



**SPMUD BOARD OF DIRECTORS
REGULAR MEETING: 4:30 PM
February 2, 2023**

SPMUD Boardroom
5807 Springview Drive, Rocklin, CA 95677

Zoom Meeting: 1 (669) 900-9128
Meeting ID: 863 8076 4420

The District's regular Board meeting is held on the first Thursday of every month. This notice and agenda are posted on the District's website (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.

The February 2, 2023 meeting of the SPMUD Board of Directors will be held in the District Board Room at 5807 Springview Drive in Rocklin, CA 95677 with the option for the public to join via teleconference using Zoom Meeting 1 (669) 900-9128, <https://us02web.zoom.us/j/86380764420>. Public comments can also be made in person at the time of the meeting or emailed to ecostan@spmud.ca.gov from the time the agenda is posted until the matter is heard at the meeting. Comments should be kept to 250 words or less.

AGENDA

I. CALL MEETING TO ORDER

II. ROLL CALL OF DIRECTORS

Director Gerald Mitchell	Ward 1
Director William Dickinson	Ward 2
Director Christy Jewell	Ward 3
Vice President James Durfee	Ward 4
President James Williams	Ward 5

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

Items not on the Agenda may be presented to the Board at this time; however, the Board can take no action. Public comments can be made in person at the time of the meeting or emailed to ecostan@spmud.ca.gov from the time the agenda is posted until the matter is heard at the meeting. Comments should be kept to 250 words or less.

V. CONSENT ITEMS

[pg 4 to 19]

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: (Roll Call Vote)

Motion to approve the consent items for the February 2, 2023 meeting.

1. MINUTES from the January 12, 2023 Special Meeting. [pg 4 to 11]
2. MINUTES from the January 26, 2023 Special Meeting. [pg 12]
3. ACCOUNTS PAYABLE in the amount of \$2,927,384.88 through January 23, 2023. [pg 13 to 16]
4. QUARTERLY INVESTMENT REPORT in the total amount of \$74,180,626 through December 31, 2022. [pg 17 to 19]

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. **RATE AND COST OF SERVICE WORKSHOP #2** [pg 20 to 23]
The District's Rate and Cost of Service Consultant will present updated rate scenarios based on Board feedback at the January Rate and Cost of Service Presentation.

Action Requested: (Voice Vote)

Staff recommends that the Board of Directors:

1. **Consider public comments and Board deliberation.**
 2. **Indicate to staff the preferred rate scenario; and**
 3. **Direct staff to incorporate the preferred rate scenario into a final Cost of Service Rate Study to be brought before the Board on March 2, 2023 for use in the Prop 218 Notice to Customers.**
2. **RESOLUTION 23-05 AMENDING RESOLUTION 22-30, AND APPROVAL OF MID-YEAR ADJUSTMENTS TO THE FISCAL YEAR 22/23 BUDGET** [pg 24 to 31]
Staff will report to the Board the mid-year budget adjustments recommended for Fiscal Year 22/23.

Action Requested: Roll Call Vote

Staff recommends that the Board of Directors adopt Resolution 23-05, amending Resolution 22-30 and authorizing the following adjustments to the FY2022/23 Budget:

1. **Increase the Revenue Budget by \$220,000: from \$19.32M to \$19.54M.**
2. **Decrease the Operating Fund Budget by \$102,290: from \$19.92M to \$19.82M.**
3. **Decrease the Capital Budget by \$4,204,185: from \$14.16M to \$9.95M.**

3. **SOUTH PLACER WASTEWATER AUTHORITY (SPWA) BOARD MEETING REPORT** Verbal

There will be a brief update on the recent actions and activities of the SPWA Board.
No Action Requested: Informational Item

VII. REPORTS

[pg 32 to 45]

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
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. CLOSED SESSION

PUBLIC EMPLOYMENT – General Manager Performance Evaluation
(Per Subdivision (a) of Government Code Section 54957)

IX. CLOSED SESSION READOUT

X. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to the next regular meeting to be held on **March 2, 2023, at 4:30 p.m.**

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

Meeting	Location	Date	Time
Special	Zoom Meeting SPMUD Boardroom	January 12, 2023	4:30 p.m.

I. CALL MEETING TO ORDER: The Special Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Mitchell presiding at 4:30 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: 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.

ISSUANCE OF OATH OF OFFICE

President Mitchell requested that the Board hear Agenda Item 6.1 Issuance of the Oath of Office prior to the consent items. ASM Costan issued the Oath of Office for Director William Dickinson of Ward 2 and Director Christy Jewell of Ward 4.

V. CONSENT ITEMS:

1. MINUTES from the December 1, 2022 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$1,044,023 through December 26, 2022.
3. BILL OF SALE Acceptance of the Bill of Sale for onsite Sewer Improvements at Newcastle Fire Station #41 with an estimated value of \$309,685.
4. ACCEPTANCE OF THE PARTICIPATION CHARGE REPORT FOR FISCAL YEAR 21/22

5. RESOLUTION 23-01 AUTHORIZING THE GENERAL MANAGER TO SURPLUS PROPERTY AND/OR EQUIPMENT

Director Durfee made a motion to approve the consent items; a second was made by Director Dickinson; 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 Mitchell dissolved the existing advisory committees.

President Mitchell nominated the current Vice President Jim Williams to succeed as the new President for 2023.

Director Dickinson made a motion to nominate Director Durfee to serve as Vice President, a second was made by Director Mitchell, a voice vote was taken, and the motion carried 5-0.

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

- Fee & Finance Committee: Director Dickinson & President Williams
- Personnel Advisory Committee: Director Durfee & Director Jewell
- Policy & Ordinance Advisory Committee: Director Jewell & Director Mitchell
- Infrastructure Advisory Committee: Director Dickinson & Director Durfee
- Loomis 2 x 2 Committee: Director Durfee & President Williams
- Rocklin 2 x 2 Committee: Director Dickinson & Director Mitchell

President Williams appointed himself as District representative to the South Placer Wastewater Authority Board of Directors with Director Jewell serving as alternate.

2. FISCAL YEAR 21/22 AUDIT REPORT ACCEPTANCE

Justin Williams with Munn, Urrutia & Nelson Certified Public Accountants LLP presented on the Fiscal Year 21/22 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 two audit adjustments and no management letter comments.

Director Mitchell commented that there was a typo in the table on page 85 of the board packet. The first line of the table should be corrected to read Public Equity.

Director Dickinson asked questions regarding why Table 7 Statement of Revenues, Expense, and Changes in Net Position and Table 8 Revenues do not match. ASM Costan shared that Table 7 includes unrealized gains/losses on District investments while Table 8 only includes realized gains/losses. She also shared that the way that items are grouped in Table 7 is different from the grouping in Table 8. Director Dickinson also asked about the increase in insurance premiums in the expenses section of the Management Discussion and Analysis. ASM Costan shared that the

District has had several retirements with some of them being retirements before the normal retirement age. This modifies previous actuarial projections and increases premiums as the District is paying for retiree health premiums and premiums for the active employees replacing the retirees. Finally, Director Dickinson asked that the last sentence of the expense section state that cost-of-living increases are tied to the US Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) for West – A.

Director Durfee congratulated staff on a positive audit.

Director Dickinson made a motion to receive and file the Fiscal Year 21/22 Audit Report; a second was made by Director Jewell; a voice vote was taken, and the motion carried 5-0.

3. RATE AND COST OF SERVICE PRESENTATION

Habib Isaac with IB Consulting presented the Rate and Cost of Service Study, sharing four proposed rate models for the District's long-term financial stability. He shared that the cost-of-service study was presented to the Fee and Finance Advisory Committee on November 16, 2022 and is being brought back to the full Board based on feedback from the Committee. Mr. Isaac shared that the financial plan considers the long-term capital needs and reserve requirements of the District.

President Williams shared that these rate models are for the monthly rate for customers and are not related to connection fees. Director Mitchell asked if the rate stabilization fund has an impact on the proposed rate models. GM Niederberger clarified that the South Placer Wastewater Authority (SPWA) rate stabilization fund is used for regional capital and debt expenses and is separate from the local rate stabilization reserve.

Director Dickinson commented that the option of lowering the reserve targets discussed at the Fee and Finance Advisory Committee does not appear to be reflected in this presentation. He shared that he does not see a need to have a rate stabilization reserve and would like to propose that the emergency reserve be lowered from \$3 Million to \$1 Million. GM Niederberger commented that IB Consulting has developed a dashboard for the District that allows these types of proposed changes to be entered and shown immediately in the District's rates and long-term reserves. GM Niederberger asked Mr. Isaac to show the impact of Director Dickinson's reserve change to the Board using the dashboard. Mr. Isaac showed that the fund balance did not change; however, the reserve targets would be reduced which would allow up to a 1% decrease in the proposed rates depending on the rate model.

President Williams shared that the District's low rates have always been a source of pride for the Board. He asked for Board Member discussion regarding any risks pertaining to Director Dickinson's proposed reserve scenario as a solution to keep rates as low as possible for customers.

GM Niederberger shared that a three-year rate increase with two attrition years ends up with the overall lowest rate after five years. He asked the Board if they would like to have that rate model revised to include two scenarios, one with the reduction in reserve requirements and one without. Director Dickinson shared additional comments, asking if the decrease in rates from lowering the

reserve would all be allocated to Fund 100 (Operating Fund) to stabilize rates. GM Niederberger shared that rates and interest income are the sole income sources for both Funds 100 and 400 (Capital Repair and Replacement Fund). Mr. Isaac shared that the elimination of the rate stabilization reserve would likely be allocated to Fund 100 and the reduction of the emergency reserve would likely be allocated to Fund 400.

Director Dickinson asked why growth was not factored into the revenue projections. Mr. Isaac shared that in financial planning it is important to be conservative. If growth is assumed but does not occur, the District cannot meet its revenue requirements. If the District does experience growth, then any surplus can be given back to ratepayers in the form of delayed or reduced rate increases. This process identifies the maximum amount to place in the noticed rates. The District cannot exceed these rates; however, they can delay or reduce the rates. Director Dickinson commented that he does not see a realistic scenario where there is no growth. Mr. Isaacs shared that the model allows for adjusting future increases based on actual growth, and he would be very hesitant to include growth in a financial plan.

President Williams commented that the District needs some flexibility in the rates. While everyone wants to keep rates low, it doesn't make sense to go through a Prop 2018 notice that uses assumptions that end up not being viable.

Director Mitchell commented that he would like to see the asset replacement schedule to determine whether there will be sufficient capital reserves to fund the replacement of the older sections of the District system. GM Niederberger commented that in the 2030s the dashboard starts to show a larger use of funds for capital replacement projects. DS Nielsen shared that staff has created a Nessie Curve that shows the capital replacement timeline. In the curve, there are two blips, the replacement of the original 1960s system in the 2030s and the replacement of the 90s boom development areas in the 2060s. The curve was shared with IB Consulting and is incorporated into the rate model.

Director Jewell asked about the public availability of the four scenarios. GM Niederberger shared the Prop 218 notice process, which has a 45-day comment and protest period and will be followed by two public hearings to adopt the proposed rate increase. Director Jewell commented that by the time of the public hearings, the Board will have already decided on a scenario. She shared that it would be useful for the public to understand the various scenarios and reasons why a specific scenario may be selected. President Williams shared that it was reported that the Fee and Finance Committee meet in November on this item and the agenda and materials including the presentations for tonight's meeting were posted to the public.

Director Durfee commented that the District has to adequately fund its needs. He shared that he believes in the concept of generational equity, where future generations are not funding current needs and current generations are not funding more than their fair share of future needs. He wants the model to contain conservative assumptions for costs, growth, and inflation.

President Williams asked for public comments. No comments from the public were received.

Director Dickinson shared that he worked in budgeting and has always had a conservative approach. He shared the opinion that adopting a rate model that is slightly less conservative will require the District to focus on controlling costs. The District currently has a sizeable reserve fund that invites proposals for uses outside of the District's mission. He wants to ensure that balance is achieved. He shared support for scenarios three and four. President Williams commented that the District has been able to prolong rate increases in the past and shared support for scenarios three and four. Director Jewell also shared agreement with scenarios three and four.

