



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

April 7, 2016

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

III. PLEDGE OF ALLEGIANCE

IV. CONSENT ITEMS

[pg 1 to 23]

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

ACTION: (Voice vote)

Motion to approve the consent items for the April 7, 2016 meeting

1. MINUTES from the March 3, 2016 Regular Board Meeting.
2. MINUTES from the March 14, 2016 Special Board Meeting.
3. ACCOUNTS PAYABLE in the amount of \$2,176,251.41 through March 31, 2016.
4. MONTHLY INVESTMENT REPORT in the total amount of \$49,482,162, through March 31, 2016.
5. EXECUTION OF AN AGREEMENT WITH LOOMIS BASIN BREW PUB, RESOLUTION #16-08
Granting the Loomis Basin Brew Pub a Variance to Ordinance No. 09-01.

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. CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS – CSDA BOARD 2017-2019

TERM

[pg 24 to 29]

CSDA is requesting nominations for Special District Members or General Managers who are interested in serving on the CSDA Board for the 2017-2019 Term.

Action Requested: Voice Vote

1. The Board may consider nominations to serve on the CSDA Board of Directors, and if nominated direct the General Manager to complete the appropriate forms.

2. OUT OF SERVICE AREA AGREEMENT (AGUILAR) AND RESOLUTION #16-09

APPLICATION TO PLACER COUNTY LAFCO APPLICATION

[pg 30 to 38]

Frank and Bernice Aguilar have a failed septic system at their residence located at 2371 Swetzer Road, Penryn. The Placer County Building Department is requiring the Aguilars to connect to the public sewer adjacent to their property; however they are located outside the District's service area. Therefore an Out of Area Service Agreement is necessary to connect them to the Districts collection system.

Action Requested: Roll Call Vote

Staff recommends that the Board of Directors:

- 1. Adopt Resolution #16-09 authorizing the General Manager to apply with Placer LAFCO for an Out of Area Service Agreement.**
- 2. Authorize the General Manager to execute an Out of Area Service Agreement for sewer collection services for APN 032-171-053-000 & 032-171-052-000.**

3. 2013-17 STRATEGIC PLAN, SEMI-ANNUAL REPORT – ENDING 2ND QUARTER FY15-16

[pg 39 to 48]

Staff will present a Semi-Annual Report on the progress toward meeting the Strategic Goals and Objectives of the 2013-17 Strategic Plan.

Action Requested: Voice Vote

1. Receive the 2nd Quarter FY15-16 Semi-Annual Report Card

VII. REPORTS

[pg 49 to 55]

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

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

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

VIII. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to its next regular meeting on May 5, 2016 at 4:30 p.m.

**BOARD MINUTES
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

Meeting	Location	Date	Time
Regular	District Office	March 3, 2016	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 Dickinson presiding at 4:30 p.m.

II. ROLL CALL OF DIRECTORS:

- Present: Will Dickinson, Vic Markey, Jerry Mitchell, John Murdock
- Absent: 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: Kenny Gowan, Loomis Basin Brewery

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

IV. CONSENT ITEMS:

1. Minutes from the February 4, 2016 Regular Board Meeting.
2. Accounts Payable in the amount of \$832,353.94 through February 26, 2016.
3. Monthly Investment Report in the total amount of \$50,169,859 through February 26, 2016.
4. Construction & Cooperative Agreement for the Lost Avenue Construction Project – Resolution #16-07 An agreement with the City of Rocklin to coordinate sewer work with improvements the city is making to the roadway.

Administrative Services Manager, Belanger noted a correction to a date within the Minutes. Director Murdock made a motion to accept all items on the consent calendar, a second was made by Director Markey, the motion carried 4-0.

V. PUBLIC COMMENTS:

President Dickinson opened the Public comments. Kenny Gowan from the Loomis Basin Brewery located at 3640 Taylor Road addressed the board. He described the project he is working on to open up a restaurant and brew pub in Loomis. He explained the process he has undertaken to ask the District about the FOG program and then described options he had explored for Grease Interceptors. He explained that he had resubmitted his plans and attempted to work with staff, however he felt that there may have been some miscommunication concerning the grease trap needed for the restaurants 400 square foot kitchen. After a lengthy description of his situation he expressed his desire to request a variance from the requirements of Ordinance #09-01. President Dickinson stated that the Board cannot take action for any item heard in the public comments session. Further stating that there is a process in place whereby an appeal can be made to the Board, either at their Regular Board meeting or a Special Board meeting.

President Dickinson stated that he would be reluctant to hold a Special Board meeting unless other Board members expressed a desire to accommodate an appeal at a Special meeting. He stated that the board cannot create standards and then back away from them. After further discussion among the Board, it was decided to hold a Special Board meeting to hear an appeal from the Loomis Basin Brewery and request for a variance on Monday, March 14, 2016 at 4:30 p.m. The public comments were closed.

VI. BOARD BUSINESS:

1. Presentation of the Lucity Computerized Maintenance Management System

District Engineer Nielsen made a brief presentation of the Lucity Maintenance Management Software. A demonstration of the software showcased the future capabilities and uses within both Field Services and Technical Services Departments. A short question and answer period followed the presentation. This item was an informational item, with no action taken.

2. Headquarter Building Incident/Damage Report

General Manager Niederberger provided a brief report of the vehicle accident which occurred on 02/14/16 and subsequent damage sustained to the Headquarter Building. He reported that District staff is working with the Insurance Adjuster and SDRMA to gather proposals for building reconstruction, secure a temporary modular structure to move Technical Services and Administrative Services during the construction period. This item was an informational item, with no action taken.

VII. REPORTS:

1. District General Counsel (A. Brown): General Counsel Brown stated that he had no report.

2. General Manager (H. Niederberger):

A. ASD, FSD & TSD Reports: General Manager Niederberger stated that staff was available to answer any questions.

B. Information Items: No additional items were reported.

3. Directors Comments: Director Murdock asked the General Manager for further information regarding his meeting with the City of Rocklin to discuss Stormwater. General Manager Niederberger reported that there is an initiative to amend the State Constitution being prepared by the League of California Cities and CSAC that would place Stormwater Programs subject to the majority protest provisions of Prop 218. If the Initiative is approved by voters at the next general election, the City would like the District to take on their Stormwater program. He reported that there would be further discussions with the City in the future. Director Mitchell asked for clarification regarding Policy number 4030 relating to Board Remuneration and its application for attendance at miscellaneous webinar or seminar training. Director Markey reported that he and Director Williams had met with staff regarding the Loomis Diversion Line Project to review the draft route for the sewer line.

VIII. ADJOURNMENT

The meeting was adjourned at 5:55 p.m. to a Special Meeting to be held on Monday, March 14, 2016 at 4:30 p.m.



Joanna Belanger, Board Secretary

**BOARD MINUTES
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

Meeting	Location	Date	Time
Special	District Office	March 14, 2016	4:30 p.m.

I. CALL MEETING TO ORDER: A Special Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Dickinson 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
Adam Brown, Legal Counsel
Eric Nielsen, District Engineer

Others: None

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

IV. PUBLIC COMMENTS:

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

VI. BOARD BUSINESS:

1. LOOMIS BREWERY APPEAL OF ORDINANCE #09-01 – 3640 Taylor Road, Loomis

District Engineer Nielsen made a presentation to the Board regarding the history of submittals and correspondence concerning the Loomis Basin Brew Pub as well as the requirements for the installation of Fats, Oils and Grease (FOG) pretreatment on a food service establishment (FSE) in accordance with Ordinance #09-01, and “Grease Control Devices” for the kitchen facilities that are being installed during the tenant improvement. The Board asked clarifying questions of the District Engineer.

The property owners of 3640 Taylor Road, Eric Peterson and Lyle Innocent, addressed the Board regarding site constraints for the installation of a large grease interceptor adjacent to the building. The Board asked clarifying questions of the property owners.

The appellant, Kenny Gowan of the Loomis Basin Brew Pub, addressed the Board regarding the history and evolution of his proposal for the site. How it progressed from a proposal to include just meat and cheese trays to a kitchen preparing food. It was his understanding that the proposal would require a “Big Dipper” at the sink to handle and FOG produced in the kitchen. It was the town of Loomis Building Inspector that alerted him that the District might require more advanced pretreatment for FOG removal. He has sized a device in accordance with the Uniform Plumbing Code and is proposing a 50gpm/100# hydromechanical grease trap to be located outside the premises. The Board asked clarifying questions of Mr. Gowan.

The hearing was opened to public comment. No public comment was submitted. The hearing was closed for Board deliberation and additional questions of staff, the appellant, and District General Counsel.

There was considerable Board discussion regarding the application of the Ordinance to tenant improvements, the function of the grease interceptor, the proposed 50gpm/100# hydromechanical grease interceptor and the overall economic impact the District requirements were having on the proposed Brew Pub at this location. Director Williams asked whether the proposal to install the 50gpm/100# hydromechanical grease trap could be on a trial basis. President Dickinson directed questions to the General Manager.

General Manager Niederberger, stated that while it was staff's opinion to adhere to the provisions for FOG pretreatment in Ordinance 09-01, it was within the Board's discretion to allow a variance to the Ordinance. Staff and General Counsel has taken the liberty of drafting a proposed resolution making the appropriate findings to grant a variance along with conditions of approval. These conditions of approval were listed and included not only a 3-year timeframe to install a district approved grease interceptor, but also a requirement that the appellant enter into an agreement reflecting the terms of this variance.

The Board pondered a longer time frame of 5-years requested by the appellant, to go along with initial lease for the Brew Pub, as well as a provision to continue the variance after the initial 5-years if the Brew Pub was diligent in the trap cleaning and maintenance. These revisions were made to the proposed resolution. The property owners and the appellant were agreeable to the terms of the resolution and pending agreement.

A motion was made by Director Williams to adopt Resolution 16-08, a Resolution Granting the Loomis Basin Brew Pub a Variance to Ordinance No. 09-01 and Findings of Fact in Support Thereof; a second was made by Director Markey and the motion carried 5-0.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 6:25 p.m. to the next regularly scheduled meeting on April 7, 2016 at 4:30 p.m.



