



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

March 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) 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 10]

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 March 5, 2015 meeting

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

V. PUBLIC COMMENTS

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

VI. BOARD BUSINESS

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

1. CONSIDERATION OF ACCEPTANCE OF BILL OF SALE FOR THE AVALON SUBDIVISION - PHASE 2

[pg 11 to 13]

RECOMMENDATION:

Attached is the Bill of Sale with location map for the following completed project: Avalon Subdivision Phase 2: A 46 EDU single-family residential development located in Rocklin between Rocklin Road, Autumn Crossing Lane and Grove Street. The project includes installation of 1,541 linear feet of sanitary sewer pipe and installation of 11 manholes. The project has been completed in accordance with SPMUD standards. All field and administrative items have been addressed to the satisfaction and requirements of SPMUD.

ACTION REQUESTED: (Voice vote)

Motion to Accept a Bill of Sale for Sanitary Sewer Facilities for the Avalon Subdivision - Phase 2.

2. CONSIDERATION OF SPMUD WEBSITE OVERVIEW REPORT

[pg 14 to 15]

RECOMMENDATION:

This report provides the Board with an update and overview of the Districts recent website enhancements. The website offers upgraded features for online users, and continues to utilize content-rich features to promote the mission, vision and core values of the District and its operations.

ACTION REQUESTED:

No action requested.

VII. REPORTS

[pg 16 to 22]

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. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to litigation pursuant to subdivision (b) of Section 54956.9,

Number of cases: 1

Name: Claim by Kim and M. Frank Godfrey

IX. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to its next regular meeting on April 2, 2015 at 4:30 p.m.

**BOARD MINUTES
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

Meeting	Location	Date	Time
Regular	District Office	February 5, 2015	4:30 p.m.

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

II. ROLL CALL OF DIRECTORS:

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

Absent: None

Vacant: None

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

Others: Dragas Brewery representatives

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

IV. CONSENT ITEMS:

1. MINUTES from the January 8, 2015 Regular Board Meeting.
2. ACCOUNTS PAYABLE in the amount of \$1,969,230.49 through January 28, 2015.
3. MONTHLY INVESTMENT REPORT in the total amount of \$46,395,833.01 through January 28, 2015.

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

V. PUBLIC COMMENTS:

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

VI. BOARD BUSINESS:

1. CONSIDERATION OF ACCEPTANCE OF BILL OF SALE

General Manager Niederberger reported that improvements had been completed at Sunset West Parcels 39 & 27 and that the Bill of Sale was ready for acceptance - The project is a 54 EDU single-family residential development located in Rocklin off of Blue Oaks Drive between Fairway Drive and Sunset Boulevard. The development includes 54 sewer connections, 16 manholes and 2218 linear feet of sanitary sewer pipe. Director Mitchell made a motion to accept the Bill of Sale, a second was made by Director Williams the motion carried 5-0.

2. CONSIDERATION OF AN APPEAL OF SEWER IMPACT FEES, FROM THE DRAGAS BREWERY LOCATED AT 5860 PACIFIC STREET, ROCKLIN

General Manager Niederberger reported that the Dragas Brewery had made a request for a deferred payment agreement for their business located at 5860 Pacific Street in Rocklin. In review of this request it was determined that the project fell in between the criteria of a deferred agreement and was therefore outside the discretion of the General Manager to approve. Staff interpreted this as a new project; however the developer states this is an existing project with economic benefit. GM Niederberger stated that a letter of appeal was received from Pro Equity Asset Management, on behalf of the owner, SCCJ, LLC and staff recommended that the Board of Directors approve the appeal and the Deferred Payment Agreement for the Dragas Brewery to defer payment of participation charges in the amount of \$15,200.60.

Director Mitchell asked if a modification needed to be made to Resolution 13-08 for deferred payment agreements. Legal Counsel Brown stated that it is within the discretion of the Board to approve this agreement. He stated that this is not a clearly defined project that falls into the current content of Resolution 13-08, so staff felt that it was prudent for the Board to authorize the appeal. GM Niederberger stated that the content for the Deferred Payment agreement policy would be reviewed by the Ordinance and Policy Committee and brought back to the board at a later date. Director Williams made a motion to authorize the deferred payment agreement with the Dragas Brewery located at 5860 Pacific Street, a second was made by Director Dickinson, and the motion carried 5-0.

