

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

Meeting	Location	Date	Time
Regular	SPMUD Boardroom Zoom Meeting	August 3, 2023	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 Williams presiding at 4:29 p.m.

II. ROLL CALL OF DIRECTORS:

Present: Director Jerry Mitchell, Director Christy Jewell, Director James Durfee, Director Will Dickinson, Director Jim Williams

Absent: None

Vacant: None

Staff: Adam Brown, Legal Counsel
Herb Niederberger, General Manager
Carie Huff, District Engineer
Eric Nielsen, Superintendent
Emilie Costan, Administrative Services Manager

III. PLEDGE OF ALLEGIANCE: DE Huff led the Pledge of Allegiance.

IV. PUBLIC COMMENTS:

ASM Costan confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

V. CONSENT ITEMS:

1. MINUTES from the July 6, 2023, Special Meeting.
2. MINUTES from the July 6, 2023, Regular Meeting.
3. ACCOUNTS PAYABLE in the amount of \$2,037,864.55 through July 24, 2023.
4. BILL OF SALE Acceptance of the Bill of Sale for Sewer Improvements within Croftwood Phase 4 with an estimated value of \$966,757.
5. RESOLUTION 23-23 ACCEPTANCE OF THE SEWER MAIN K03-090 EMERGENCY REPLACEMENT PROJECT
6. RESOLUTION 23-24 AND 23-25 ADOPTING A MEMORANDUM OF UNDERSTANDING WITH DISTRICT EMPLOYEES AND A MEMORANDUM OF UNDERSTANDING WITH MANAGEMENT EMPLOYEES FOR THE PERIOD OF 07/01/23 THROUGH 06/30/25

Vice President Durfee pulled consent item #7 for additional discussion.

Director Dickinson made a motion to approve consent items #1 through #6; a second was made by Vice President Durfee; a roll call vote was taken, and the motion carried 5-0.

Vice President Durfee thanked those involved in the Employee and Manager MOUs for their hard work and professionalism. He asked about the item that eliminates retiree life insurance for future retirees and increases term life insurance for active employees; specifically, the amount of life insurance coverage and the timeline for implementation. GM Niederberger commented that the amount of life insurance was not determined during negotiations; however, the original concept was to triple the current life insurance coverage. Director Dickinson asked what would happen if there were not an agreement on the amount of term life insurance coverage. GM Niederberger shared that there would be no change to the existing retiree life insurance benefit. He shared that this item will be brought back to the Board before the end of the calendar year.

Vice President Durfee made a motion to approve consent item #7; a second was made by Director Jewell; a roll call vote was taken, and the motion carried 5-0.

VI. BOARD BUSINESS

1. EMPLOYEE ENGAGEMENT PRESENTATION

Brett Bruce, Maintenance Worker II/Electrical-Mechanical Technician, Allison Roeh, Administrative Services Assistant II, and Curtis Little, GIS Analyst presented the past, present, and future of the District's Employee Engagement Committee. They shared how this committee supports the strategic plan priority, "Make SPMUD a Great Place to Work."

The Board thanked the Employee Engagement Committee for their presentation and the work they are doing for the District.

2. PRE-TREATMENT WORKSHOP

Aaron Moore, Lead Inspector presented information on the District's Fats, Oils, and Greases (FOG) and Industrial Pre-Treatment Programs. He shared the objectives, challenges, and goals of the programs.

There was a discussion about notification, enforcement, and fines. President Williams asked if there are incentives that can be offered to encourage businesses to upgrade their grease control devices. Mr. Moore shared that education on environmental benefits and best practice management as well as inspection practices that allow businesses to remain open during the installation of new devices has helped generate buy-in with business owners.

Director Dickinson asked how the District's program interacts with the City of Roseville's Industrial Pre-Treatment Program. Mr. Moore shared that the City of Roseville's program focuses on specific permitted industrial uses. The District will support the City with education and inspection of non-permitted uses that may cause source control issues such as businesses that utilize sand/oil separators, dental facilities, laundromats, and car washes.