Herb Niederberger, General Manager
and Acting Board Secretary



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 02/26/2016 - 03/30/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1004	AT&T	03/04/2016	Regular	0.00	105.82	7058
1068	City of Roseville	03/04/2016	Regular	0.00	1,464,600.00	7059
1509	Crystal Communications	03/04/2016	Regular	0.00	230.00	7060
1093	DMG Lawn Maintenance	03/04/2016	Regular	0.00	325.00	7061
1531	Hertz Equipment Rental Corporation	03/04/2016	Regular	0.00	199.38	7062
1485	Industrial Safety Supply Corporation	03/04/2016	Regular	0.00	709.50	7063
1171	Johnson Petroleum Construction	03/04/2016	Regular	0.00	192.00	7064
1174	KBA Docusys, Inc.	03/04/2016	Regular	0.00	442.09	7065
1186	Loomis Medical Clinic	03/04/2016	Regular	0.00	84.00	7066
1467	Mark Jabusch	03/04/2016	Regular	0.00	1,700.00	7067
1221	PG&E	03/04/2016	Regular	0.00	4,936.56	7068
1253	Recology Auburn Placer	03/04/2016	Regular	0.00	296.13	7069
1518	Sonitrol of Sacramento	03/04/2016	Regular	0.00	21,812.44	7070
1325	Tyler Technologies, Inc.	03/04/2016	Regular	0.00	11,193.00	7071
1532	Under Lock & Key, Inc.	03/04/2016	Regular	0.00	459.50	7072
1491	Vanguard Cleaning Systems	03/04/2016	Regular	0.00	395.00	7073
1339	Vulcan Materials Co.	03/04/2016	Regular	0.00	328.09	7074
1343	Water Works Engineers, LLC	03/04/2016	Regular	0.00	67,328.21	7075
1345	WECO	03/04/2016	Regular	0.00	499.22	7076
1327	US Bank Corporate Payment	03/04/2016	Regular	0.00	13,210.92	7077
	Void	03/04/2016	Regular	0.00	0.00	7078
	Void	03/04/2016	Regular	0.00	0.00	7079
	Void	03/04/2016	Regular	0.00	0.00	7080
	Void	03/04/2016	Regular	0.00	0.00	7081
1004	AT&T	03/08/2016	Regular	0.00	9.40	7084
1533	City of Foster City	03/08/2016	Regular	0.00	250.00	7085
1066	City of Rocklin	03/08/2016	Regular	0.00	4,097.11	7086
1068	City of Roseville	03/08/2016	Regular	0.00	325,280.00	7087
1520	Data-Com Solutions	03/08/2016	Regular	0.00	2,540.00	7088
1086	Dataprose	03/08/2016	Regular	0.00	6,862.81	7089
1090	Department of Justice	03/08/2016	Regular	0.00	32.00	7090
1113	Ferguson Enterprises, Inc. 1423	03/08/2016	Regular	0.00	2,886.38	7091
1163	Joe Gonzalez Trucking, LLC.	03/08/2016	Regular	0.00	969.35	7092
1209	New Pig	03/08/2016	Regular	0.00	824.44	7093
1218	PCWA	03/08/2016	Regular	0.00	707.05	7094
1473	Pitney Bowes Purchase Power	03/08/2016	Regular	0.00	394.05	7095
1234	Placer County APCD	03/08/2016	Regular	0.00	1,000.00	7096
1333	SPOK, Inc.	03/08/2016	Regular	0.00	26.26	7097
1307	Sutter Medical Foundation-Corporate	03/08/2016	Regular	0.00	135.00	7098
1492	Wave Broadband - Rocklin	03/08/2016	Regular	0.00	209.85	7099
1355	Xylem Water Solutions USA	03/08/2016	Regular	0.00	2,168.55	7100
1007	Advanced Integrated Pest	03/23/2016	Regular	0.00	101.00	7119
1021	ARC	03/23/2016	Regular	0.00	210.70	7120
1022	AT&T	03/23/2016	Regular	0.00	213.05	7121
1026	AUS West Lockbox	03/23/2016	Regular	0.00	662.18	7122
1073	Consolidated Communications	03/23/2016	Regular	0.00	535.90	7123
1080	CWEA	03/23/2016	Regular	0.00	164.00	7124
1087	Dawson Oil Co.	03/23/2016	Regular	0.00	2,085.05	7125
1498	DLT Solutions	03/23/2016	Regular	0.00	517.80	7126
1113	Ferguson Enterprises, Inc. 1423	03/23/2016	Regular	0.00	111.80	7127
1123	Gladding McBean	03/23/2016	Regular	0.00	698.60	7128
1340	Grainger	03/23/2016	Regular	0.00	727.40	7129
1139	Hill Rivkins Brown & Associates	03/23/2016	Regular	0.00	8,528.00	7130
1485	Industrial Safety Supply Corporation	03/23/2016	Regular	0.00	64.50	7131

Check Report

Date Range: 02/26/2016 - 03/30/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1145	Innovyze	03/23/2016	Regular	0.00	4,250.00	7132
1167	John Marquis	03/23/2016	Regular	0.00	242.61	7133
1173	KBA Docusys	03/23/2016	Regular	0.00	498.83	7134
1467	Mark Jabusch	03/23/2016	Regular	0.00	8,280.00	7135
1218	PCWA	03/23/2016	Regular	0.00	292.24	7136
1233	Placer County Environmental Health	03/23/2016	Regular	0.00	1,373.00	7137
1535	Placer County Tax Collector	03/23/2016	Regular	0.00	747.89	7138
1244	Preferred Alliance	03/23/2016	Regular	0.00	142.56	7139
1534	Raco Manufacturing & Engineering Co.	03/23/2016	Regular	0.00	2,277.13	7140
1253	Recology Auburn Placer	03/23/2016	Regular	0.00	296.13	7141
1508	Sacramento Rendering Co.	03/23/2016	Regular	0.00	25.00	7142
1518	Sonitrol of Sacramento	03/23/2016	Regular	0.00	358.86	7143
1499	TechRoe.com LLC	03/23/2016	Regular	0.00	900.00	7144
1325	Tyler Technologies, Inc.	03/23/2016	Regular	0.00	34,990.00	7145
1475	Van Erp, Petersen & Babcock, LLP	03/23/2016	Regular	0.00	660.36	7146
1338	Verizon Wireless	03/23/2016	Regular	0.00	474.92	7147
1345	WECO	03/23/2016	Regular	0.00	189.83	7148
1240	Placer County Personnel	03/29/2016	Regular	0.00	2,404.47	7149
1246	Prudential Municipal Pool	03/29/2016	Regular	0.00	142.43	7150
1045	Cal Pers 457 Plan (EFT)	02/26/2016	Bank Draft	0.00	100.00	DFT0001822
1135	Mass Mutual (EFT)	02/26/2016	Bank Draft	0.00	3,800.00	DFT0001823
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	147.25	DFT0001824
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	239.84	DFT0001825
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	328.47	DFT0001826
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	2,997.83	DFT0001827
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	4,106.31	DFT0001828
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	1,033.60	DFT0001829
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	1,181.69	DFT0001830
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	734.60	DFT0001831
1229	Pers (EFT)	02/26/2016	Bank Draft	0.00	733.08	DFT0001832
1149	Internal Revenue Service	02/26/2016	Bank Draft	0.00	8,242.50	DFT0001833
1098	EDD (EFT)	02/26/2016	Bank Draft	0.00	2,402.56	DFT0001834
1098	EDD (EFT)	02/26/2016	Bank Draft	0.00	598.25	DFT0001835
1149	Internal Revenue Service	02/26/2016	Bank Draft	0.00	1,927.74	DFT0001836
1149	Internal Revenue Service	02/26/2016	Bank Draft	0.00	7,147.36	DFT0001837
1229	Pers (EFT)	02/29/2016	Bank Draft	0.00	17.07	DFT0001841
1229	Pers (EFT)	02/29/2016	Bank Draft	0.00	23.38	DFT0001842
1229	Pers (EFT)	02/29/2016	Bank Draft	0.00	213.38	DFT0001843
1229	Pers (EFT)	02/29/2016	Bank Draft	0.00	292.28	DFT0001844
1149	Internal Revenue Service	02/29/2016	Bank Draft	0.00	330.74	DFT0001845
1098	EDD (EFT)	02/29/2016	Bank Draft	0.00	53.83	DFT0001846
1098	EDD (EFT)	02/29/2016	Bank Draft	0.00	24.01	DFT0001847
1149	Internal Revenue Service	02/29/2016	Bank Draft	0.00	77.34	DFT0001848
1149	Internal Revenue Service	02/29/2016	Bank Draft	0.00	244.99	DFT0001849
1149	Internal Revenue Service	02/29/2016	Bank Draft	0.00	2,306.62	DFT0001850
1098	EDD (EFT)	02/29/2016	Bank Draft	0.00	1,643.79	DFT0001851
1098	EDD (EFT)	02/29/2016	Bank Draft	0.00	167.42	DFT0001852
1149	Internal Revenue Service	02/29/2016	Bank Draft	0.00	539.46	DFT0001853
1149	Internal Revenue Service	02/29/2016	Bank Draft	0.00	4,968.38	DFT0001854
1045	Cal Pers 457 Plan (EFT)	03/11/2016	Bank Draft	0.00	100.00	DFT0001856
1135	Mass Mutual (EFT)	03/11/2016	Bank Draft	0.00	3,950.00	DFT0001857
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	147.25	DFT0001858
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	217.81	DFT0001859
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	298.30	DFT0001860
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	2,722.50	DFT0001861
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	3,729.18	DFT0001862
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	1,033.60	DFT0001863
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	1,181.69	DFT0001864
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	734.60	DFT0001865
1229	Pers (EFT)	03/11/2016	Bank Draft	0.00	733.08	DFT0001866
1149	Internal Revenue Service	03/11/2016	Bank Draft	0.00	8,236.26	DFT0001867

Check Report

Date Range: 02/26/2016 - 03/30/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1098	EDD (EFT)	03/11/2016	Bank Draft	0.00	2,301.96	DFT0001868
1098	EDD (EFT)	03/11/2016	Bank Draft	0.00	573.51	DFT0001869
1149	Internal Revenue Service	03/11/2016	Bank Draft	0.00	1,926.24	DFT0001870
1149	Internal Revenue Service	03/11/2016	Bank Draft	0.00	6,941.48	DFT0001871
1045	Cal Pers 457 Plan (EFT)	03/25/2016	Bank Draft	0.00	300.00	DFT0001873
1135	Mass Mutual (EFT)	03/25/2016	Bank Draft	0.00	3,600.00	DFT0001874
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	147.25	DFT0001875
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	217.81	DFT0001876
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	298.30	DFT0001877
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	2,722.50	DFT0001878
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	3,729.18	DFT0001879
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	1,033.59	DFT0001880
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	1,181.69	DFT0001881
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	841.70	DFT0001882
1229	Pers (EFT)	03/25/2016	Bank Draft	0.00	839.96	DFT0001883
1149	Internal Revenue Service	03/25/2016	Bank Draft	0.00	8,093.36	DFT0001884
1098	EDD (EFT)	03/25/2016	Bank Draft	0.00	2,336.87	DFT0001885
1098	EDD (EFT)	03/25/2016	Bank Draft	0.00	587.43	DFT0001886
1149	Internal Revenue Service	03/25/2016	Bank Draft	0.00	1,892.80	DFT0001887
1149	Internal Revenue Service	03/25/2016	Bank Draft	0.00	6,984.73	DFT0001888
1015	American Fidelity Assurance	03/29/2016	Bank Draft	0.00	1,021.72	DFT0001897
1229	Pers (EFT)	03/29/2016	Bank Draft	0.00	12,985.00	DFT0001898
1230	Pers (EFT)	03/29/2016	Bank Draft	0.00	31,538.90	DFT0001899

