

1. MINUTES from the August 4, 2022 Regular Meeting. [pg 4 to 8]
2. ACCOUNTS PAYABLE in the amount of \$1,196,176.01 through August 23, 2022. [pg 9 to 14]
3. BILL OF SALE Acceptance of the Bill of Sale for Sewer Improvements for the Tractor Supply, with an estimated value of \$136,507. [pg 15 to 18]
4. FINAL REPORT ON THE 2018/2022 STRATEGIC PLAN [pg 19 to 32]
5. RESOLUTION 22-33 DEFERRED PAYMENT OF PARTICIPATION FEES FOR KNIESELS COLLISION CENTER AT 4011 SIERRA COLLEGE BLVD [pg 33 to 46]
6. RESOLUTION 22-34 AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE CITY OF ROCKLIN ALLOWING A TEMPORARY SEWER CONNECTION AND USE FOR THE NORTHWEST ROCKLIN SEWER ANNEXATION CONSTRUCTION PROJECT [pg 47 to 56]
7. RESOLUTION 22-35 DECLARING AND RE-RATIFYING THE STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS DUE TO THE COVID-19 EMERGENCY [pg 57 to 62]

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. RESOLUTION 22-36 ADOPTING THE 2023/2027 STRATEGIC PLAN [pg 63 to 82]
The Board of Directors has held public workshops and committee meetings to establish the strategic goals and objectives for the District's current and future activities. Staff will present the proposed Strategic Plan for the years of 2023 through 2027.

Action Requested: (Roll Call Vote)

Staff Recommends that the Board of Directors adopt Resolution 22-36 Adopting the 2023/2027 Strategic Plan.

VII. REPORTS

[pg 83 to 95]

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 the public. No decisions are to be made on these issues.

1. Legal Counsel (A. Brown)
2. General Manager (H. Niederberger)
 - 1) ASD, FSD & TSD Reports
 - 2) Informational items

BILL OF SALE

CALIFORNIA GOLD DEVELOPMENT CORP. does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as TRACTOR SUPPLY ROCKLIN

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

Dated this 8-10-22

By: (Developer/Owner)

Mark Patterson

Signature

MARK PATTERSON

Name (Please Type or Print)

CALIFORNIA GOLD DEV. CORP.

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 Tuolumne)

On August 10, 2022 before me, C. Terrell, Notary Public
(insert name and title of the officer)

personally appeared Mark Patterson,
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 C. Terrell

(Seal)





0 50 100 Feet
1 in = 100 ft



Tractor Supply Co.

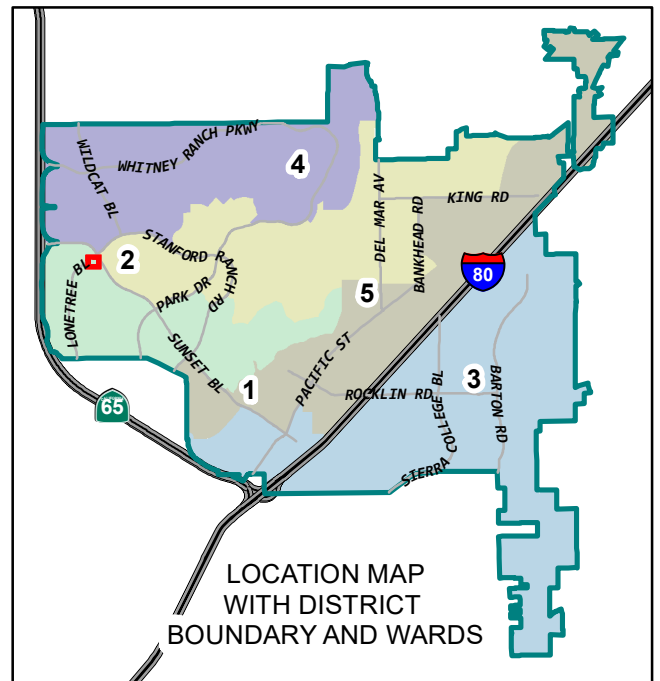
7.9 EDUs

Date: 8/15/2022

Author: Joshua Pirhofer

Document Path:

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LOCATION MAP
WITH DISTRICT
BOUNDARY AND WARDS

SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT

To: Board of Directors

From: Herb Niederberger, General Manager

Cc: Eric Nielsen, Superintendent
Carie Huff, District Engineer
Emilie Costan, Administrative Services Manager

Subject: 2018-22 Strategic Plan, Final Report Card

Meeting Date: September 1, 2022

Overview

The South Placer Municipal Utility District 5-Year Strategic Plan covering the years of 2013 through 2017 and approved by the Board of Directors on September 7, 2017, 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 2018-22 Strategic Plan included 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 evaluated and measured the progress toward achieving or completing the desired goals. These outcomes were reported annually to the Board in a Report Card.

