the “What not to Flush” initiative.

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: November 5, 2015

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**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 coordinating the migration of legacy data from the existing WWMS database to the Lucity database. Staff met with a local implementer on October 20<sup>th</sup> to coordinate assistance with finishing the remaining tasks to launch Lucity.

**Loomis Diversion Trunkline Project**

The project is now in the final design, permitting, and right-of-way acquisition phase.

**Foothill Trunk Sewer Replacement Project**

The project is now in the final design, permitting, and right-of-way acquisition phase. Tree surveys and cultural resource testing are planned to be completed by the end of November. Construction of this project is planned for spring of 2016.

**High Risk Facilities (HRF) Program**

Staff is presenting the results of the initial phase of the HRF program to the Board at this meeting.  
The next step is to have the identified projects reviewed by a consultant and receive preliminary design and cost estimates.

**District Easements**

Staff have begun the process of creating a registry of the District easements and incorporating them into the District GIS and Lucity databases. The registry will then be used to systematically inspect District easements to identify encroachments that require permitting. Staff is working on a standard letter to issue to property owners with encroachments onto District easements.

## Department Performance Indicators

The following charts depict the efforts and performance of the department in three areas as of October 22nd. Additional charts may be added in the future for other areas of work in the department.