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	69	0.00	2,010,605.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	65	65	0.00	161,804.02
EFT's	0	0	0.00	0.00
	163	138	0.00	2,172,409.37

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	2/2016	46,623.77
100	GENERAL FUND	3/2016	2,125,785.60
			<hr/>
			2,172,409.37

Account Number	Name	Date	Type	Amount	Reference	Packet
102-0001964-01	Vestal, Scott N	2/25/2016	Refund	\$ 5.97	Check #: 7047	UBPKT01779
102-0002541-01	Heggen, Mark	2/25/2016	Refund	\$ 84.00	Check #: 7048	UBPKT01779
102-0007476-01	Sandford, Darryl	2/25/2016	Refund	\$ 11.61	Check #: 7049	UBPKT01779
112-1023309-03	Ortiz, Joshua	2/25/2016	Refund	\$ 364.00	Check #: 7050	UBPKT01779
112-1026567-00	CalAtlantic Group, Inc.	2/25/2016	Refund	\$ 16.80	Check #: 7051	UBPKT01779
102-0002268-02	Horizon Equity One LP	3/2/2016	Refund	\$ 84.00	Check #: 7052	UBPKT01837
102-0012193-01	Johnson, Leroy	3/2/2016	Refund	\$ 44.00	Check #: 7053	UBPKT01837
112-1022068-03	Guertin, Shane R	3/2/2016	Refund	\$ 85.79	Check #: 7054	UBPKT01837
112-1026350-01	D R Horton	3/2/2016	Refund	\$ 293.05	Check #: 7055	UBPKT01837
112-1026744-00	D R Horton	3/2/2016	Refund	\$ 84.00	Check #: 7056	UBPKT01837
113-1021589-02	Bennett, Agnes J	3/2/2016	Refund	\$ 84.00	Check #: 7057	UBPKT01837
103-0003235-01	Rodriguez, John	3/7/2016	Refund	\$ 950.36	Check #: 7082	UBPKT01863
102-0003239-01	Norman, Jeanette S	3/7/2016	Refund	\$ 84.37	Check #: 7083	UBPKT01865
102-0000892-01	Guye, Stephen L	3/11/2016	Refund	\$ 5.32	Check #: 7101	UBPKT01874
102-0010259-01	Enzlinger, Kevin	3/11/2016	Refund	\$ 84.00	Check #: 7102	UBPKT01874
106-0013207-02	GEORGE OBANA JR	3/11/2016	Refund	\$ 7.45	Check #: 7103	UBPKT01874
106-0013279-02	Rogers, Joshua and Stacie	3/11/2016	Refund	\$ 30.00	Check #: 7104	UBPKT01874
106-0018097-05	Wilkerson, Jerry and Carol	3/11/2016	Refund	\$ 84.00	Check #: 7105	UBPKT01874
112-1026749-00	D R Horton	3/11/2016	Refund	\$ 84.00	Check #: 7106	UBPKT01874
112-1026782-00	D R Horton	3/11/2016	Refund	\$ 84.00	Check #: 7107	UBPKT01874
112-1026795-00	D R Horton	3/11/2016	Refund	\$ 50.73	Check #: 7108	UBPKT01874
112-1026798-00	D R Horton	3/11/2016	Refund	\$ 50.73	Check #: 7109	UBPKT01874
112-1026799-00	D R Horton	3/11/2016	Refund	\$ 50.73	Check #: 7110	UBPKT01874
112-1026800-00	D R Horton	3/11/2016	Refund	\$ 50.73	Check #: 7111	UBPKT01874
112-1026811-00	D R Horton	3/11/2016	Refund	\$ 50.73	Check #: 7112	UBPKT01874
113-1022166-02	RICHARD WATSON	3/11/2016	Refund	\$ 92.15	Check #: 7113	UBPKT01874
202-0005022-01	Stockman's Bank of Commerce #125	3/11/2016	Refund	\$ 27.32	Check #: 7114	UBPKT01874
102-0007759-01	Bob Farnworth	3/14/2016	Refund	\$ 414.42	Check #: 7115	UBPKT01897
112-1022892-02	Mullin, Tim	3/16/2016	Refund	\$ 84.00	Check #: 7116	UBPKT01904
112-1025870-01	CalAtlantic Group, Inc.	3/16/2016	Refund	\$ 41.40	Check #: 7117	UBPKT01904
102-0009217-02	Samra, Sukhjinder	3/23/2016	Refund	\$ 28.92	Check #: 7118	UBPKT01927
102-0006337-01	Ulle, Steven M	3/29/2016	Refund	\$ 84.00	Check #: 7151	UBPKT01951
106-0014801-02	CARLOS DELVALLE	3/29/2016	Refund	\$ 77.47	Check #: 7152	UBPKT01951
106-0016329-02	Oldes, Roger Charles	3/29/2016	Refund	\$ 83.99	Check #: 7153	UBPKT01951
112-1022765-02	Christensen, Spencer and Marianne	3/29/2016	Refund	\$ 84.00	Check #: 7154	UBPKT01951
				\$ 3,842.04		



April-16
MONTHLY INVESTMENT REPORT

LAIF (Local Agency Investment Fund)	
Balance	\$8,787,312
Interest	\$0
TOTAL	\$8,787,312
Placer County Treasury	
Balance	\$39,409,811
Interest 1.199%	\$36,244
TOTAL	\$39,446,055
Checking Account Balance	
Balance	\$1,248,795
TOTAL	\$1,248,795
GRAND TOTAL	\$49,482,162

Investments are in compliance with Policy# 3120 - 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: Herb Niederberger, General Manager

Cc: Eric Nielsen, District Engineer

Subject: Execution of an Agreement between the Loomis Basin Brew Pub, (Applicant), COMREVentures, LLC, (Property Owners of 3640 Taylor Road, Loomis, CA) and the District in support of Resolution 16-08 Granting the Loomis Basin Brew Pub a Variance to Ordinance No. 09-01 and Findings of Fact in Support Thereof;

Meeting Date: April 7, 2016

Overview

On March 14, 2016, during a Special Meeting of the Board of Directors for the South Placer Municipal Utility District (District) the Board adopted Resolution 16-08, (copy attached) finding that the installation of a grease interceptor and a grease trap at 3640 Taylor Road was not currently feasible and no equivalent, alternative pretreatment can be installed at this time; and granting a temporary variance to Section 2.06 of Ordinance No. 09-01 to the Loomis Basin Brew Pub, subject to the several conditions. One of these condition called for the execution of an agreement reflecting the terms of this variance, and containing such other provisions as may be deemed necessary by the District to effectuate the purposes of this resolution. The resolution and agreement are being presented in their final form to the Board at this time.

The agreement calls for

1. The Loomis Basin Brew Pub to install a hydromechanical grease interceptor (device), in a manner and location satisfactory to the District in its sole discretion.
2. The Loomis Basin Brew Pub will contract with a third party provider satisfactory to the District to provide manual cleaning at least weekly, if not more frequently, to ensure the proper functioning of the device, and the Loomis Basin Brew Pub shall retain records of said cleaning and or maintenance of the device.
3. The District may randomly inspect the Loomis Basin Brew Pub to ensure proper maintenance and functioning of the device
4. The Loomis Basin Brew Pub shall permit District employees to access the premises at any time during normal business hours to conduct inspections
5. The variance may be revoked at any time should the District find that the Loomis Basin Brew Pub has failed to clean or maintain said device or has otherwise failed to comply with the other conditions of this variance.
6. The variance may be revoked at any time should the District find that the Loomis Basin Brew Pub is causing undue deposition of FOG, and the District may require the immediate installation of a grease interceptor satisfactory to the District.

7. All costs of complying with this Resolution and the conditions of this variance, including any costs and expenses incurred by the District, shall be borne exclusively by the Loomis Basin Brew Pub.
8. The variance is temporary, and shall be in effect for a period of not more than five years, expiring on March 14, 2021, by which time a grease interceptor satisfactory to the District shall be installed, or the variance may be continued if, in the sole discretion of the District, the device installed at the Loomis Basin Brew Pub has been determined to be functioning properly and has been properly cleaned and maintained.

Recommendation

Staff recommends that the Board of Directors acknowledge Resolution 16-08 in its final form and authorize the General Manager to execute the Agreement between the Loomis Basin Brew Pub, (Applicant), COMREVentures, LLC, (Property Owners, 3640 Taylor Road, Loomis, CA) and the District in support of Resolution 16-08.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 2.3 - Prevent and mitigate Sewer System Overflows (SSO)

Related District Ordinances and Policies

This action is consistent with the following District Ordinance:

09-01 – An Ordinance Establishing Requirements Regarding Fats Oils and Grease

Fiscal Impact

There is no direct financial impact to the District resulting the adoption of this resolution or execution of this agreement. The District may experience an increase in costs resulting from random inspections of the Loomis Basin Brew Pub to ensure proper maintenance and functioning of the grease control device.

**OUTH PLACER MUNICIPAL UTILITY DISTRICT
RESOLUTION NO. 16-08
RESOLUTION GRANTING THE LOOMIS BASIN BREW PUB A VARIANCE TO
ORDINANCE NO. 09-01 AND FINDINGS OF FACT IN SUPPORT THEREOF**

WHEREAS, on March 5, 2009, the Board of Directors did adopt Ordinance No.09-01 establishing requirements regarding Fats Oils and Grease (FOG); and

WHEREAS, the purpose of said Ordinance is to facilitate the maximum beneficial use of the District's sewer services and facilities while preventing blockages of the sewer lines resulting from discharges of FOG into the public sewer, and to specify appropriate FOG discharge requirements for food service establishments (FSEs); and

WHEREAS, the provisions set forth in said Ordinance are designed to ensure compliance with federal, state and local laws and regulations, and to allow the District to meet applicable standards; and

WHEREAS, section 2.06 of said Ordinance requires that every permittee of a FSE shall, at the time of construction, remodel, and/or change in operations, install, operate and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of the Ordinance, subject to the variance and waiver provisions of Section 2.11 of said Ordinance.; and

WHEREAS, the Loomis Basin Brew Pub is in the process of remodeling a space on 3640 Taylor Road in Loomis, and has invested significant effort to develop a plumbing plan and proposed grease control device with calculations to address the District's requirements; and

WHEREAS, in accordance with Section 2.11 of said Ordinance, the Loomis Basin Brew Pub has requested that the District grant a variance and/or waiver from the grease interceptor requirement to allow alternative pretreatment technology in lieu of a grease interceptor.

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

1. The Board finds that the installation of a grease interceptor at 3640 Taylor Road is not currently feasible and no equivalent, alternative pretreatment can be installed at this time; and
2. The Board hereby grants a temporary variance to Section 2.06 of Ordinance No. 09-01 to the Loomis Basin Brew Pub, subject to the following conditions:
 - a. The Loomis Basin Brew Pub will install a hydromechanical grease interceptor (device), in a manner and location satisfactory to the District in its sole discretion.
 - b. The Loomis Basin Brew Pub will contract with a third party provider satisfactory to the District to provide manual cleaning at least weekly, if not more frequently, to ensure the proper functioning of the device, and the Loomis Basin Brew Pub shall retain records of said cleaning and or maintenance of the device subject to the record keeping requirement of Section 4.10 of Ordinance No. 09-01.