Director Jewell asked the consultant to explain the impact of debt issuance. The consultant shared that issuing \$20 Million in debt in 2033 would allow the District to have the funds available to pay for its infrastructure repair and replacement needs. This would lower rates that need to be collected now because this \$20 Million does not need to be collected by 2033; however, the repayment of the debt will include interest on the debt payments effectively doubling the cost to \$40 Million and future rates models will need to include the debt payments and interest. President Williams shared that the impact on the rates when including debt issuance was not large.

Director Mitchell asked that staff look at modifying the bill design to show the portion of the monthly rate that funds the collection system (District) and the portion of the rate that funds treatment (SPWA).

Director Durfee made a motion to (1) Conduct a workshop to receive board and public testimony and consider said testimony, (2) After consideration of the testimony, direct staff to return on February 2, 2023 with a Final Cost-of-Service and Five-Year Financial Plan eliminating the rate stabilization reserve, reducing the emergency reserve to \$1 Million, and using both proposed rate models three and four; a second was made by Director Dickinson; a voice vote was taken, and the motion carried 4-1 with Director Mitchell voting No.

5. PUBLIC HEARING: ADOPTION OF ORDINANCE 22-03 REVISING DISTRICT SEWER CODE CHAPTERS TWO AND THREE

GM Niederberger provided a summary of the timeline of the proposed Ordinance 22-03. He shared that the Board asked that staff reach out to the local Chambers of Commerce and the California Restaurant Association to receive comments and no comments were received.

The Public Hearing was opened to receive comments from the public on this item. No public comments were received.

Director Durfee made a motion to (1) Waive the second reading of the proposed Ordinance #22-03, (2) Adopt Ordinance No. 22-03 – An Ordinance Revising District Sewer Code Chapters 2 and 3 which will become effective on February 13, 2023; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 5-0.

6. RESOLUTION 23-02 AUTHORIZATION TO ENTER INTO A SEWER EASEMENT AND CONVEYANCE AGREEMENT WITH ROCKLIN SIERRA APARTMENTS II, LLC, AND BOARDWALK APARTMENTS 193, LLC

DE Huff gave a presentation on the agreement to quitclaim eighty feet of sewer pipe and one manhole to the Boardwalk Apartments and a portion of the District's sewer easement to Sierra Gateway for the construction of the Sierra Gateway Apartment Complex.

Director Mitchell asked if the project creates future maintenance issues for the District. GM Niederberger shared that the agreement absolves the District of responsibility for the portion of the system that is quitclaimed. District access is maintained to the manhole. GC Brown commented that indemnification language is included in the agreement.

Director Jewell made a motion to adopt Resolution 23-02 authorizing the General Manager to enter into a Sewer Easement and Conveyance Agreement with Rocklin Sierra Apartments 193 for the Sierra Gateway Apartment Complex Project; a second was made by Director Durfee; a roll call vote was taken, and the motion carried 5-0.

7. RESOLUTION 23-03 AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR HUMAN RESOURCES ADMINISTRATION

GM Niederberger presented the resolution to award an agreement for Human Resources Support and Administration to CPS HR Consulting. The District received six proposals which were individually evaluated by two staff members and a member of the Personnel Advisory Committee.

Director Jewell inquired as to the scope of services and who is currently performing these services. GM Niederberger shared that the ASM currently performs the majority of these duties. He shared that the scope of service includes managing employee relations, investigations of employee complaints, review of counseling actions of employees, legal compliance, staff training, and other related duties. President Williams shared that the reason for hiring a consultant is because of challenges performing all of these services within our current staffing.

Director Dickinson asked if the consultant would be responsible for upcoming labor negotiations. GM Niederberger shared that the District can use the consultant for that purpose. Director Mitchell asked where the consultant is located and if they would be able to perform on-site services. President Williams shared that their main office is in Sacramento off Del Paso Boulevard. He commented that CPS HR Consulting is very familiar with government agencies and is a reputable firm with other Special Districts.

Director Durfee made a motion to adopt Resolution 23-03 authorizing the General Manager to award the attached contract for professional services with CPS HR Consulting; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 5-0.

8. RESOLUTION 23-04 AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR A COMPENSATION AND CLASSIFICATION STUDY

GM Niederberger presented the resolution to award an agreement for a Compensation and Classification Study to Ralph Anderson and Associates. The District received six proposals which

were individually evaluated by two staff members and a member of the Personnel Advisory Committee.

Director Dickinson asked if all positions, including management positions, will be reviewed in the classification study. GM Niederberger shared that all positions with the exception of the General Manager position will be included in the study.

Director Dickinson made a motion to adopt Resolution 23-04 authorizing the General Manager to award the attached contract for professional services with Ralph Anderson and Associates; a second was made by Director Jewell; a roll call vote was taken, and the motion carried 5-0.

9. GENERAL MANAGER GOALS FOR 2023

GM Niederberger shared that there are issues with the timeline and specialized staffing requirements that may impact the Urban Forestry Plan with the Town of Loomis. He shared that he is meeting with staff from the Town of Loomis to discuss these issues next week.

The Board did not have any revisions to the General Manager's 2023 Goals:

Director Dickinson asked that two additional goals be added to the General Managers Goals for 2023, a review of the District's investment options and a minimum of two Rocklin 2x2 Committee meetings.

Director Dickinson made a motion to approve the General Manager goals for calendar year 2023 as amended; a second was made by Director Durfee; a voice vote was taken, and the motion carried 5-0.

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:

GM Niederberger shared that Board Member pictures will be taken on February 2, 2023 before the board meeting.

Director Mitchell asked about two food service establishments that are currently struggling to comply with the District's Fats, Oils, and Grease (FOG) requirements. DE Huff shared that two warnings of non-compliance have been issued. Staff is working with the establishments to reinspect the facilities based on the newly adopted sewer code updates.

B. Information Items: No additional items.

3. Director's Comments:

Director Durfee congratulated staff on the timeliness of the building construction project.

Director Jewell thanked her fellow Board Members, General Counsel, and staff that took the time to individually meet with her before her first meeting and welcome her to a great working team.

Director Dickinson congratulated staff for their work on an outstanding audit.

President Williams thanked everyone for enduring a long first meeting of the year and welcomed Director Jewell to the Board.

VIII. CLOSED SESSION READOUT

The Board met in Closed Session at 6:36 p.m. to discuss the General Manager's performance evaluation. No action was taken.

The Board adjourned the closed session at 7:00 p.m.

IX. ADJOURNMENT

The President adjourned the meeting at 7:01 p.m. to the next regular meeting to be held on February 2, 2023, at 4:30 p.m.



Emilie Costan, Board Secretary

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

Meeting	Location	Date	Time
Special	SPMUD Boardroom	January 26, 2023	4:30 p.m.

I. CALL MEETING TO ORDER: The Special 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: 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

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

IV. PUBLIC COMMENTS:

Hearing no public comments, the public comments session was closed.

V. CLOSED SESSION READOUT

The Board met in Closed Session at 4:31p.m. to discuss the General Manager’s performance evaluation. The Board will reconvene at the next regularly scheduled meeting on February 2, 2023 to give the General Manager’s evaluation.

The Board adjourned the closed session at 5:23p.m.

VI. ADJOURNMENT

The President adjourned the meeting at 5:24 p.m. to the next regular meeting to be held on February 2, 2023, at 4:30 p.m.



Emilie Costan, Board Secretary

Item 5.3



South Placer Municipal Utility District, CA

Check Report

By Check Number

Date Range: 12/27/2022 - 01/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1652	Cintas Corporation	01/05/2023	Regular	0.00	954.49	15645
1068	City of Roseville	01/05/2023	Regular	0.00	2,416,250.00	15646
1751	Comprehensive Medical Inc.	01/05/2023	Regular	0.00	302.00	15647
1087	Dawson Oil Co.	01/05/2023	Regular	0.00	3,653.99	15648
1686	Jan Pro	01/05/2023	Regular	0.00	913.00	15649
1564	Jensen Landscape Services, LLC	01/05/2023	Regular	0.00	931.00	15650
1764	Network Design Associates, Inc.	01/05/2023	Regular	0.00	816.00	15651
1224	Paramount Awards	01/05/2023	Regular	0.00	116.37	15652
1218	PCWA	01/05/2023	Regular	0.00	44.89	15653
1221	PG&E	01/05/2023	Regular	0.00	1,297.03	15654
1244	Preferred Alliance Inc	01/05/2023	Regular	0.00	162.84	15655
1253	Recology Auburn Placer	01/05/2023	Regular	0.00	354.27	15656
1518	Sonitrol of Sacramento	01/05/2023	Regular	0.00	4,466.11	15657
1685	Streamline	01/05/2023	Regular	0.00	400.00	15658
1306	Superior Equipment Repair	01/05/2023	Regular	0.00	640.50	15659
1240	Placer County Personnel	01/05/2023	Regular	0.00	3,513.27	15660
1012	All Electric Motors	01/10/2023	Regular	0.00	11,953.40	15661
248	AT&T	01/10/2023	Regular	0.00	9.55	15662
1022	AT&T CalNet	01/10/2023	Regular	0.00	354.11	15663
1759	Bender Rosenthal Inc.	01/10/2023	Regular	0.00	774.08	15664
1663	Buckmaster Office Solutions	01/10/2023	Regular	0.00	292.18	15665
1652	Cintas Corporation	01/10/2023	Regular	0.00	479.76	15666
1068	City of Roseville	01/10/2023	Regular	0.00	183,616.00	15667
1509	Crystal Communications	01/10/2023	Regular	0.00	311.64	15668
1086	Dataprose	01/10/2023	Regular	0.00	1,876.33	15669
1096	Downtown Ford Sales	01/10/2023	Regular	0.00	33,524.30	15670
1764	Network Design Associates, Inc.	01/10/2023	Regular	0.00	525.00	15671
1221	PG&E	01/10/2023	Regular	0.00	5,654.11	15672
1325	Tyler Technologies, Inc.	01/10/2023	Regular	0.00	9,747.50	15673
1823	Ultra Truckworks, Inc	01/10/2023	Regular	0.00	3,957.70	15674
1338	Verizon Wireless	01/10/2023	Regular	0.00	1,098.49	15675
1327	US Bank Corporate Payment	01/18/2023	Regular	0.00	14,061.33	15676
	Void	01/18/2023	Regular	0.00	0.00	15677
	Void	01/18/2023	Regular	0.00	0.00	15678
	Void	01/18/2023	Regular	0.00	0.00	15679
	Void	01/18/2023	Regular	0.00	0.00	15680
1561	19six Architects	01/18/2023	Regular	0.00	2,345.75	15681
1007	Advanced Integrated Pest	01/18/2023	Regular	0.00	110.00	15682
1021	ARC	01/18/2023	Regular	0.00	103.22	15683
1768	Capital Program Management Inc.	01/18/2023	Regular	0.00	11,509.50	15684
1652	Cintas Corporation	01/18/2023	Regular	0.00	490.42	15685
1124	Gold Country Media Publications	01/18/2023	Regular	0.00	285.66	15686
1666	Great America Financial Services	01/18/2023	Regular	0.00	452.99	15687
1646	National Benefit Services (NBS)	01/18/2023	Regular	0.00	644.00	15688
1218	PCWA	01/18/2023	Regular	0.00	782.60	15689
1473	Pitney Bowes Purchase Power	01/18/2023	Regular	0.00	892.10	15690
1244	Preferred Alliance Inc	01/18/2023	Regular	0.00	352.82	15691
1333	SPOK, Inc.	01/18/2023	Regular	0.00	27.84	15692
1090	State of CA-Department of Justice	01/18/2023	Regular	0.00	32.00	15693
1306	Superior Equipment Repair	01/18/2023	Regular	0.00	2,356.88	15694
1229	Pers (EFT)	01/04/2023	Bank Draft	0.00	9.29	DFT0007884
1229	Pers (EFT)	01/04/2023	Bank Draft	0.00	10.28	DFT0007885
1149	Internal Revenue Service	01/04/2023	Bank Draft	0.00	17.54	DFT0007886
1098	EDD (EFT)	01/04/2023	Bank Draft	0.00	12.23	DFT0007887

