



**SPMUD BOARD OF DIRECTORS
SPECIAL MEETING: 4:30 PM
January 9, 2025**

SPMUD Boardroom
5807 Springview Drive, Rocklin, CA 95677

Zoom Meeting: 1 (669) 900-9128
Meeting ID: 816 8308 7541

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 the District's outdoor bulletin board at 5807 Springview Drive Rocklin, CA. Meeting facilities are accessible to persons with disabilities. Requests for other considerations should be made at (916) 786-8555.

The January 9, 2025 Special 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/81683087541>. Public comments can be made in person at the time of the meeting or emailed to board_secretary@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. ISSUANCE OF OATH OF OFFICE

DIRECTOR JERRY MITCHELL WARD #1
DIRECTOR CHRIS M. FARIA WARD #4
DIRECTOR JACK ARNEY WARD #5

Declaration of the Oath of Office to the Directors from Wards #1, #4, and #5, pursuant to the Placer County Clerk-Recorder certified election results from the November 5, 2024 General Election.

III. ROLL CALL OF DIRECTORS

Director Gerald Mitchell Ward 1
Director William Dickinson Ward 2
Director Christy Jewell Ward 3
Director Michael Faria Ward 4
Director Jack Arney Ward 5

IV. PLEDGE OF ALLEGIANCE

V. 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 board_secretary@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.

VI. CONSENT ITEMS [pg 4 to 18]

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: (Voice Vote)

Motion to approve the consent items for the January 9, 2025 Special Meeting.

1. MINUTES from the December 5, 2024, Regular Meeting. [pg 4 to 8]
2. ACCOUNTS PAYABLE in the amount of \$676,051 through December 30, 2024. [pg 9 to 14]
3. BILL OF SALE Acceptance of the Bill of Sale for Sewer Improvements for Whitney Ranch Unit #49 with an estimated value of \$1,697,871. [pg 15 to 18]

VII. 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. SELECTION OF OFFICERS AND APPOINTMENTS TO THE TEMPORARY ADVISORY COMMITTEES AND SPWA BOARD [pg 19]

Selection of Officers for the 2025 calendar year and appointment to various temporary advisory committees and a District representative to SPWA.

Action Requested: (Voice Vote)

1. **The current Vice-President, Christy Jewell, succeeds as the new President for 2025; and**
2. **The Board of Directors considers nominations for a new Vice-President, entertains a motion for a nominee, and votes on said motion;**
3. **The President, dissolves the existing Advisory Committees; and**
4. **The President creates and makes appointments to any new temporary Advisory Committees; and**
5. **The President appoints a District representative to the South Placer Wastewater Authority Board of Directors.**

2. BROWN ACT WORKSHOP

General Counsel Brown will present a workshop on the Ralph M. Brown Act.

No Action Requested: Informational Item

3. **POPULAR ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2024** [pg 20 to 38]

Staff will present the first Popular Annual Financial Report for the District. This report extracts information from the annual comprehensive financial report and provides it in a report that is specifically designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance.

Action Requested: (Voice Vote)

Receive and file the Fiscal Year 2023/24 Popular Annual Financial Report

4. **GENERAL MANAGER GOALS FOR 2025** [pg 39 to 41]

The Board has requested that the General Manager present goals for the upcoming year to be reviewed. These items were reviewed by the President's Committee on December 16, 2024, and are being forwarded for the Board's discussion and approval.

Action Requested: (Voice Vote)

Approve the General Managers' Goals for Calendar Year 2025

5. **MONTHLY SERVICE CHARGES AND CAPACITY CHARGES FOR WASTEWATER COLLECTION AND TREATMENT AT THE SIERRA COLLEGE ROCKLIN CAMPUS** [pg 42 to 53]

Staff will provide an update on the monthly service charges and capacity charges at the Sierra College Rocklin Campus.

No Action Requested: Informational Item

VIII. REPORTS [pg 54 to 68]

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 (E. Nielsen)
 - 1) ASD, FSD & TSD Reports
 - 2) Informational items
3. Director's Comments: Directors may make brief announcements or brief reports on their 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.

IX. ADJOURNMENT

If there is no other Board business the President will adjourn the meeting to the next regular meeting to be held on **February 6, 2025, at 4:30 p.m.**

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

Meeting	Location	Date	Time
Regular	SPMUD Boardroom Zoom Meeting	December 5, 2024	4:30 p.m.

I. CALL MEETING TO ORDER: A Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Durfee presiding at 4:28 p.m.

II. ROLL CALL OF DIRECTORS:

Present: Director Jerry Mitchell, Director Will Dickinson, Director James Durfee, Director Jim Williams, Director Christy Jewell (joined via teleconference at 4:46 p.m.)

Absent: None

Vacant: None

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

III. PLEDGE OF ALLEGIANCE: GM Niederberger 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 October 30, 2024, Special Meeting.
2. MINUTES from the November 7, 2024, Special Meeting.
3. MINUTES from the November 7, 2024, Regular Meeting.
4. ACCOUNTS PAYABLE in the amount of \$893,481 through November 22, 2024.
5. RESOLUTION 24-35 NOTICE OF COMPLETION FOR THE SEWER MAIN I07-119 EMERGENCY REPLACEMENT PROJECT

Director Williams thanked staff for the quick completion of the Sewer Main I07-119 Emergency Replacement Project.

Director Dickinson made a motion to approve the consent items; a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 4-0.

VI. BOARD BUSINESS

1. PUBLIC HEARING: SECOND READING OF ORDINANCE 24-01 AN ORDINANCE REVISING THE DISTRICT SEWER CODE

GM Nielsen introduced the public hearing on the second reading and adoption of the proposed revisions to the District Sewer Code.

President Durfee opened the public hearing. No public comments were received.

Director Williams made a motion to (1) Waive the second reading of the proposed Ordinance #24-01, (2) Adopt Ordinance No. 24-01 –An Ordinance revising the District Sewer Code; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 4-0.

2. FISCAL YEAR 2023/24 AUDIT REPORT ACCEPTANCE

GM Nielsen introduced Brendan Houlihan, Senior Audit Manager with Mann, Urrutia, and Nelson CPAs & Associates who presented the results of the Fiscal Year 2023/24 Annual Financial Audit. Mr. Houlihan 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. There were no items to report, and a management letter was not issued for the year ended June 30, 2024.

VICE PRESIDENT JEWELL JOINED THE MEETING VIA TELECONFERENCE

AT 4:46 P.M. General Council Brown confirmed that per Board Policy 5015, there was just cause for the Board to entertain a motion for Vice President Jewell to attend the meeting remotely. Director Mitchell made a motion to allow Vice President Jewell to participate in the board meeting remotely due to her illness; a second was made by Director Dickinson; a voice vote was taken, and the motion carried 4-0.

The Board thanked the auditors and staff for their work on achieving a clean audit. No public comments were received.

Director Williams made a motion to receive and file the Fiscal Year 2023/24 Audited Financial Statements; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 5-0.

3. RESOLUTION 24-36 PROFESSIONAL SERVICES AGREEMENT WITH DKS ASSOCIATES TO PREPARE A FLEET TRANSITION MASTER PLAN

GM Nielsen presented the proposed professional services agreement with DKS Associates to prepare a Fleet Transition Master Plan for the District. He shared that the District intends to utilize the services of a consultant to create a master plan for the transition to zero-emission vehicles. GM Nielsen shared that on October 25, 2024, the District posted a Request for Proposals, proposals were due on November 22, 2024. The District received one proposal. The proposal was within the

amount budgeted for the project and the reference checks for the firm were positive. Staff recommended that the Board adopt Resolution 24-36.

Director Dickinson noted that the qualification experience listed by the firm was all for electrification specialists. He asked if staff were solely looking at electric vehicles, or if other alternative fuels were still under consideration. GM Nielsen confirmed that other alternative fueled vehicles were still in consideration, electrification is the most common, but other types such as hydrogen-fueled vehicles would be explored.

Director Williams commented that this project would still require a significant amount of staff time, even with the consultant. GM Nielsen confirmed that staff time would be required to facilitate the project and to ensure the consultant has the information they need to develop the plan, but this project would not be possible without outside resources.

Director Dickinson pointed out that the title of the proposal is called the “Fleet Electrification Master Plan,” and that it doesn’t sound like the firm is considering other zero-emissions options. GM Nielsen confirmed that other fuel types are being considered. He shared that the District is looking to optimize the total cost of ownership and to determine the best value while maintaining the operational flexibility required to best provide services to the District.

Director Michell asked if there were any other districts or municipalities in the area going through this process as well. GM Nielsen confirmed there were, and that the new regulations went into effect in January. He stated that there were other utilities and agencies in the region with similar functions to the District that this firm has assisted. President Durfee asked if this report was something that the District would need to submit to regulatory agencies. GM Nielsen confirmed that this is an internal document only. The District often utilizes this Master Plan approach to ensure that the steps the District plans to take have been thoroughly assessed and it is prudent for the District to move forward with a project.

Director Williams added that PCWA has recently gone through similar planning efforts. He shared that there was a lot of strategy employed regarding the economics and planning of vehicle purchases to extend timelines. Vice President Jewell shared that the Institute for Local Government has resources and training available regarding the California Air Resources Board (CARB) regulations. No public comments were received.

Director Mitchell made a motion to adopt Resolution 24-36 Professional Services Agreement with DKS Associates to prepare a fleet transition master plan; a second was made by Director Dickinson; a roll call vote was taken, and the motion carried 5-0.

4. RESOLUTION 24-37 COMMENDING HERB NIEDERBERGER, EIGHTH GENERAL MANAGER OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT FOR HIS YEARS OF SERVICE

President Durfee read the Ceremonial Resolution commending General Manager Niederberger for his years of service to the District. Mr. Niederberger thanked the Board for the opportunity to

provide service to his community. The Board thanked and recognized GM Niederberger for his dedication, leadership, and service to the District. No public comments were received.

Director Williams made a motion to adopt Resolution 24-37 commending Herb Niederberger for his years of service to the District; a second was made by Vice President Jewell; a roll call vote was taken, and the motion carried 5-0.

5. RESOLUTION 24-38 COMMENDING JAMES WILLIAMS, WARD 5 BOARD DIRECTOR FOR HIS YEARS OF SERVICE TO THE DISTRICT

Herb Niederberger read the Ceremonial Resolution commending Director Williams for his years of service to the District. Director Williams expressed that he is proud of the work accomplished by the District and that it was an honor to serve on the Board. The Board thanked and recognized Director Williams for his leadership, steady influence, and many years of service to the District. No public comments were received.

Vice President Jewell made a motion to adopt Resolution 24-38 commending James Williams for his years of service to the District; a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 4-0, with Director Williams abstaining.

6. RESOLUTION 24-39 COMMENDING JAMES DURFEE, WARD 4 BOARD DIRECTOR FOR HIS YEARS OF SERVICE TO THE DISTRICT

Herb Niederberger read the Ceremonial Resolution commending Director Durfee for his years of service to the District. President Durfee shared that it has been an honor to share some of the knowledge he gained from his career and to have helped his community. He emphasized how important and honorable public service is. The Board thanked and recognized President Durfee for his expertise, leadership, and many years of service to the District. No public comments were received.

Director Dickinson made a motion to adopt Resolution 24-39 commending James Durfee for his years of service to the District; a second was made by Director Mitchell; a roll call vote was taken, and the motion carried 4-0, with President Durfee abstaining.

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:

Director Williams shared that he enjoyed seeing the District participate in the Loomis Day Before Thanksgiving Parade.

Director Dickinson asked DE Huff about the easements for the Northwest Rocklin Sewer Annexation Construction Project. DE Huff shared that the easements have not been finalized, but the City of Rocklin provided an update that they met with the Placer County Office of Education and Gap, and there has been forward progress on the project.

Director Mitchell asked about the Granite Terrace Subdivision. DE Huff gave an update on the work being done on the development, sharing that PG&E should be energizing the site on December 5th or 6th. The developers are currently replacing equipment that is out of warranty. Director Mitchell asked about the timeline for selling the homes. DE Huff confirmed that the homes could be sold after the lift station and other outstanding work have been completed.

Director Dickinson asked about the rehabilitation of the manholes done downstream of Moksa Brewing Company and asked if the District was reimbursed for the cost. DE Huff shared that it was to the District's benefit to fund the rehabilitation of the manholes as the District determines whether this rehabilitation method is a good practice to include in the District's Standards. Director Mitchell brought up the issues previously experienced with Lucille's and the challenges of providing service to food service establishments. Director Dickinson commented that if this method is successful, he would like to see the Board discuss moving future costs to the business.

B. Information Items:

No information items were presented.

3. Director's Comments:

Director Mitchell shared that he attended a meeting hosted by the City of Rocklin on December 4, 2024, where they discussed the proposed Sky View development in Clover Valley, amongst other topics. He anticipates some potential issues or work related to the District. Director Dickinson asked that the Infrastructure Advisory Committee be kept up to date on projects that the Board needs to be aware of or focus on.

President Durfee thanked staff and his colleagues and shared some broad general comments about the future. He asked for it to be remembered that the mission of the District is to cost-effectively protect the public health and the environment, that there is no such thing as a sewer pipe that is too large, and that fees are a necessary evil. He commented that past Boards have given a lot of consideration to the fees, how they're applied, and how they're used as well as the long-term financial health of the District and infrastructure needs of the constituents.

VIII. ADJOURNMENT

The President adjourned the meeting at 5:37 p.m. to the next regular meeting to be held on January 9, 2025, at 4:30 p.m.