3. CONSIDERATION OF ADJUSTMENTS TO FY 14/15 BUDGET (MID YEAR REVIEW)

General Manager Niederberger made a report to the board explaining proposed adjustments to the FY 14/15 Budget. A PowerPoint presentation was given to explain the detailed increase to Salaries & Benefits by \$74,550 and \$28,550 to Operations & Maintenance. GM Niederberger reported a decrease to the Capital Fund budget of \$402,000 for a total district budget decrease of \$298,900. Director Markey made a motion to accept the FY14/15 Mid-Year budget adjustments as presented, a second was made by Director Mitchell the motion carried 5-0.

4. CONSIDER RESOLUTION NO. 15-01 TO APPOINT THE ADMINISTRATIVE SERVICES MANAGER AS DISTRICT BOARD SECRETARY

General Manager Niederberger reported that the General Manager is currently the Board Secretary; he requested that the Board formally appoint the Administrative Services Manager as the District Board Secretary. Director Mitchell made a motion to approve Resolution No. 15-01, appointing the Administrative Services Manager as District Board Secretary, a second was made by Director Williams and the motion passed with a roll call vote 5-0.

5. CONSIDER RESOLUTION NO. 15-02 TO APPROVE THE DISTRICT PURCHASING POLICY

General Manager Niederberger reported that staff had presented the District Purchasing Policy to the Board at the January 8, 2015 Board meeting and that Resolution No. 15-02 formally adopts the policy. Director Dickinson made a motion to approve Resolution No. 15-02 -District Purchasing Policy as presented, a second was made by Director Mitchel and the motion passed with a roll call vote 5-0.

6. CONSIDER RESOLUTION NO. 15-03 TO APPROVE THE DISTRICT UTILITY BILLING RECONCILIATION & PAYMENT POLICY

General Manager Niederberger reported that staff had presented the Utility Billing Reconciliation & Payment Policy to the Board at the January 8, 2015 Board meeting and that Resolution No. 15-03 formally adopts the policy. Director Dickinson made a motion to approve Resolution No. 15-03 -District Utility Billing Reconciliation & Payment Policy as presented, a second was made by Director Williams and the motion passed with a roll call vote 5-0.

VII. REPORTS:

1. District Legal Counsel (A. Brown): Legal Counsel Brown reported that he is working with the General Manager to review District Policies and necessary revisions for the Boards approval, and discussing pending upcoming items for the District.

2. General Manager (H.Niederberger):

A. ASD, FSD & TSD Reports: GM Niederberger indicated that ASD, FSD and TSD reports were included in the materials, and that staff was available to answer any questions from the Board. GM Niederberger reported that he had met with the City of Rocklin to develop relationships and potential partnerships which may be included in an MOU between the District and the City. He reported that the Policy & Ordinance review Committee would be meeting to review policies and ordinances on February 11, 2015. A meeting with the Fee & Finance Committee will be set in the next month or so. GM Niederberger reported that the "State of The City" for the City of Rocklin is scheduled for March 6, 2015. He asked if the Board would be interested in sponsoring a table for Board members to attend. A short discussion followed and it was decided the District would sponsor a table.

Superintendent Allen provided a short update to the board regarding the Mareta Lane Antenna solution.

B. Information Items: No further information was reported.

3. Directors Comments: Director Mitchell reported that he had attended the SPWA meeting at the end of January and that staff had presented information for the Pleasant Grove facility where they may be adding a FOG facility and potential Regeneration facility at the site. Director Dickinson asked when an investment strategy might be brought to the Fee & Finance Committee. GM Niederberger indicated that he had met with the financial advisor for the City of Rocklin recently and would provide information to the Fee Committee at their next meeting.

VIII. ADJOURNMENT

The meeting was adjourned at 5:12 p.m. to the next regularly scheduled meeting on March 5, 2015 at 4:30 p.m.