Check Report

Date Range: 12/27/2022 - 01/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1098	EDD (EFT)	01/04/2023	Bank Draft	0.00	1.56	DFT0007888
1149	Internal Revenue Service	01/04/2023	Bank Draft	0.00	4.10	DFT0007889
1149	Internal Revenue Service	01/04/2023	Bank Draft	0.00	29.08	DFT0007890
1045	Cal Pers 457 Plan (EFT)	01/06/2023	Bank Draft	0.00	750.00	DFT0007891
1135	Empower (EFT)	01/06/2023	Bank Draft	0.00	250.00	DFT0007892
1135	Empower (EFT)	01/06/2023	Bank Draft	0.00	8,217.52	DFT0007893
1135	Empower (EFT)	01/06/2023	Bank Draft	0.00	571.30	DFT0007894
1042	CA State Disbursement (EF	01/06/2023	Bank Draft	0.00	187.83	DFT0007895
1015	American Fidelity Assurance	01/06/2023	Bank Draft	0.00	293.33	DFT0007896
1015	American Fidelity Assurance	01/06/2023	Bank Draft	0.00	224.58	DFT0007897
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	49.13	DFT0007898
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	971.48	DFT0007899
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	1,703.72	DFT0007900
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	1,986.26	DFT0007901
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	2,928.32	DFT0007902
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	3,926.17	DFT0007903
1229	Pers (EFT)	01/06/2023	Bank Draft	0.00	4,344.96	DFT0007904
1149	Internal Revenue Service	01/06/2023	Bank Draft	0.00	13,576.22	DFT0007905
1098	EDD (EFT)	01/06/2023	Bank Draft	0.00	3,923.09	DFT0007906
1098	EDD (EFT)	01/06/2023	Bank Draft	0.00	973.40	DFT0007907
1149	Internal Revenue Service	01/06/2023	Bank Draft	0.00	3,175.06	DFT0007908
1149	Internal Revenue Service	01/06/2023	Bank Draft	0.00	9,315.28	DFT0007909
1015	American Fidelity Assurance	01/01/2023	Bank Draft	0.00	511.16	DFT0007910
1230	Pers (EFT)	01/01/2023	Bank Draft	0.00	8,355.68	DFT0007911
1230	Pers (EFT)	01/01/2023	Bank Draft	0.00	36,366.80	DFT0007912
1230	Pers (EFT)	01/01/2023	Bank Draft	0.00	9,076.12	DFT0007913
1230	Pers (EFT)	01/01/2023	Bank Draft	0.00	177.54	DFT0007914
1230	Pers (EFT)	01/01/2023	Bank Draft	0.00	3,926.00	DFT0007915
1230	Pers (EFT)	01/01/2023	Bank Draft	0.00	109.77	DFT0007916
1586	Principal Life Insurance Company	01/01/2023	Bank Draft	0.00	328.79	DFT0007918
1015	American Fidelity Assurance	01/05/2023	Bank Draft	0.00	28,756.38	DFT0007919
1015	American Fidelity Assurance	01/05/2023	Bank Draft	0.00	624.00	DFT0007920
1045	Cal Pers 457 Plan (EFT)	01/20/2023	Bank Draft	0.00	750.00	DFT0007933
1135	Empower (EFT)	01/20/2023	Bank Draft	0.00	250.00	DFT0007934
1135	Empower (EFT)	01/20/2023	Bank Draft	0.00	8,217.52	DFT0007935
1135	Empower (EFT)	01/20/2023	Bank Draft	0.00	571.30	DFT0007936
1042	CA State Disbursement (EF	01/20/2023	Bank Draft	0.00	187.83	DFT0007937
1015	American Fidelity Assurance	01/20/2023	Bank Draft	0.00	293.33	DFT0007938
1015	American Fidelity Assurance	01/20/2023	Bank Draft	0.00	224.58	DFT0007939
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	49.13	DFT0007940
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	971.48	DFT0007941
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	1,703.72	DFT0007942
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	2,008.32	DFT0007943
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	2,960.85	DFT0007944
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	4,398.41	DFT0007945
1229	Pers (EFT)	01/20/2023	Bank Draft	0.00	4,867.58	DFT0007946
1149	Internal Revenue Service	01/20/2023	Bank Draft	0.00	13,929.94	DFT0007947
1098	EDD (EFT)	01/20/2023	Bank Draft	0.00	3,749.42	DFT0007948
1098	EDD (EFT)	01/20/2023	Bank Draft	0.00	979.57	DFT0007949
1149	Internal Revenue Service	01/20/2023	Bank Draft	0.00	3,257.78	DFT0007950
1149	Internal Revenue Service	01/20/2023	Bank Draft	0.00	8,877.41	DFT0007951
1015	American Fidelity Assurance	01/20/2023	Bank Draft	0.00	25.00	DFT0007953
1149	Internal Revenue Service	01/20/2023	Bank Draft	0.00	-3.12	DFT0007956
1098	EDD (EFT)	01/20/2023	Bank Draft	0.00	-2.20	DFT0007957
1098	EDD (EFT)	01/20/2023	Bank Draft	0.00	-0.24	DFT0007958
1149	Internal Revenue Service	01/20/2023	Bank Draft	0.00	-0.72	DFT0007959

Check Report

Date Range: 12/27/2022 - 01/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1149	Internal Revenue Service	01/20/2023	Bank Draft	0.00	-3.00	DFT0007960

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	80	46	0.00	2,723,437.02
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	61	61	0.00	203,947.86
EFT's	0	0	0.00	0.00
	141	111	0.00	2,927,384.88

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	80	46	0.00	2,723,437.02
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	61	61	0.00	203,947.86
EFT's	0	0	0.00	0.00
	141	111	0.00	2,927,384.88

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	1/2023	2,927,384.88
			2,927,384.88

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Herb Niederberger, General Manager

Subject: 4th Quarter Investment Report
(October 1, 2022 through December 31, 2022)

Board Date: February 2, 2023

Overview

In accordance with Section 53646 of the California Government Code, this report provides the Board with a quarterly investment report.

The investments held by the District on December 31, 2022 are shown in Attachment 1 and totaled \$74.18 million. The portfolio is in compliance with the Board's adopted Policy #3120 regarding District investments and has the ability to meet the next six months of cash flow requirements. As of December 31, 2022, the District's investment portfolio had an average quarterly rate of return of 0.49 percent.

Recommendation

Staff recommends that the Board of Directors receive and file the 4th Quarter Investment Report.

Strategic Plan Priorities

This action is consistent with SPMUD Strategic Plan Priorities:

- Prepare for the future and foreseeable emergencies
- Provide exceptional value for the cost of sewer service

Related District Ordinances and Policies

This action is in conjunction with the following District Policies:

- Policy 3120 – Investment of District Funds

Fiscal Impact

There is no direct fiscal impact associated with the preparation of this report.

Attachments:

1. 4th Quarter Investment Report
2. Allocation by Fund, Allocation by Investment Type, and Historical Performance

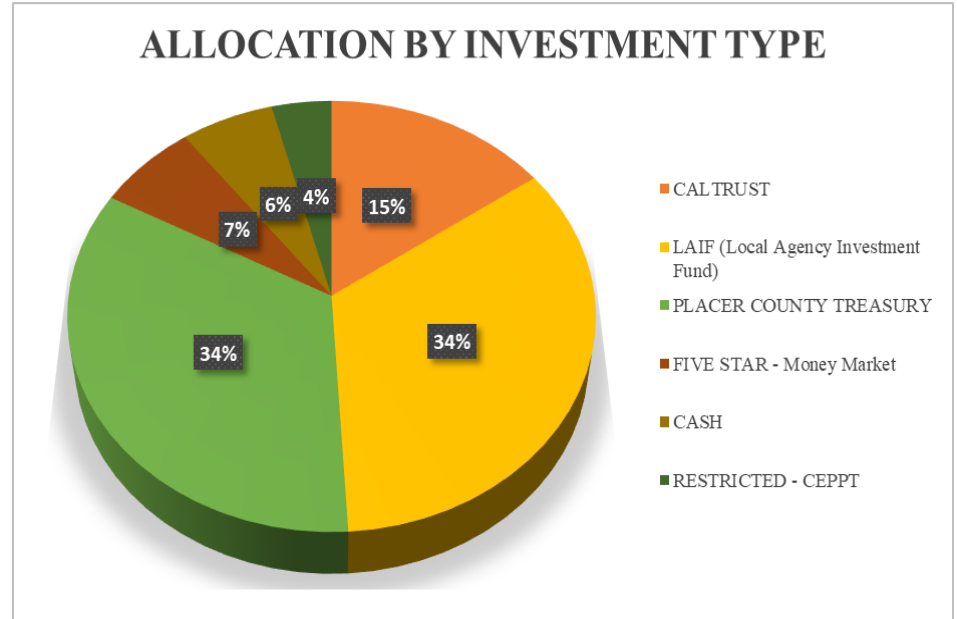
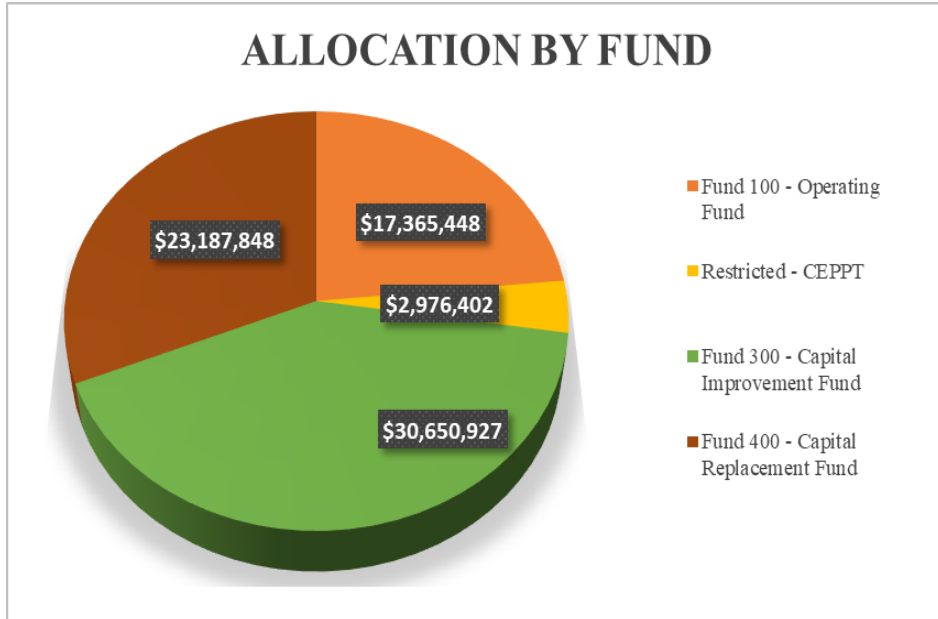
SPMUD BOARD INVESTMENT REPORT**INVESTMENT REPORTING PERIOD: October 1, 2022 - December 31, 2022****MEETING DATE: February 2, 2023**

Investment	Account Balance Prior Year Oct 21 - Dec 21	Account Balance Previous Quarter Jul 22 - Sept 22	Market Value Oct 22 - Dec 22	Quarterly Rate of Return	% of Portfolio
CALTRUST - Short Term	\$ 4,327,506	\$ 4,314,820	\$ 4,349,368	0.80%	6%
CALTRUST - Medium Term	\$ 19,449,466	\$ 8,772,886	\$ 6,862,261	0.98%	9%
PLACER COUNTY TREASURY	\$ 19,964,636	\$ 25,050,629	\$ 25,145,937	0.38%	34%
LAIF (Local Agency Investment Fund)	\$ 19,921,388	\$ 25,063,936	\$ 25,194,869	0.50%	34%
FIVE STAR - Money Market	\$ -	\$ 100	\$ 5,022,410	0.63%	7%
CASH	\$ 4,421,267	\$ 8,906,290	\$ 4,629,379	0.13%	6%
RESTRICTED - CEPPT	\$ 3,539,972	\$ 2,822,897	\$ 2,976,402	0.06%	4%
TOTAL/AVERAGE	\$ 71,624,235	\$ 74,931,558	\$ 74,180,626	0.49%	100%

QUARTERLY TRANSFERS

CalTRUST: \$2M from CalTRUST Medium Term to Cash
 LAIF: None
 PLACER COUNTY: None
 FIVE STAR MM: \$5M to Five Star Money Market from Cash

Attachment 2 – Allocation by Fund, Allocation by Investment Type, and Historical Performance



Historical Performance					
	3 months	6 months	1 year*	3 year*	5 year*
CaTRUST Short Term	0.80%	1.07%	0.51%	0.67%	1.36%
CaTRUST Medium Term	0.98%	-0.48%	-3.42%	-0.25%	0.91%
Placer County	0.38%	0.57%	0.75%	0.66%	1.15%
LAIF	0.50%	0.83%	1.07%	0.84%	1.35%
Five Star MM	0.63%	0.83%	1.07%	0.84%	1.35%
CEPPT	0.06%	-2.77%	-12.13%	1.96%	-

*Annualized

**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: Cost of Service Rate Study Workshop #2

Meeting Date: February 2, 2023

Overview

In accordance with the Municipal Utility District Act of the State of California (MUD Act) and South Placer Municipal Utility District Sewer Code, the District collects a monthly service charge from property owners within its service area to fund wastewater collection and treatment services. On July 7, 2022, the Board approved Resolution 22-29, awarding a Contract for a Wastewater Rate and Participation Fee Study to IB Consulting, LLC.