Emilie Costan, Board Secretary



South Placer M.U.D.

Check Report

By Check Number

Date Range: 11/23/2024 - 12/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1871	Aquanuity, Inc.	11/27/2024	Regular	0.00	13,000.00	17648
1742	Burrell Consulting Group	11/27/2024	Regular	0.00	2,480.00	17649
1652	Cintas Corporation	11/27/2024	Regular	0.00	570.25	17650
1066	City of Rocklin	11/27/2024	Regular	0.00	15,245.50	17651
1719	Emilie Costan	11/27/2024	Regular	0.00	322.08	17652
1887	Liebert Cassidy Whitmore	11/27/2024	Regular	0.00	540.00	17653
1764	Network Design Associates, Inc.	11/27/2024	Regular	0.00	1,168.00	17654
1244	Preferred Alliance Inc	11/27/2024	Regular	0.00	217.95	17655
1253	Recology Auburn Placer	11/27/2024	Regular	0.00	395.04	17656
1270	Rootx	11/27/2024	Regular	0.00	726.37	17657
1518	Sonitrol of Sacramento	11/27/2024	Regular	0.00	64.35	17658
1343	Water Works Engineers, LLC	11/27/2024	Regular	0.00	9,077.65	17659
1850	WYJO Services Corp	11/27/2024	Regular	0.00	6,572.58	17660
T001	Brian Taylor	12/04/2024	Regular	0.00	2,152.50	17661
1652	Cintas Corporation	12/04/2024	Regular	0.00	590.12	17662
1087	Dawson Oil Co.	12/04/2024	Regular	0.00	4,043.31	17663
1631	Instrument Technology Corporation	12/04/2024	Regular	0.00	9,137.24	17664
1564	Jensen Landscape Services, LLC	12/04/2024	Regular	0.00	1,017.00	17665
1217	Owen Equipment	12/04/2024	Regular	0.00	102.68	17666
1221	PG&E	12/04/2024	Regular	0.00	8,210.21	17667
1685	Streamline	12/04/2024	Regular	0.00	497.00	17668
1878	Universal Building Services & Supply Co.	12/04/2024	Regular	0.00	1,296.00	17669
1327	US Bank Corporate Payment	12/09/2024	Regular	0.00	12,256.24	17670
	Void	12/09/2024	Regular	0.00	0.00	17671
	Void	12/09/2024	Regular	0.00	0.00	17672
	Void	12/09/2024	Regular	0.00	0.00	17673
	Void	12/09/2024	Regular	0.00	0.00	17674
248	AT&T	12/12/2024	Regular	0.00	8.86	17675
1022	AT&T CalNet	12/12/2024	Regular	0.00	301.39	17676
1522	California Department of Fish and Wildlife	12/12/2024	Regular	0.00	8,883.75	17677
1652	Cintas Corporation	12/12/2024	Regular	0.00	570.25	17678
1533	City of Foster City	12/12/2024	Regular	0.00	582.00	17679
1068	City of Roseville	12/12/2024	Regular	0.00	274,456.00	17680
1775	CPS HR Consulting	12/12/2024	Regular	0.00	11,167.52	17681
1509	Crystal Communications	12/12/2024	Regular	0.00	311.64	17682
1124	Gold Mountain California News Media	12/12/2024	Regular	0.00	266.80	17683
1666	Great America Financial Services	12/12/2024	Regular	0.00	593.39	17684
1888	H & R Plumbing and Drain Cleaning, Inc	12/12/2024	Regular	0.00	12,900.00	17685
1764	Network Design Associates, Inc.	12/12/2024	Regular	0.00	700.00	17686
1218	PCWA	12/12/2024	Regular	0.00	419.03	17687
1333	SPOK, Inc.	12/12/2024	Regular	0.00	30.92	17688
1303	State Water Resources Control Board	12/12/2024	Regular	0.00	21,150.00	17689
1698	SwiftComply US Opco, Inc	12/12/2024	Regular	0.00	6,538.00	17690
1188	Tri Tech Software Systems	12/12/2024	Regular	0.00	16,122.26	17691
1021	ARC	12/18/2024	Regular	0.00	117.01	17716
1539	California Cut & Core	12/18/2024	Regular	0.00	605.00	17717
1828	Carollo Engineers, Inc	12/18/2024	Regular	0.00	13,375.75	17718
1652	Cintas Corporation	12/18/2024	Regular	0.00	570.25	17719
1073	Consolidated Communications	12/18/2024	Regular	0.00	1,717.14	17720
1113	Ferguson Enterprises, Inc. 1423 (Main)	12/18/2024	Regular	0.00	187.44	17721
1139	Hill Rivkins Brown & Associates	12/18/2024	Regular	0.00	7,280.00	17722
1232	Pitney Bowes, Inc.(Reserve Account)	12/18/2024	Regular	0.00	800.00	17723
1244	Preferred Alliance Inc	12/18/2024	Regular	0.00	217.95	17724
1252	Ramos Environmental	12/18/2024	Regular	0.00	621.41	17725

Check Report

Date Range: 11/23/2024 - 12/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1797	Red Dog Shredz	12/18/2024	Regular	0.00	75.00	17726
1518	Sonitrol of Sacramento	12/18/2024	Regular	0.00	1,508.36	17727
1325	Tyler Technologies, Inc.	12/18/2024	Regular	0.00	1,000.00	17728
1338	Verizon Wireless	12/18/2024	Regular	0.00	1,287.56	17729
1850	WYJO Services Corp	12/18/2024	Regular	0.00	1,607.95	17730
1045	Cal Pers 457 Plan (EFT)	12/06/2024	Bank Draft	0.00	4,940.00	DFT0009544
1045	Cal Pers 457 Plan (EFT)	12/06/2024	Bank Draft	0.00	500.00	DFT0009545
1135	Empower (EFT)	12/06/2024	Bank Draft	0.00	225.00	DFT0009547
1135	Empower (EFT)	12/06/2024	Bank Draft	0.00	5,091.00	DFT0009548
1135	Empower (EFT)	12/06/2024	Bank Draft	0.00	691.56	DFT0009549
1042	CA State Disbursement (EF	12/06/2024	Bank Draft	0.00	510.46	DFT0009550
1015	American Fidelity Assurance	12/06/2024	Bank Draft	0.00	455.81	DFT0009551
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	49.13	DFT0009552
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	1,029.07	DFT0009553
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	2,060.71	DFT0009554
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	2,415.84	DFT0009555
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	4,100.04	DFT0009556
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	4,606.12	DFT0009557
1229	Pers (EFT)	12/06/2024	Bank Draft	0.00	4,677.46	DFT0009558
1149	Internal Revenue Service	12/06/2024	Bank Draft	0.00	11,234.42	DFT0009559
1098	EDD (EFT)	12/06/2024	Bank Draft	0.00	4,339.46	DFT0009560
1098	EDD (EFT)	12/06/2024	Bank Draft	0.00	1,288.98	DFT0009561
1149	Internal Revenue Service	12/06/2024	Bank Draft	0.00	3,556.29	DFT0009562
1149	Internal Revenue Service	12/06/2024	Bank Draft	0.00	10,773.59	DFT0009563
1045	Cal Pers 457 Plan (EFT)	12/06/2024	Bank Draft	0.00	104.75	DFT0009565
1015	American Fidelity Assurance	12/01/2024	Bank Draft	0.00	323.14	DFT0009574
1586	Principal Life Insurance Company	12/01/2024	Bank Draft	0.00	598.64	DFT0009575
1230	Pers (EFT)	12/01/2024	Bank Draft	0.00	7,498.48	DFT0009576
1230	Pers (EFT)	12/01/2024	Bank Draft	0.00	37,587.89	DFT0009577
1230	Pers (EFT)	12/01/2024	Bank Draft	0.00	10,065.30	DFT0009578
1230	Pers (EFT)	12/01/2024	Bank Draft	0.00	132.36	DFT0009579
1230	Pers (EFT)	12/01/2024	Bank Draft	0.00	3,925.00	DFT0009580
1230	Pers (EFT)	12/01/2024	Bank Draft	0.00	81.14	DFT0009581
1045	Cal Pers 457 Plan (EFT)	12/20/2024	Bank Draft	0.00	4,940.00	DFT0009582
1045	Cal Pers 457 Plan (EFT)	12/20/2024	Bank Draft	0.00	500.00	DFT0009583
1045	Cal Pers 457 Plan (EFT)	12/20/2024	Bank Draft	0.00	104.75	DFT0009584
1135	Empower (EFT)	12/20/2024	Bank Draft	0.00	225.00	DFT0009586
1135	Empower (EFT)	12/20/2024	Bank Draft	0.00	5,291.00	DFT0009587
1135	Empower (EFT)	12/20/2024	Bank Draft	0.00	691.56	DFT0009588
1042	CA State Disbursement (EF	12/20/2024	Bank Draft	0.00	510.46	DFT0009589
1015	American Fidelity Assurance	12/20/2024	Bank Draft	0.00	455.81	DFT0009590
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	49.13	DFT0009591
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	1,029.07	DFT0009592
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	2,060.71	DFT0009593
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	2,405.50	DFT0009594
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	4,082.49	DFT0009595
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	4,628.79	DFT0009596
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	4,700.50	DFT0009597
1149	Internal Revenue Service	12/20/2024	Bank Draft	0.00	11,099.74	DFT0009598
1098	EDD (EFT)	12/20/2024	Bank Draft	0.00	4,298.40	DFT0009599
1098	EDD (EFT)	12/20/2024	Bank Draft	0.00	1,286.54	DFT0009600
1149	Internal Revenue Service	12/20/2024	Bank Draft	0.00	3,573.16	DFT0009601
1149	Internal Revenue Service	12/20/2024	Bank Draft	0.00	10,556.77	DFT0009602
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	10.34	DFT0009603
1229	Pers (EFT)	12/20/2024	Bank Draft	0.00	17.55	DFT0009604
1149	Internal Revenue Service	12/20/2024	Bank Draft	0.00	18.32	DFT0009605
1098	EDD (EFT)	12/20/2024	Bank Draft	0.00	9.06	DFT0009606
1098	EDD (EFT)	12/20/2024	Bank Draft	0.00	1.62	DFT0009607
1149	Internal Revenue Service	12/20/2024	Bank Draft	0.00	4.28	DFT0009608

Check Report

Date Range: 11/23/2024 - 12/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1149	Internal Revenue Service	12/20/2024	Bank Draft	0.00	16.48	DFT0009609

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	90	55	0.00	475,654.70
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	55	55	0.00	185,428.67
EFT's	0	0	0.00	0.00
	145	114	0.00	661,083.37

Check Report

Date Range: 11/23/2024 - 12/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY Bank-PY Bank						
1645	Aspire Retirement Solutions	12/06/2024	Bank Draft	0.00	1,042.60	DFT0009546
1645	Aspire Retirement Solutions	12/20/2024	Bank Draft	0.00	1,059.39	DFT0009585
1645	Aspire Retirement Solutions	12/20/2024	Bank Draft	0.00	-372.79	DFT0009610

Bank Code PY Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	1,729.20
EFT's	0	0	0.00	0.00
	3	3	0.00	1,729.20

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	90	55	0.00	475,654.70
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	0.00
Bank Drafts	58	58	0.00	187,157.87
EFT's	0	0	0.00	0.00
	148	117	0.00	662,812.57

Fund Summary

Fund	Name	Period	Amount
100	GENERAL FUND	11/2024	50,379.77
100	GENERAL FUND	12/2024	612,432.80
			662,812.57

Account Number	Name	Date	Type	Amount	Reference
102-0002039-02	Kellye, Michelle	12/16/2024	Refund	\$ 96.50	Check #: 17692
102-0002460-01	Osterhout, Jonathan C	12/16/2024	Refund	\$ 241.14	Check #: 17693
102-0003451-01	Verselle, Ivanell	12/16/2024	Refund	\$ 111.35	Check #: 17694
102-0006064-02	Diaz, Danielle	12/16/2024	Refund	\$ 216.00	Check #: 17695
102-0006857-02	D'Ambrogi, Anthony and Christine	12/16/2024	Refund	\$ 122.23	Check #: 17696
102-0007177-01	Lane, Sean	12/16/2024	Refund	\$ 112.32	Check #: 17697
102-0009557-01	Richmond, Tara	12/16/2024	Refund	\$ 120.86	Check #: 17698
102-0010916-01	Hays, David	12/16/2024	Refund	\$ 123.56	Check #: 17699
102-0011351-01	Schrader-Lash, Lorena	12/16/2024	Refund	\$ 117.28	Check #: 17700
102-0012086-02	Thomas, Nanci	12/16/2024	Refund	\$ 200.00	Check #: 17701
103-0003603-01	Morris, Chester	12/16/2024	Refund	\$ 46.00	Check #: 17702
103-0004571-01	Edgar, Sherri	12/16/2024	Refund	\$ 63.86	Check #: 17703
106-0013244-02	Fox, Jamie	12/16/2024	Refund	\$ 232.40	Check #: 17704
106-0013454-01	Travis, Steve	12/16/2024	Refund	\$ 23.80	Check #: 17705
106-0013723-02	Garcin, Robert and Josanne	12/16/2024	Refund	\$ 178.76	Check #: 17706
106-0017308-03	Ryburn, Matthew and Shelby	12/16/2024	Refund	\$ 9,900.00	Check #: 17707
112-1014573-02	Stead, Jeremy and Melissa	12/16/2024	Refund	\$ 112.37	Check #: 17708
112-1022814-01	Drikas, Nick	12/16/2024	Refund	\$ 671.96	Check #: 17709
112-1027412-03	Trust, Eva P Fields	12/16/2024	Refund	\$ 242.10	Check #: 17710
112-1027786-01	Parfet, Theodore	12/16/2024	Refund	\$ 10.55	Check #: 17711
112-1028713-01	Hitchen, Frances	12/16/2024	Refund	\$ 110.69	Check #: 17712
112-1029750-01	Bullock, Nicholas	12/16/2024	Refund	\$ 22.73	Check #: 17713
112-1030293-00	Tim Lewis Communities	12/16/2024	Refund	\$ 149.32	Check #: 17714
112-1030441-00	Shatlov, Oleg	12/16/2024	Refund	\$ 13.18	Check #: 17715
			TOTAL REFUNDS	\$ 13,238.96	

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors
From: Carie Huff, District Engineer
Cc: Josh Lelko, Engineering Technician
Subject: Acceptance of the Bill of Sale for the Whitney Ranch Unit 49 Sewer Improvements
Meeting Date: January 9, 2025

Overview

The Whitney Ranch Unit 49 project is located within the City of Rocklin, northeast of the intersection of Whitney Ranch Parkway and West Oaks Boulevard. Whitney Ranch Unit 49 consists of public sewer improvements to serve sixty (60) single-family residential homes for a total of 60 EDU. The Whitney Ranch Unit 49 sewer improvements include the following infrastructure:

- Installation of two thousand, nine hundred and ninety-two (2,992) linear feet of sanitary sewer pipe;
- Installation of thirteen (13) manholes; and
- Installation of one thousand, seven hundred and thirty-eight (1,738) linear feet of lower laterals.