Joanna Belanger
Board Secretary



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 01/29/2015 - 02/28/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1128	Golden 1 Credit Union	01/30/2015	Regular	0.00	1,447.36	5691
1240	Placer County Personnel	02/02/2015	Regular	0.00	586.04	5692
1246	Prudential Municipal Pool	02/02/2015	Regular	0.00	163.53	5693
1017	Anderson's Sierra Pipe	02/05/2015	Regular	0.00	84.19	5703
1021	ARC	02/05/2015	Regular	0.00	98.00	5704
1004	AT&T	02/05/2015	Regular	0.00	64.02	5705
1058	Carquest Auto Parts	02/05/2015	Regular	0.00	167.60	5706
1070	Clean It Janitorial Service LLC	02/05/2015	Regular	0.00	459.00	5707
1087	Dawson Oil Co.	02/05/2015	Regular	0.00	2,959.34	5708
1093	DMG Lawn Maintenance	02/05/2015	Regular	0.00	325.00	5709
1108	Everything Radios, Inc.	02/05/2015	Regular	0.00	230.00	5710
1113	Ferguson Enterprises, Inc. 1423	02/05/2015	Regular	0.00	80.80	5711
1340	Grainger	02/05/2015	Regular	0.00	57.96	5712
1480	Herb Niederberger	02/05/2015	Regular	0.00	177.80	5713
1139	Hill Rivkins Brown & Associates	02/05/2015	Regular	0.00	5,844.80	5714
1173	KBA Docusys	02/05/2015	Regular	0.00	181.58	5715
1174	KBA Docusys, Inc.	02/05/2015	Regular	0.00	390.11	5716
1362	L&M Rental Fence, Inc.	02/05/2015	Regular	0.00	86.23	5717
1180	Lands End Business Outfitters	02/05/2015	Regular	0.00	250.00	5718
1181	Landscape Spray Solutions	02/05/2015	Regular	0.00	475.00	5719
1199	Meek's Lumber & Hardware	02/05/2015	Regular	0.00	150.74	5720
1207	Municipal Maintenance Equipment	02/05/2015	Regular	0.00	215.52	5721
1221	PG&E	02/05/2015	Regular	0.00	3,783.30	5722
1265	Rocklin Area Chamber of Commerce	02/05/2015	Regular	0.00	275.00	5723
1268	Rocklin Windustrial Co.	02/05/2015	Regular	0.00	199.69	5724
1287	Sierra Safety	02/05/2015	Regular	0.00	575.34	5725
1290	Spec-West, Inc.	02/05/2015	Regular	0.00	97.62	5726
1299	Staples Contract & Commercial	02/05/2015	Regular	0.00	34.39	5727
1327	US Bank Corporate Payment	02/05/2015	Regular	0.00	1,587.16	5728
1128	Golden 1 Credit Union	02/11/2015	Regular	0.00	1,447.36	5738
1020	Aqua Sierra Controls, Inc.	02/12/2015	Regular	0.00	31,321.15	5739
1022	AT&T	02/12/2015	Regular	0.00	185.79	5740
1023	AT&T	02/12/2015	Regular	0.00	37.25	5741
1004	AT&T	02/12/2015	Regular	0.00	9.12	5742
1026	AUS Sacramento MC Lockbox	02/12/2015	Regular	0.00	2,114.54	5743
1086	Dataprose	02/12/2015	Regular	0.00	13,386.23	5744
1089	Department of Consumer Affairs	02/12/2015	Regular	0.00	115.00	5745
1114	Ferguson Enterprises, Inc. #686	02/12/2015	Regular	0.00	10.87	5746
1146	InSight Mobile Data Inc.	02/12/2015	Regular	0.00	330.00	5747
1482	ISinc	02/12/2015	Regular	0.00	1,251.00	5748
1163	Joe Gonzalez Trucking, LLC.	02/12/2015	Regular	0.00	1,000.65	5749
1244	Preferred Alliance	02/12/2015	Regular	0.00	155.26	5750
1252	Ramos Environmental	02/12/2015	Regular	0.00	112.20	5751
1333	SPOK, Inc.	02/12/2015	Regular	0.00	26.38	5752
1481	Stroub & Company, CPAs	02/12/2015	Regular	0.00	10,750.00	5753
1475	Van Erp, Petersen & Babcock, LLP	02/12/2015	Regular	0.00	1,500.00	5754
1338	Verizon Wireless	02/12/2015	Regular	0.00	308.22	5755
1343	Water Works Engineers, LLC	02/12/2015	Regular	0.00	13,178.30	5756
1008	Afforda-Test	02/19/2015	Regular	0.00	345.00	5766
1484	Axa Equitable	02/19/2015	Regular	0.00	760.00	5767
1073	Consolidated Communications	02/19/2015	Regular	0.00	985.94	5768
1485	Industrial Safety Supply Corporation	02/19/2015	Regular	0.00	528.11	5769
1482	ISinc	02/19/2015	Regular	0.00	1,251.00	5770
1199	Meek's Lumber & Hardware	02/19/2015	Regular	0.00	32.32	5771