The substantive requirements of Article XIII of the California State Constitution (Prop 218) require the District to comply with the following conditions:

- Revenues derived from the fee or charge shall not exceed the funds required to provide the property-related service.
- Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed.
- The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.
- No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question.
- No fee or charge may be imposed for general governmental services, such as police or fire services, where the service is available to the public at large in substantially the same manner as it is to property owners.

The current rate of \$36/month has been in effect since July 1, 2019. IB Consulting has determined that the current rate does not provide sufficient revenues to fund necessary operations, maintenance, and regulatory programs, as well as capital investment and reserves to meet the utility's stated needs.

IB Consulting met with the Fee and Finance Advisory Committee on November 16, 2022, to review the cost of service and District's long-term annual revenue requirements. On January 12, 2023, the Board of Directors conducted a Long-Term Financial Plan Workshop during which IB Consulting presented an overview of the financial needs of the District, reserve needs, cost-of-service and proposed rates. The Board directed that:

- The reserve components be revised to eliminate the Revenue Stabilization Reserve and lower the Emergency Reserve from \$3 million to \$1 million; and
- Rate Scenario #3 - Rate increases every other year over a 5-year period with or without a possible debt issuance in 2033 and Scenario #4 -Rate increases every year over a 5-year period with a possible debt issuance in 2033 be further evaluated.

There was additional discussion that the model did not factor growth into the revenue projections. IB Consulting responded that the financial model ensures full cost recovery from existing active accounts, so the District does not need to rely on growth to occur to meet its annual revenue requirements. The financial plan model should be updated each year to capture new accounts that have come online which may allow the District to implement a rate slightly lower than what was noticed. Doing so provides the benefit of growth to all customers based on actual connections and not an assumed expectation. The District is substantially built out and the only time period that would assume growth is during master plan development moving through multiple phases. Please note that the process dictated by Prop 218 sets a rate ceiling. The District may always implement a lower rate within the 5-year period but cannot increase the rate without going through a full cost-of-service study and Prop. 218 noticing.

After the board meeting on January 12th, IB Consulting indicated to staff that a comparison of Scenarios #3 and #4 is not a direct comparison and therefore revised Scenario #3 to also incorporate a future debt issuance in 2023. The analysis indicates that there is no difference in the needed revenue without or without debt issuance in Scenario #3 in the early years, years 1 through 5, diverging in future years. The 5-year rate schedule for Scenario 3 is shown with or without debt.

A comparison of the rate increase scenarios is included with this report as Attachment 1. Also included in the comparison are calculations indicating the typical monthly bill for various customer groups under each rate scenario.

Recommendation

Staff recommends that the Board of Directors

- 1) Consider public comments and Board deliberation.
- 2) Indicate to staff the preferred rate scenario; and
- 3) Direct staff to incorporate the preferred rate scenario into a final Cost of Service Rate Study to be brought before the Board on March 2, 2023 for use in the Prop 218 Notice to Customers.

Strategic Plan Goal

This action is consistent with the following SPMUD Strategic Plan Priorities:

Provide exceptional value for the cost of sewer service

- 1) Maintain low service charge while meeting established service levels

Fiscal Impact

This Board action by itself does not have a financial impact. The final Cost of Service Rate Study will result in increased revenue recognized in Fund 100 – General Fund.

Attachments:

1. Proposed Rate Schedules under each scenario with typical monthly rates among various uses assuming reduction of Rate Stabilization Reserve to zero and Emergency Reserve to \$1 Million.

Attachment 1 - Proposed Rate Schedules under each scenario with typical monthly rates among various uses assuming reduction of Rate Stabilization Reserve to zero and Emergency Reserve to \$1Million

Scenario #3 - Typical monthly bill with rate Increases every other year over a 5-year period with or without a possible debt Issuance in 2033

	Date	Monthly Service charge/EDU	Single Family Residential	Restaurant	Retail Store	Medical Office	Hotel/Motel
% increase			1 EDU	2000sf at 2 4 EDU	4000sf at 1/3 1.33 EDU	4000sf at 2/3 2.67 EDU	100 units @1/2 50 EDU
	Current	\$ 36.00	\$ 36.00	\$144.00 /month	\$ 47.88 /month	\$ 96.12 /month	\$1,800.00 /month
13%	Eff 7/1/23	\$ 40.73	\$ 40.73	\$162.92 /month	\$ 54.17 /month	\$108.75 /month	\$2,036.50 /month
	Eff 7/1/24	\$ 40.73	\$ 40.73	\$162.92 /month	\$ 54.17 /month	\$108.75 /month	\$2,036.50 /month
9%	Eff 7/1/25	\$ 44.40	\$ 44.40	\$177.60 /month	\$ 59.05 /month	\$118.55 /month	\$2,220.00 /month
	Eff 7/1/26	\$ 44.40	\$ 44.40	\$177.60 /month	\$ 59.05 /month	\$118.55 /month	\$2,220.00 /month
9%	Eff 7/1/27	\$ 48.40	\$ 48.40	\$193.60 /month	\$ 64.37 /month	\$129.23 /month	\$2,420.00 /month

Scenario #4 - Typical monthly bill with rate Increases every year over a 5-year period with a possible debt Issuance in 2033

	Date	Monthly Service charge/EDU	Single Family Residential	Restaurant	Retail Store	Medical Office	Hotel/Motel
% increase			1 EDU	2000sf at 2 4 EDU	4000sf at 1/3 1.33 EDU	4000sf at 2/3 2.67 EDU	100 units @1/2 50 EDU
	Current	\$ 36.00	\$ 36.00	\$144.00 /month	\$ 47.88 /month	\$ 96.12 /month	\$1,800.00 /month
8%	Eff 7/1/23	\$ 38.87	\$ 38.87	\$155.48 /month	\$ 51.70 /month	\$103.78 /month	\$1,943.50 /month
4%	Eff 7/1/24	\$ 40.43	\$ 40.43	\$161.72 /month	\$ 53.77 /month	\$107.95 /month	\$2,021.50 /month
4%	Eff 7/1/25	\$ 42.05	\$ 42.05	\$168.20 /month	\$ 55.93 /month	\$112.27 /month	\$2,102.50 /month
5%	Eff 7/1/26	\$ 44.16	\$ 44.16	\$176.64 /month	\$ 58.73 /month	\$117.91 /month	\$2,208.00 /month
5%	Eff 7/1/27	\$ 46.37	\$ 46.37	\$185.48 /month	\$ 61.67 /month	\$123.81 /month	\$2,318.50 /month

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Herb Niederberger, General Manager
Eric Nielson, Superintendent
Carie Huff, District Engineer

Subject: Resolution 23-05, Amending Resolution 22-30 and Approving Midyear Adjustments to the Fiscal Year 2022/23 Budget

Board Date: February 2, 2023

Overview

This report provides the Board with information, analysis, and recommendations regarding midyear adjustments to the Fiscal Year 2022/23 Budget.

Staff is recommending an increase of \$.22 Million in the Revenue budget to adjust for an increase in investment returns caused by higher interest rates. Staff is recommending an overall decrease of \$.10 Million in the Operating Fund budget to adjust for salaries and benefits, local service and supply spending, and wastewater treatment plant true-up expense. Staff is recommending a decrease of \$4.20 Million in the Capital Fund budget to adjust for the timing of activities and planned capital project expenses.

Background and Analysis

Requested Midyear Budget Adjustments:

1. The Revenue Budget is increased by \$220,000:
 - a. The Operating Fund revenues are projected to increase by \$60,000 due to a rise in interest rates creating higher investment returns.
 - b. The Capital Fund revenues are projected to increase by \$160,000 also due to a rise in interest rates creating higher investment returns. Interest rates are projected to remain higher through the end of the Fiscal Year 2022/23.

2. The Operating Fund Budget is decreased by \$102,290:
 - a. Salary and Benefit expenses will decrease by \$210,000. The District realized a small salary savings from vacancies at the beginning of the fiscal year. Additionally, per the Determination of Other Post-Employment Funding Contributions Report dated June 29,

2022, a CERBT actuarially determined contribution was not required in Fiscal Year 2022/23.

- b. Local Service and Supply expenses will decrease by \$42,290. Staff is recommending increases of \$134,650 to the Local Services and Supply budget for the replacement of the existing 3G Trimble that is no longer supported, an increase in construction work activity, an increase in LAFCO fees, Proposition 218 notices, additional legal services, and the addition of a Human Resources consultant. Staff is recommending a decrease of \$176,940 which is comprised of delayed tree removal work, delayed IT projects, less spending on professional development than anticipated, and savings from the banking transition.
 - c. The Regional Wastewater Treatment Plant expenses will increase by \$150,000. Staff is recommending a contribution of \$150,000 towards the \$655,475 due to the City of Roseville for operations and maintenance true-ups from Fiscal Years 2015-21.
 - d. No adjustments are being requested for the Depreciation Expense.
3. The Capital Outlay Budget is decreased by \$4,204,185:
- a. The Operating Fund Capital Outlay Budget will decrease by \$120,000. Staff is recommending an increase of \$126,000 to the Operating Fund Capital Outlay Budget to purchase a lateral camera and complete programmed easement acquisitions. Staff is recommending a decrease of \$246,000. The District will spend less than anticipated on Newcastle Master Plan Improvements which includes savings from the completed Newcastle Fire Station Construction Cooperation Agreement. Additionally, the District will not purchase easement inspection equipment or complete all programmed local paving projects in the current fiscal year.
 - b. The Capital Improvement Outlay Budget will decrease by \$1,300,000 due to construction of the Boyington Road Extension and College Park Extension being postponed until Fiscal Year 2023/24.
 - c. The Rehabilitation and Replacement Capital Outlay Budget will decrease by \$2,784,185. Staff is recommending an increase of \$675,815 which includes an HVAC replacement at the headquarters building and spending on regional participation projects including the Rocklin Roundabout Project and miscellaneous partner paving projects. Staff is proposing a decrease in the Rehabilitation and Replacement Capital Outlay Budget of \$3,460,000. The primary decrease is in delayed spending on the Supervisory Control and Data Acquisition (SCADA) Project. There are additional capital rehabilitation and replacement delays in the purchasing of a dump truck, local paving projects, and system rehabilitation at high-risk facility creek crossings and Dominguez Road.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 23-05, amending Resolution 22-30 authorizing the following adjustments to the FY2022/23 Budget:

- 1) Increase the Revenue Budget by \$220,000: from \$19.32M to \$19.54M.
- 2) Decrease the Operating Fund Budget by \$102,290: from \$19.92M to \$19.82M.
- 3) Decrease the Capital Budget by \$4,204,185: from \$14.16M to \$9.95M.

Strategic Plan Goal

This action is consistent with SPMUD Strategic Plan Goals:

- Prepare for the future and foreseeable emergencies
- Provide exceptional value for the cost of sewer service

Related District Ordinances and Policies

This action amends Resolution 22-30 which approved the Budget for Fiscal Year 2022/23.