- c. The District may randomly inspect the Loomis Basin Brew Pub to ensure proper maintenance and functioning of the device, and the owner(s) of the Loomis Basin Brew Pub shall permit District employees to access the premises at any time during normal business hours to conduct inspections. Such inspections shall be at least semi-annually, during which the Loomis Basin Brew Pub will furnish said maintenance records.
 - d. The General Manager of the District may revoke this variance at any time, should there be a finding that the Loomis Basin Brew Pub has failed to clean or maintain said device or has otherwise failed to comply with the other conditions of this variance.
 - e. If upon routine maintenance or inspection of the public sewer system it is discovered that these premises are causing undue deposition of FOG, the District may, in its sole discretion, revoke this variance and require the immediate installation of a grease interceptor satisfactory to the District.
 - f. This variance is subject to the written agreement of the property owner at 3640 Taylor Road to provide space and plumbing segregation for future installation of a grease interceptor, which will be installed if it is determined by the District, in its sole discretion, that the device installed at the Loomis Basin Brew Pub is not functioning properly, has not been adequately cleaned or maintained, or that these premises are causing undue deposition of FOG into the public sewer system.
 - g. All costs of complying with this Resolution and the conditions of this variance, including any costs and expenses incurred by the District, shall be borne exclusively by the Loomis Basin Brew Pub.
 - h. This variance is temporary, and shall be in effect for a period of not more than five years, expiring on March 14, 2021, by which time a grease interceptor satisfactory to the District shall be installed, or the variance may be continued if, in the sole discretion of the District, the device installed at the Loomis Basin Brew Pub has been determined to be functioning properly and has been properly cleaned and maintained.
 - i. The District, the Loomis Basin Brew Pub and the property owners at 3640 Taylor Road shall execute an agreement reflecting the terms of this variance, and containing such other provisions as may be deemed necessary by the District to effectuate the purposes of this resolution.
3. All other terms, conditions, requirements and provisions of Ordinance No. 09-01 shall remain intact and enforceable, and nothing herein shall be construed to repeal, modify or in any way alter said Ordinance.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 14th day of March, 2016.

Signed: _____
 William Dickinson, President of the Board of Directors

Attest: _____
 Herb Niederberger, General Manager
 and Acting Board Secretary

**AGREEMENT REGARDING TERMS AND CONDITIONS OF VARIANCE FROM
ORDINANCE 09-01**

[LOOMIS BASIN BREWING COMPANY, INC.]

This Agreement Regarding Terms and Conditions of Variance From Ordinance 09-01 (the "Agreement") is by and among the South Placer Municipal Utility District, a California Municipal Utility District (the "District"), Loomis Basin Brewing Company, Inc. ("Applicant") and COMREVentures, LLC ("Property Owner") and is effective as of April 7, 2016. The District, Applicant and Property Owner may be referred to herein together as the "Parties."

WHEREAS, on March 5, 2009, the Board of Directors of the District did adopt Ordinance No.09-01 establishing requirements regarding Fats Oils and Grease (FOG); and

WHEREAS, the purpose of said Ordinance is to facilitate the maximum beneficial use of the District's sewer services and facilities while preventing blockages of the sewer lines resulting from discharges of FOG into the public sewer, and to specify appropriate FOG discharge requirements for food service establishments (FSEs); and

WHEREAS, the provisions set forth in said Ordinance are designed to ensure compliance with federal, state and local laws and regulations, and to allow the District to meet applicable standards; and

WHEREAS, Section 2.06 of said Ordinance requires that every permittee of a FSE shall, at the time of construction, remodel, and/or change in operations, install, operate and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of the Ordinance, subject to the variance and waiver provisions of Section 2.11 of said Ordinance.; and

WHEREAS, Applicant is in the process of remodeling a space on 3640 Taylor Road in Loomis (the "Property"), which is owned by COMREVentures, LLC, and has invested significant effort to develop a plumbing plan and proposed hydromechanical grease control device with calculations to address the District's requirements; and

WHEREAS, in accordance with Section 2.11 of said Ordinance, Applicant has requested that the District grant a variance and/or waiver from the grease interceptor requirement to allow alternative pretreatment technology in lieu of a grease interceptor;

WHEREAS, during a special meeting of the Board of Directors of the District, a hearing was held on Applicant's requested variance, following which the Board of Directors granted the application for variance based upon findings and subject to those terms and conditions set forth in Resolution No. 16-08.

NOW THEREFORE, for valuable consideration, receipt of which is hereby acknowledged, the District, Applicant and Property Owner hereby agree as follows:

1. Applicant will, at its sole cost and expense, install a hydromechanical grease interceptor (device), in a manner and location satisfactory to the District in its sole discretion. The device will be owned, operated and maintained by the Applicant and Property Owner.
2. Applicant will be solely responsible for the operation, care and maintenance of the device, and will contract with [*SRC Plumbing*], or another third party provider satisfactory to the District to provide manual cleaning at least weekly, if not more frequently, to ensure the proper functioning of the device, and Applicant shall retain records of said cleaning and or maintenance of the device subject to the record keeping requirement of Section 4.10 of Ordinance No. 09-01, which shall be made available to inspection by the District upon request.
3. The District may randomly inspect the Property to ensure proper maintenance and functioning of the device, and the Applicant and Property Owner hereby permit District employees to access the premises at any time during normal business hours to conduct inspections. Such inspections shall be at least semi-annually, during which Applicant will furnish said maintenance records.
4. The General Manager of the District may revoke this variance at any time, should there be a finding that the Applicant has failed to clean or maintain said device or has otherwise failed to comply with the other conditions of this variance.
5. If upon routine maintenance or inspection of the public sewer system it is discovered that these premises are causing undue deposition of FOG as defined in Ordinance No. 09-01, the General Manager of the District may, in his or her sole discretion, revoke this variance and require the immediate installation of a grease interceptor satisfactory to the District.
6. The Property Owner agrees to provide space and plumbing segregation for future installation of a grease interceptor, which will be installed if it is determined by the District, in its sole discretion, that the device installed at the Loomis Basin Brew Pub is not functioning properly, has not been adequately cleaned or maintained, or that these premises are causing undue deposition of FOG into the public sewer system. Any costs or expenses incurred in connection with the performance of any obligations in this section shall be borne exclusively by the Applicant, and the District shall not be responsible for any such costs and expenses.
7. All costs of complying with District Ordinances and the conditions of this variance, including any costs and expenses incurred by the District, shall be borne exclusively by Applicant.

8. This variance is temporary, and shall be in effect for a period of not more than five years, expiring on March 14, 2021, by which time a grease interceptor satisfactory to the District shall be installed. This variance may be continued if, in the sole discretion of the District, the device installed by Applicant has been determined to be functioning properly and has been properly cleaned and maintained. Any extension of this variance shall be by written addendum to this Agreement, and subject to all terms and conditions set forth herein.
9. All other terms, conditions, requirements and provisions of Ordinance No. 09-01 shall remain intact and enforceable, and nothing herein shall be construed to repeal, modify or in any way alter said Ordinance.
10. Nothing herein shall otherwise vary Applicant's and Property Owner's existing obligation to comply with all District ordinances, rules and regulations regarding wastewater discharge into the District system and payment therefor.
11. Neither this agreement nor any provision thereof shall be construed to require or obligate the District to expend any District funds for the direct benefit of Applicant or Property Owner.
12. To the fullest extent allowed by law, Applicant and Property Owner shall defend, indemnify and hold harmless the District and its directors, officers, agents and employees from and against any and all claims for damages or injuries of any nature whatsoever arising out of the performance of the Services described above, including any and all claims for damages, regulatory violations, fines or penalties in the event of any sewer system overflow ("SSO") or any other regulatory violation in connection with the operation of the device.
13. Time is of the Essence: Time is of the essence of this Agreement.
14. Amendments/Supplemental Agreements: This Agreement contains all the known and reasonably foreseeable covenants and Agreements between the parties with respect to the subject matter herein; provided, however, that this Agreement may be amended by, and/or supplemental agreements entered into between, the parties as may be necessary to further carry forward the purposes and intents contained herein. Any such amendment or supplemental agreement shall be in writing and be approved by the District's Board of Directors.
15. Assignment: Neither Party hereto may assign any of its rights or obligations hereunder without the prior written consent of the other party.
16. Severability: If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall, unless amended or modified by mutual consent of the Parties, continue in full force and effect so long as enforcement of the remaining provisions would not be inequitable to the Party against whom they are being enforced under the facts and circumstances then

pertaining.

17. Entire Agreement: This Agreement is freely and voluntarily entered into by the Parties after having the opportunity to consult with their respective attorneys. The Parties, in entering into this Agreement, do not rely on any inducements, promises, or representations made by each other, their representatives, or any other person, other than those inducements, promises, and representations contained in this Agreement. This Agreement represents the entire agreement of the Parties. Each individual executing this Agreement represents that he or she is duly authorized to enter its terms and conditions and to execute it on behalf of the Party represented.
18. Interpretation of this Agreement. The Parties acknowledge that each Party has reviewed, negotiated and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any document executed and delivered by any Party in connection with the transactions contemplated by this Agreement.
19. Waiver of Rights: Any waiver at any time by either Party hereto of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.
20. Remedies Not Exclusive: The use by either Party of any remedy specified herein for the enforcement of this Agreement is not exclusive and shall not deprive the Party using such remedy of, or limit the application of, any other remedy provided by law.
21. Successors/Assigns: This Agreement shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns.
22. Counterparts: This Agreement may be executed in counterparts, each of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT ON THE DATE(S) AND YEAR(S) BELOW WRITTEN.

Dated: April __, 2016

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

Herb Niederberger, General Manager

APPROVED AS TO FORM

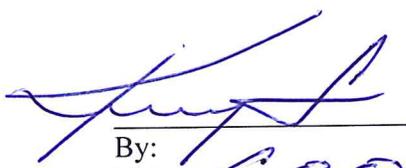
ATTEST

Adam C. Brown, General Counsel

Joanna Belanger, Secretary

Dated: April __, 2016

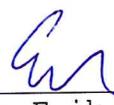
LOOMIS BASIN BREWING COMPANY, INC.



By: _____
Title: COO

Dated: April 29, 2016

COMREVentures, LLC



By: Erik C. Petersen
Title: Managing Member

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Placer

On 3/29/16 before me, Janie Wood, Notary Public
(insert name and title of the officer)

personally appeared Erik C Petersen and KEMMY Gowan,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.



Signature _____ (Seal)

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Joanna Belanger, Administrative Services Manager

Subject: CSDA Board of Directors Call for Nominations serving on the CSDA Board for the 2017-2019 Term.