Recommendation

Staff recommends that the Board of Directors accept the attached Bill of Sale for the Whitney Ranch Unit 49 sewer improvements.

Strategic Plan Goal

This action is consistent with the following Strategic Plan Priorities:

- Maintain an excellent regulatory compliance record
- Prepare for the future and foreseeable emergencies
- Leverage existing and applicable technologies to improve efficiencies

Fiscal Impact

The estimated value of the contributed capital is \$1,697,871.

Attachments:

1. Bill of Sale
2. Map – Whitney Ranch Unit 49

BILL OF SALE

Anthem Whitney Ranch Homes Limited Partnership, a Washington Limited Partnership does hereby grant, bargain, sell and convey to SOUTH PLACER MUNICIPAL UTILITY DISTRICT all of its rights, title and interest in and to all public sewer pipes, lines, mains, manholes, and appurtenances installed by its contractor in that subdivision/project commonly known as Whitney Ranch Unit 49 Improvement Plans City of Rocklin, Placer County, California, SD2021-003, APN 0178-174-020 .

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

Dated this 11-25-2024

By: (Developer/Owner)



Signature



Name (Please Type or Print)

Attach notary acknowledgment

CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of Placer

On November 25, 2024 before me, Bonnie Kwan, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Matt Gustus
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Handwritten Signature]
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

- Corporate Officer – Title(s): _____
- Partner – Limited General
- Individual Attorney in Fact
- Trustee Guardian or Conservator
- Other: _____

Signer is Representing: _____

Signer's Name: _____

- Corporate Officer – Title(s): _____
- Partner – Limited General
- Individual Attorney in Fact
- Trustee Guardian or Conservator
- Other: _____

Signer is Representing: _____



0 125 250 Feet
 1 in = 250 ft

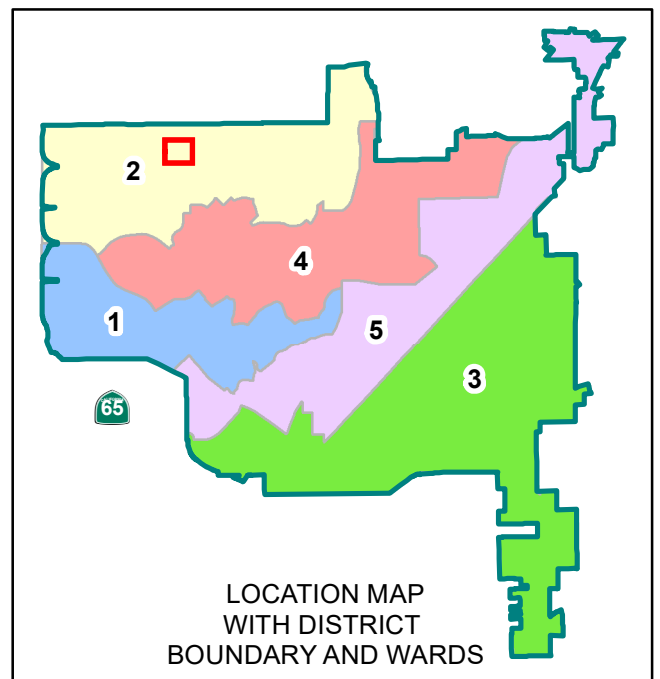


Exhibit A
Whitney Ranch Unit 49
60 EDU

Public Sewer Infrastructure

- 2,992 linear feet of sanitary sewer pipe**
- 13 manholes**
- 1,737 linear feet of lower laterals**

Date: 12/4/2024
 Author: Curtis Little
 Document Path:
 G:\spmud_gis\mxd\Bill of Sale\FY24-25\MXD\WR49.mxd



**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors
From: Eric Nielsen, General Manager
Cc: Emilie Costan, Administrative Services Manager
Subject: **Selection of Officers and Appointments to the Temporary Advisory Committees and SPWA Board**
Meeting Date: January 9, 2025

Overview

Every January, the Board of Directors chooses a President and Vice-President, as well as considers appointments to the temporary Advisory Committees. In accordance with Policy 4055, the Vice President shall become President and a new Vice-President shall be chosen by a majority vote of the Board of Directors.

Recommendation

Staff recommends that:

1. The current Vice-President, Christy Jewell, succeeds as the new President for 2025;
2. The Board of Directors considers nominations for a new Vice-President, entertains a motion for a nominee, and votes on said motion;
3. The President dissolves the existing Advisory Committees; and
4. The President creates and makes appointments to any new temporary Advisory Committees; and
5. The President appoints a District representative and alternate to the South Placer Wastewater Authority Board of Directors.

Strategic Plan Goals

The annual appointment of the Board President, Vice-President, and Temporary Advisory Committees are not governed by the Strategic Plan.

Related District Ordinances or Policies

Policy 4055 - Selection of Officers.

Fiscal Impact

There is no direct fiscal impact associated with these actions.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

STAFF REPORT

To: Board of Directors
From: Emilie Costan, Administrative Services Manager
Cc: Eric Nielsen, General Manager
Subject: Fiscal Year 2023/24 Popular Annual Financial Report
Meeting Date: January 9, 2025

Overview

The Popular Annual Financial Report (PAFR) provides a highlighted summary of the information in the Annual Comprehensive Financial Report. This report is specifically created to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance. This is the first year the District has created and circulated a PAFR to its customers.

The Fiscal Year 2023/24 PAFR was created by the District from the financial statements for the fiscal year ending on June 30, 2024, which have been audited by Mann, Urrutia, Nelson, Certified Public Accountants, in order to safeguard assets and ensure proper recording and reporting of transactions using Generally Accepted Accounting Principles.

The PAFR is submitted to the Government Finance Officers Association (GFOA) for consideration for the Popular Annual Financial Reporting Award, one of the three awards required to receive the GFOA's Triple Crown award.

Recommendation

Staff recommends that the Board of Directors receive and file the Fiscal Year 2023/24 Popular Annual Financial Report.

Strategic Plan Goals

This action is consistent with SPMUD Strategic Plan Priorities:

- Leverage existing and applicable technologies to improve efficiencies
- Provide exceptional value for the cost of sewer service

Related District Ordinances and Policies

There are no directly related District ordinances or policies.

Fiscal Impact

There is no direct fiscal impact associated with the Popular Annual Financial Report.

Attachments

1. FY 2023/24 Popular Annual Financial Report



SOUTH PLACER MUNICIPAL UTILITY DISTRICT

POPULAR ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDING JUNE 30, 2024



SOUTH PLACER MUNICIPAL UTILITY DISTRICT | 5807 SPRINGVIEW DRIVE, ROCKLIN, CA 95677

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What is a Popular Annual Financial Report?

This Popular Annual Financial Report (PAFR) is part of the South Placer Municipal Utility District’s ongoing commitment to transparency in its operations and governance. This report provides a condensed, accurate, and highlighted version of the District’s annual financial reports.

Additional information, including the District’s Annual Budget, Annual Comprehensive Financial Report (ACFR), planning documents and more can be found at www.spmud.ca.gov.

SPMUD VISION

To be a reliable, innovative, sustainable, efficient, and cost-effective sewer service provider.

SPMUD MISSION

PROTECT public health and the water environment.

PROVIDE efficient and effective sanitary sewer service.

PREPARE for the future.

SPMUD VALUES

INTEGRITY We will be trustworthy, truthful, and honest.

STEWARDSHIP We will be accountable and committed to responsible management and respect our environment.

SERVICE We will be responsive, reliable, and respectful; putting the needs of the District and customers first.

QUALITY We will be dedicated to continuous improvement.

A MESSAGE FROM THE GENERAL MANAGER

To the Valued Constituents of the South Placer Municipal Utility District:

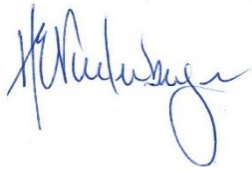
The South Placer Municipal Utility District is excited to present the Popular Annual Financial Report (PAFR) for fiscal year 2023/24. This report provides a summary of the information presented in the Annual Comprehensive Financial Report for the fiscal year ending on June 30, 2024. These reports provide customers, constituents, and partners with information about the financial condition of the District, services provided, projects planned, and other general information that may be useful in the consideration of the services and operations provided by the District.

While the PAFR was created by the District, all financial statements were audited by Mann, Urrutia, Nelson, Certified Public Accountants in order to safeguard assets and ensure proper recording and reporting of transactions using Generally Accepted Accounting Principles.

The full Annual Comprehensive Financial Report and additional information about the items presented in this report may be viewed on the District's website, www.spmud.ca.gov.

We look forward to continuing to serve the community and our customers, and as always, we are here to help and answer any questions. Please don't hesitate to contact us at 916-786-8555.

Respectfully submitted,



Herb Niederberger,
General Manager



BOARD OF DIRECTORS

James Durfee

Board President, Ward 4

Christy Jewell

Board Vice President, Ward 2

Jim Williams

Board Member, Ward 5

Jerry Mitchell

Board Member, Ward 1

Will Dickinson

Board Member, Ward 2

DISTRICT MANAGEMENT

Herb Niederberger

General Manager

Eric Nielsen

Superintendent

Carie Huff

District Engineer

Emilie Costan

Administrative Services Manager

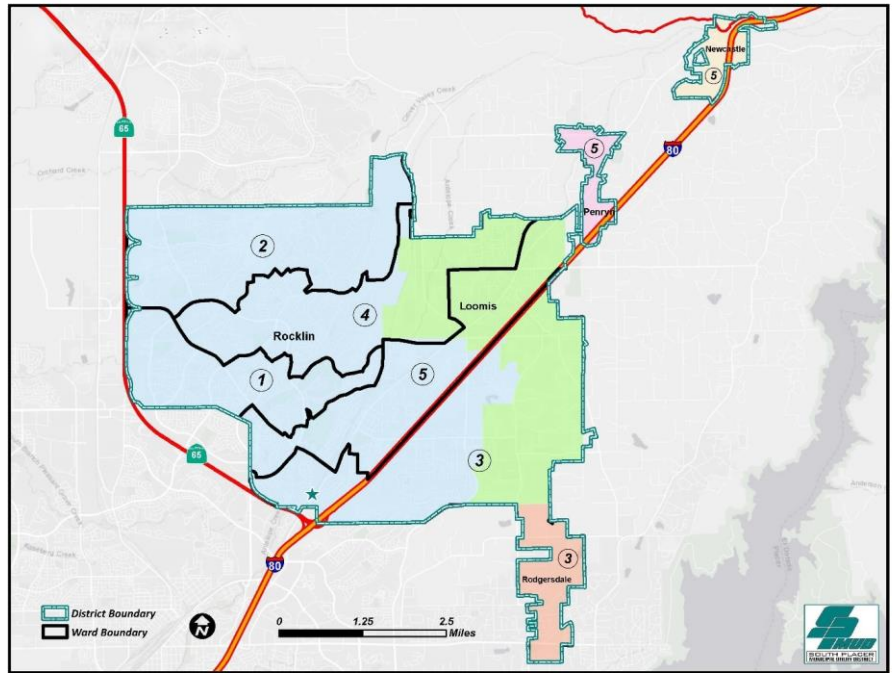


ABOUT THE DISTRICT

The South Placer Municipal Utility District provides sewer collection and maintenance services to the City of Rocklin, Town of Loomis, the communities of Penryn and Newcastle, as well as the Rodgersdale area of Granite Bay. The service area covers thirty-one square miles.

The District provides service to 26,433 connections or an equivalent population of about 86,965 people.

The District collects sewage and transports it through District-owned and operated sewer mains. The District also maintains lower laterals within its easements or public rights-of-way.



STRATEGIC PLAN

The District adopted its Strategic Plan in September 2022. The 2023/2027 Strategic Plan confirms the District's Mission, Vision, and Core Values as a customer-driven utility dedicated to protecting public health by providing quality sanitary sewer collection service while protecting and preserving our water environment and resources for future generations.