This action is in conjunction with the following District Policies:

- Policy 3105 - Budget Preparation

Fiscal Impact

Staff's recommendation to approve these adjustments will result in an increase of \$220,00 to the total District Fiscal Year 2022/23 Revenue Budget, a decrease of \$102,290 to the Operating Fund budget, and a decrease of \$4,204,185 to the Capital Fund budgets for Fiscal Year 2022/23 Expense Budget. This represents an increase of 1.14% to the originally approved Revenue Budget, a decrease of 0.51% to the originally approved Operating Expense Budget, and a decrease of 29.70% to the originally approved Capital Expense Budget.

Attachments:

1. Resolution 23-05
2. Table 1: Revenue Budget Adjustments for FY2022/23
3. Table 2: Operating Fund Expenditures Budget Adjustments for FY2022/23
4. Table 3: Capital Expenditures Budget Adjustments for FY2022/23

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 23-05

**AMENDING RESOLUTION 22-30 AND ADOPTING THE MIDYEAR BUDGET
ADJUSTMENTS FOR THE FISCAL YEAR 2022/23**

WHEREAS, the South Placer Municipal Utility District (District) Policy 3105 states that the District will adopt an annual budget that provides the Board of Directors with the upcoming fiscal year revenues and expenses for the Operating and Capital Funds conforming to policies previously adopted by the Board of Directors; and

WHEREAS, the annual budget is the fiscal planning tool to accomplish the District's strategic plan goals and objectives; and

WHEREAS, the Budget for the 2022/2023 Fiscal Year (beginning July 1, 2022 and ending June 30, 2023), was adopted per Resolution 22-30 and outlines projected revenues, expenses, and a spending plan for the Operating and Capital Funds; and

WHEREAS, staff reviews the budget at midyear to ensure the continued validity of the adopted budget and to recommend any necessary adjustments to reflect Board recommendations, new legislative mandates, and operational needs; and

WHEREAS, recommended adjustments to the Fiscal Year 2022/23 Budget will align projected revenues, expenses, and the spending plan for the Operating and Capital Funds to accomplish the District's strategic plan goals and objectives.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the South Placer Municipal Utility District hereby amends Resolution 22-30 and adjusts the Budget for Fiscal Year 2022/23 and the proposed spending plan as follows, and in accordance with the attached Tables:

- 1) Increase the Revenue Budget by \$220,000: from 19.32M to \$19.54M.
- 2) Decrease the Operating Fund Budget by \$102,290: from \$19.92M to \$19.82.
- 3) Decrease the Capital Budget by \$4,204,185: from \$14.16M to \$9.95M.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 2nd day of February 2023.

Signed: _____

James T. Williams, President of the Board of Directors

Attest: _____

Emilie Costan, Board Secretary

Table 1
REVENUE BUDGET ADJUSTMENTS FOR FY2022/23

	<u>FISCAL YEAR</u> <u>22/23</u>	<u>MIDYEAR FISCAL</u> <u>22/23</u>	<u>REQU ESTED</u> <u>VARIANCE</u>
OPERATING FUND			
SEWER SERVICE CHARGES REVENUES	\$ 15,788,000	\$ 15,788,000	\$ -
PERMITS, PLAN CHECK FEES & INSPECTIONS	241,500	241,500	-
PROPERTY TAXES	1,200,000	1,200,000	-
LATE FEES SEWER SERVICE CHARGES	150,000	150,000	-
INTEREST	90,000	150,000	60,000
GAIN/LOSS ON SALE FIXED ASSET DISPOSAL	-	-	-
MISCELLANEOUS INCOME	40,000	40,000	-
TOTAL OPERATING FUND	<u>\$ 17,509,500</u>	<u>\$ 17,569,500</u>	<u>\$ 60,000</u>
CAPITAL IMPROVEMENT FUND			
SEWER PARTICIPATION FEES	\$ 1,449,000	\$ 1,449,000	\$ -
INTEREST	180,000	280,000	100,000
TOTAL CAPITAL IMPROVEMENT FUND	<u>\$ 1,629,000</u>	<u>\$ 1,729,000</u>	<u>\$ 100,000</u>
CAPITAL REPLACEMENT FUND			
INTEREST	\$ 180,000	\$ 240,000	\$ 60,000
TOTAL CAPITAL REPLACEMENT FUND	<u>\$ 180,000</u>	<u>\$ 240,000</u>	<u>\$ 60,000</u>
TOTAL SPMUD REVENUE	<u><u>\$ 19,318,500</u></u>	<u><u>\$ 19,538,500</u></u>	<u><u>\$ 220,000</u></u>

Table 2
OPERATING FUND EXPENDITURES BUDGET ADJUSTMENTS FOR FY2022/23

OPERATING FUND EXPENDITURES	FIS CAL YEAR 22/23	MIDYEAR FIS CAL 22/23	REQUES TED VARIANCE
SALARIES/WAGES	\$ 2,910,000	\$ 2,820,000	\$ (90,000)
FICA - SOCIAL SECURITY	222,615	222,615	-
CALPERS RETIREMENT & UAL	715,832	685,832	(30,000)
457 & 401A RETIREMENT	119,000	119,000	-
INSURANCE BENEFITS	778,106	778,106	-
PERS OPEB	386,000	296,000	(90,000)
SUBTOTAL SPMUD SALARIES & BENEFITS	\$ 5,131,553	\$ 4,921,553	\$ (210,000)
ASPHALT PAVING	\$ 75,000	\$ 75,000	\$ -
BUILDING & GROUNDS MAINTENANCE	53,000	53,000	-
ELECTION EXPENSE	80,000	80,000	-
GAS & OIL EXPENSE	61,000	61,000	-
GENERAL OPERATING SUPPLIES & MAINTENANCE	162,800	188,550	25,750
LEGAL SERVICES	250,000	285,000	35,000
LIFT STATION & FLOW RECORDER PROGRAMS	69,000	69,000	-
OTHER OPERATING EXPENSE	1,000	1,000	-
PROFESSIONAL DEVELOPMENT	72,500	62,060	(10,440)
PROFESSIONAL SERVICES	650,500	534,500	(116,000)
PROPERTY & LIABILITY INSURANCE	325,000	325,000	-
REGULATORY COMPLIANCE/GOVERNMENT FEES	73,150	78,150	5,000
REPAIR/MAINTENANCE AGREEMENTS	133,000	141,400	8,400
ROOT CONTROL PROGRAM	65,000	65,000	-
SAFETY GEAR/UNIFORMS	27,650	27,650	-
UTILITIES	170,000	170,000	-
UTILITY BILLING/BANKING EXPENSE/PRINTING	246,500	256,500	10,000
VEHICLE REPAIR & MAINTENANCE	80,000	80,000	-
SUBTOTAL SPMUD SERVICE & SUPPLY EXPENSES	\$ 2,595,100	\$ 2,552,810	\$ (42,290)
RWWTP MAINTENANCE & OPERATIONS	\$ 7,054,000	\$ 7,204,000	\$ 150,000
RWWTP REHAB & REPLACEMENT	2,611,000	2,611,000	-
SUBTOTAL SPWA O&M & R&R EXPENSES	\$ 9,665,000	\$ 9,815,000	\$ 150,000
TOTAL OPERATIONS EXPENSE BEFORE DEPRECIATION	\$ 17,391,653	\$ 17,289,363	\$ (102,290)
DEPRECIATION EXPENSE	\$ 2,530,000	\$ 2,530,000	\$ -
TOTAL OPERATING FUND EXPENSES	\$ 19,921,653	\$ 19,819,363	\$ (102,290)

Table 3
CAPITAL EXPENDITURES BUDGET ADJUSTMENTS FOR FY2022/23

CAPITAL IMPROVEMENTS	FISCAL YEAR 22/23	MIDYEAR FISCAL 22/23	REQUESTED VARIANCE
ARCHIVING / DISASTER DEVELOPMENT PLAN	\$ 15,500	\$ 15,500	\$ -
COMPUTERS/OFFICE FURNITURE	45,300	45,300	-
CURED IN PLACE PIPE	650,000	650,000	-
CY MASTER PLAN CAPITAL IMPROVEMENTS	4,100,000	4,100,000	-
EASEMENT INSPECTION EQUIPMENT	11,700	-	(11,700)
EASEMENT/ACCESS ROAD REPLACEMENT/UPGRADES	437,500	237,500	(200,000)
EASMENT ACQUISITION	-	96,000	96,000
FOOTHILL TRUNK PROJECT	125,000	125,000	-
GENERAL EQUIPMENT	2,000	2,000	-
HQ HVAC REPAIR/REPLACEMENT	-	15,000	15,000
LATERAL CAMERA	-	30,000	30,000
NEWCASTLE MASTER PLAN IMPROVEMENTS	350,000	250,000	(100,000)
PARTICIPATION IN REGIONAL PROJECTS	455,000	1,094,015	639,015
PIPE TRAILER IMPROVEMENTS/REPLACEMENT	10,000	10,000	-
SCADA DESIGN & IMPLEMENTATION	2,900,000	400,000	(2,500,000)
SOFTWARE/DATA ACQUISITION	40,000	27,500	(12,500)
SYSTEM IMPROVEMENTS	105,000	105,000	-
SYSTEM REHABILITATION	1,100,000	350,000	(750,000)
TAYLOR RD LIFT STATION REPLACEMENT	160,000	160,000	-
TRUNK EXTENSION REIMBURSEMENT	3,300,000	2,000,000	(1,300,000)
VEHICLE PURCHASES	350,000	240,000	(110,000)
TOTAL CAPITAL FUND IMPROVEMENTS	\$ 14,157,000	\$ 9,952,815	\$ (4,204,185)

GENERAL MANAGER REPORT

To: Board of Directors
From: Herb Niederberger, GM
Date: February 2, 2023
Subject: General Manager Monthly Activity Report – January 2023

1) DEPARTMENT REPORTS

Attached are the monthly status reports for the Board’s information:

- A. Administrative Services Department,
- B. Field Services Department, and
- C. Technical Services Department.

The Department Managers are prepared to answer any questions from the Board.

2) INFORMATION ITEMS

- A. On January 11, 2023, the General Manager and Administrative Services Manager participated in a Microsoft Teams presentation by California CLASS Investment team to go over the internet portal provided to plan participants.
- B. Also, on January 11th, the General Manager attended a webinar 2023 Employment Law Update for Public Entity Employers.
- C. On January 12, 2023, the General Manager attended a webinar regarding California Class Fund Management Update.
- D. Also on January 12th, the General Manager met President-elect/SPWA Board Member Williams to review the findings of the forensic audit conducted by Moss Adams, LLP, of the City of Roseville’s/SPWA’s internal practices that led to alleged fraud.
- E. On January 17, 2023, the General Manager met with the Loomis town Manager, Sean Rabe to discuss the progress on the RFP for the joint SPMUD/Loomis Urban Forestry Management Plan.
- F. On January 18, 2023, the General Manager attended a webinar regarding Conflict Management presented by CPS HR Consulting.
- G. Also on January 18th, the General Manager conducted a Zoom Meeting with the District General Counsel to discuss 1) Joint Cooperation Agreement with PCWA for the replacement of sewer mains in Newcastle; and 2) the ongoing GM evaluation.
- H. On January 23, 2023, the General Manager and District Superintendent, Eric Nielsen, participated in a Microsoft Teams meeting of the SPWA Ad-Hoc Committee to discuss the peer review findings and Value of Services Review of the Consultant Services provided to the City of Roseville’s 1) Dry Creek Wastewater Treatment Plant (DCWWTP) Cogeneration

Project; 2) DCWWTP Nitrate Reduction Project; 3) Pleasant Grove Wastewater Treatment Plant (PGWWTP) Cogeneration Project; 4) PGWWTP Expansion and Energy Recover Project; and 5) WWTP Condition Assessment Project. It concluded that all technical tasks appear to be consistent with industry standard of care for requested technical objectives of project.