Check Report

Date Range: 01/29/2015 - 02/28/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1232	Pitney Bowes, Inc.	02/19/2015	Regular	0.00	32.24	5772
1287	Sierra Safety	02/19/2015	Regular	0.00	89.50	5773
1289	Sonsray Machinery	02/19/2015	Regular	0.00	18,395.26	5774
1297	Stanley Convergent Security Solutions, Inc.	02/19/2015	Regular	0.00	26.50	5775
1299	Staples Contract & Commercial	02/19/2015	Regular	0.00	655.40	5776
1462	Trucksmart	02/19/2015	Regular	0.00	162.16	5777
1325	Tyler Technologies, Inc.	02/19/2015	Regular	0.00	400.00	5778
1068	City of Roseville	02/23/2015	Regular	0.00	1,513,921.00	5779
1068	City of Roseville	02/23/2015	Regular	0.00	374,021.00	5780
1128	Golden 1 Credit Union	02/27/2015	Regular	0.00	1,447.36	5781
1240	Placer County Personnel	02/27/2015	Regular	0.00	586.04	5782
1246	Prudential Municipal Pool	02/27/2015	Regular	0.00	163.53	5783
1045	Cal Pers 457 Plan (EFT)	01/30/2015	Bank Draft	0.00	500.00	DFT0001012
1135	Mass Mutual (EFT)	01/30/2015	Bank Draft	0.00	4,125.00	DFT0001013
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	147.25	DFT0001014
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	275.68	DFT0001015
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	575.21	DFT0001016
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	3,445.84	DFT0001017
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	7,189.30	DFT0001018
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	962.23	DFT0001019
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	1,516.46	DFT0001020
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	631.55	DFT0001021
1229	Pers (EFT)	01/30/2015	Bank Draft	0.00	631.55	DFT0001022
1149	Internal Revenue Service	01/30/2015	Bank Draft	0.00	8,513.12	DFT0001023
1098	EDD (EFT)	01/30/2015	Bank Draft	0.00	2,592.43	DFT0001024
1149	Internal Revenue Service	01/30/2015	Bank Draft	0.00	1,991.00	DFT0001025
1149	Internal Revenue Service	01/30/2015	Bank Draft	0.00	7,508.48	DFT0001026
1149	Internal Revenue Service	01/30/2015	Bank Draft	0.00	151.44	DFT0001028
1098	EDD (EFT)	01/30/2015	Bank Draft	0.00	16.93	DFT0001029
1149	Internal Revenue Service	01/30/2015	Bank Draft	0.00	35.42	DFT0001030
1149	Internal Revenue Service	01/30/2015	Bank Draft	0.00	98.10	DFT0001031
1098	EDD (EFT)	01/30/2015	Bank Draft	0.00	686.53	DFT0001045
1230	Pers (EFT)	01/29/2015	Bank Draft	0.00	33,960.75	DFT0001048
1098	EDD (EFT)	01/30/2015	Bank Draft	0.00	12.21	DFT0001051
1045	Cal Pers 457 Plan (EFT)	02/13/2015	Bank Draft	0.00	500.00	DFT0001055
1135	Mass Mutual (EFT)	02/13/2015	Bank Draft	0.00	4,475.00	DFT0001056
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	147.25	DFT0001057
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	275.68	DFT0001058
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	575.21	DFT0001059
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	3,445.84	DFT0001060
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	7,189.31	DFT0001061
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	962.23	DFT0001062
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	1,516.46	DFT0001063
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	631.55	DFT0001064
1229	Pers (EFT)	02/13/2015	Bank Draft	0.00	631.55	DFT0001065
1149	Internal Revenue Service	02/13/2015	Bank Draft	0.00	9,144.84	DFT0001066
1098	EDD (EFT)	02/13/2015	Bank Draft	0.00	2,713.88	DFT0001067
1098	EDD (EFT)	02/13/2015	Bank Draft	0.00	707.48	DFT0001068
1149	Internal Revenue Service	02/13/2015	Bank Draft	0.00	2,138.74	DFT0001069
1149	Internal Revenue Service	02/13/2015	Bank Draft	0.00	7,834.30	DFT0001070
1149	Internal Revenue Service	02/27/2015	Bank Draft	0.00	12.56	DFT0001077
1098	EDD (EFT)	02/27/2015	Bank Draft	0.00	4.30	DFT0001078
1098	EDD (EFT)	02/27/2015	Bank Draft	0.00	1.02	DFT0001079
1149	Internal Revenue Service	02/27/2015	Bank Draft	0.00	2.94	DFT0001080
1149	Internal Revenue Service	02/27/2015	Bank Draft	0.00	12.22	DFT0001081
1045	Cal Pers 457 Plan (EFT)	02/27/2015	Bank Draft	0.00	500.00	DFT0001083
1135	Mass Mutual (EFT)	02/27/2015	Bank Draft	0.00	4,225.00	DFT0001084
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	147.25	DFT0001085
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	275.68	DFT0001086
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	575.21	DFT0001087
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	3,445.84	DFT0001088