The Strategic Plan consists of two parts. The first part is comprised of five strategic priorities with twelve associated work plans and action steps. The second part is comprised of seventy performance measures established using the Effective Utility Management (EUM) framework created by WEF (Water Environment Federation), the AWWA (American Water Works Association), and other professional organizations in the water and wastewater industry. The full strategic plan is available on the District's website, <https://spmud.ca.gov/strategic-plan>.



MAINTAIN AN EXCELLENT REGULATORY COMPLIANCE RECORD



PREPARE FOR THE FUTURE AND FORESEEABLE EMERGENCIES



LEVERAGE EXISTING AND APPLICABLE TECHNOLOGIES TO IMPROVE EFFICIENCIES



PROVIDE EXCEPTIONAL VALUE FOR THE COST OF SEWER SERVICE



MAKE SPMUD A GREAT PLACE TO WORK

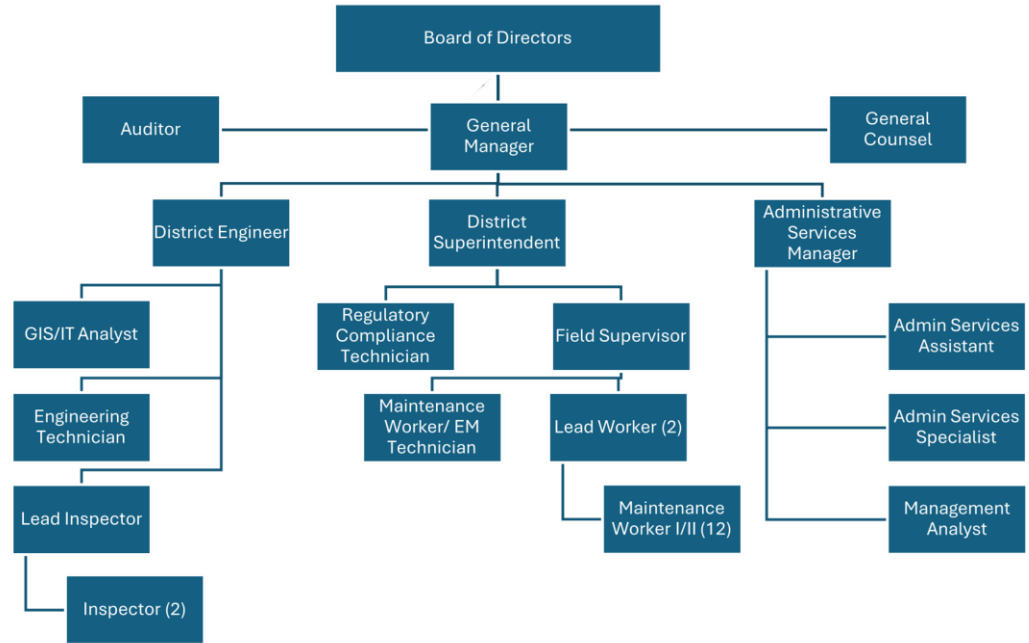
ORGANIZATIONAL STRUCTURE

The District is organized into three departments: Field Services, Technical Services, and Administrative Services, and employs 29 full-time employees between the three departments. The District also has approved personnel positions for 5 elected officials and 2 contracted employees.



< 20 minutes
average response time for service calls during business hours

<50 minutes
average response time for service calls after hours



The District is available **24/7** for sewer emergencies! Call us at 916-786-8555 and press option 1.

COMMUNITY OUTREACH

BOARD MEETINGS The District conducts regular Board Meetings that are open to the public, both remotely and in-person. Meetings are normally held on the first Thursday of the month, with information available at the District headquarters on the District’s website, www.spmud.ca.gov.

PRESENTATIONS District staff provides presentations to civic groups, service organizations, and local schools.

COMMUNITY EVENTS The District participates in community events including Hot Chili Cool Cars and the Loomis Thanksgiving Parade. Staff and family members attend and pass out information and giveaways.

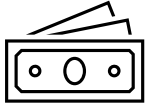
NEWSLETTERS The District publishes two newsletters per year, in the fall and spring. The primary focus of these newsletters is to inform customers of District activities and achievements and to share with customers ways that they can help prevent sanitary sewer overflows.



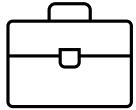
DISTRICT-AT-A-GLANCE



\$37.44 (per EDU)
monthly service charge



\$110,591
median household income



4.6%
unemployment rate




\$5.00 (per month)
discount for eligible residents



80% residential and 20% commercial
EDUs in the District

SPMUD
STRATEGIC PRIORITY

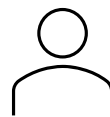
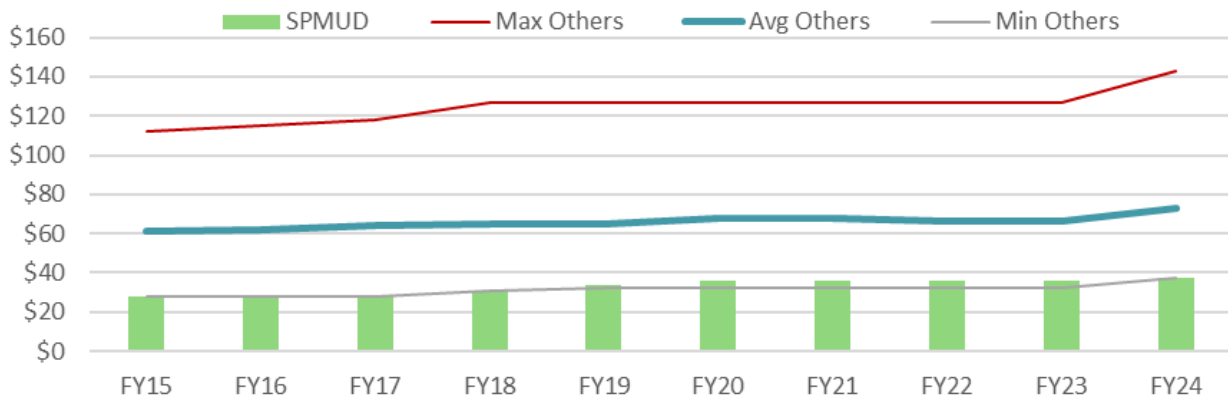
PROVIDE EXCEPTIONAL VALUE
FOR THE COST OF SEWER SERVICE



SPMUD is proud to offer the lowest
monthly service rate in the area!

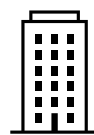
Comparative Rate Rank

\$ SPMUD monthly bill vs average of other similar sewer utilities



TOP 3 CUSTOMERS

1. Meridian Apartments
2. Rocklin Ranch Apartments
3. Sunset Summit Ranch



TOP 3 EMPLOYERS

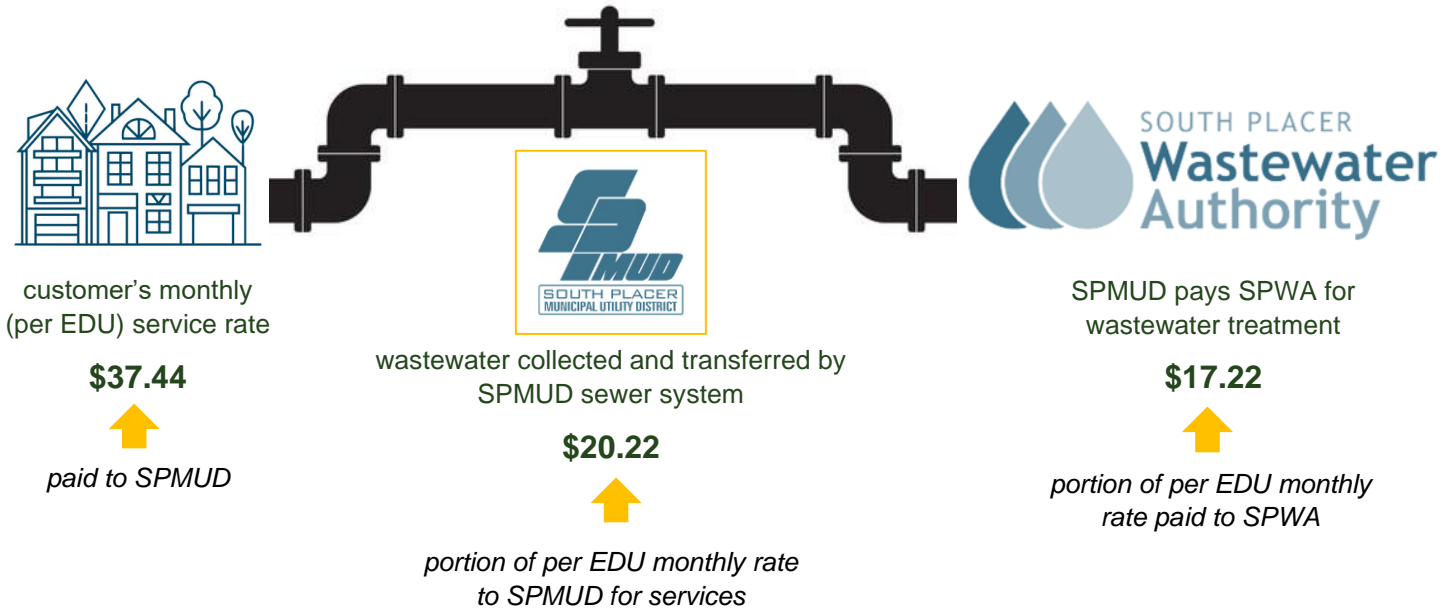
1. Sutter Health
2. Kaiser Permanente
3. Placer County



An **EDU** or **Equivalent Dwelling Unit** is the unit of measurement used to determine design and fee requirements, based on the typical average flow and strength of wastewater from a single-family residential occupancy.

SERVICE RATES

The District owns and operates the sewer collection system that transmits wastewater to two treatment plants operated by the City of Roseville and financed by the South Placer Wastewater Authority (SPWA). The service charges collected by the District fund the cost of collecting and treating wastewater and maintaining sewer facilities. Approximately 46% of the service charge collected from customers in Fiscal Year 2022/23 was paid to SPWA for treatment.



COST OF SERVICE & CAPACITY FEE STUDY

In Fiscal Year 2022/23, the District completed a Wastewater Cost of Service Rate Study and a Capacity Fee Study. The study showed that the District was in a strong financial position with a healthy reserve balance; however, without a rate increase the annual net operating income would diminish and the District would draw down reserves below the minimum requirements within the next five years.

The financial plan adopted provides for modest rate increases and a long-term strategy to implement cost-containing strategies and issue debt to fund necessary capital replacements in Fiscal Year 2032/33. A Capacity Fee Study was also completed based on the reasonable cost to accommodate additional demand from new development or the expansion of existing development. The incremental cost approach was used to determine the appropriate fee.

CUSTOMER FUNDED & PROP 218



The District is a single enterprise utility, funded primarily through rates and charges for services. Sewer service charges collected are subject to California's Proposition 218. Under Prop 218, sewer rates must not exceed the cost of providing the service, and the rate structure must be proportional to the use. Prop 218 also sets requirements for sending written notices and public hearings. If more than 50% of ratepayers protest the proposed rates, the rates cannot be passed.

SPMUD OFFERS CUSTOMERS 6 WAYS TO PAY THEIR BILL

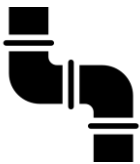
1. online at www.spmud.ca.gov
2. by phone 24/7 (833-273-7454)
3. by mail with a check or cash to 5807 Springview Drive
4. by check sent to PO Box 7655, San Francisco, CA 94120
5. by phone during normal business hours (916-786-8555)
6. in person during normal business hours at 5807 Springview Dr.

CAPITAL IMPROVEMENT PROJECTS

FACTS ABOUT DISTRICT CAPITAL IMPROVEMENT PROJECTS

- ✓ The District collects funds to construct two primary types of Capital Projects.
- ✓ **Capital Expansion Projects**  ensure that as new development occurs, capacity is available downstream to serve the projects. The fees for these projects are collected when development occurs.
- ✓ **Capital Replacement Projects**  ensure that aging infrastructure, including sewer pipes, manholes, and lift stations, is replaced when needed and before the end of its useful life to prevent spills and other environmental hazards. The fees for these projects are collected as part of the monthly service charges.
- ✓ These capital projects can be expensive with the average sewer expansion project costing the District \$7.4 million per mile of pipe, and the average sewer replacement project costing the District \$6.3 million per mile of pipe.
- ✓ Over the last ten years, the District has spent over \$30 million on Capital Projects.
- ✓ The District has saved customers millions of dollars in interest on debt payments by collecting incremental fees proportional to the long-term impacts slowly over time to fund replacement without the use of debt financing.

INVESTING IN INFRASTRUCTURE



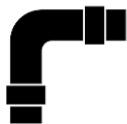
292 MILES
Sewer Mains



6,925
Manholes



13
Lift Stations



123 MILES
Lower Laterals

The District has been engaged in a multi-year plan to address expansion projects identified in the Wastewater Collection System Evaluation and Capacity Assurance Plan (SECAP). The SECAP guides the effort to ensure capacity for existing customers and information on how the District is prepared and planning for future development. The cost for currently identified necessary capital expansion projects is approximately \$80.41 million.

