

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

Meeting	Location	Date	Time
Regular	Zoom Meeting SPMUD Boardroom	January 6, 2022	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: President Will Dickinson, Vice President Jerry Mitchell, Director John Murdock, Director James Durfee, 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: Vice President Mitchell 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 December 2, 2021 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$76,890 through December 28, 2021.
3. RESOLUTION 22-02 NOTICE OF COMPLETION FOR THE CORPORATION YARD WALL REPLACEMENT PROJECT 2021
4. RESOLUTION 22-03 NOTICE OF COMPLETION FOR THE EL DON SEWER REPLACEMENT PROJECT

Director Murdock made a motion to approve the consent items; a second was made by Director Williams; a roll call vote was taken, and the motion carried 5-0.

VI. BOARD BUSINESS

1. SELECTION OF OFFICERS AND APPOINTMENTS TO THE TEMPORARY ADVISORY COMMITTEES AND SPWA BOARD

President Dickinson dissolved the existing advisory committees.

President Dickinson nominated the current Vice President Jerry Mitchell to succeed as the new President for 2022.

Director Durfee made a motion to nominate Director Williams to serve as Vice-President, a second was made by Director Dickinson, the motion carried 5-0.

President Mitchell created temporary advisory committees and appointed Directors to serve as follows:

- Fee & Finance Committee: Director Dickinson & Vice President Williams
- Personnel Advisory Committee: Director Dickinson & Director Murdock
- Policy & Ordinance Committee: Director Durfee & President Mitchell
- Strategic Plan Development Committee: Director Murdock & President Mitchell
- Architectural Committee: Director Dickinson & Vice President Williams
- Redistricting Committee: Director Murdock & Director Durfee
- Loomis 2 x 2 Committee: Director Durfee & Vice President Williams
- Rocklin 2 x 2 Committee: Director Dickinson & President Mitchell

President Mitchell appointed Vice President Williams as District representative to the South Placer Wastewater Authority Board of Directors.

2. FISCAL YEAR 20/21 AUDIT REPORT ACCEPTANCE

Justin Williams with Munn, Urrutia & Nelson Certified Public Accountants LLP presented on the Fiscal Year 20/21 Audit Report. Mr. Williams shared that this year's audit found that the District maintained proper internal controls. The District received an Unmodified or "clean" Audit Opinion. There were no compliance exceptions, no material weaknesses, and no significant deficiencies. The audit resulted in 1 audit adjustment and no management letter comments.

Director Dickinson made a motion to receive and file the FY20/21 Audit Report; a second was made by Director Murdock; a roll call vote was taken, and the motion carried 5-0.

3. GENERAL MANAGER GOALS FOR 2022

The Board did not have any additions or revisions to the General Manager's 2022 Goals:

1. Prepare the Strategic Plan for 2023-2027.
2. Complete Redistricting to comply with the California Voting Rights Act (CVRA) and transition to by-Ward Area Voting.
3. Renew the SDLF Transparency Certification.
4. Complete the Building Addition and Lobby Area, maintain business operations during construction.
5. Engage consultants and initiate Rate and Nexus studies.
6. Initiate and oversee a financial audit of the SPWA charges.
7. Dispose of excess assets such as the NSD property.
8. Obtain the GFOA Award for Financial Reporting for the FY 2020/21 Comprehensive Annual Financial Report.
9. Conduct an audit of the various educational institutions to establish a plan for consistency and conformity. Currently, each of the school districts has a different plan for calculating EDUs. Evaluate and provide recommendations for reconciliation.

10. Evaluate Financial Performance and report to Fee and Finance Advisory Committee in November.

GM Niederberger also reviewed the 2022 Long-Range Planning Agenda, adding additional redistricting meetings and moving the award of the Corporation Yard Improvements Construction Contract to the following month. President Mitchell asked that a comprehensive asset management plan be included in the 2023 General Manager Goals.

VII. REPORTS

1. **District General Counsel (A. Brown):**

General Counsel Brown had no report for this meeting.

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

- A. ASD, FSD & TSD Reports:**

Vice President Williams asked staff for an update on employees who have been quarantined due to the Coronavirus and any impacts the quarantines have had on departments. ASM Costan shared that the quarantines have not been concentrated in a single department, and while the staffing shortages have not been ideal, the District has so far been able to avoid any critical staffing issues.

- B. Information Items:** No additional items.

3. **Director's Comments:**

Director Durfee congratulated staff for completing the two projects that had notices of completion on the consent calendar.

Vice President Williams thanked Director Dickinson for his leadership as Board President during a challenging year.

VIII. CLOSED SESSION READOUT

The Board met in Closed Session at 5:08 p.m. to discuss two items related to anticipated litigation. The Board heard reports from staff on both items. Having provided direction, no action was taken.

The Board adjourned the closed session at 5:50 p.m.

IX. ADJOURNMENT

The President adjourned the meeting at 5:51 p.m. to the next regular meeting to be held on February 3, 2022, at 4:30 p.m.



Emilie Costan, Board Secretary