Check Report

Date Range: 01/29/2015 - 02/28/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	7,189.30	DFT0001089
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	962.23	DFT0001090
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	1,516.47	DFT0001091
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	641.07	DFT0001092
1229	Pers (EFT)	02/27/2015	Bank Draft	0.00	641.07	DFT0001093
1149	Internal Revenue Service	02/27/2015	Bank Draft	0.00	8,512.00	DFT0001094
1098	EDD (EFT)	02/27/2015	Bank Draft	0.00	2,538.42	DFT0001095
1098	EDD (EFT)	02/27/2015	Bank Draft	0.00	686.45	DFT0001096
1149	Internal Revenue Service	02/27/2015	Bank Draft	0.00	1,990.74	DFT0001097
1149	Internal Revenue Service	02/27/2015	Bank Draft	0.00	7,440.09	DFT0001098
1015	American Fidelity Assurance	02/24/2015	Bank Draft	0.00	1,379.73	DFT0001099
1015	American Fidelity Assurance	02/24/2015	Bank Draft	0.00	1,379.73	DFT0001100
1015	American Fidelity Assurance	02/24/2015	Bank Draft	0.00	1,379.73	DFT0001101
1230	Pers (EFT)	02/24/2015	Bank Draft	0.00	32,963.92	DFT0001102

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	95	66	0.00	2,012,088.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	63	63	0.00	196,878.77
EFT's	0	0	0.00	0.00
	158	129	0.00	2,208,967.57

MONTHLY INVESTMENT REPORT

**SOUTH PLACER MUNICIPAL
UTILITY DISTRICT**

Local Agency Investment Fund
As of February 27, 2015 **\$10,506,515.00**

Average Interest for Month Ended
December 31, 2014 0.25%

Placer County Treasury
As of January 31, 2015 **\$34,973,016.63**

Effective Rate of Return for Month Ended
January 31, 2015 0.69 %

Checking Account Balance (U.S. Bank)
As of February 27, 2015 **\$271,032.91**

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

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors

From: Eric Nielsen, District Engineer

Cc: Carie Huff, Engineering Technician

Subject: Acceptance of the Bill of Sale for Sewer Improvements within Avalon Phase 2

Meeting Date: March 5, 2015

Overview

Avalon is located in Rocklin just off Rocklin Road between Autumn Crossing Lane and Grove Street. Phase 2 of Avalon consists of 46 single-family residential homes for a total of 46 EDU's. The Avalon Phase 2 improvements include the following infrastructure:

- Installation of one thousand five hundred and forty one (1,541) linear feet of sanitary sewer pipe
- Installation of eleven (11) manholes

Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for Avalon Phase 2.