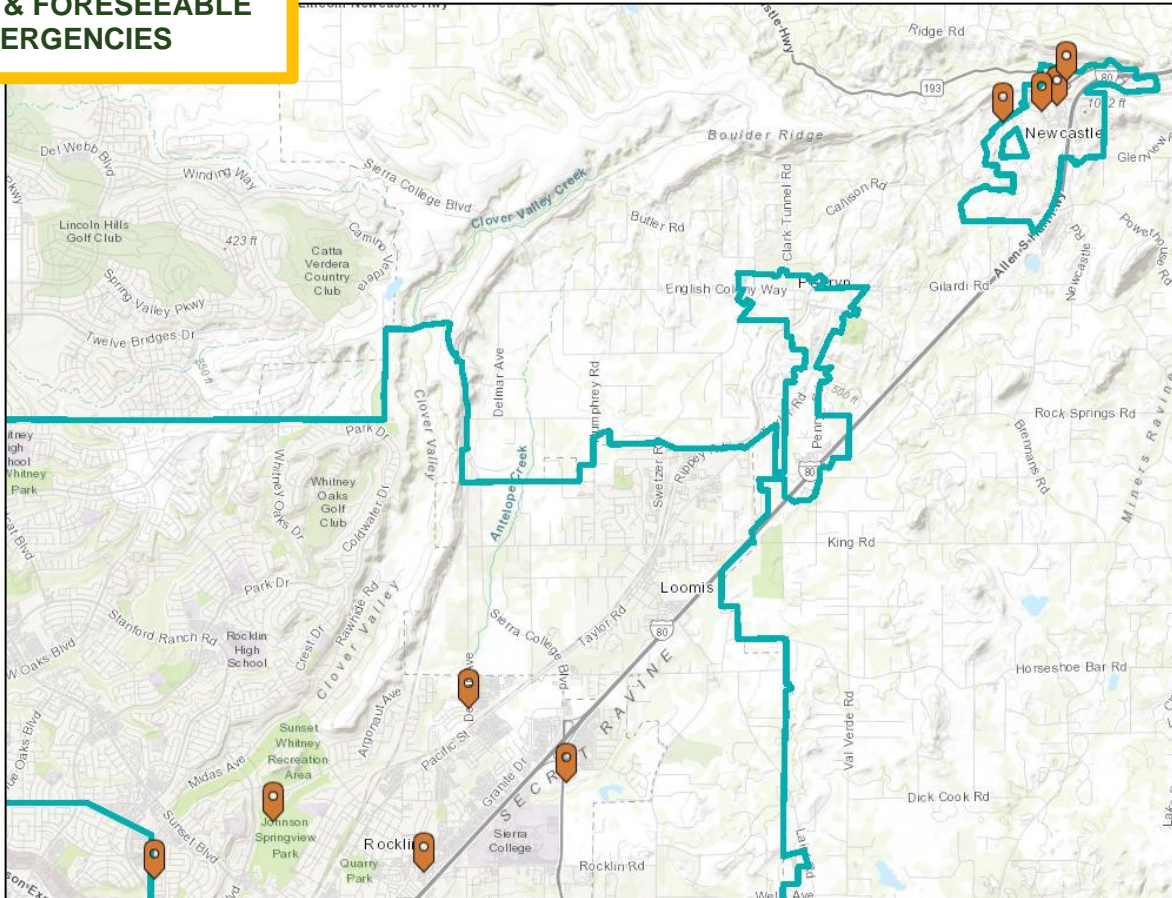
The District has developed an ongoing Facilities Program which includes regular visual and TV inspections of manholes and sewer pipes and a system for ranking the condition of sewer pipes and scheduling rehabilitation and/or replacement. The District's Capital Plan addresses the proper management and protection of District assets. Rehabilitation and replacement focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe condition. The cost for currently identified capital replacement projects necessary over the next ten years is approximately \$42.59 million.

CURRENT CAPITAL IMPROVEMENT PROJECTS

SPMUD STRATEGIC PRIORITY

PREPARE FOR THE FUTURE & FORESEEABLE EMERGENCIES

SPMUD is committed to ensuring the community is informed and engaged prior to and during the work associated with each of its projects, updated information about District projects is available on the District's website, <https://spmud.ca.gov/sewer-improvement-projects>.



DEL RIO COURT AND DELMAR SEWER EXTENSION

Estimated Completion: FALL 2025

Estimated Cost: \$4.7 million

This expansion project consists of the construction of approximately 3,300 feet of 15-inch sewer line. In addition, there will be stubs for two future development projects on Delmar Avenue.

Benefit: This project extends the sewer along Del Rio Court and Delmar Avenue and to the Town of Loomis to accommodate future development.

CAMEO COURT LIFT STATION ABANDONMENT

Estimated Completion: FALL 2027

Estimated Cost: \$5.5 million

The District's System Evaluation and Capacity Assurance Plan (SECAP) identifies the Cameo Trunk Line as a future trunk sewer that would eliminate the Cameo Court Lift Station. Construction of the Cameo Trunk Line will connect across Stanford Ranch Road to the City of Roseville's sewer system.

Benefit: The elimination of the Cameo Court Lift Station eliminates a high-risk facility and reduces the long-term costs of maintaining a sewer lift station.

SIERRA COLLEGE TRUNK

Estimated Completion: TBD

Estimated Cost: TBD

The District's System Evaluation and Capacity Assurance Plan (SECAP) identifies the Sierra College Trunk Line as a future trunk sewer that would eliminate the Sierra College Lift Station. The project requires significant coordination with Sierra College and construction is not anticipated for several years.

Benefit: The elimination of the Sierra College Lift Station eliminates a high-risk facility and reduces the long-term costs of maintaining a sewer lift station.

TAYLOR ROAD CROSSING

Estimated Completion: FALL 2025

Estimated Cost: \$350,000

There is an existing sewer crossing on Taylor Road in Newcastle (near the Portuguese Hall) that is threaded through the existing storm drainpipe. The District will be constructing a new crossing of approximately 125 feet with minimum separation from the existing storm drain system and remove the existing sewer pipe.

Benefit: This project will eliminate a facility that conflicts with the storm drain system and currently creates a high-risk situation.

I09-033 SEWER REPLACEMENT PROJECT

Estimated Completion: FALL 2025

Estimated Cost: \$700,000

The I09-033 Sewer Replacement Project is located between the Comfort Inn and Suites and the food service establishments along Rocklin Road. The District currently operates two lines in parallel and one of the lines requires high-frequency maintenance due to the pipe material (ACP) and the flat slope. The District will eliminate the existing ACP lines, remove and replace the existing 8-inch sewer line, and reconnect the existing customers.

Benefit: This project will eliminate high-frequency maintenance and provide a more efficient sewer system by replacing pipe that is nearing the end of its useful life.



FINANCIAL PERFORMANCE

The top priority of the District is to provide a level of service that meets state and federal regulatory requirements and the demands and expectations of its customers. Because the District's customers bear the ultimate cost of service, there exists a need to have a financial plan that will permit the utility to meet its priorities at an affordable and stable cost in the long term. The District's growth has remained steady over the reporting period, and the District has continued to invest in infrastructure as well as maintain a relatively stable amount of investment for the necessary rehabilitation and replacement of aging facilities.



25,133 Customer Accounts
24,967 in FY22 (+.7%)



37,555 EDU
36,840 in FY22 (+1.9%)



1,762 Million Gallons Annual Flow to WWTP
1,877 in FY22 (-6.1%)

CONDENSED STATEMENT OF NET POSITION

The Condensed Statement of Net Position as shown below shows the District is investing in capital assets and has no long-term debt.

<u>ASSETS</u>	<u>FY 2023/24</u>	<u>FY 2022/23</u>	<u>\$Difference</u>	<u>%Change</u>
Current Assets	\$ 80,063,447	\$ 74,792,834	\$ 5,270,613	7%
Capital Assets	122,782,635	118,079,205	\$ 4,703,430	4%
Other Non-Current Assets	3,425,665	3,156,947	\$ 268,718	9%
Total Assets	206,271,747	196,028,986	\$ 10,242,761	5.2%
Deferred Outflow of Resources	5,128,527	5,994,013	(865,486)	-14%
<u>LIABILITIES</u>				
Current Liabilities	773,521	1,610,443	(836,922)	-52%
Non-Current Liabilities	9,415,402	9,305,793	109,609	1%
Total Liabilities	10,188,923	10,916,236	(727,313)	-7%
Deferred Inflow of Resources	1,493,802	1,843,727	(349,925)	-19%
<u>Net Position</u>				
Net Investment in Capital Assets	122,782,635	118,079,205	4,703,430	4%
Restricted for Section 115 Pension Trust	3,425,665	3,156,947	268,718	100%
Unrestricted	73,509,249	68,026,884	5,482,365	8%
Total Net Position	199,717,549	189,263,036	10,454,513	6%
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 211,400,274	\$ 202,022,999	\$ 9,377,275	5%

TERMS EXPLAINED

Current Assets: cash and cash equivalents

Capital Assets: land, building, sewer infrastructure, equipment, and other assets owned by the District

Other Non-Current Assets: restricted investments held in the District's pension trust

Current Liabilities: present financial obligations including employee benefits

Non-Current Liabilities: long-term financial obligations, including employee retirement benefits

Deferred Outflow/Inflow of Resources: gains/losses that will be applied in the future including employee retirement benefits

Net Investment in Capital Assets: amounts invested in capital assets less accumulated depreciation

Restricted for Section 115 Pension Trust: restricted investments held in the District's pension trust

Unrestricted: assets and liabilities, not including net investment in capital assets and restricted investments

REVENUES & EXPENSES

The District's total net position at year-end increased from \$189,263,036 to \$199,717,549 (6%).

	FY 2023/24	FY 2022/23	\$Difference	%Change
Operating Revenues				
Sewer Charges	\$ 17,103,804	\$ 16,273,142	\$ 830,662	5%
Connection Charges	1,407,105	1,443,652	\$ (36,547)	-3%
Permits, Fees & Inspections	678,089	397,924	\$ 280,165	70%
Total Operating Revenues	\$ 19,188,998	\$ 18,114,718	\$ 1,074,280	6%
Operating Expenses				
Collection & Treatment	\$ 9,791,937	\$ 10,676,878	\$ (884,941)	-8%
Administrative & General	3,084,503	2,912,702	\$ 171,801	6%
Technical Services	3,255,914	4,064,598	\$ (808,684)	-20%
Depreciation	2,601,119	2,330,061	\$ 271,058	12%
Total Operating Expenses	\$ 18,733,473	\$ 19,984,239	\$ (1,250,766)	-6%
Operating Income (Loss)	\$ 455,525	\$ (1,869,521)	\$ 2,325,046	-124%
Non-Operating Revenues (Expenses)				
Tax Revenue	\$ 1,241,515	\$ 1,290,539	\$ (49,024)	-4%
Gain (Loss) on Sale of Asset	4,942	13,900	\$ (8,958)	-64%
Interest Income	2,981,351	1,617,338	\$ 1,364,013	267%
Total Non-Operating Revenues	\$ 4,227,808	\$ 2,921,777	\$ 1,306,031	45%
Transfers & Capital Contributions				
Capital Contributions	\$ 5,771,180	\$ 1,578,826	\$ 4,192,354	266%
Transfers In	1,698,162	3,799,484	\$ (2,101,322)	-55%
Transfers Out	(1,698,162)	(3,799,484)	\$ 2,101,322	15%
Total Transfers & Capital Contributions	\$ 5,771,180	\$ 1,578,826	\$ 4,192,354	266%
Change in Net Position	\$ 10,454,513	\$ 2,631,082	\$ 7,823,431	297%
Net Position, Beginning of Year	\$ 189,263,036	\$ 186,253,620	\$ 3,009,416	2%
Net Position, End of Year	\$ 199,717,549	\$ 189,263,036	\$ 10,454,513	6%



SOME CONTRIBUTING FACTORS



Increase in permit, fee, and inspection revenue.



Increase in Administrative and General expenditures resulting from inflation and capital expenditures in Newcastle.



Increase in investment earnings.



Decrease in collection and treatment costs, as well as a delay in joint projects.



Increase in development-related contributions, fees, and capital contributions.



Increase in depreciation expenses.

REVENUE BY SOURCES

Total District revenue reported for FY 2023/24 showed an increase of \$2.38 million from the previous year. Operating Fund Revenues derived from customer service charges were up 5% from the prior year as a result of the 4% rate increase to monthly service charges and modest customer growth. Operating fund revenue derived from permits, plan check fees, and inspections also increased.