The 2018-22 Strategic Plan consisted of 8 Key Areas of Focus, 24 Goals, and 62 objectives

- I. Customer Service consisted of 9 goals and 18 objectives. All objectives were achieved
- II. Sustainability consisted of 6 goals with 14 objectives. 10 objectives were achieved. *It was determined early on that the Benefit/Cost Ratio for the installation of photovoltaic panels would not be greater than 1 and the project was not pursued. Also, because of limited resources, the investigation into Institute for Sustainable Infrastructure (ISI) Envision process was delayed indefinitely. It also became apparent that the performance measurements into sustainability efforts would be difficult to quantify.*
- III. Infrastructure Management and Capital consisted of 3 goals with 9 objectives. 7 objectives were achieved. *Efforts to create a Q/C process for District projects are still underway and will proceed into the next strategic plan. This is also true for the investigation into a Regional Partners Regulatory Compliance Program*
- IV. Sewer System Maintenance and Watershed Management consisted of 4 goals with 14 objectives. 13 objectives were achieved.

- V. Financial Stability consisted of 7 goals with 11 objectives. 10 objectives were achieved.
- VI. Workforce Planning and Employee Development consisted of 4 goals with 13 objectives. All objectives were achieved.
- VII. Operational Optimization consisted of 3 goals with 9 objectives. All objectives were achieved.

In summary, the District completed 80 of the 88 identified objectives in the 2018-22 Strategic Plan for a completion rate of 91%

Recommendation

Staff recommends that the Board of Directors receive this Final Report Card for 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.

Attachments:

- 1. Summary of the Key Areas and Goals
- 2. Report Card

Summary
South Placer Municipal Utility District
Strategic Planning 2018-2022

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

I. Customer Service:

Provide efficient and effective level of sewer service that meets customer and stakeholder expectations.

Goal 1.1: Engage Customers and stakeholders and promote Public Participation to determine expectations and deliver excellent customer service (combine with 1.5 below)

Objectives

- a) Implement Customer and Stakeholder feedback form and satisfaction survey
- b) Add a “forum” component to the website
- c) Create an interactive learning tool to the website (FOG, roots, building sewer, responsibility, cleanouts, fixtures)
- d) Investigate an interactive customer-specific tool to the website (billing - Tyler)
- e) Investigate an interactive stakeholder tool to be added to the website (GIS)
- f) Improve web payments site and customer access to their accounts
- g) Focus on building relationships and engage in two-way communication with business partners, title companies, city & county departments as it relates to customer accounts
- h) Develop communication protocol with partner agencies – city/town/county portal

Goal 1.2: Improve Communications.

Objectives

- a) Implement Project Outreach Plan
- b) Publish two newsletters annually
- c) Prepare routine press releases of District activity
- d) Develop more comprehensive content for door hangar
- e) Provide employee training (common voice) regarding communication with media/stakeholders/customers

Goal 1.3: Maintain transparency with all District activities

Objectives

- a) Renew Transparency Certification
- b) Obtain GFOA Award for Financial reporting
- c) Post performance measures and annual work plan goals on website
- d) Post link to State Waterboards SSO program
- e) Encourage clear communications with employees to ensure they understand the Districts values and goals

Key Performance Indicators

Amount of Customer dissatisfaction; complaint summary

Customer contact satisfaction rate

II. Sustainability

By taking advantage of opportunities to invest in energy efficiency, renewable energy, water and wastewater management and other sustainable practices to improve the Districts fiscal health and economic prosperity of the residents and businesses that are served by the District.

Goal 2.1: Develop and implement strategies to conserve energy and use it more efficiently.

Objectives

- a) Perform Energy Audits
- b) Solar at CY Facilities
- c) Explore back-up generation of power for District facilities

Goal 2.2: Implement efforts to ensure water efficiency in District buildings and Operations

Objectives

- a) Perform Water Use Audit
- b) Evaluate Reverse Osmosis Water Treatment Plant for efficiency and continued use
- c) Assess and reduce water use and attributed costs
- d) Irrigate CY grounds with well water
- e) Change CY landscape to drought-resistant, reduce amount of grass
- f) Supplement hydro-cleaning activities with well water
- g) Clean only pipes that need to be cleaned

Goal 2.3: Select, Implement and Integrate strategies to use renewable energy, low carbon fuels, and investigate options for feasibility or alternative fuel-efficient vehicles

Objectives

- a) Perform Fuel Study
- b) Evaluate Fuel alternatives
- c) Hybrid vehicles

Goal 2.4: Embrace Green building policies in the design and operation of District Facilities and enhance sustainable building and construction practices

Objectives

- a) Adopt and Implement Low-Impact-Development Standards
- b) Evaluate use of permeable pavements as a long-term substitute for asphalt paving
- c) Investigate Institute for Sustainable Infrastructure (ISI) Envision process

Goal 2.5: Implement a comprehensive waste reduction and recycling program

Objectives

- a) Enhance current recycling efforts at all District facilities
- b) Establish recycling goals
- c) Continue to pursue a paperless work environment
- d) Procure postconsumer recycled content products
- e) Promote source reduction of office supplies
- f) Enhance used cooking oil pick up program
- g) Enhance e-waste recycling program (household batteries)

Goal 2.6: Provide performance measures and metrics to compare to Best Management Practices.