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 \$139,314.

Attachments:

1. Bill of Sale
2. Map – Avalon Phase 2

BILL OF SALE

Standard Pacific Corp. 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 AVALON PHASE 2.

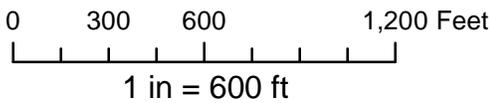
Grantor herein does hereby warrant and guarantee to SOUTH PLACER MUNICIPAL UTILITY DISTRICT that all of the personal property described herein consisting of sewer pipes, lines, mains, manholes, and appurtenances are free and clear of all mechanics liens and encumbrances of any type, nature or description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

Dated this February 5, 2015

By: STANDARD PACIFIC CORP.



Rachel Corona, Authorized Representative



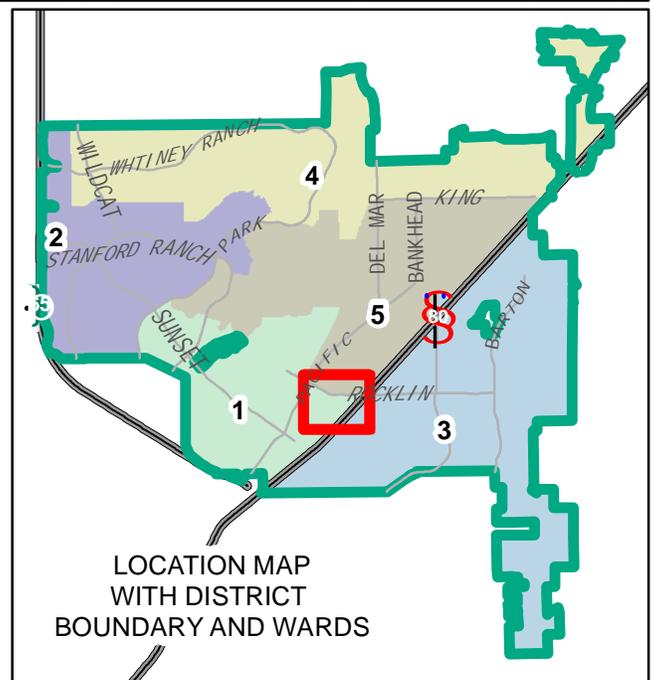
Avalon Subdivision - Phase 2

46 Residential EDUs

Date: 2/4/2015

Author: Aaron Moore

Document Path: G:\spmud_gis\mxd\Aaron\Bill of Sale\Avalon_Ph2.mxd



LOCATION MAP
WITH DISTRICT
BOUNDARY AND WARDS

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors
From: Joanna Belanger
Cc: Herb Niederberger, General Manager
Subject: SPMUD Website overview
Meeting Date: February 5, 2015

Overview

This report provides the Board with an update and overview of the District's recent website enhancements. The website offers upgraded features for online users, and continues to utilize content-rich features to promote the mission, vision and core values of the District and its operations. The new website launched at the end of December 2014.

Discussion

Between May and December 2014 staff worked with Designwerks to redesign and develop the District's website and enhance transparency. In addition, demonstrational videos were filmed showcasing field operation crews maintaining and repairing District sewer lines and facilities.

Highlights of the upgraded website include:

- Additional content regarding the District, strategic planning, sewer improvement projects, budgeting and financial information
- Calendar's and direct links to Board meetings and materials
- A link to the District's new payment site
- Videos showcasing field operations crews maintaining District facilities
- Development resources, including specifications & ordinances along with plan check forms and fees
- Public outreach materials and frequently asked questions regarding sewer stoppages and the residential Fats, Oils & Grease program
- Additional forms and methods to contact departmental representatives when conducting business with the district

District staff will maintain the website, adding updated content and information to enhance transparency and continuously improve communication and service levels to the District's customers.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1: Engage Customers to determine expectations

Goal 1.3: Build Business efficiencies

Goal 1.4: Improve Communications

Goal 2.4: Maintain Transparency with all District activities

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

Fiscal Impact

The costs to complete the website upgrade and videos in the amount of \$18,740 were included in the FY 14/15 budget.