- I. On January 25, 2023, the General Manager and Administrative Services Manager participated in a kick-off meeting with Ralph Anderson & Associates, the firm conducting the Classification and Compensation Study for the District to go over project scope, work plan, and to identify comparable agencies for the compensation component of the study. The consultant will be meeting with the Personnel Advisory Committee on January 30th, the representatives of the Employee Association on January 31st, and then all District employees in an all-hands meeting on February 1st.
- J. On January 26th, the General Manager, District Engineer Carie Huff, and District Superintendent, Eric Nielsen, attended the meeting of the South Placer Wastewater Authority along with the District's appointed Authority member, Director Williams and alternate, Director Jewell. The Board's agenda included the election of new chair, Bonny Gore, and Vice-Chair, Scott Alvord, plus several informational items including: 1) City of Roseville's Technical Services peer review and the findings of the Moss Adams Internal Audit. The District may receive an additional reimbursement from the City of Roseville of approximately \$112,000; 2) Review of the SPWA debt and investments; and 3) an update on the Nexus Study. The board also passed resolutions pertaining to 1) Approval of the Updated SPWA schedule of meeting dates; 2) Approval of a Budget Adjustment of \$1 Million for the PGWWTP Expansion and Energy Recover Project; and 3) Approval of a Budget Adjustment of \$1.95 Million for the Old Auburn Blvd. Trunk Sewer & Lift Station Improvements.
- K. Also on January 26th, the General Manager, District Engineer, Carie Huff and District Superintendent, Eric Nielsen, met with representatives of the Castle City Mobil Home Park to discuss the possible consolidation and annexation of the MHP to the District in the Newcastle Service Area.
- L. In addition, on January 26th, the General Manager led an all-hands meeting of the employees to review recent board decisions, status of the building construction, safety, the wellness program, and personnel updates pertaining to timekeeping.
- M. Advisory Committee Meetings:
 - i. The Infrastructure Advisory Committee met on January 4, 2023, with the General Manager, District Engineer, Carie Huff and District Superintendent, Eric Nielsen to discuss upcoming Capital Improvement Projects. This included cooperative projects with PCWA in Newcastle and with the City of Rocklin on a creek crossing at Johnson-Springview Park. This also included the replacement of the sewer main behind Jack-in-the-Box on Rocklin Road and the possible consolidation of the Castle City MHP.
 - ii. The Personnel Advisory Committee conducted a Zoom Meeting on January 25, 2023, with the General Manager and the Administrative Services Manager, Emilie Costan, to discuss a payroll matter that has now been resolved.

- iii. The Personnel Advisory Committee conducted a Zoom Meeting on January 30, 2023, with the General Manager, the Administrative Services Manager, Emilie Costan, and Ralph Anderson & Associates, the firm conducting the Classification and Compensation Study for the District to go over project scope, work plan, and to identify comparable agencies for the compensation component of the study.

3) PURCHASE ORDERS/CONTRACTS INITIATED UNDER GENERAL MANAGER AUTHORITY

PO Req#	Date	Vendor	Description	Amount
307	1/23/2023	Innovyze Inc	InfoSuite/InfoAsset Manage Annual subscription	\$8,935.00
308	1/23/2023	Tri-Tech Software Systems	Tri Tech/Central Square/Lucity License Renewal	\$15,345.35
310	1/26/2023	Anderson's Sierra Pipe	1000 PLCO Twist Plugs	\$7507.50
311	1/26/2023	WECO	Electric Eel Rodder & Cutter	\$5225.67

4) LONG RANGE AGENDA

March 2023

- Adopt 5-Year Financial Plan and Cost of Service Study Report
- Prepare and circulate Prop 218 Notice to Customers of pending rate increase
- Finalize and present to the Board results of Participation Fee Study
- Report on SPWA Board Meeting
- Adopt Schedule of District Fines
- Award Cured-in-Place pipe lining project contract

April 2023

- Approve Director Health stipend
- Award Root Control contract
- Award Auditor Services Contract

May 2023

- Conduct Public Hearings on Rate Increase, 1st Reading of Ordinance 23-01
- Conduct Public Hearings on adoption of new Participation Fee, 1st Reading of Ordinance 23-02
- Quarterly Investment Report

June 2023

- Conduct Public Hearings on Rate Increase, 2nd Reading & Approval of Ordinance 23-01
- Conduct Public Hearings on adoption of new Participation Fee, 2nd Reading and Approval of Ordinance 23-02
- FY 2023/24 Budget Workshop
- Adopt FY 2023/24 Fee Schedule
- Delinquent Account Assignment
- Approve New MOU for Employees and Managers

ITEM VIII. ASD REPORT

To: Board of Directors
From: Emilie Costan, Administrative Services Manager
cc: Herb Niederberger, General Manager
Subject: Administrative Services Department Monthly Report
Board Date: February 2, 2023

Form 700 Statement of Economic Interest Filing

Form 700 notifications were sent via email to all designated Form 700 filers on 01/03/2023. Forms must be completed by 04/03/2023.

Year-End Recertifications and Filings

The Administrative Services staff completed required year-end recertification and filing requirements including W2 and Compensation Reporting, Low-Income-Lifeline (LIL) Affordable Rate Program Recertifications, the Secretary of the State Annual Registry, and the State Controllers Annual Financial Report.

Auditor RFP

The Administrative Services Manager is working on a Request for Proposals (RFP) for Independent Auditing Services for Fiscal Years 2022/23, 2023/24, and 2024/25. The RFP is expected to be posted on Monday, February 6, 2023.

Mid-Year Budget Adjustments FY22/23

The Administrative Services Manager has been working on the mid-year projections and adjustments for Fiscal Year 2022/2023.

January Monthly Investment Transactions per GC §53607

DEPOSITS, TRANSFERS, OR WITHDRAWALS

CalTRUST: None
LAIF: None
Placer County: None
Five Star MM: None

ITEM VII. FSD REPORT

To: Board of Directors
From: Eric Nielsen, Superintendent
Cc: Herb Niederberger, General Manager
Subject: Field Services Department Monthly Report
Meeting Date: February 2, 2023

Department Overview

This section provides the Board an update on the news and major tasks from the Field Services Department (FSD).

1. Training/Break Room Addition, Locker Room, and Lobby Improvements

- a. The second phase of the project, which includes the tenant improvements to the maintenance building began in January 2023.
- b. The training room/break room is scheduled to be completed in March 2023.
- c. The current schedule shows reaching substantial completion by July 2023.

2. SCADA Update

- a. The first workshop on project visioning, goal setting, and master plan validation was held with Carollo Engineers and staff members on January 25, 2023. Various workshops will be held over the next few months to develop the basis of design for the new SCADA system.

3. Sanitary Sewer Systems General Order Reissuance

- a. The Proposed Statewide Sanitary Sewer Systems General Order Reissuance was adopted by the State Water Resources Control Board on December 6, 2022. This is the General Order that requires monitoring and reporting of sanitary sewer overflows to the State and requires the District to have a Sewer System Management Plan (SSMP). The proposed effective date is currently June 4, 2023.
- b. Staff attended a webinar held by the Clean Water Summit Partners on January 11, 2023 which outlined the significant changes of the Revised Order and the upcoming compliance deadlines.
- c. Staff began the process of updating its Spill Emergency Response Plan to comply with the new requirements.

4. Leadership Rocklin

- a. The District Superintendent is participating in the Leadership Rocklin program facilitated by the Rocklin Chamber of Commerce. The sixth session on education was held on January 19, 2023. The group learned from representatives of the Rocklin Unified School District, Sierra College, John Adams Academy, William

Jessup, Placer County Office of Education, Sacramento State University, and National University.

5. Staffing

- a. Joseph Vazquez started his employment at the District as a Maintenance Worker I on December 19, 2022.

Reporting

This section provides the Board an overview of the Field Services Department operations and maintenance activities through 12/31/2022. The work listed is not all inclusive.

1. Lost Time Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 2314 days without a Lost Time Accident/Injury

2. Safety/Training/Professional Development

- a. Field Services employees participated in training for the following:
 - i. Review of Standard Operating Procedures after crew rotation
 - ii. Injury and Illness Prevention Plan
 - iii. Cold Related Injuries
 - iv. Holiday Safety

3. Customer Service Calls

- a. Response Time Goals over the Last 12 Months

	Goal	Average	Success Rate
During Business Hours	< 30 minutes	18 min	97%
During Non-Business Hours	< 60 minutes	47 min	

Service Calls - December

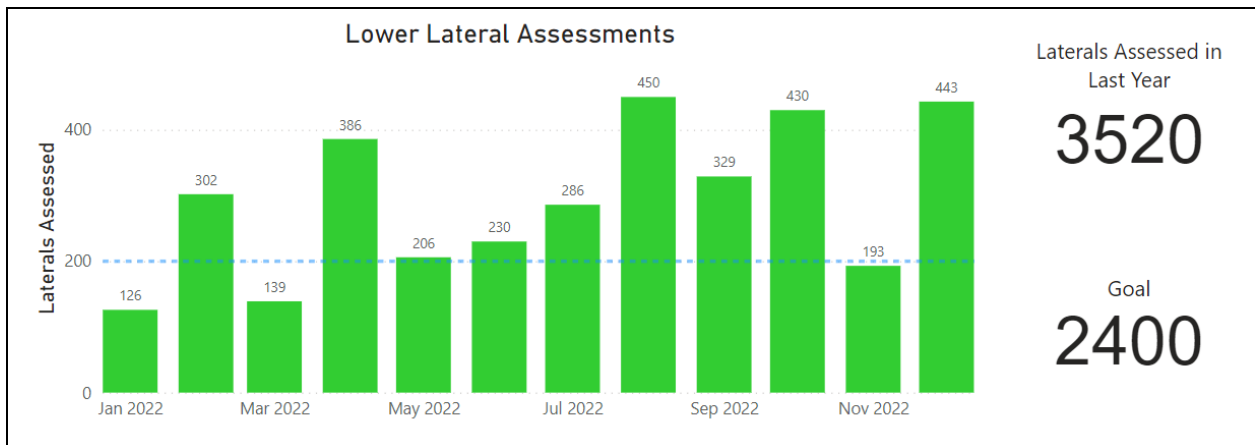
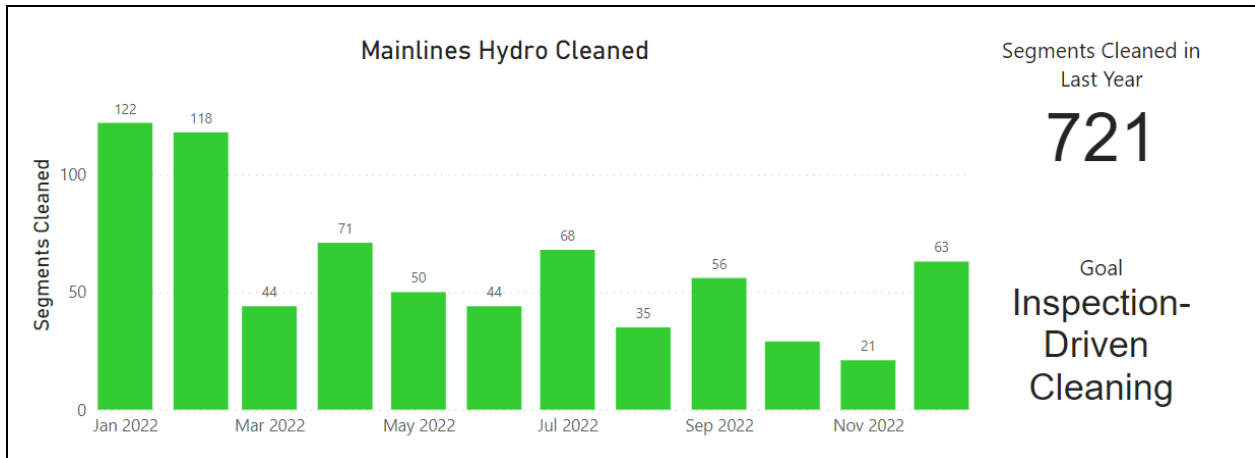
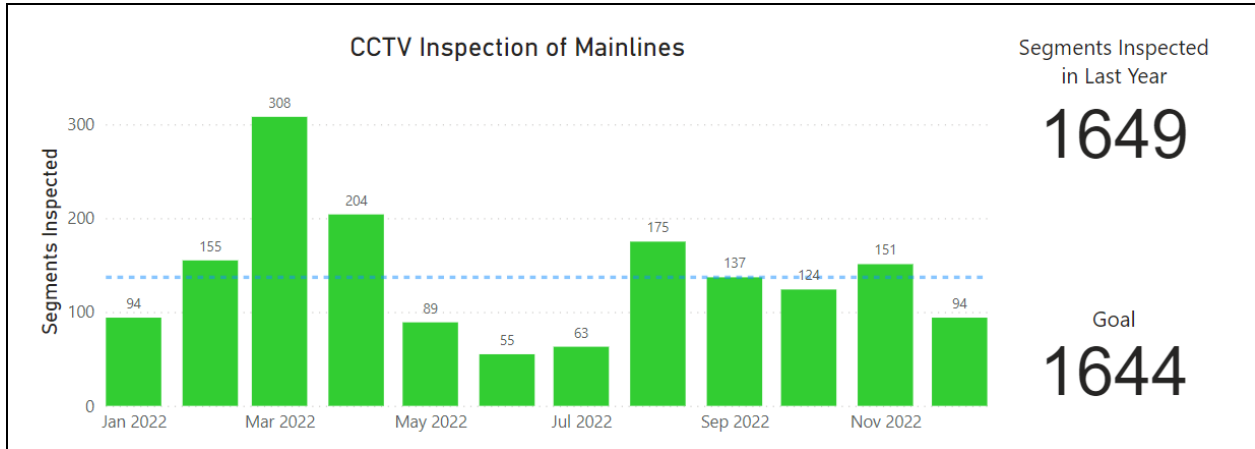
Responsibility	SSO	Stoppage	Odor	Alarm	PLSD	Vermin	Misc
SPMUD Responsibility	3	1		4			
PCWA							1
Owner Responsibility		1	1		3		
Total	3	2	1	4	3		1