President Williams shared his appreciation for the success of these programs and the results seen. GM Niederberger shared that the City of Palo Alto will be visiting the District and participating in ride-alongs to see the District's industry-leading program.

Vice President Durfee thanked staff for the presentation and their great work on the program. He asked that the District research grants that could be used to incentivize upgrading grease control devices. Director Jewell asked if there were ways that the District could incentivize upgrades through fee reductions or other methods. DE Huff shared that if adopted and vetted by legal counsel, fines that do not reimburse staff time could potentially be used to create an in-house program to assist business owners.

President Williams asked if the District is still doing residential education through newsletters. GM Niederberger shared that the newsletter is sent twice a year and includes information on FOG prevention. Vice President Durfee suggested sharing a similar presentation at the Chamber of Commerce meetings. Director Jewell suggested that social media may reach a broader audience than a printed newsletter. Cameron Lima, Lead Worker added that field crews also share information with residential customers on the impacts of FOG.

Vice President Durfee asked if sanitary sewer overflows have been reduced since the implementation of the FOG Program. Mr. Moore shared that the program has eliminated hot spots and has worked well to identify potential spills before they occur.

3. ADOPTION OF RESOLUTIONS 23-26 PROFESSIONAL SERVICES AGREEMENT WITH CARTWRIGHT NOR CAL, INC., 23-27 PROFESSIONAL SERVICES AGREEMENT WITH UBORA ENGINEERING AND PLANNING, 23-28 PROFESSIONAL SERVICES AGREEMENT WITH COASTLAND CIVIL ENGINEERING

DE Huff shared the three proposed agreements to perform professional engineering services for the Del Rio Court and Delmar Avenue Sewer Extension Project, the Jack in the Box Sewer Replacement Project, the Taylor Road Crossing Project, and the Newcastle Main Street Project.

Director Dickinson asked if completion of the Newcastle Main Street Project would reduce inflow and infiltration (I&I) and asked for confirmation that the Newcastle projects would be paid for from Fund 100. GM Niederberger shared that the project would reduce I&I and that the Newcastle projects would be paid from Fund 100 since the District did not receive funds for replacement when Newcastle was added to the District's collection system. Director Mitchell asked if the Main Street project would substantially complete the Newcastle Master Plan work. DE Huff shared that the Main Street Project is one of three major projects remaining in Newcastle with the other two projects being the Old State Highway and Buena Vista Project and the Park Avenue and Second Street Project in the Chantry Hill area.

Director Dickinson asked how the firms were selected. DE Huff shared that the firms were selected from the short-list of qualified consultants that came before the Board for approval last May.

Vice President Durfee made a motion to adopt Resolutions 23-26 Professional Services Agreement with Cartwright Nor Cal, Inc., 23-27 Professional Services Agreement with Uborra Engineering and Planning, and 23-28 Professional Services Agreement with Coastland Civil Engineering; a second was made by Director Jewell; a roll call vote was taken, and the motion carried 5-0.

4. RESOLUTION 23-29 AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH NEXGEN FOR GRANITE TERRACE CONSTRUCTION SUPPORT

DE Huff presented the addendum to the existing professional services agreement with NexGen Utility Management and an update on the Granite Terrace Subdivision and Lift Station Project.

Director Mitchell asked why the City of Rocklin approved the subdivision map before the improvements were completed. DE Huff shared that it is not uncommon for the City to approve the subdivision map before all improvements are completed, but it is not usually approved without the underground improvements completed. In this case, there was pressure from the developer to approve the map so they could finance the remaining underground improvements. Director Dickinson asked for confirmation that there is no occupancy at this time, and DE Huff confirmed there is not.

Director Dickinson made a motion to adopt Resolution 23-29 authorizing the General Manager to execute a Professional Services Agreement with NexGen for Granite Terrace construction support; a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 5-0.