ITEM VII.2 GENERAL MANAGER REPORT

To: Board of Directors

From: Herb Niederberger, GM

Date: March 5, 2015

Subject: General Manager Monthly Staff Report – February 2015

1) DEPARTMENT REPORTS

Attached are the monthly status reports for the Boards information:

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

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

2) INFORMATION ITEMS

- A. Attended the Rocklin Chamber of Commerce Government Relations Committee (GRC) Meeting on February 4, 2015 and heard a presentation from Marc Mondell, Rocklin's newly hired Community Development and Economic Development Director.
- B. Met with representatives from the City of Rocklin, including Marc Mondell and Rick Forstall, Rocklin Public Services Director on February 6, 2015, to discuss the business points of a potential MOU between the District and the City.
- C. On February 19, 2015, met with the District Legal Counsel to discuss District legal needs. Among some of the items that were discussed and later have been identified as District needs:
 - i. Responses to requests for information made in accordance with the Public Records Act.
 - ii. The need for a closed session during the next regularly scheduled Board Meeting on March 5, 2015
 - iii. Responsibility for payment to raise manholes to grade during City of Rocklin pavement projects.
 - iv. Legal review of the forthcoming Manual of Policies.
 - v. Transition from refund agreements to credit/reimbursement agreements.
 - vi. Method of Adoption of the annual update to the Fee Schedule.
 - vii. Conflict between adoption of Ordinance 09-04 and Resolution 14-01
- D. On February 24, 2015, travelled with the District Superintendent, Jody Allen, to meet with staff from the Town of Loomis to discuss the location of the repeating antennae for the Mareta Lane Lift Station.

E. Advisory Committee Meetings:

- i. At the February 11, 2015, along with the Administrative Services Manager, Joanna Belanger, convened the first meeting of the Policy and Ordinance Review Committee - Director Mitchell and Director Markey to discuss adoption of a series of resolutions forming a District Manual of Policies.

No other committee meetings were held during February 2015.

ITEM VII. FSD REPORT

To: Board of Directors
From: Jody Allen, Superintendent
Cc: Herb Niederberger, General Manager
Subject: Field Services Department Monthly Report
Board Date: March 5, 2015

1. **Mareta Lane Lift Station SCADA:**

We've received positive information from AT&T regarding the Public Utility Easement(s), where we'd like to install a repeater antennae on Swetzer Road. We are working with the Town of Loomis to facilitate the installation.

2. **Capital Budget items for 2014/15:**

Corporation Yard Improvements: We're working with Discount Metal Panels to continue to move forward with the extension of the Heavy Equipment parking at the north end of the Corporation Yard. Their representative assisted with the lay-out of the columns, and during the month of March, we'll finish preparation for installation.

Replacement Flail Mower: We took delivery of our replacement flail mower, for Easement mowing. If the current weather continues, we may be using this piece of equipment sooner than normal. On that same topic, we're currently assessing Easement roads that may need attention for grading, and replacement aggregate base rock.

3. **CCTV:** With both TV trucks operating in the Stanford Ranch area of Rocklin over the past month, crews TV inspected 8.3 miles of mainline. This reflects an increase of 1.9 miles of TV production over the previous month. As part of the TV work, 200 manholes were also inspected for condition. In addition to this, TV crew assisted in inspecting 28 – four (4") service laterals totaling approximately 1,075'.

4. **Flushing (HVVC):** Crew focused on general shed flushing of mainline and trunk segments in the older core downtown area of Rocklin. Including monthly "Hot Spot" flushing, just over 7.625 miles of hydro cleaning was completed for the month. Crew also assisted with hydro-excavating a deep lateral repair with numerous major utilities crossing through the repair site.