Objectives

- a) Develop performance measures intended to evaluate sustainability efforts

Key Performance Indicators

Has the District experienced measurable reductions in energy, fuel and water use and waste generation?

III. Infrastructure Management and Capital Improvement

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

Objectives

- a) Create a Quality Control process for SPMUD projects
- b) Create a Quality Control process for Development projects
- c) Create a Quality Control process for County/City/Town projects

Goal 3.2: Provide construction management to ensure the best possible facilities for the District

Objectives

- a) Evaluate work force to ensure appropriate staffing to achieve this goal.
- b) Develop a Construction Management Program for District projects

Goal 3.3: Develop and implement a Tactical Asset Management Program

Objectives

- a) Evaluate current asset inventories and management processes
- b) Develop condition assessment/rehab replace program
- c) Prioritize CIP and determine long-term needs
 - a. HRF, HFLS
 - b. Lift Station Abandonment Schedule

Goal 3.4: Provide performance measures and metrics to compare to Best Management Practices

Key Performance Indicators

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

IV. Sewer System Maintenance and Watershed Management

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

Goal 4.1: Maintain Compliance with pertinent regulations

Objectives

- a) Use consultants to establish a regulatory compliance program
- b) Attend/participate in industry workshops and conferences
- c) Participate in the State Water Boards SSO reduction programs
- d) Continuously evaluate the District's OERP
- e) Investigate Regional Partners Regulatory Compliance Program

Goal 4.2: Prevent and Mitigate Sewer System Overflows (SSOs) using the most efficient and effective maintenance and operational methods and procedures.

Objectives

- a) CCTV the mainline system in a four-year interval
- b) Perform condition assessment of 1600 laterals/year
- c) Clean all lines identified by CCTV operations to be cleaned
- d) Eliminate repeat customer service calls
- e) Ensure cleanouts on all District owned Lower Laterals

Goal 4.3: Implement the FSE FOG permit system.

Objectives

- a) Permit all FSE's
- b) Inspect all FSE's on an appropriate schedule

Goal 4.4: Provide performance measures and metrics to compare to Industry Best Management Practices

Key Performance Indicators

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

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 Wastewater rates sufficient to meet financial needs, operational demands, regulatory requirements and customer expectations

Objectives

- a) 5-Year Financial Plan Updates
- b) Establish predictable rates
- c) Recover sufficient revenues to maintain wastewater operations, capital and regulatory requirements

Goal 5.2: Explore and evaluate investment and business practice alternatives

Objectives

- a) Periodically review Board Investment and Reserve policies and permitted investment allocations

Goal 5.3: Maintain financial responsibility by ensuring allocated funding sources are adequate to meet expenses; and that available funds and resources are managed efficiently.

Objectives

- b) Evaluate investments and monitor liquidity needs

Goal 5.4: Prepare balanced annual budgets; conduct acceptable audits

Objectives

- a) Obtain GFOA Award
- b) Conduct Annual Audit

Goal 5.5: Provide qualifying low-income program rates for eligible customers

Objectives

- a) Implement Lifeline Low Income Rate Assistance Program

Goal 5.6: Provide routine reports on Financial Stability

Objectives

- a) Monthly and annual reporting of investments and expenditures
- b) Annual report to the Board from the investment team

Goal 5.7: Provide performance measures and metrics to compare to Industry Best Management Practices

Key Performance Indicators

Are wastewater rates sufficient to support district needs?

Are wastewater rates comparable to surrounding sanitary sewer agencies?

VI. Workforce Planning and Employee Development

Provide a collaborative team-oriented workforce that is fully trained, fairly compensated, and accountable with clearly defined career paths for the evolving work environment

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

Objectives

- a) Bring experts to the District for in-house training (Departmental specific and advanced word processing, spreadsheets etc.)
- b) Field staff attend CWEA training
- c) Investigate a regional partners training program
- d) Enhanced incentives for professional development
- e) Evaluate core/non-core duties for performance by contracted services/consultants

Goal 6.2: Develop and implement competitive and Incentive-based Compensation Programs

Objectives

- a) Implement Performance Based Compensation Program (West Bay Model)
- b) Implement Performance Based Wellness program

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

Objectives

- a) Investigate staffing triggers
- b) Investigate the concept of staffing models and determine cost benefit analysis
- c) Use of Consultants; evaluate outsourcing of non-core functions
- d) Safety Regulatory Compliance Officer
- e) Develop Performance Standards by Job Classification

Goal 6.4: Provide performance measures and metrics to compare to Industry Best Management Practices

Key Performance Indicators

Are District employees performing as required by Performance Plans?

Have we had voluntary participation in the Employee Training Programs?