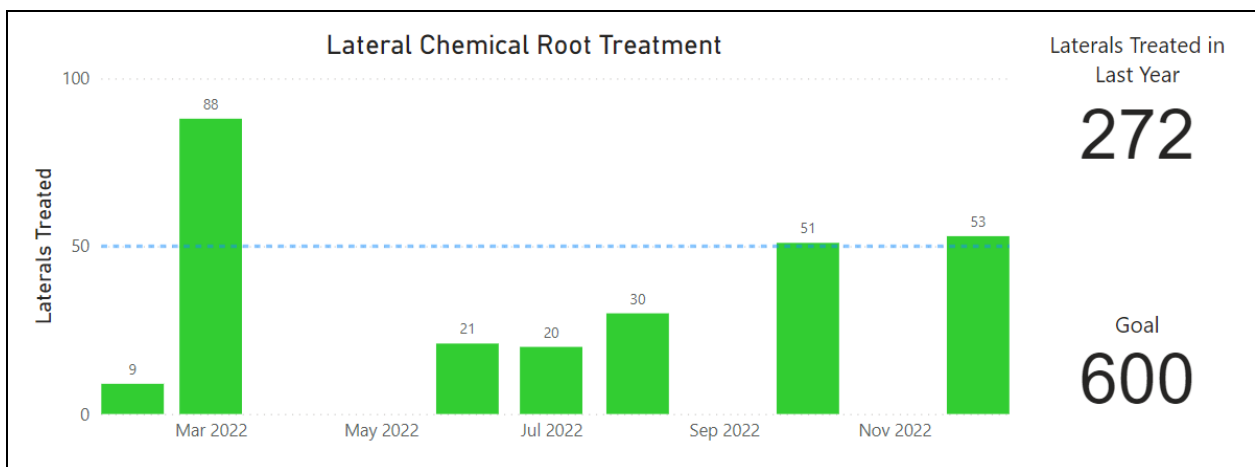
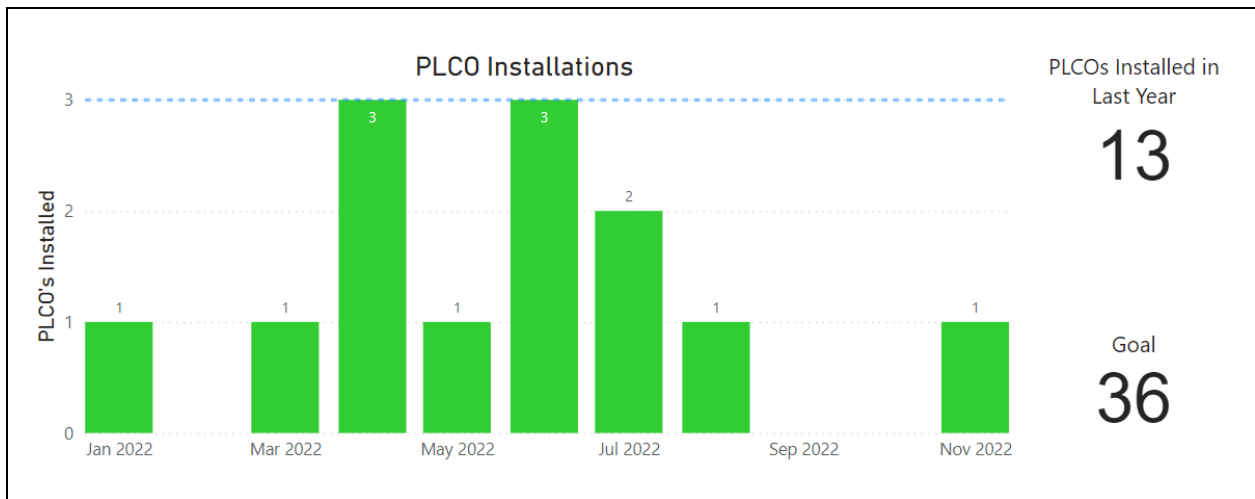
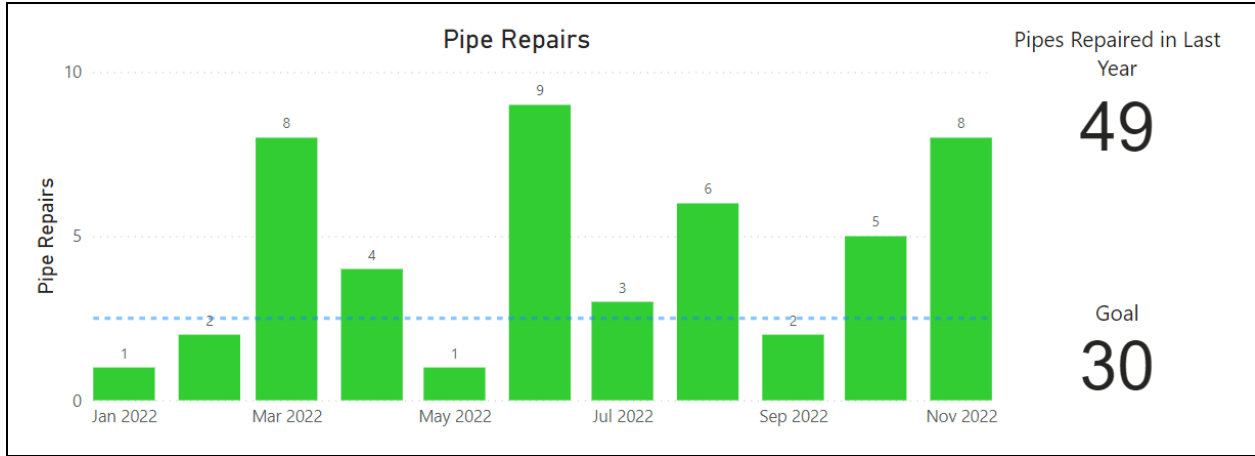
Total Service Calls

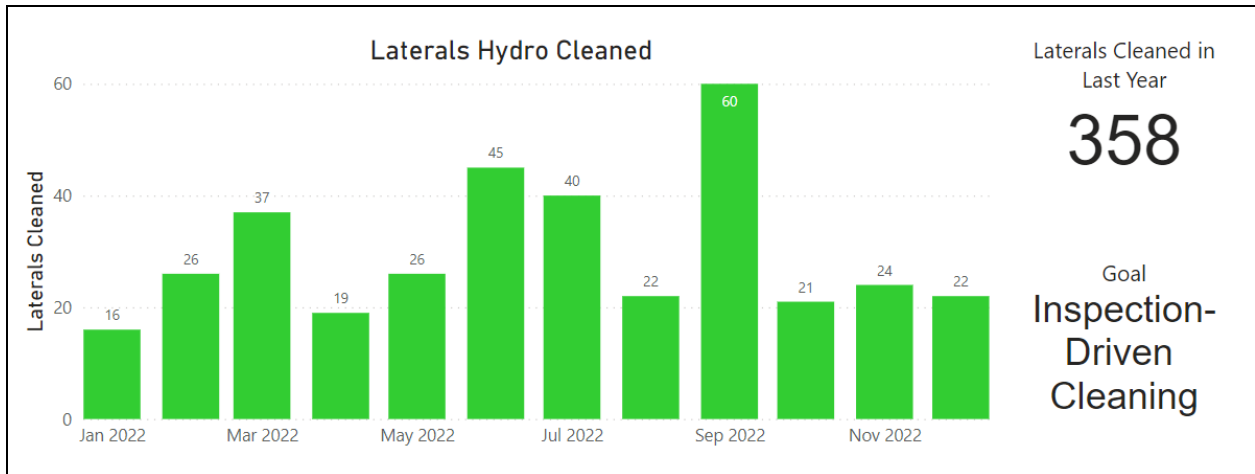
14

4. Production

a. The information provided below is not inclusive of all work completed.







ITEM VII. TSD REPORT

To: Board of Directors
From: Carie Huff, District Engineer
Cc: Herb Niederberger, General Manager
Subject: Technical Services Department Monthly Report
Board Date: February 2, 2023

TSD Updates:

- ❖ The District Engineer participated in the Infrastructure Subcommittee Meeting on January 4th.
- ❖ The District Engineer attended the Employee Engagement Committee on January 10th.
- ❖ Curtis Little, Engineering Technician II, facilitated annual Lucity training for FSD and ASD in January.
- ❖ The District Engineer participated in the SCADA System Improvements – Visioning & Master Plan Validation Workshop on January 25th.
- ❖ TSD is coordinating warranty work with Garney Pacific, Inc. on access road repairs behind Corona Circle. Based on the condition of the GrassPave 2 surface treatment, it is anticipated that there will be a cooperative project to address a permanent solution to the access road.
- ❖ TSD is well into the second year of commercial audits after a complete overhaul of the Commercial Tracking Program last year. The inspectors are conducting site visits to the third of four audit areas. The audit process is more efficient now because inspectors only need to focus on determining which businesses have changed from the previous year. The other significant benefit to a robust database of businesses and tenants is the ability to provide information to partner agencies for Annual Pretreatment Reports, as outlined in the Industrial Pretreatment section.

City of Rocklin’s Pacific Street and Rocklin Road Roundabout Project

Construction of the City of Rocklin’s Pacific Street and Rocklin Road Roundabout project is nearly complete. The contractor will be adjusting manholes to grade in the coming weeks. The final item to be completed is a final flush of the new sewer system. The District is currently working through change orders and has approved Change Order 1 for a lateral size upgrade (\$1,333) and slurry backfill over the sewer pipe (\$2,994) for a total of \$4,327.

Northwest Rocklin Sewer Annexation Construction Project (formerly known as Atherton Trunk)

As of December 1st, all field work and punch list items were completed. The District is working with the City of Rocklin to finalize the administrative items required for project acceptance, mainly the acquisition of easements.

PCWA / Newcastle Construction Cooperation Project

The District Engineer is coordinating with PCWA to remove and replace existing sewer infrastructure in Newcastle in conjunction with PCWA's Newcastle Pipeline Replacement Project at Old State Highway and Buena Vista Avenue. Additional information will be provided at a future board meeting for consideration once the scope of work is refined.

Easement Acquisition

Since the easement acquisition process is complete at 5361 Saunders Avenue, the District is in the process of securing quotes to replace a portion of the existing fence with a gate. The tree permit will be submitted to the Town of Loomis shortly. Paving of the access road is anticipated in fiscal year 2023/2024.