5. **Construction:** Crew's work for the month included several manhole entries: applying sealant to stop water infiltration, and channel re-construction to maximize flow characteristics and improve accessibility for maintenance equipment. They also retrofit standard frame and covers with bolt down covers to address manhole security on South Placer's trunk lines. Crew also performed two (2) service lateral pipe repairs and two (2) PLCO installs. They finished the month by upsizing a partially collapsed storm drain

road crossing into our entrance to the Irish Lane lift station that caused some wash-out during our last rain event.

These activities are in alignment with the *Strategic Plan Goals 4.1 A, B & C*: Eliminate SSO's using the most efficient and effective methods and procedure for maintenance of sewer main pipes.

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: March 5, 2015

Strategic Planning

A number of strategic planning tasks are programmed to be completed over the next two quarters. Four bids were received for interior painting of the Headquarter building, Richards Painting was selected to complete the work which will begin in early March. Four bids were received for the maintenance of the HVAC systems in both buildings, RJA Heating & Air, Inc. were selected to evaluate both buildings and provide periodic maintenance service.

Staff is preparing an analysis of Voice over IP (VOIP) options for the telephone systems and will be making a recommendation in early March.

ASD staff completed scanning and saving District Resolutions and Ordinances for the past twenty years. The project serves a number of business efficiencies, including the electronic storage and ease of access to board decisions and records at the same time as gathering and reviewing policies and ordinances which will be reviewed and analyzed with the Policy & Ordinance Review Committee. Staff met with the Committee on February 11, 2015 and has begun the process of writing new policies and reviewing existing policies as necessary in preparation for the Committee's review.

A team of four employees from ASD, TSD and FSD completed the extensive review of the Newcastle files received from NSD in accordance with the Local Government Records Retention Guidelines. Files were categorized and indexed and stored accordingly in the Archive room.

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: March 5, 2015

IT Master Plan

Staff continues to work towards Phase One Implementation, which will include discontinued use of the existing (WWMS) database and implementation of the Lucity database. A training schedule is being prepared to outline the series of training sessions and identify the required staff for each. Staff continues to work on integrating the Tyler and Lucity databases to share information and increase efficiency. Staff also attended training during February to improve the level of reporting from the Lucity and other District databases.

Elliott Homes Temporary Lift Station Upgrades

On February 4th the contractor switched power at the lift station over to the new electrical components. The emergency generator has been delivered to the site and installed. However, the contractor still has to complete the startup and testing of the generator, complete an inspection by the Rocklin Fire Department, have the City of Rocklin sign-off the project, and complete the items on the punch list generated during the District's final inspection. Now that project has exceeded the scheduled deadline for completion, the General Manager and District Counsel are reviewing options for the District's next course of action.

Loomis Diversion Line – Route Study

Staff continues to support the Town of Loomis CEQA consultant by reviewing intermediate submittals of the documents being prepared. The CEQA consultant has indicated that their preparation of the CEQA documentation is scheduled to be completed around April.

System Evaluation and Capacity Assurance Plan (SECAP)

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

High Risk Facilities (HRF) Program

Staff plans to conduct a comprehensive risk assessment of District facilities using a software tool to leverage the information available in District databases. The results will allow staff to prioritize planned improvements according to risk and develop a long-term capital improvement program. Staff is currently evaluating risk assessment software and met with a representative of Innozyze on February 4th to review the capabilities of its program against the District's desired functionality. The results of the HRF Program are scheduled to be completed in May and will be used to support the efforts of the fee committee and the Board to appropriately define the District rates.

Foothill Trunk Sewer Upsizing Project

Staff held a meeting with Water Works Engineers (WWE) to review the status of the project plans and specifications on Monday March 2nd. The design of the project is currently at the "60% complete" stage. WWE and their sub-consultants have continued the required field studies (environmental cultural, biological, and jurisdictional delineation) and are continuing the analysis and production of the initial study / mitigated negative declaration (ISMND). The draft ISMND is scheduled to be submitted to the District on March 15th.

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

Loomis 10-Inch CIPP Project

SAK and its subcontractor began preliminary cleaning and CCTV inspection of the pipelines slated for CIPP liner installation on February 23rd. CIPP liner installation is scheduled to begin on Monday March 9th. The contractor has communicated that the project is scheduled to be completed in early April.