Operating Fund

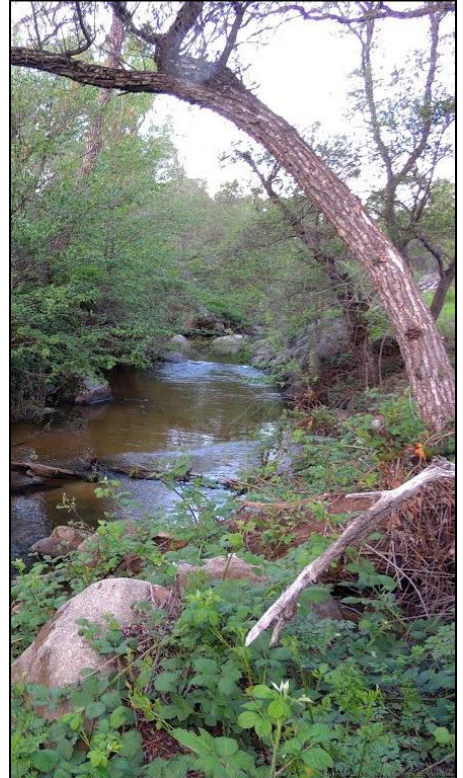
	FY 2023/24
Sewer Service Charges Revenues	\$ 16,914,158.02
Late Fees	\$ 131,816.16
Low Income (LIL) Rate Assistance	\$ 57,829.63
Permits, Plan Check Fees & Inspections	\$ 585,030.00
Property Taxes	\$ 1,241,514.90
Miscellaneous Revenue	\$ 93,059.04
Interest Income	\$ 483,129.00
Gain/loss of sale of fixed asset disposal	4,942.40
Operating Fund Less CEPPT Interest Earnings	\$ 19,511,479
Interest income from CEPPT (Restricted)	\$ 276,150
Total Operating Fund	\$ 19,787,629

Capital Improvement Program Fund

Sewer participation fees	\$ 1,407,105
Interest income	1,255,667
Total CIP Fund	\$ 2,662,772

Capital Replacement Fund

Interest income	\$ 966,405
Total Capital Replacement Fund	\$ 966,405
Total Revenue	\$ 23,416,806



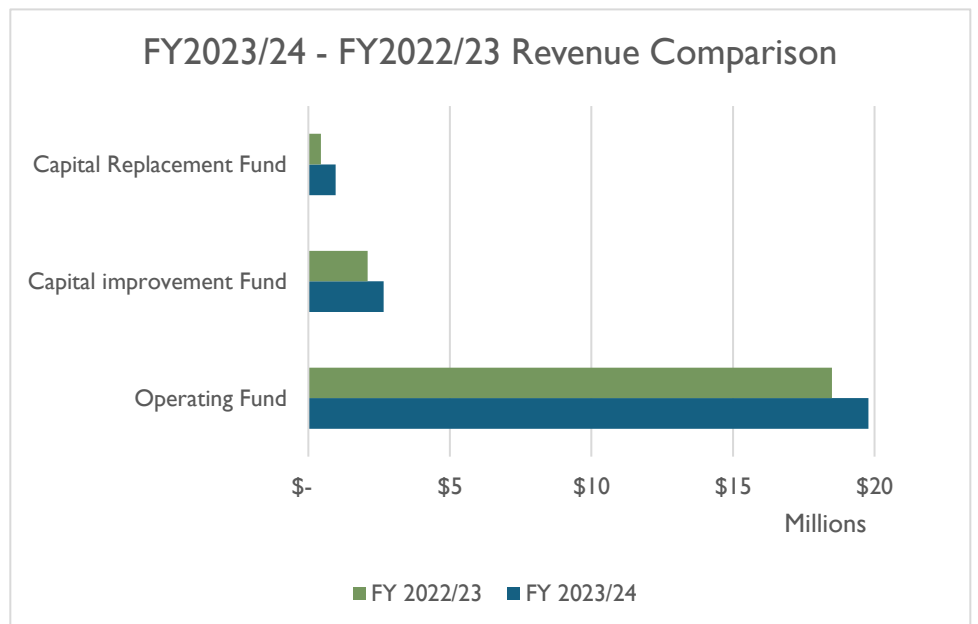
20 days

100% of development plan first reviews were completed within 20 days of initial submittal



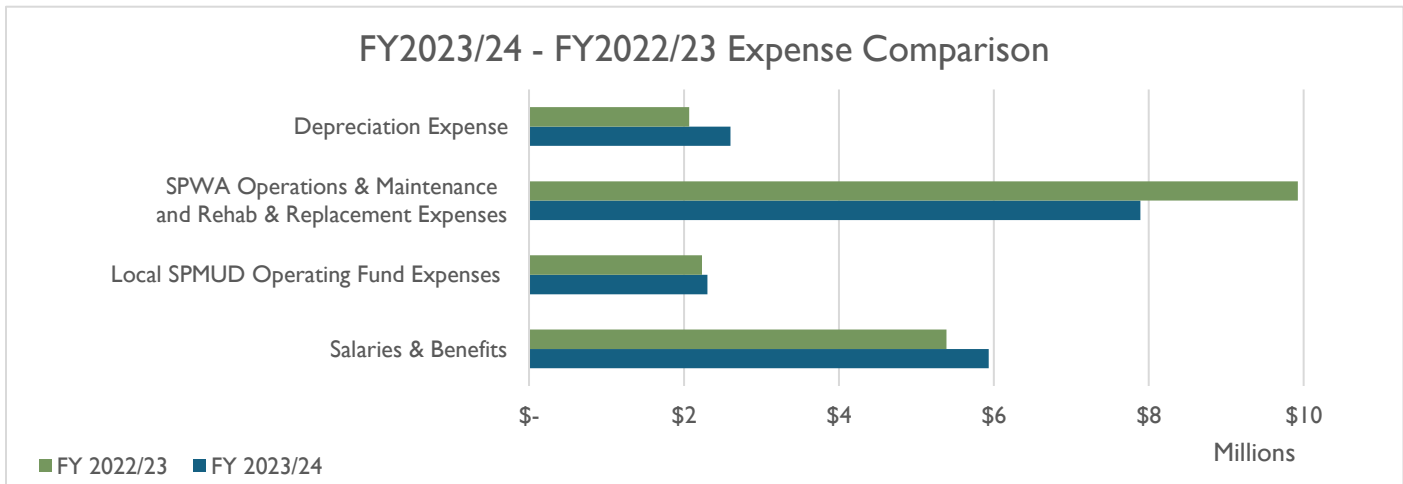
59%

Increase in customers receiving e-bills in the last 5 years



BREAKDOWN OF EXPENSES

Total Operating Fund Expenses decreased \$1.14 million (-6%) from \$19.88 million to \$18.73 million. This decrease reflects a true-up credit of \$2.20 million from Fiscal Year 2022/23 for Regional Wastewater Treatment Plant Operations and Maintenance and Rehabilitation and Replacement Expenses from the City of Roseville. This credit was primarily due to scheduled repair and replacement projects that are planned but have not begun. Fiscal Year 2023/24 expenses included increased spending on salaries and benefits primarily due to pension and retiree health liability adjustments, asphalt patch paving projects, professional services for future capital projects, property and liability and health insurance premium increases due to market conditions, and an overall high inflationary environment.



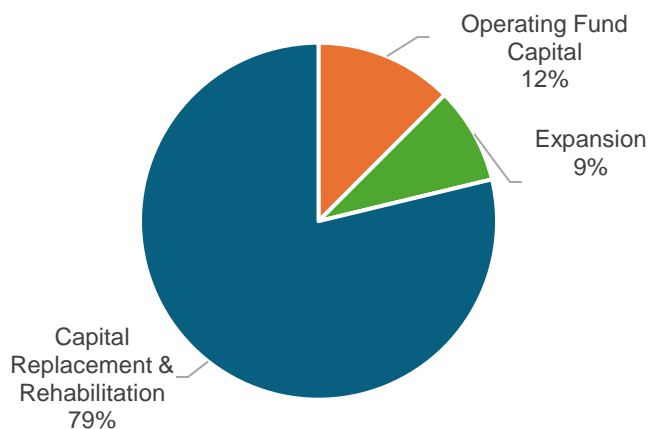
\$7,893,158

Paid by SPMUD to SPWA for wastewater treatment in FY2023/24

Expansion Projects are funded through the accumulation of the Sewer Capacity Charges, and Capital Replacement and Rehabilitation projects are funded by accumulated depreciation. The remainder of the District's projects are pay-as-you-go through the Operating Fund.

The District spent \$1.71 million on Capital Construction during FY 2023/24. The majority of the funds spent were for the Corporation Yard Addition and Tenant Improvement Project, participation in regional projects, an expansion project at Del Rio/Delmar, preliminary engineering for future lift station abandonments, the Newcastle Pond Liner Replacement Project, and Supervisory Control and Data Acquisition (SCADA) Design.

FY2023/24 Capital Project Expenses



INVESTMENTS

The District has an investment portfolio that complies with the California Government Code and the District’s Investment Policy adopted by the Board of Directors. One of the ways the District has managed its exposure to interest rate risk has been by purchasing a combination of short and long-term investments and timing cash flows from maturities to provide the cash flow and liquidity needed for District operations. During the last fiscal year, interest remained high to combat persistently high inflation with short-term fixed-income funds continuing to provide consistent quarterly interest earnings and equity also performing well. The overall balance of the District’s investment portfolio including unrestricted deposits in financial institutions and the District’s CalPERS Section 115 Pension Trust increased from \$72.88 million to \$78.22 million or \$5.35 million (7.33%) from the prior year.

INVESTMENT BALANCES (as of June 30, 2024)



Balance: **\$26,331,860**
 % of Portfolio: **34%**
 Return Rate: **4.01%**



Balance: **\$15,026,580**
 % of Portfolio: **19%**
 Return Rate: **1.31%**



Balance: **\$12,507,791**
 % of Portfolio: **16%**
 Return Rate: **5.45%**



Balance: **\$6,761,843**
 % of Portfolio: **9%**
 Return Rate: **5.03%**



Balance: **\$6,317,822**
 % of Portfolio: **8%**
 Return Rate: **4.01%**



Balance: **\$5,569,472**
 % of Portfolio: **7%**
 Return Rate: **3.59%**



Balance: **\$3,425,665**
 % of Portfolio: **4%**
 Return Rate: **8.76%**



Balance: **\$2,342,114**
 % of Portfolio: **3%**
 Return Rate: **0.13%**

DEBTS AND LIABILITIES

SOUTH PLACER WASTEWATER AUTHORITY (SPWA)



The District **does not** currently have any debt in the sense of conventional loans or bond financing of District Improvements. The District, the City of Roseville, and Placer County are participants in SPWA with the intended purpose of financing the Dry Creek and Pleasant Grove Wastewater Treatment Plants through bonds, low-interest loans, or other types of debt.

As such, the District is subject to the SPWA Funding Agreement and debt indenture. In accordance with the SPWA debt indenture, the District contributes regional connection fees monthly into the Rate Stabilization Account, and SPWA pays the debt service and other costs from the account on behalf of each member of SPWA, based on each member’s proportionate share.

NEWCASTLE SPECIAL BENEFIT AREA



In 2010, as part of an agreement to annex the Newcastle Sanitary District (NSD), the District agreed to provide financing to NSD in an amount not to exceed \$6 million for the purpose of decommissioning its wastewater treatment ponds and constructing improvements to enable NSD to connect to the District collection system. The financing and construction of these improvements were a condition of the District’s annexation of NSD and were required to be completed before NSD’s dissolution.

The District created the Newcastle Special Benefit Area (NSBA) and designated both a Project Related Capacity Charge (PRCC) payable by new connections within the NSBA and a Project Related Service Charge (PRSC) imposed on an EDU basis on the landowners/ customers in the NSBA area that are connected to the wastewater system to facilitate repayment of the loan. The PRSC is a separate monthly service charge, in addition to the District’s normal monthly service charge. The PRCC and PRSC will be collected from new connections and customers in the NSBA until the outstanding balance on the loan is paid off. The outstanding balance of the loan as of June 30, 2024, is \$4,377,027.

PENSION & OTHER POST-EMPLOYMENT BENEFIT (OPEB) LIABILITY



The District’s Total Pension Liability increased to \$24.98 million (reported June 30, 2024, measured June 30, 2023). Over the same time, the Fiduciary Net Position increased to \$18.58 million, resulting in the Net Pension liability decreasing from \$6.51 million to \$6.40 million, a funded ratio of 74.37%. This change was primarily due to CalPERS investment performance, additional payments to the District’s unfunded liability, and assumption changes. Overall, the pension expense for fiscal year 2024 increased by \$214,230 from the prior year.

In October 2020, the District contributed \$3 million to The California Employers' Pension Prefunding Trust (CEPPT) to help fund rising pension expenses. The CEPPT Fund is a Section 115 trust fund dedicated to prefunding employer contributions to defined benefit pension systems for eligible California public agencies. Section 115 trusts allow public agencies to set aside extra resources for pension funds at reduced investment risk. Section 115 trusts also can be used to help smooth volatility from year-to-year fluctuations in annual required contributions (ARCs).

The District has participated in a CalPERS OPEB trust, (CERBT) since 2008 to fund the total OPEB liability (including implicit subsidy). The District’s Total OPEB Liability increased to \$8.81 million (measured June 30, 2023). Over the same time, the Fiduciary Net Position increased to \$5.80 million, resulting in the Net OPEB liability increasing from \$2.80 million to \$3.01 million, a funded ratio of 65.82%. Overall, the OPEB expense for fiscal year 2024 increased by \$211,963 from the prior year.

	FY2022/23 Pension	FY2022/23 OPEB
Total Liability	\$ 24,980,798	\$ 8,811,381
Fiduciary Net Position	18,577,540	5,799,237
Net Liability (Asset)	6,403,258	3,012,144
Deferred (Outflows) of Resources	(3,061,189)	(2,067,338)
Deferred Inflows of Resources	1,107,105	386,697
Impact on Statement of Net Position	4,449,174	\$ 1,331,503
Pension Expense FYE 2023	\$ 1,190,233	\$ 726,799

DISTRICT AWARDS

The District is proud to have been the recipient of numerous industry awards.



CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING

Government Finance Officers of the United States and Canada (GFOA)

2019, 2020, 2021, 2022, 2023



DISTINGUISHED BUDGET PRESENTATION AWARD

Government Finance Officers of the United States and Canada (GFOA)

2023, 2024



DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE

Special District Leadership Foundation (SDLF)

Certificates are awarded every three years

2016, 2019, 2022



COLLECTION SYSTEM OF THE YEAR

California Water Environment Association

2009, 2020



BOARD OF DIRECTOR MEETINGS

1st Thursday of Every Month, 4:30 pm

District Headquarters Board Room
5807 Springview Drive • Rocklin, CA 95677

OFFICE HOURS

Monday-Thursday 7am - 4:30 pm
Friday 7 am - 3:30 pm

5807 Springview Drive • Rocklin, CA 95677

916-786-8555
www.spmud.ca.gov



**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors
From: Eric Nielsen, General Manager
Cc: Emilie Costan, Administrative Services Manager
Subject: **Approval of General Manager’s Goals for 2025**
Meeting Date: January 9, 2025

Overview

The Board has requested the General Manager’s goals be reviewed for the upcoming year. Listed below are goals for 2025, along with a list of long-term agenda items programmed for 2025. These items were reviewed by the President’s Committee on December 16, 2024, and are being forwarded to the Board for discussion and approval.

GENERAL MANAGER GOALS FOR 2025

- Complete onboarding of the new District Superintendent
- Negotiate the restructuring of the billings for Sierra College
- Update the Sewer System Management Plan (SSMP)
- Update the System Evaluation and Capacity Assurance Plan (SECAP)
- Obtain GFOA Triple Crown for FY24/25
- Complete Amended and Restated Memorandum of Understanding for Employee Groups

3 Months

1. Complete onboarding of the new District Superintendent
2. Review documents (i.e., MUD Act, FY24/25 Budget Book, FY23/24 Annual Comprehensive Financial Report, SPWA Agreements and Systems Evaluation)
3. Complete the Sewer System Management Plan (SSMP) Audit

6 Months

1. Execute agreement restructuring the billings with Sierra College
2. Negotiate Amended and Restated Memorandums of Understanding

9 Months

1. Complete SSMP Update
2. Obtain GFOA Certification of Award (COA) for Excellence in Financial Reporting
3. Obtain GFOA Distinguished Budget Presentation Award

12 Months

1. Complete System Evaluation and Capacity Assurance Plan (SECAP)

Programmed 2025 Agenda Items:

January

- President Change-over/ Selection of Officers, Dissolution of Advisory Committees
- Appointments to Advisory Committee and SPWA Board
- Brown Act Workshop
- Popular Annual Financial Report for FY2023/24
- Approve GM 2025 Goals
- Monthly Service and Capacity Charge Update for Sierra College

February

- Mid-Year Budget Adjustments
- Report on SPWA Board Meeting
- Quarterly Investment Report
- Revisions to Board Policies 3251 & 4055
- Regulatory Update Workshop (SB 937)

March

- SSMP Audit Update
- Fund Balances Workshop

May

- Quarterly Investment Report
- Report on SPWA Board Meeting

June

- FY 2025/26 Budget Workshop
- Adopt FY 2025/26 Fee Schedule, Fine Schedule, and Schedule of Values
- Delinquent Account Assignment
- SDRMA Ballot

July

- Adopt Amended and Restated MOUs
- Adopt FY 2025/26 Budget
- Report on SPWA Board Meeting

August

- SSMP Update
- Quarterly Investment Report

September

-

October

- Report on SPWA Board Meeting
- Strategic Plan Annual Report

November

- Quarterly Investment Report
- Annual Investment Report

December

- Final Audit and Annual Consolidated Financial Report for FY 2024/25
- Popular Annual Financial Report for FY 2024/25
- Participation Charge Report for FY 2024/25

Recommendation

The General Manager requests that the Board of Directors review, comment, edit, and approve the list of 2025 Goals and Programmed Items and return them to the General Manager for implementation.

Strategic Plan Goals

The General Manager's goals for 2025 are in accordance with the District's Strategic Plan Priorities.

Related District Ordinances or Policies

Policy 4041 – Delegation to the General Manager

Policy 4042 – Board-General Manager Relationship and Responsibilities

Fiscal Impact

The specific fiscal impact associated with these actions will be addressed at the time of project approval or budget.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
STAFF REPORT**

To: Board of Directors

From: Eric Nielsen, General Manager

Cc: Chad Stites, District Superintendent
Emilie Costan, Administrative Services Manager
Carie Huff, District Engineer

Subject: Monthly Service and Capacity Charges for Wastewater Collection and Treatment for Sierra College

Meeting Date: January 9, 2025

Overview

The South Placer Municipal Utility District (District) Annual Comprehensive Financial Report for the Fiscal Year ending June 30, 2023 (FY 22-23 Audit) contained an audit finding pertaining to unusual billing procedures and charges for the Sierra Joint Community College District (Sierra College) that are substantially different than those adopted in the District Sewer Code. Sierra College payments are received as unapplied credits in the billing system, and monthly fee increases must be built into the manual calculations and manually reconciled. The audit and financial reports were prepared in accordance with the requirements of the California Municipal Utility District Act (MUD Act) as well as the Generally Accepted Auditing Standards and the Government Auditing Standards issued by the Comptroller General of the United States. This audit was conducted by Mann, Urrutia, and Nelson, CPAs, an independent auditor specializing in governmental and special district audits.

While investigating the audit findings, the District identified that Sierra College has been paying sewer charges based on water consumption of 300 gallons per day being equal to one Equivalent Dwelling Unit (EDU). Due to water conservation efforts and mandates, this outdated formula based on a 1991 agreement with the College has resulted in the College paying lower monthly service charges over time, despite rate increases adopted by the District Board of Directors. Additionally, the College has not paid capacity charges in accordance with the 1968 and 1991 agreements between the District and the College since 1989 despite multiple changes to the attendance and facilities at the College. In February 2024, the District entered into negotiations with Sierra College for the purpose of correcting Sierra College's account to be in compliance with the District's Sewer Code. In summary:

- a) It has been determined that the Sierra College Campus currently comprises 428,030 square feet (sf) of building area consisting of a variety of uses including offices, dormitories, cafeteria, and science classrooms. Per District Sewer Code Chapter 2.03.03B, the relative impact of Sierra College on the District's system, calculated using a composite method, translates to 243.57 Equivalent Dwelling Units (EDUs).

- b) Current billing for Sierra College, based upon water consumption, equates to being in billing for approximately 100 EDUs. Staff have been working with Sierra College on an agreement to be placed into the District’s standard billing system in accordance with the District Sewer Code. Such billing is done on a quarterly basis and is based upon the current service charge in effect, multiplied by the number of EDUs calculated for the Sierra College campus, and implementation would be on the following schedule:

Effective Date	EDUs Assessed
7/1/2023	100
7/1/2024	148
7/1/2025	196
7/1/2026	243.57

- c) Additionally, Staff has had discussions with Sierra College about granting easements to the District along Secret Ravine for future trunklines located on the Sierra College campus.

The District has met with Sierra College multiple times over the last year and is continuing to make every effort to negotiate with Sierra College in hopes of reaching a mutually acceptable agreement without the need for escalation.

Recommendation

This is an informational item. Staff recommends that the Board of Directors receive and file this report on the monthly service and capacity charges for Sierra Joint Community College District.

Strategic Plan Goals

This information contained in this report is consistent with SPMUD Strategic Plan Priorities:

- Maintain an excellent regulatory compliance record.
- Prepare for the future and foreseeable emergencies.
- Leverage existing and applicable technologies to improve efficiencies.
- Provide exceptional value for the cost of sewer service.

Fiscal Impact

If Sierra College is placed into billing, the District will experience an increase in operating fund revenue commensurate with the rise in EDUs placed into billing and the rate in effect for that fiscal year as shown in the following table. This will be accounted for in the Operating Fund, Fund 100.

Effective Date	EDUs Assessed	Rates in effect (\$/EDU/month)	Quarterly Bill	Annual Bill
7/1/2023	100	\$ 37.44		
7/1/2024	148	\$ 38.94	\$ 17,289.36	\$ 69,157.44
7/1/2025	196	\$ 40.50	\$ 23,814.00	\$ 95,256.00
7/1/2026	243.57	\$ 42.53	\$ 31,077.10	\$ 124,308.40

Attachments:

1. Attachment A Sierra College Building Summary Report
2. District Agreement 1968-1202 Sierra Junior College Sewer Service Charges
3. District Agreement 1991-0103 Sierra Junior College Sewer Service Charges

Attachment A

Sierra College Building Summary Report (Current)							
Bld	Building Name	Year	Room	ASF	SPMUD Type	EDU/1000SF	Total EDU
1	A - ADMISSN/RECORDS/IIT	1963	44	13,165	Office	1/3	4.38
4	N - Applied Technology	1966	23	15,414	Office	1/3	5.13
5	K - BOOKSTORE/BASIC NEEDS	1966	17	7,773	Office	1/3	2.59
6	B - BUSINESS TECH	1961	13	5,303	Office	1/3	1.77
7	J - CAMPUS CENTER Kitchen/Cafeteria	1963	38	12,205	Kitchen	2	24.41
	J - CAMPUS CENTER Office			7,315	Office	1/3	2.44
8	G-ME POOL BLDG	1979	2	295	Office	1/3	0.10
9	G - PHYSICAL ED CENTER	1961	33	30,412	Gym	2/3	20.25
11	L - COUNSELING/FIN AID	1961	79	16,284	Office	1/3	5.42
13	D - MUSIC	1961	26	8,393	Office	1/3	2.79
14	S - SCIENCE	1961	66	26,971	Science	2/3	17.96
15	H - APPLIED TECHNOLOGY	1961	28	15,653	Science	2/3	10.42
19	U - ADMINISTRATION	1961	41	9,949	Office	1/3	3.31
23	Z - DORMITORY	1969	77	19,149	Dorm	1/2 EDU/Unit	60.00
24	F - HUMAN DEVELOPMT	1961	9	3,175	Office	1/3	1.06
25	W - LIB ARTS DIV	1971	48	18,904	Office	1/3	6.30
27	T - THEATER SPEECH ARTS	1972	29	20,233	Office	1/3	6.74
28	Ft - PHYS ED DIV	1987	6	1,093	Office	1/3	0.36
31	R - GREENHOUSE CENTER	1967	4	2,103	Office	1/3	0.70
44	Gt-3 WEIGHT ROOM	1978	1	3,055	Office	1/3	1.02
60	X - WAREHOUSE/GARAGE	1975	17	12,415	Office	1/3	4.13
61	Y - FACILITIES DEPT 2	1940	7	1,015	Office	1/3	0.34
62	Yt-2 - M & O SHOP	1960	8	3,456	Office	1/3	1.15
71	LRC - LEARNING RESOURCE	1996	133	61,849	Office	1/3	20.60
85	RN-4 Class Lab	2004	1	900	Science	2/3	0.60
86	St-1 SCIENCE LAB	2004	3	1,126	Science	2/3	0.75
87	St-2 SCIENCE CLASSROOM	2004	3	999	Science	2/3	0.67
88	Yt-1 - FACILITIES DEPT 1	2006	11	1,285	Office	1/3	0.43
89	Gt-1 CARDIO ROOM	2007	1	1,365	Office	1/3	0.45
90	Gt-2 CLASSROOM	2007	2	1,350	Office	1/3	0.45
92	V - MATH & SCI DIV	2007	87	40,152	Office	1/3	13.37
93	Pt-1 - CHILD DEVLPMNT CTR	1985	4	1,143	Office	1/3	0.38
94	Gt-4 - OFFICES	2014	6	866	Office	1/3	0.29
95	RN-1 NURSING DIV	2014	12	2,526	Science	2/3	1.68
96	RN-2 CLASSROOMS	2014	1	1,360	Office	1/3	0.45
97	RN-3 CLASSROOMS	2014	7	4,603	Office	1/3	1.53
100	Xt - SECURITY	2015	11	856	Office	1/3	0.29
101	Pt-2 - CLASSIFIED UNION BLDG	2015	3	576	Office	1/3	0.19
102	At-1 OFFICE	2016	7	563	Office	1/3	0.19
103	At-2 CLASSROOM	2016	1	894	Office	1/3	0.30
104	At-3 CLASSROOM	2016	1	894	Office	1/3	0.30
105	Lt-1 TESTING CENTER	2016	12	3,291	Office	1/3	1.10
106	St-4 SCIENCE LAB	2016	2	1,365	Science	2/3	0.91
107	St-3 SCIENCE LAB	2016	2	1,330	Science	2/3	0.89
108	Xt-2 SECURITY OFFICE	1990	2	208	Office	1/3	0.07
136	RN-5 NURSING VILLAGE ADD'L OFFICE BLDG	2021	2	245	Office	1/3	0.08
137	At-4 CONSTRUCTION MGMT		7	780	Office	1/3	0.26
138	Yt-3 FMP PROGRAM MGMT	2021	7	939	Office	1/3	0.31
139	Instructional Building	2023	111	42,835	Office	1/3	14.26
				428,030			243.57

AGREEMENT

1 THIS AGREEMENT made this 2nd day of December,
2 1968, by and between ROCKLIN-LOOMIS MUNICIPAL UTILITY DISTRICT, a
3 municipal utility district, hereinafter referred to as District,
4 and SIERRA JUNIOR COLLEGE DISTRICT, hereinafter referred to as
5 College,

W I T N E S S E T H:

7 WHEREAS, District and College did, on the 2nd day of
8 December, 1960, enter into a written Agreement providing,
9 among other things, for the disposal of sewage from the Sierra
10 College facility in Placer County into the sewage collection
11 system constructed by District; and

12 WHEREAS, said Agreement was modified and amended in
13 certain respects by written Agreements dated May 10, 1961, and
14 September 6, 1961; and

15 WHEREAS, the actual and anticipated growth and expansion
16 of the Sierra College facility has made it necessary to provide
17 for additional sewage collection, treatment and disposal
18 services to be rendered by District; and

19 WHEREAS, District proposes to construct additional
20 sewage disposal facilities, in the form of a gravity flow line
21 or a line utilizing a pumping plant, in order to eliminate the
22 existing sewage treatment pond presently serving the Sierra
23 College facility; that said additional sewage disposal facili-
24 ties will be sufficient in size and capacity to provide adequate
25 sewage disposal service to the Sierra College facility and
26 other areas served by District; and

27 WHEREAS, the parties hereto desire to completely
28 express their rights, duties and obligations, each to the other,
29 relating to the construction by District of the aforesaid
30 sewage disposal facilities and the financial participation by
31 College in the form of connection charges to assure adequate
32 sewage disposal service to the Sierra College facility in
the future;

1 NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE
2 PARTIES HERETO AS FOLLOWS:

3 1. Except as provided in Paragraph 9 hereof, this
4 Agreement shall supersede the written Agreements between
5 District and College referred to above, and shall constitute
6 the full and complete understanding between the parties hereto
7 relating to the construction by District of adequate sewage
8 disposal facilities and the financial participation by College
9 to provide adequate sewage disposal service for the Sierra
10 College facility in the future.

