

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

<b>Meeting</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>
Regular	District Office	May 2, 2019	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 4:30 p.m.

**II. ROLL CALL OF DIRECTORS:**

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

Absent: None

Vacant: None

Staff: Joanna Belanger, Administrative Services Manager  
Herb Niederberger, General Manager  
Eric Nielsen, District Engineer  
Sam Rose, Superintendent

Others: Dane Wadlé, CSDA Public Affairs Field Coordinator

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

**IV. CONSENT ITEMS:**

1. MINUTES from March 7, 2019
2. MINUTES from April 4, 2019 Regular meeting
3. ACCOUNTS PAYABLE in the amount of \$2,678,279.23 through April 25, 2019
4. MONTHLY INVESTMENT REPORT in the amount of \$56,276,436 through April 25, 2019

Director Mitchell made a motion to approve all items on the consent calendar; a second was made by Director Markey, a voice vote was held; the motion carried 5-0.

**V. PUBLIC COMMENTS:**

President Williams opened the meeting for public comments. John Marquis, Inspector of the District addressed the Board of Directors. He stated that he is retiring at the end of May and thanked the Board for all they have done for himself and his family. He said he had enjoyed working for SPMUD for all of these years. Hearing no other comments, the public comments session was closed.

**VI. BOARD BUSINESS**

**1. CSDA LEGISLATIVE UPDATE & PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

GM Niederberger introduced Dane Wadlé from CSDA who presented a brief legislative update and professional development opportunities for District staff and Board members. Dane encouraged attendance at the CSDA conferences, workshops and webinar training sessions as well as the Gold Country regional events for the local chapter. He also said the recognition programs for District Transparency and Leadership are programs which showcase that Districts are being pro-active in following best practices, following state laws and requirements. He also mentioned that there are investment programs utilizing CalTrust and LAIF coordinated through CSDA,

and the Liability and Property Insurance program coverage which the District utilizes through SDRMA. The GM and Board President thanked Mr. Wadlé for his presentation and praised the efforts of CSDA and its staff.

## **2. BOARD ACCEPTANCE OF SUCCESSION PLANNING DOCUMENT**

GM Niederberger introduced the succession planning document in a brief presentation. He explained that by 2024 many employees would be coming up to retirement age and therefore it was necessary to plan for the succession and necessary training for staff leaving the District. He explained the long-term goals for the District and ways to accomplish. We need to look forward and plan for opportunities to develop the Districts employees who are here and prepare for the future gaps. He said that the most apparent need is the knowledge transfer necessary to maintain the institutional knowledge from current employees.

Knowledge matrices were developed for all five Management positions and developed a scoring system to determine the areas where knowledge transfer needs to occur to ensure success of employee replacements. He stated that it is a document he will use to plan for the future, and he wanted to make sure the Board was in aware of the plan. Director Mitchell said he likes the plan, and that it shows the roadmap for needs to determine the type of talent the District needs to look for in the future. Director Dickinson stated that the Personnel Committee had met with staff and appreciates that the document is the General Managers roadmap, and not a Board commitment to the future of employee's careers. He stated further that this is a flexible document to be used for planning purposes and is a good basis to ensure an evaluation of the Districts needs continues and in turn ensures the smooth operation of the District.

Director Dickinson made a motion to accept the conceptual succession planning document, a second was made by Director Murdock, the motion passed 5-0.

## **VII. REPORTS:**

**1. District General Counsel (A. Brown):** General Counsel Brown was not in attendance at the meeting.

**2. General Manager (H. Niederberger):** GM Niederberger reported that he has added a line item to his monthly Board report for any initiated Contracts and Purchase Orders within the General Managers spending authority.

**A. ASD, FSD & TSD Reports:** There were no additions to the managers' reports.

**B. Information Items:** GM Niederberger reported that the State of the City event for Rocklin was scheduled for Friday May 10, 2019 at Sierra College.

**3. Directors Comments:** Director Dickinson asked the GM to refrain from using acronyms without an accompanying explanation. GM Niederberger reported that a PR Public Records Act request had been received for information regarding Participation fees for Studio Movie Grill. The Sacramento Area Sewer District wanted to see how the calculation for this type of business was completed. Director Markey asked if we were involved with the expansion of the Loomis Brew pub, GM Niederberger indicated that staff is aware of the changes.

## **VIII. ADJOURNMENT**

The President adjourned the meeting at 5:25 p.m. to the next regular meeting to be held on June 6, 2019 at 4:30 p.m.



Joanna Belanger, Board Secretary