Meeting Date: April 7, 2016

Overview

The District is a member of the California Special District Association (CSDA). The leadership of the CSDA is elected from six geographical networks, each of which has three seats on the Board with staggered 3-year terms. CSDA is looking for Board Members or their General Managers who are interested for the 2017-2019 term. There are commitments and expectations of those serving on the CSDA Board. These expectations and commitments are outlined in the attached Call for Nominations.

Recommendation

The Board may consider nominations from among the ranks to serve on the CSDA Board of Directors. If a Director is nominated, the Board should direct the General Manager to fill out the appropriate nomination forms.

Strategic Plan Goals

This is no specific strategic plan goal associated with serving on the CSDA Board of Directors.

Related District Ordinances and Policies

This action may trigger the following District Policies:

- Policy No. 2025 – Expenditure Reimbursement
- Policy No. 4030 – Board of Director Remuneration.

Fiscal Impact

There is no direct fiscal impact associated with this action. Although a nomination within the ranks and serving on the CSDA Board may result in costs associated with the aforementioned Policies.

Attachment: CSDA Call for Nominations, Nomination Form and Information Sheet



**California Special
Districts Association**
Districts Stronger Together

DATE: February 19, 2016
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2017 - 2019 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member located within the geographic network that they seek to represent. (See attached Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedures: Any Regular Member is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 20, 2016.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 3rd. The ballots must be received by CSDA no later than 5:00 p.m. August 5, 2016. The successful candidates will be notified no later than August 8th. All selected Board Members will be introduced at the Annual Conference in San Diego, CA in October.

Expiring Terms

(See enclosed map for regional breakdown)

Northern Network	Seat B Greg Orsini, McKinleyville Community Services District*
Sierra Network	Seat B Ginger Root, Country Club Sanitary District*
Bay Area Network	Seat B Sherry Sterrett, Pleasant Hill Recreation & Park District
Central Network	Seat B Tim Ruiz, East Niles Community Services District*
Coastal Network	Seat B N/A
Southern Network	Seat B Bill Nelson, Orange County Cemetery District*
	Seat B Kathy Tiegs, Cucamonga Valley Water District

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csgda.net.



**California Special
Districts Association**
Districts Stronger Together

2016 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map on back)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this **form and a Board resolution/minute action supporting the candidate
and Candidate Information Sheet** by fax or mail to:

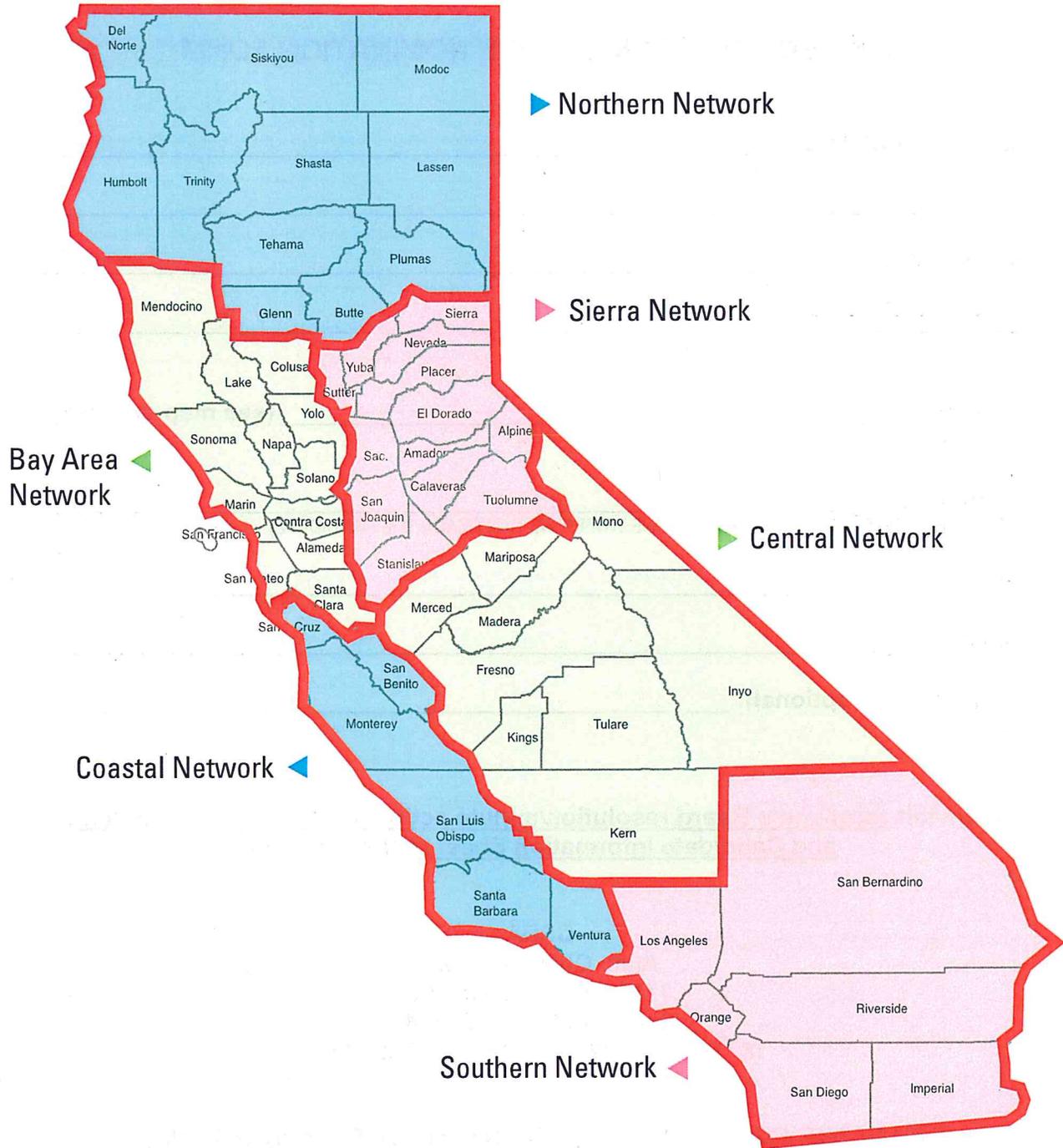
CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 20, 2016



California Special Districts Association

DISTRICT NETWORKS





2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors
From: Eric Nielsen, District Engineer
Cc: Herb Niederberger, General Manager
Subject: Out-of-Service-Area Agreement (Aguilar) and LAFCO Resolution for Application
Meeting Date: April 7, 2016

Overview

The installation of the Upper Antelope Creek Sewer Project in Swetzer Road connected remote service areas of the South Placer Municipal Utility District and traversed an area in Placer County currently outside the District's service area boundaries. Frank T. Aguilar and Bernice R. Aguilar have a residence located at 2371 Swetzer Road, Penryn, California (APN 032-171-053-000 and 032-171-052-000) with a failed septic system and is being required by the Placer County Building Department to connect to the public sewer adjacent to their property. Because the property is currently located outside the District's service area boundaries, the Aguilars must coordinate with Placer County Local Area Formation Commission (Placer LAFCO) and apply for an Out-of-Area Service Agreement with the District. The service provided would be in accordance with the District's Sewer Use Ordinance 09-02.

The annexation process was considered, but it is a lengthy process. The District entered an Out-of-Area Service Agreement with the Brewers (APN 032-171-023-000) in 2015 through this same process. Placer LAFCO would rather annex all of the parcels in this area along Swetzer Road at one time, instead of one at a time. At such time as the area along Swetzer Road is ever annexed to SPMUD, the property owners will be obligated to pay their fair share of costs of the annexation.

Recommendation

Staff recommends that the Board of Directors:

1. Adopt the attached resolution authorizing the General Manager to apply with Placer LAFCO for an Out-of-Area Service Agreement.
2. Authorize the General Manager to execute said Out-of-Area Service Agreement for the provision of sewer collection services for APN 032-171-053-000 and 032-171-052-000.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Goals:

Goal 1.1 – Engage Customers to Determine Expectations

Goal 7.1 – Work with Regional Partners and Analyze Growth Opportunities

Fiscal Impact

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

Enc: Resolution No. 16-09 – Application by South Placer Municipal Utility District Establishing Out-of-Area Service Agreement to APN 032-171-053-000 and 032-171-052-000 with Exhibits A and B

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 16-09

RESOLUTION OF APPLICATION BY SOUTH PLACER MUNICIPAL UTILITY DISTRICT

ESTABLISHING OUT-OF- AREA SERVICE AGREEMENT TO

APN 032-171-053-000 AND 032-171-052-000

WHEREAS, The South Placer Municipal Utility District (District) desires to initiate proceedings pursuant to the Cortese-Know-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq) for sewer service extension outside the District's boundaries (Government Code Section 56133).

WHEREAS, the territory proposed to be provided services outside the boundaries of the DISTRICT, and a description of the boundaries of the territory is set forth in Exhibit A attached hereto and incorporated herein by reference, and

WHEREAS, Section 56133 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 allows provisions of services outside of the District boundaries if said property is within the District's sphere of influence.

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

WHEREAS, the reason for the proposed extension of services is to provide sewage disposal services for a residence.

WHEREAS, it is desired to provide that the proposed agreement to provide services be subject to the following terms and conditions:

1. Said property shall be annexed into the DISTRICT if adjacent properties are to annex into the DISTRICT.
2. Said property shall be annexed into the DISTRICT if the property is subdivided.

WHEREAS, a plan for providing services has been prepared in accordance with Government Code Section 56653 and will be submitted herewith as Exhibit B,

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the South Placer Municipal Utility District that this Resolution of Application is hereby adopted, and the Placer Local Agency Formation Commission is hereby requested to take the above-requested action according to the terms and conditions stated herein, all in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of April 2016.