5. RESOLUTION 23-30 EMERGENCY DESIGNATION AND EMERGENCY AUTHORIZATION FOR THE IRISH LANE POND LINER EMERGENCY REPLACEMENT PROJECT

DS Nielsen reported to the Board on the need for emergency repairs to the Irish Lane Pond Liner. The existing liner has deteriorated, and a new liner is needed before the start of the rainy season.

Vice President Durfee asked how the estimated cost of work was obtained. DS Nielsen shared that staff reached out to multiple contractors to determine available options and set an appropriate budget. The cost for this project has been included in the current fiscal year budget.

Director Dickinson asked if consideration has been given to increasing the size of the downstream pipes and eliminating the ponds. DS Nielsen shared that there are a lot of 8-inch pipes and a lift station downstream from the ponds so it would be a large project. He shared that there has been consideration given to modifying these from open ponds to an alternative storage method and that the goal is to reduce the source of the I&I that creates the need for the ponds. This Board action gives the District additional time to work towards an alternate long-term solution. Director Dickinson added that a pond means more water that needs to be treated and additional costs.

Director Durfee asked if the Castle City Project has been factored into the long-term plans for the ponds. DE Nielsen shared that concerns with I&I from Castle City have been voiced by staff as a primary concern since discussions began regarding the project.

Vice President Durfee made a motion to adopt Resolution 23-30 (1) Finding that the emergency will not permit a delay resulting from a competitive solicitation for bids and that the sewer main replacement is necessary to respond to the emergency in accordance with Section 22050 of the Public Contract Code; and (2) Finding that the Irish Lane Pond Liner Emergency Replacement Project is categorically exempt from the California Environmental Quality Act (CEQA) per Section 15302 (Replacement or Reconstruction); and (3) Authorizing the General Manager to execute the attached Construction Contract with a qualified contractor in an amount not to exceed \$150,000 plus a 10% contingency (\$165,000 total); a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 5-0.

VII. REPORTS

1. District General Counsel (A. Brown):

General Counsel Brown complimented those involved in their hard work on the MOUs.

2. General Manager (H. Niederberger):

A. ASD, FSD & TSD Reports:

GM Niederberger commented that he met with the new Loomis Town Manager and would be reaching out to schedule a Loomis 2x2 meeting.

Director Mitchell asked about the new IVR (pay-by-phone) option for customer payments. ASM Costan shared that ASD had a soft launch of the IVR a few months ago and has received favorable feedback. She added that ASD is currently working on a short, recorded message that will allow customers who wish to do so, to pay by IVR prior to being transferred to a customer service representative. The IVR payment option allows customers who were previously not reaching a customer service agent and having to leave a voicemail, the option to make their payment by phone and avoid potential late fees. Director Mitchell commented that he would like to avoid a complicated phone tree that is frustrating for customers.

B. Information Items: No additional items.

C. Director's Comments:

Director Mitchell shared information about the Sunset Whitney Recreation Area. He commented that the joint project to provide a pedestrian bridge connecting the Sunset Whitney Recreation Area to Johnson Springview Park over the District's high-risk creek crossing is not included in the City of Rocklin's five-year capital improvement program. He also shared that the Sunset Whitney Recreation Area Master Plan has identified that the private sewer lines are degraded and in need of replacement. Director Dickinson suggested a Rocklin 2x2 meeting to discuss these items.

Director Jewell thanked staff for the ride-along that she attended in July. She also commented that she will not be available to attend the September board meeting. Finally, she asked that staff consider working with the City of Rocklin and the Town of Loomis to present a workshop on

Regular Board Meeting

August 3, 2023

Page | 6

District fees. GM Niederberger shared that work is being done on a Connection Fee FAQ for customers. He added that they will discuss a workshop at both of the 2x2 meetings.

President Williams thanks Stephanie Youngblood from the Loomis Town Council for attending tonight's meeting.

VIII. ADJOURNMENT

The President adjourned the meeting at 6:00 p.m. to the next regular meeting to be held on September 7, 2023, at 4:30 p.m.



Emilie Costan, Board Secretary