Local Agency Formation Commission (LAFCO)

Burrell Consulting Group is nearly complete with the geographic descriptions of the properties currently served through out of area service agreements. They are waiting for additional information from the railroad to complete one of the descriptions. These geographic descriptions will be included in the annexation application to LAFCO. Additional information will be provided at a future board meeting as the application to LAFCO is refined.

The District Engineer met with the Placer County LAFCO Executive Director on January 19th regarding the anticipated schedule for the District's Municipal Service Review (MSR). Since the geographic descriptions are well under way, LAFCO is proposing to initiate the MSR this fiscal year rather than waiting for FY23/24 as originally planned.

FOG Program

Core sampling continues to be the most effective means to ensure compliance with the District's FOG Program. This method of inspection allows the District to determine pumping frequencies. It also allows the District to inspect the internal components/appurtenances of a grease control device to determine proper function. In the month of December, the District's FOG Inspector completed nine core samples of outdoor grease control devices. These recent core samples resulted in two Warning of Non-Compliance letters for broken and/or missing components. Both restaurant owners have reached out to the District FOG Inspector and the repairs are in process. In addition to outdoor core sampling, the District is launching a new campaign that will focus on inspecting, core sampling, and building the inventory of indoor grease control devices. Inspecting indoor devices requires a significant amount of effort in comparison to the outdoor devices. Coordinating with restaurant owners is critical for access since the location of some of these devices are not ideal. The District approaches this with great care to limit disruptions to a restaurant's operations. Typically, these inspections occur prior to opening. One of the biggest challenges the District faces in regard to indoor devices is that the majority of these devices are constructed out of material that is corrosive. The potential for a grease control device to be in disrepair is high with indoor devices and the District will face this new challenge with education in order to gain compliance.

Lastly, the District is in the process of reviewing plans for two new restaurants near the intersection of Granite Drive and Rocklin Road. District Inspectors have met with the design teams for each of these establishments and are currently in the process of approving the plans for the installation of two new grease control devices.

Industrial Pretreatment

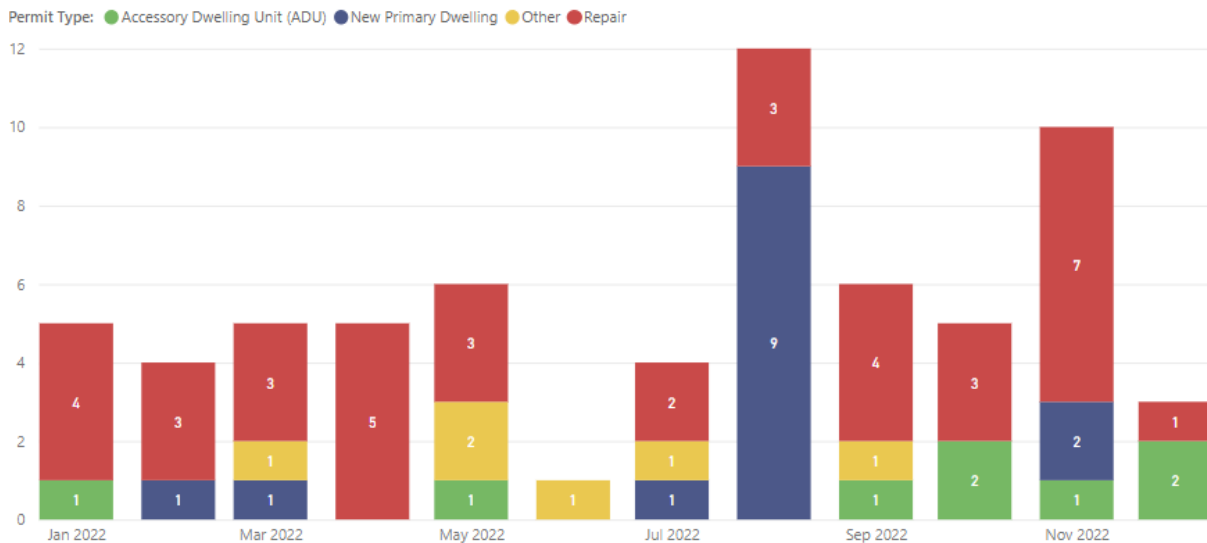
The City of Roseville is in the process of preparing the 2022 Annual Pretreatment Report for both the Dry Creek and Pleasant Grove Treatment Plants. The District participates in this report

by providing data of the efforts TSD is making within the District’s own Industrial Pretreatment Program. This data includes providing a list of businesses that meet specific categories as defined by the EPA. Conducting commercial audits and maintaining an accurate database greatly assists this effort. In addition, the District provides the following information: the number of inspections conducted for each of these categories, the number of sanitary sewer overflows or illicit discharges contributed by any industrial user and enforcement actions taken. In 2022, the District had no sanitary sewer overflows or documented cases of illicit discharges from any categorical user. TSD staff is scheduled to meet with the City staff in February to discuss the City’s Industrial Pretreatment Program.

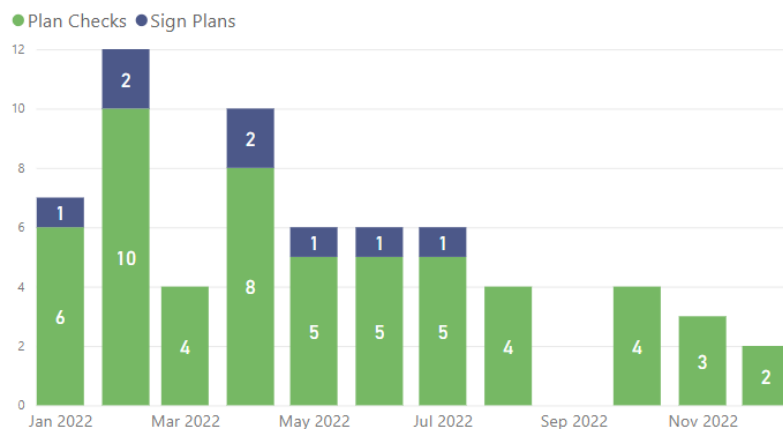
Department Performance Indicators

The following charts depict the efforts and performance of the department in the following areas of work as of December 31st, 2022. The charts are being created in a new reporting tool that directly connects to the District’s data, improving the timeliness of reporting efforts and leveraging the District’s investment in technology. Additional charts may be added in the future for other areas of work in the department.

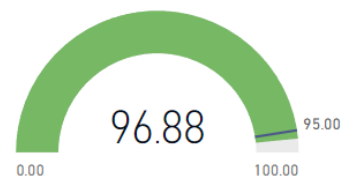
Sewer Permits - Completed - Monthly Totals



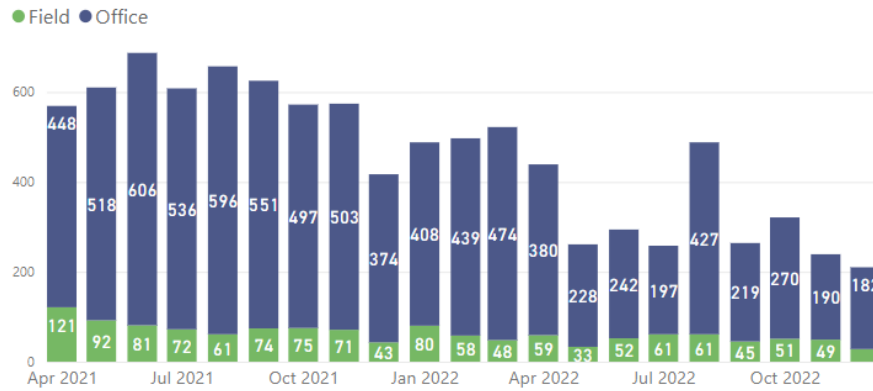
Plan Checks Completed - Monthly Totals



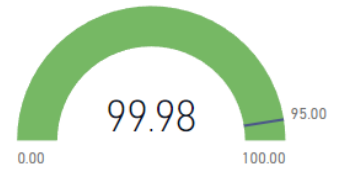
% "In Time" Plan Checks



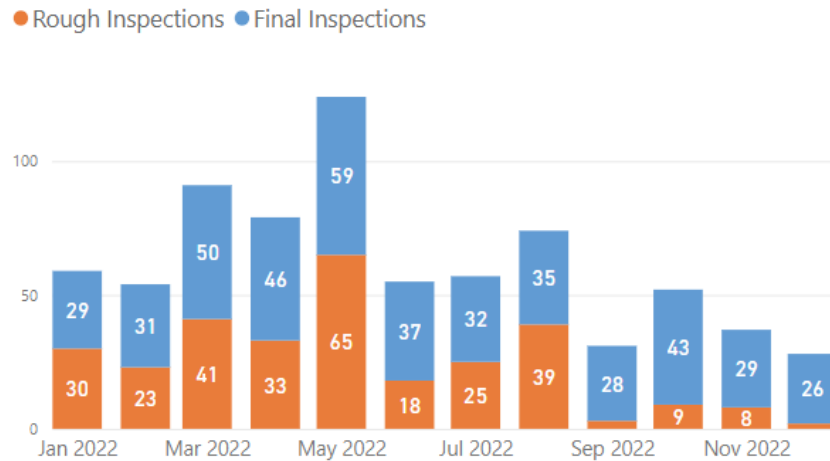
811 Responses - Monthly Totals



% "In Time" Responses



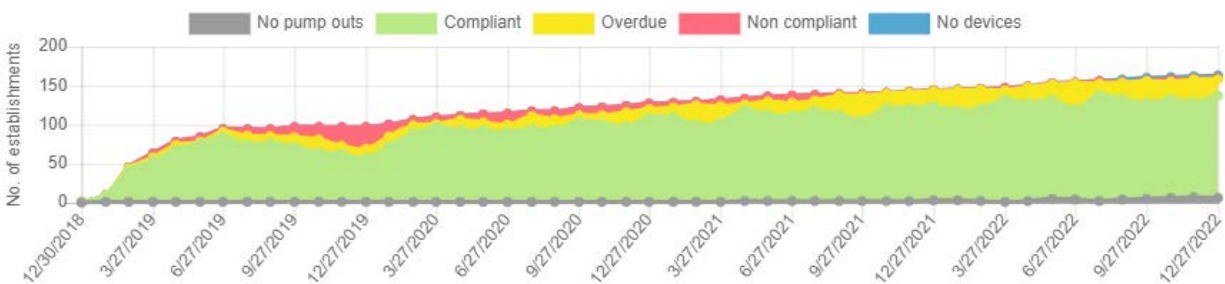
Building Sewer Inspections - Monthly Totals



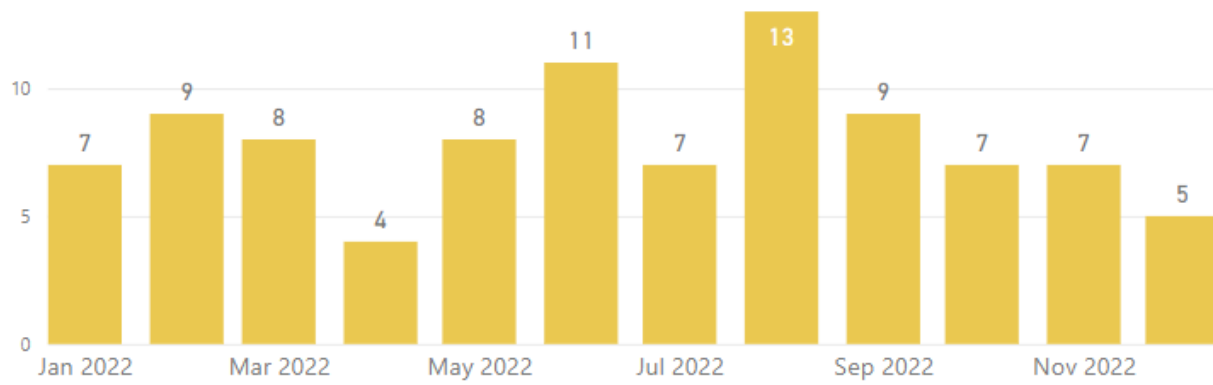
% "In Time" Inspections



FOG Compliance History



FOG Pickups - Monthly Totals



Grease Interceptor Inspections

Template ● GGI Core Sample Inspection - ... ● GGI Pump Out/Cleaning I... ● HGI Core Sample Ins... ● HGI Core Sample I...