Signed: _____
William Dickinson, President of the Board of Directors

Attest: _____
Joanna Belanger, Board Secretary

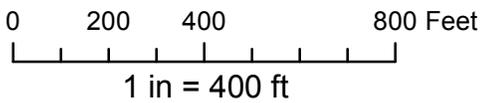
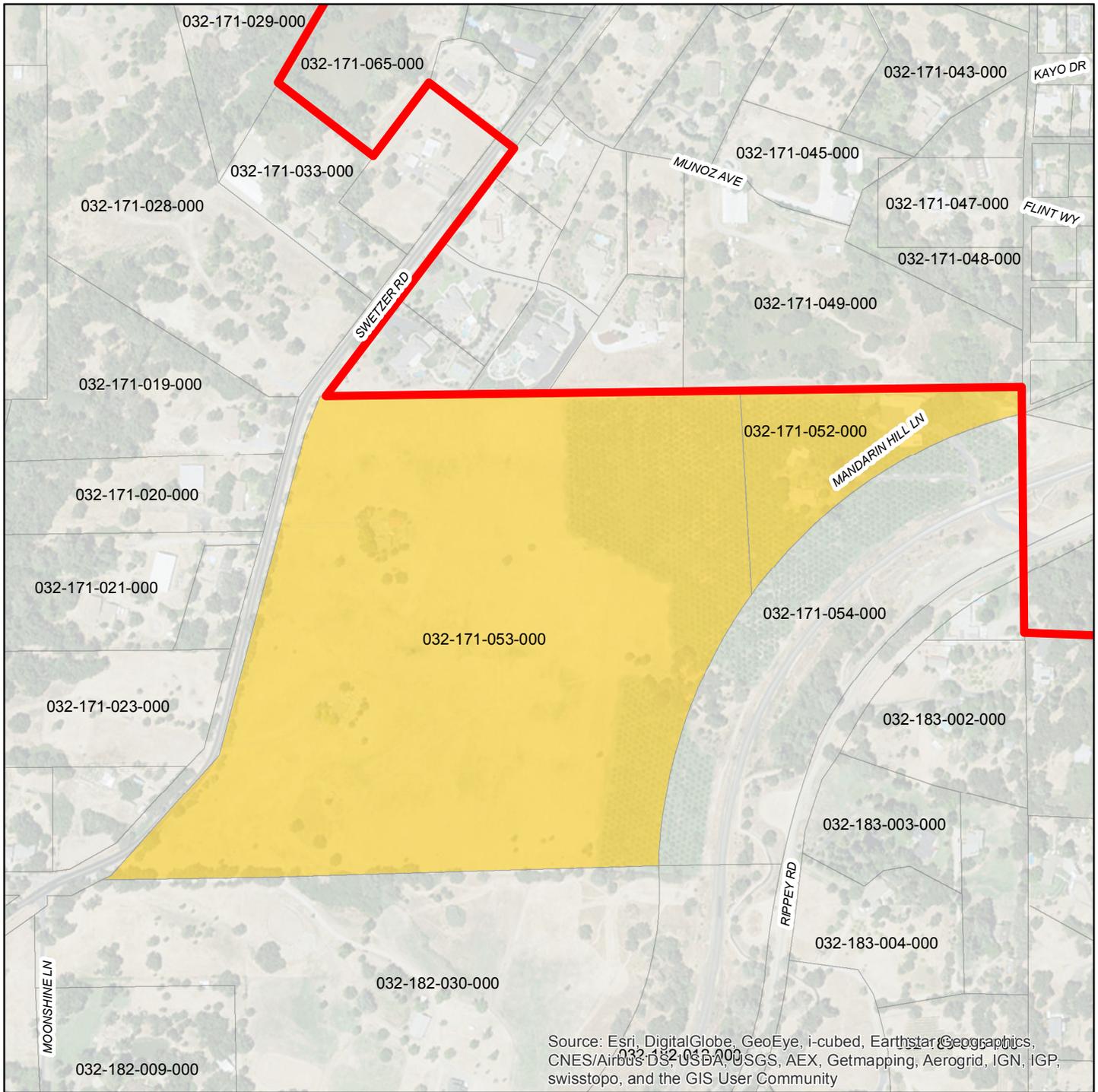


Exhibit A

Date: 3/30/2016

Author: Eric Nielsen

Document Path: G:\spmud_gis\mxd\Eric\LAFCO_Aguilar.mxd

Legend

SPMUD Boundary

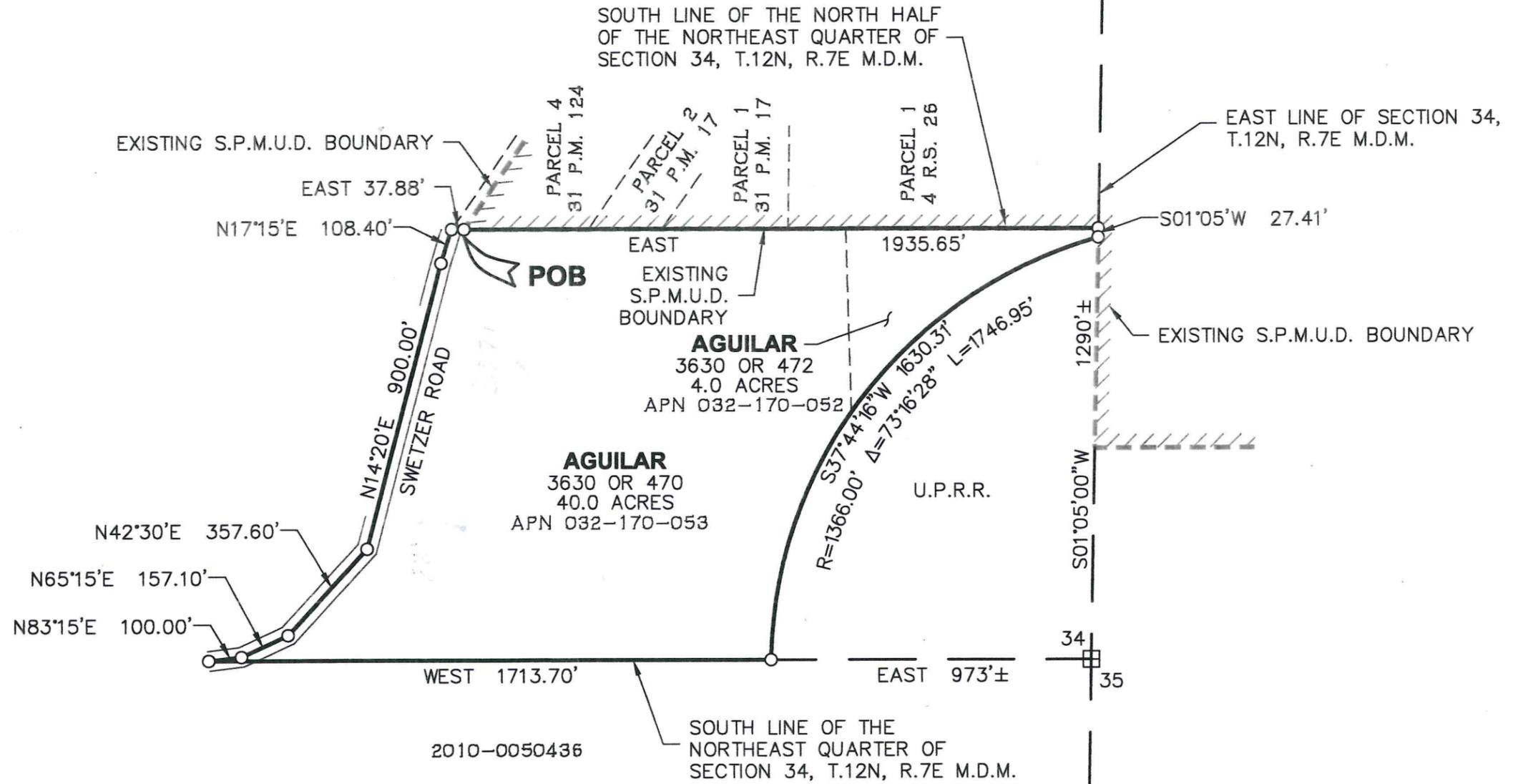
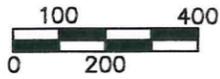
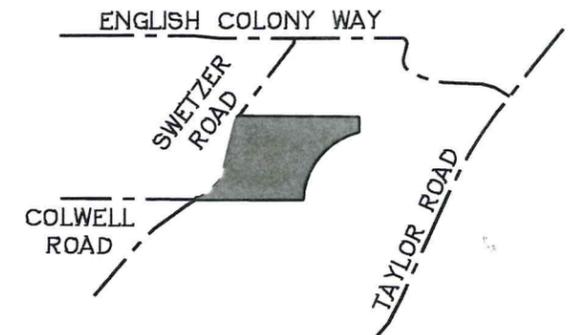


EXHIBIT "B"
 LAFCO NO. _____
 AGUILAR
 ANNEXATION TO S.P.M.U.D.
 SEC 34, T12N, R7E, MDBM
 PLACER COUNTY, CALIFORNIA
 SCALE: 1"=400' NOVEMBER 13, 2015

ANDREGG
 GEOMATICS
 www.andregg.com
 800-400-7072



VICINITY MAP
 SCALE: 1"=30'±

EXHIBIT "A"
Legal Description
LAFCO No. _____ - _____
AGUILAR S.P.M.U.D. Annexation

All of the tract of land described in the Grant Deed to Frank T. Aguilar and Bernice R. Aguilar, as trustees of the Aguilar Family Trust, created by Declaration and Agreement of Trust, dated December 16, 1989, recorded in Book 3630, at Page 470, Official Records of Placer County, together with all of the tract of land described in the Grant Deed to Frank T. Aguilar and Bernice R. Aguilar, as trustees of the Aguilar Family Trust, created by Declaration and Agreement of Trust, dated December 16, 1989, recorded in Book 3630, at Page 472, Official Records of Placer County, located in the Northeast quarter of Section 34, Township 12 North, Range 7 East, M.D.B.M., County of Placer, State of California, being more particularly described as follows:

Beginning at a point on the North line of the above described lands of Aguilar, being a point on the South line of the North half of the Northeast quarter of said Section 34, also being an angle point in the existing S.P.M.U.D. boundary, and from said point the northwesterly corner of said lands of Aguilar bears WEST, along said North line and said South line for a distance of 37.88 feet; thence from the **Point of Beginning** along the existing S.P.M.U.D. boundary the following two (2) courses and distances;

Course 1. EAST, along said North line and said South line, a distance of 1935.65 feet to a point the East line of said Section 34;

Course 2. thence leaving said North line and said South line, South 01° 05' West, along the East line of said lands of Aguilar, being the East line of said Section 34, a distance of 27.41 feet to a point on the westerly U.P.R.R. railroad right of way, from which the East quarter corner of said Section 34 bears, South 1° 05' West, a distance of 1290± feet;

thence leaving the said East line of Section 34 and said existing S.P.M.U.D. boundary, along said U.P.R.R. railroad right-of-way, and said East line of said lands of Aguilar, for the following course and distance:

Course 3. along the arc of a non-tangent curve to the left having a radius of 1366.00 feet, a central angle of 73°16'28", a length of 1746.95 feet, and a chord bearing South 37°44'16" West for a distance of 1630.31 feet to a point on the South line of said lands of Aguilar, being the South line of the Northeast quarter of said Section 34, and from which point the East quarter corner of Section 34 bears EAST, a distance of 973 feet±;

thence along said South lines the following course and distance;

Course 4. WEST, a distance of 1713.70 feet to the intersection of Swetzer Road and Colwell Road;

thence leaving said South lines, along the westerly line of said lands of Aguilar, being the centerline of Swetzer Road, the following five (5) courses and distances:

Course 5. North 83°15' East, for a distance of 100.00 feet,

Course 6. North 65°15' East, for a distance of 157.10 feet,

Course 7. North 42°30' East, for a distance of 357.60 feet,

Course 8. North 14°20' East, for a distance of 900.00 feet, and

Course 9. North 17°15' East, for a distance of 108.40 feet to the above described North line of said lands of Aguilar, being the above described South line of the North half of the Northeast quarter of said Section 34;
thence leaving said centerline of Swetzer Road, along said North line and said South line,
Course 10. EAST, a distance of 37.88 feet to the **Point of Beginning**.

Containing an area of 44.0 acres, more or less.

This description was prepared from record information. A field survey was not performed.

Prepared by Dennis G. Meyer PLS, ANDREGG GEOMATICS, 11661 Blocker Drive, Suite 200 Auburn, Ca. 95603 on October 26, 2015



Plan for Providing Sewer Services to APN 032-171-053-000 and 032-171-052-000

Government Code Section 56653.

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

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

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

(2) The level and range of those services.

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

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

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

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

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

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

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

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors

From: Herb Niederberger, General Manager

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

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

Meeting Date: April 7, 2016

Overview

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

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

Recommendation

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

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals.

Fiscal Impact

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

Attachments:

1. Summary of the Key Areas and Goals
2. Report Card ending 2nd Quarter, FY 2015-16

Attachment 1

Strategic Plan 2013-17 Summary

Our Mission (The 3 – P's)

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

Our Vision

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

Our Core Values

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

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

I. Customer Service:

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

GOAL 1.1: Engage Customers to determine expectations

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

GOAL 1.3: Build Business efficiencies.

GOAL 1.4: Improve Communications

Key Performance Indicators

Overall customer satisfaction rate

Customer contact satisfaction rate

II. Watershed Management

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

GOAL 2.1: Develop High Risk Facilities Master Plan

GOAL 2.2: Maintain Compliance with pertinent regulations

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

GOAL 2.4: Maintain transparency with all District activities

Key Performance Indicators

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

III. Infrastructure Management

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

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

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

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

Key Performance Indicators

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

IV. Sewer System Maintenance

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

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

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

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

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

Key Performance Indicators

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

V. Financial Stability

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

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

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

Key Performance Indicators

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

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

VI. Workforce Planning

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

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

GOAL 6.2: *Develop and implement competitive Compensation Programs*

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

Key Performance Indicators

Are District employees performing as required by Performance Plans?

Have we had voluntary participation in the Employee Training Programs?

VII. District Growth

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

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

Key Performance Indicators

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

VIII. Information Technology

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

GOAL 8.1: *Develop IT Master Plan*

GOAL 8.2: *Evaluate available Technology and Databases*

GOAL 8.3: *Select, Implement and Integrate Databases*

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

Key Performance Indicators

Has the IT Master Plan been successfully implemented?

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

SEMI-ANNUAL PROGRESS REPORT

6 month Period including 4th Qtr FY 2014/15 & 1st Qtr FY2015/16

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

	Projected Fiscal Year	Sept. 14	April 15	Sept 15	April 16
I. Customer Service - Provide efficient and effective sewer service that meet customer and stakeholder expectations					
<u>Goal 1.1 - Engage Customers to determine expectations</u>					
Objective A - Develop /Implement a tracking system by type of customer	FY16			50%	
Objective B - Redesign Website for better communication with stakeholders and customers	FY15	65%			
<u>Goal 1.2 - Establish and meet Service Levels by Type of Customer</u>					
Objective A - Establish service level areas / categories by Department	FY16	30%	30%	30%	30%
Objective B - Train staff on service level expectations	FY16	+	5%	5%	5%
Objective C - Develop method to ensure service levels are adequate	FY16	+	5%	5%	5%
<u>Goal 1.3 - Build Business efficiencies</u>					
Objective A - Review and standardize Purchasing Policies and Practices	FY14	60%	80%		
Objective B - Develop ability to accept credit cards over the phone, via the web and in the office	FY13				
Objective C - Develop a Vehicle/Equipment Maintenance Program	FY15	10%	10%	5%	50%
Objective D - Evaluate usage of card reader for fuel station	FY16	No			
Objective E - Standardize meeting formats and materials	FY15	40%	50%	60%	65%
Objective F - Standardize electronic filing protocol	FY15	40%	50%	60%	65%
Objective G - Establish paperless practices		+	+	+	+
Objective H - Standardize File naming conventions	FY15		25%	40%	65%
Objective I - Review Payroll and Time Entry processes	FY14				

Goal 1.4 - Improve Communications					
Objective A - Add Email contact information for customers to enhance communications	FY16		+	+	+
Objective B - Establish Departmental communication protocols	FY15		25%	40%	65%
Objective C - Evaluate Telephone Technology	FY15	15%	75%		
Objective D - Evaluate Radio Technology	FY15				25%
Objective E - Investigate other technology for business communications	FY15	+	+	+	+
Objective F - Improve Relationships with other Agencies for the Permitting Process	FY14	75%	80%	90%	90%
	Projected Fiscal Year	Sept. 14	April 15	Sept 15	April 16
2. Watershed Management - Meet or surpass environmental, regulatory and public health standards, while maintaining public trust					
Goal 2.1 - Develop High Risk Facilities Master Plan					
Objective A - Document High Risk Facilities (HRF)	FY15	+	80%	90%	90%
Objective B - Prioritize High Risk Facilities by probability and risk	FY15	5%	30%	30%	30%
Objective C - Develop SSO Mitigation measures for each High Risk Facility	FY15	5%	5%	5%	
Objective D - Identify improvement measures for each High Risk Facility	FY15				
Objective E - Produce written High Risk Facilities Master Plan	FY15				
Goal 2.2 - Maintain Compliance with Pertinent Regulations					
Objective A - Identify and compile all applicable regulations that affect the operations & maintenance of the sewer system					
1 - Federal Laws and Regulations		80%	-	-	+
2 - State Laws and Regulations			-	-	+
3 - Placer County Laws and Regulations		+	-	-	+
4 - City of Rocklin, Town of Loomis and City of Roseville Laws and Regulations		+	-	-	+
5 - South Placer Wastewater Authority Agreements and Regulations		+	-	-	+
Objective B - Establish departmental accountability for assurance of regulatory compliance	FY15	10%	10%	10%	10%
Objective C - Flag regulatory changes that impact costs		+	+	-	+
Goal 2.3 - Prevent and mitigate Sewer System Overflows					
Objective A - Continuously evaluate and improve upon field processes		+	+	+	+
Objective B - Continuously evaluate and improve upon SSO - Emergency Response Plan (SSO-ERP)	FY14	+	+	+	+
Objective C - Ensure SSO - Emergency Response (ERP) training is performed in accordance with SSMP	FY14	+	-	+	+
Objective D - Participate in CWEA and other Agency coordination/training		+	+	+	+
Objective E - Explore Emergency Response Coordination with Regional Agencies	FY17				+

<p>Goal 4.3 - Develop and implement a comprehensive customer service lateral maintenance program</p> <p>Objective A --Assess condition, ensure accessibility, eliminate or mitigate all defects in 100% of District-Owned Double Wyes</p> <p>Objective B - Develop a private Lateral Program/Customer Service Program</p> <p>Goal 4.4 - Reduce the Impact of HFLS on Collection System Maintenance</p> <p>Objective A - Reduce man-hours needed for HFLS maintenance</p> <p>Objective C - Complete implementation of Commercial FOG program</p> <p>Objective D - Continue Improving Residential FOG Outreach Program</p> <p>Objective E - Develop and implement (In-House) Chemical Root Control Program</p>	<p>FY15</p> <p>FY15</p> <p>FY14</p> <p>FY14</p>	<p></p> <p>+</p> <p>35%</p> <p>+</p> <p>+</p>	<p></p> <p>-</p> <p>35%</p> <p>+</p> <p>+</p>	<p>25%</p> <p>10%</p> <p>35%</p> <p>35%</p> <p>35%</p> <p>+</p> <p>+</p>	<p>60%</p> <p>35%</p> <p>40%</p> <p>35%</p> <p>+</p> <p>+</p>
<p>5. Financial Stability - Manage District finances to support District needs and maintain reasonable wastewater rates.</p>	<p>Projected Fiscal Year</p>	<p>Sept. 14</p>	<p>April 15</p>	<p>Sept 15</p>	<p>April 16</p>
<p>Goal 5.1 - Maintain sufficient wastewater rates to meet regulatory requirements and customer expectations</p> <p>Objective A - Evaluate the Fee Structure Policy to optimize fairness to customers</p> <p>Objective B - Evaluate staffing levels and organizational growth</p> <p>Objective C - Optimize communication and oversight of Regional Wastewater Treatment expenses</p> <p>Goal 5.2 - Explore and evaluate investment and business practice alternatives</p> <p>Objective A - Explore and analyze Investment options, to optimize financial growth</p> <p>Objective B - Evaluate Utility Billing processes and options available</p> <p>Objective C - Develop detailed Reserve Fund allocation</p> <p>Objective E - Ensure reserves meet 80% of District projected needs</p>	<p>FY14</p>	<p>70%</p> <p>+</p> <p>+</p> <p>5%</p> <p>+</p>	<p>70%</p> <p>+</p> <p>+</p> <p>5%</p> <p>10%</p> <p>20%</p> <p>+</p>	<p>70%</p> <p>+</p> <p>+</p> <p>25%</p> <p>+</p> <p>+</p>	<p>70%</p> <p>+</p> <p>+</p> <p>85%</p> <p>+</p> <p>+</p>
<p>6. Workforce Planning - Ensure ample talent to do the District's work today and tomorrow.</p>	<p>Projected Fiscal Year</p>	<p>Sept. 14</p>	<p>April 15</p>	<p>Sept 15</p>	<p>April 16</p>
<p>Goal 6.1 - Enhance Professional Development Programs to invest in District employees</p> <p>Objective A - Develop Formal Employee Training Programs</p> <p>Objective B - Establish Community Based Internship Program</p> <p>Objective C - Inform Board Directors of Professional Development Opportunities</p> <p>Goal 6.2 - Develop and Implement competitive Compensation Programs</p> <p>Objective A - Prepare Salary and Benefit surveys on a periodic basis in conjunction with the MOU negotiations process</p> <p>Objective B - Prepare alternative benefits packages to meet the changes from the Public Employee Pension Reform ACT (PEPRA) which affect the cap on retirement salary and benefits</p>		<p>+</p> <p>+</p> <p>+</p>	<p>+</p> <p>50%</p> <p>+</p>	<p>+</p> <p>+</p> <p>+</p>	<p>+</p> <p>+</p> <p>+</p>

<p>Goal 6.3 - Continuously evaluate the organizational staffing needs for the District</p> <p>Objective A - Perform a GAP analysis as it relates to the District Organization</p> <p>Objective B - Perform annual review of the Organizational Structure</p> <p>Objective C - Complete Succession planning</p>		+	+	+	+
		+	+	+	+
		100%		+	+
<p>7. District Growth - Embrace opportunities to grow to provide better protection for our watershed and cost effective services to our customers.</p>	Projected Fiscal Year	Sept. 14	April 15	Sept 15	April 16
<p>Goal 7.1 - Work with Regional Partners and analyze growth opportunities</p> <p>Objective A - Evaluate surrounding Sewer operations to explore potential for growth by providing service at more reasonable rates</p> <p>Objective B - Maintain open communication with Regional Agencies to keep abreast of Wastewater needs</p>			+	+	+
		+	+	+	+
<p>8. Information Technology - Evaluate, implement and integrate the various Information Systems that will best support the District's Administrative, financial, technical and field functions.</p>	Projected Fiscal Year	Sept. 14	April 15	Sept 15	April 16
<p>Goal 8.1 - Develop Information Technology Master Plan</p> <p>Objective A - Using Consultants produce a formal IT Master Plan</p> <p>Goal 8.2 - Evaluate and select available Technology and Databases</p> <p>Objective A - Evaluate and Prioritize CMMS Software Programs</p> <p>Objective B - Evaluate and prioritize the MOMS Software for Utility Billing, Accts. Payable, Receivables & GL</p> <p>Objective C - Evaluate and prioritize the CCTV Programs and processes</p> <p>Objective D - Evaluate and Prioritize the Utility Billing processes and options available 2013/14</p> <p>Objective E - Evaluate and Prioritize Geographical Information Systems (GIS) Programs and Processes</p> <p>Objective F - Evaluate and prioritize the Fuel Database processes and fuel card options This assumes the evaluation (Goal 1.3, D) suggests we should move forward</p> <p>Objective G - Evaluate and prioritize the SCADA Software selection</p>	FY14				
	FY14				
	FY14				
	FY15				
	FY14	90%			

<p>Goal 8.3 - Implement and Integrate Databases</p> <p>Objective A - Program needed changes to databases</p> <p>a - CMMS Software Programs</p> <p>b - MOMS Software for Accounts Payable, Receivables & General Ledger</p> <p>c - CCTV programs and processes</p> <p>d - Utility Billing processes and options available</p> <p>e - GIS programs and Processes</p> <p>f - Fuel database processes and fuel card options. <i>This assumes the evaluation (Goal 1.3, D) suggests we should move forward</i></p> <p>g- SCADA integration 2015</p> <p>Objective B - Integrate database information between systems to the fullest extent</p> <p>Goal 8.4 - Continuously evaluate available technology to ensure efficient programs and processes</p> <p>Objective A - Subscribe to Journals and Participate with Associations to stay current with the industry</p> <p>Objective B - Review functions within each department to ensure integration occurs and duplication is avoided</p> <p>Objective C - Establish an IT Support Program</p>	<p>FY14</p> <p>FY15</p> <p>FY14</p> <p>FY15</p> <p>FY15</p> <p>FY14</p> <p>FY14</p> <p>FY14</p>	<p>70%</p> <p>75%</p> <p>80%</p> <p>80%</p> <p></p> <p>70%</p> <p>65%</p> <p>+</p> <p>50%</p> <p>70%</p>	<p>80%</p> <p></p> <p>85%</p> <p>90%</p> <p></p> <p>95%</p> <p>80%</p> <p>+</p> <p>80%</p> <p></p>	<p>90%</p> <p></p> <p>90%</p> <p>95%</p> <p></p> <p>95%</p> <p>80%</p> <p>+</p> <p>80%</p> <p></p>	<p>90%</p> <p></p> <p>90%</p> <p>95%</p> <p></p> <p>95%</p> <p>90%</p> <p>+</p> <p>90%</p> <p></p>
---	---	--	--	--	--

ITEM VII.2 GENERAL MANAGER REPORT

To: Board of Directors

From: Herb Niederberger, GM

Date: April 7, 2016

Subject: General Manager Monthly Staff Report – March 2016

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. A considerable amount of time was spent coordinating the Continuity of Operations Plan and building reconstruction necessitated by the accident that occurred on February 14, 2016.
- B. On March 4, 2016, the General Manager, along with Director Mitchell, attended the City of Rocklin State of the City address by Rocklin City Manager, Ricky Horst, at Sierra College.
- C. On March 7, 2016, the General Manager met with PG&E Accounts Representative Keith Smith, to discuss energy upgrades to 5805 and 5807 Springview Dr., in advance of the proposal Solar PV rooftop installation
- D. On March 10, 2016, the General Manager and District Superintendent, Sam Rose, met with City of Rocklin Director of Economic and Community Development, Marc Mondell, and other City Planning and Building Department Staff, to discuss the requirements for a Building Permit for the building reconstruction, as well as the requirements for the temporary office.
- E. Also on March 10th, the General Manager participated in an ICMA webinar, “Thriving as a High Performance Organization.”
- F. On March 17, 2016, the General Manager met with the District Legal Counsel to discuss District legal needs. Among some of the items that were discussed:
 - i. District FOG Program and Permitting
 - ii. Loomis Basin Brew Pub FOG Agreement
 - iii. Notice of Violation for Jack-in-the-Box
 - iv. City of Rocklin MOU, Mutual Aid and Access & Maintenance Agreements

G. On March 30, 2016, the General Manager and District Superintendent, Sam Rose, met with Sheetal Ohri, Director - Facilities/Remodels, for Yadav Enterprises Inc. to discuss the Notice of Violation of Ordinance 09-01 issued to the Jack-in-the-Box located at 4410 Rocklin Road.

H. Advisory Committee Meetings:

- i. The Fee and Finance Advisory Committee, Directors Dickinson and Williams, met with Staff and District General Counsel on March 17, 2016, to discuss a proposal to offer District financing of private sewer improvements. The discussion concluded with recommendations pertaining to advancing the Districts efforts in FOG prevention at FSEs.
- ii. There were no other advisory committee meetings during February

3) LONG RANGE AGENDA

May 2016

Foothill Trunk Construction Contract

June 2016

FY 16/17 Budget Workshop

July 2016

FY 16/17 Budget Adoption

To: Board of Directors
From: Sam Rose, Superintendent
Cc: Herb Niederberger, General Manager
Subject: Field Services Department Monthly Report
Meeting Date: April 7, 2016

Overview

This report provides the Board with an overview of Field Services operations from 02/20/2016 through 03/29/2016. The work listed is not all inclusive.

1. Recordable Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 78 days without a Recordable Injury

2. Service Calls / Sanitary Sewer Overflows (SSOs)

- a. Service Calls
 - i. Fifteen (15)
 - A. 14 - Customer's Responsibility
 - B. 1 - SPMUD Responsibility
- b. Lift Station Calls
 - i. Six (6)
- c. Sanitary Sewer Overflows (SSOs)
 - i. One (1) (18 Days since last SSO)

3. Safety/Training/Professional Development

- a. All Field employees participated in:
 - i. Fire Extinguisher Safety Training
- b. Six (6) "Tailgate" safety sessions were held.

4. Maintenance

Feet

a. CCTV Mainline Segments	155 Segments	27,900'
b. CCTV Service Laterals	94 Laterals	4,059'
c. Hydro-Clean Mainline Segments	49 Segments	13,111'
d. Manhole Inspections	123 Manholes	
e. Rodded/Cleaned Service Laterals	42 Laterals	
f. Double Wye Assessments	76	
g. Creek-Crossing Inspections	00 Crossings – Due to rain events	

5. Construction

a. Service Taps	0 Taps	
b. Lateral Installs	0 Laterals	
c. Property Line Cleanout Work		
i. Repaired	4 Cleanouts	
ii. Installed	3 Cleanout	
d. Mainline Repair	2 Mainline point repair	
e. Service Lateral Repair	4 Lateral point repairs	
f. Manhole Rehabilitation	7 Manholes	
g. Easement Reconstruction	0	
h. Easement Maintenance	1 Improvement - access in Newcastle	

6. Facilities

a. Lift Station Operations Checks	57 Operation Checks	
b. Lift Station Repair	01 Repairs Performed	
c. Lift Station Wet Well Cleaning	11 Wet Wells	
d. Lift Station Site Maintenance	00 Site	
e. Corp Yard Water Treatment Facility	05 Operational Checks	
f. Vehicle/Equip Maintenance	02 Vehicles	

7. Miscellaneous

- a. Installed plywood and paint – Depot A storage building
- b. Hauled scrap metal to recycler
- c. Repaired roof leak on Corp Yard building
- d. Held Interviews for Field Supervisor position (Gary's replacement)

ITEM VII. ASD REPORT

To: Board of Directors
From: Joanna Belanger, Administrative Services Manager
CC: Herb Niederberger, General Manager
Subject: Administrative Services Department Monthly Report
Board Mtg. Date: April 7, 2016

Recruitments

Interviews were held on March 24, 2016 for the position of Field Services Supervisor. A decision is pending for the successful candidate.

Maintenance Worker II, John Marquis was selected for the internal posting of Maintenance Worker II/Inspector. He has commenced his duties and training within Technical Services.

Applicant, Lynn Montes was selected for the position of Administrative Services Assistant. She commenced her duties and training at the beginning of March.

Records Archiving

Staff has begun the lengthy task of evaluating the items to be archived. Staff is also evaluating software solutions to retain the records electronically.

Assignment Notifications

Assignment notifications will be mailed in mid-April to customers to remind them of delinquent balances from 2015. The notification explains that outstanding balances from 2015 must be paid before June 3rd, 2016 to avoid being sent to Placer County for collection through their property taxes.

ITEM VII. TSD REPORT

To: Board of Directors
From: Eric Nielsen, District Engineer
Cc: Herb Niederberger, General Manager
Subject: Technical Services Department Monthly Report
Board Date: April 7, 2016

IT Master Plan

Staff continues to work towards Phase One Implementation, which will include discontinued use of the existing WWMS database and implementation of the Lucity database. Staff is working through the details of the final migration of legacy data from WWMS to the Lucity databases and developing standard operating procedures for Lucity workflows. Training of District employees on the use of Lucity has begun. Staff hosted the City of Sparks on March 30 to share our experience with the evaluation, selection, and implementation of Lucity as they begin their own process.

Foothill Trunk Sewer Replacement Project

The project is now in the final design, permitting, and right-of-way acquisition phase. Contact with residents along the alignment has begun to gain right of entry during construction and to obtain required signatures for the City of Rocklin tree permit. The project team met with the US Army Corps of Engineers and the United Auburn Indian Community for a site walk of the project in support of the 404 permit. The coordination of the other required permits is underway. Construction of this project is planned for summer of 2016.

Loomis Diversion Trunkline Project

The project is now in the final design, permitting, and right-of-way acquisition phase. The project team is currently conducting property research, commencing environmental permitting and preparing for geotechnical field work. The 60% plans are expected in the middle of April. Construction of this project is anticipated to start in the spring of 2017.

High Risk Facilities (HRF) Program

The RFP for preliminary engineering and cost estimates for the projects identified in the HRF report is being prepared and is anticipated to be advertised this month.

District Easements

Staff is scheduling the field verification of the potential easement encroachments identified during records research to develop a list of owners to send notification letters.

Department Performance Indicators

The following charts depict the efforts and performance of the department in three areas as of March 30th. Additional charts may be added in the future for other areas of work in the department.