11 2. Immediately upon the execution of this Agreement,
12 District will perform all acts necessary to award a contract
13 for the construction of sewage disposal facilities adequate
14 to serve the Sierra College facility and other areas in
15 accordance with plans and specifications prepared by District's
16 engineer. Such contract shall provide for either a gravity
17 flow line or a line utilizing an adequate pumping plant,
18 sufficient in size and capacity to provide adequate sewage
19 disposal service to the Sierra College facility and other areas
20 served by District.

21 3. College agrees to make available to District, on
22 the terms and conditions hereinafter set forth, the sum of
23 \$27,926.25, which sum, when received by the District, will
24 represent a payment by College to District for 1250 average
25 daily attendance at the Sierra College facility plus 113
26 dormitory students computed in accordance with the formula set
27 forth in Paragraph 5 hereof.

28 4. Immediately upon the awarding of a contract by
29 District for the construction of such gravity flow line or line
30 utilizing an adequate pumping plant serving the College, District
31 shall notify College in writing of such award and shall deliver
32 to College a certified copy of such fully-signed contract.
Promptly upon completion of such operative facilities serving

1 the College, College shall pay to District the sum of \$27,926.25,
2 provided, however, that such payment shall be made only con-
3 currently with the payment by District to College of the sum of
4 \$4,457.55 pursuant to the terms of that separate Agreement
5 made and entered into concurrently with this Agreement.

6 5. If the average daily attendance at the Sierra
7 College facility exceeds 3750, or the number of dormitory
8 students exceeds 188, and subject to the rights reserved to
9 College under Paragraph 9 hereof, additional payments shall be
10 made by College to District in accordance with the following
11 formula:

12 A = Additional units of Rocklin Campus
13 A.D.A. not previously included in
14 contract for sewage demands. Com-
15 putation of A.D.A. shall relate to
16 1968-69 methods of computation.

17 B = Additional dormitory resident capacity.

18 F = Current participation fee for single
19 family dwelling.

$$F \times \left[\frac{(A - 1.5B)}{15.6} + \frac{B}{3.5} \right]$$

20 6. The formula in Paragraph 5 above was used to
21 compute the payment of \$27,926.25 specified in Paragraph 3 hereof.

22 7. At such time as the average daily attendance at
23 the Sierra College facility exceeds 3750, or the number of
24 dormitory students exceeds 188, College shall immediately furnish
25 to District, and annually thereafter, complete and accurate
26 records relating to such average daily attendance, based on 1968
27 methods of A.D.A. computation, and the number of resident dormitory
28 students; and if, after applying the formula contained in
29 Paragraph 5 hereof, additional sums are due from College to
30 District, College agrees to make such payment to District within
31 thirty (30) days after notification to College that such sum is due.
32 Average daily attendance, as used in this paragraph, shall mean

1 the sum of the Fall Semester A.D.A. and the Spring Semester
2 A.D.A.; it shall not include the Summer Session A.D.A. so
3 long as such Summer Session A.D.A. does not exceed the sum of
4 the Fall and Spring Semester A.D.A.

5 8. College will pay to District an annual service
6 charge based on the following: For each fiscal year the Sierra
7 College's Rocklin facility uses District's facilities, the rate
8 shall be computed at the then-existing monthly house rate,
9 multiplied by the quotient of the current year's A.D.A. at the
10 Rocklin campus (computed using 1968-9 methods of computation),
11 divided by 15.6; plus two-thirds ($\frac{2}{3}$) of the then-existing
12 monthly rate for each 3.5 persons living in residence halls
13 during each month such residence halls are occupied by residents.
14 It is hereby understood and agreed that the monthly house rate
15 is subject to change from year to year, as determined by
16 District, and the monthly house rate for College shall be the
17 same each year as that set for householders by the District.
18 Payment shall be made on or about July 1st of each year for
19 the preceding year's total Fall Semester, Spring Semester, and
20 Summer Session A.D.A.

21 9. If the District should fail to complete construction
22 of such gravity flow line or line utilizing an adequate pumping
23 plant serving the College, as hereinabove provided, on or
24 after the deadline specified in Paragraph 10 below, College
25 shall be entitled both to pursue all of its remedies at law
26 and equity pertaining to this Agreement and to pursue all of
27 its remedies at law and equity pertaining to said Agreements
28 and Contracts of 1960 and 1961.

29 10. District agrees to proceed with all due diligence
30 and to complete the construction of such sewage collection and
31 disposal facilities referred to herein immediately upon the
32 signing of this Agreement by both parties, and to have such
facilities completed not later than three hundred thirty (330)

1 calendar days following the signing of this Agreement by
2 District and College.

3 11. College and District agree, in the event that any
4 action, suit, or proceeding be commenced by either party to
5 compel performance of this Agreement, or said Agreements and
6 Contracts of 1960 and 1961, that the prevailing party shall be
7 entitled to recover reasonable attorney's fees in an amount
8 to be fixed by the Court, and to be taxed as costs and to be
9 included in any Judgment therein rendered.

10 IN WITNESS WHEREOF, the parties hereto have set their
11 hands the day and year first above written.

12 ROCKLIN-LOOMIS MUNICIPAL UTILITY DISTRICT

13
14 By *Paul B. Gates*
15 President

16 Attest:

17 *Deanna A. Willard*
18 Secretary

19
20 SIERRA JUNIOR COLLEGE DISTRICT

21
22 By *Meredith M. Warner*
23 Secretary, Board of Trustees
24 Sierra Junior College District

AGREEMENT

This agreement made this 3rd day of January, 1991, by and between SOUTH PLACER MUNICIPAL UTILITY DISTRICT, a municipal utility district, formerly ROCKLIN-LOOMIS MUNICIPAL UTILITY DISTRICT, hereinafter referred to as "District", and SIERRA JOINT COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "College".

W I T N E S S E T H

WHEREAS, the parties hereto did on the 2nd day of December, 1960, the 10th day of May, 1961, the 6th day of September, 1961, and the 2nd day of December 1968, enter into agreements in writing relating to the rendition of sewer service by District to the SIERRA COLLEGE facility, Placer County, California, and the payment for such service by College to District; and

WHEREAS, the parties hereto do expressly acknowledge and agree that they have each fully and satisfactorily performed their respective duties and obligations under said agreements; and

WHEREAS, the parties hereto desire to amend and modify the written agreement dated December 2, 1968, relating to sewer service charges to be paid by College to District.

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. Paragraph 8, page 4, of the Agreement between the parties hereto dated December 2, 1968, is hereby amended to read as follows:

8. College agrees to pay to District a sewer service charge computed according to the following formula:
- a. One sewer unit - 300 gal. per day.
 - b. Average daily water use per billing period (in gallons) \div 300 gallons per day = number of sewer units.
 - c. Number of sewer units x District's monthly service charge x months within billing period = service charge due.

Average daily water use in terms of gallons shall be based on the Placer County Water Agency treated water billing to the College. It is understood that Placer County Water Agency bills the College for a two (2) month period. The payment by College to District shall be made, based on the foregoing formula, within 30 days of receipt by College of such billings by Placer County Water Agency. College agrees to submit a copy of each such billing together with payment to District. It is further understood and agreed that the monthly service charge fixed by District is subject to change from time to time by District in accordance with all applicable statutes and that the monthly service charge for College shall be the same as that fixed by District from time to time for all

single family dwelling units. In the event College fails to pay the service charge produced by the foregoing formula within 30 days after receipt of the billing from Placer County Water Agency, the amount of the service charge shall bear interest at the rate of 1-1/2% per month until paid as provided by the provisions of Section 12811 of the Public Utilities Code.

2. The parties hereto recognize that the California Legislature added Chapter 13.7 to Part 1 of Division 2 of Title 5 to the Government Code (Section 54999 et seq.) effective March 24, 1988, and that the respective rights, duties and obligations of the parties hereto shall be governed by the legal effect of these statutes.

3. Except as specifically amended by the terms of this Agreement, the Agreement dated December 2, 1968, between the parties hereto shall remain in full force and effect.

4. Time is of the essence of this Agreement.

5. This Agreement shall be effective on July 1, 1990.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

By: Angelo Lemos
Angelo J. Lemos, President

ATTEST:

Carol Bean
Carol Bean, Secretary

SIERRA COLLEGE BOARD OF TRUSTEES

By: Mary Jane Bolton
Mary Jane Bolton, President

ATTEST:

Gerald C. Angove
Gerald C. Angove, Secretary

GENERAL MANAGER REPORT

To: Board of Directors
From: Eric Nielsen, General Manager
Date: January 9, 2025
Subject: General Manager Monthly Staff Report – December 2024

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 December 3, 2024, the General Manager met with Vice President Jewell and Director Dickinson to review possible advisory committee appointments for 2025.
- B. Also, on December 3, 2024, the General Manager, along with the District Engineer and Administrative Services Manager, attended a meeting with LAFCO’s consultant, RGS, to discuss comments and provide clarification on language in the Administrative Draft MSR.
- C. On December 5, 2024, the General Manager participated in the Joint Economic Development and Government Affairs meeting conducted by the Loomis Basin Chamber of Commerce and heard an update from the Placer County Economic and Development Housing Director.
- D. On December 9th and 12th, 2024, the General Manager and Administrative Services Manager conducted new-director orientation with the two new incoming board members, Jack Arney and Michael Faria.
- E. On December 12, 2024, the General Manager participated in a District All-Hands meeting to recognize the accomplishments of the District during the tenure of General Manager, Herb Niederberger.
- F. On December 13, 2024, the General Manager met with the Rocklin City Manager, Aly Zimmerman and PCWA General Manager, Andy Fecko. It was primarily an introductory meeting on account of the new SPMUD General Manager. Among some of the topics discussed were utility capacity fees and updates on the Atherton Trunk easement.

- G. On December 16, 2024, the General Manager met with Vice-President Jewell and President Durfee to go over the annual goals for the General Manager and the programmed agenda items for 2025.
- H. On December 18, 2024, the General Manager met with the District General Counsel to discuss the following: a), Sierra College Partners agreement with the City of Lincoln; b) Lucille’s Stipulated Compliance Order; and c) monthly service and capacity charges for Sierra College.
- I. On December 19, 2024, the General Manager attended the District’s Holiday Team Building Lunch.
- J. The General Manager was out of the office on December 30th and 31st, 2024.
- K. Advisory Committee Meetings:

There were no advisory committee meetings in December.

3) PURCHASE ORDERS/CONTRACTS INITIATED UNDER GENERAL MANAGER AUTHORITY

PO Req#	Date	Vendor	Description	Amount
452	11/27/2024	RPM HVAC	Mini Split Air Conditioner for Server Room	\$7,327
453	12/5/2024	SwifyComply	FOG Management Software	\$6,538
454	12/11/2024	TriTech Software Systems	Lucity/Central Square Annual Software Renewal	\$16,122.26

4) LONG RANGE AGENDA

February 2025

- Quarterly Investment Report
- Mid-Year Budget Adjustments
- Revision to Board Policies 3251 & 4055
- Regulatory Update Workshop (SB 937)
- SPWA Board Meeting Update

March 2025

- SMMP Audit Update
- Fund Balances Workshop

May 2025

- Quarterly Investment Report
- Report on SPWA Board Meeting

Item 8.2.1

ITEM VIII. ASD REPORT

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

cc: Eric Nielsen, General Manager

Subject: Administrative Services Department Monthly Report

Board Date: January 9, 2025

Popular Annual Financial Report

The Administrative Services staff have been working to prepare and circulate the District’s first Popular Annual Financial Report (PAFR). The report provides a condensed, accurate, and highlighted version of the District’s annual financial report that is easily understandable to the general public and other interested parties without a background in public finance. The report has been submitted for consideration of the Government Finance Officers Association (GFOA) PAFR Awards Program. The report will be presented to the Board at the January board meeting.

New Board Member Orientation

The Administrative Services Manager assisted with the orientation and onboarding of the two new board members who will be sworn in at the January board meeting.

Demystifying Local Government Investment Pools (LGIPs) and Liquidity Tools

The Administrative Services Manager attended training provided by CalTRUST on money markets and liquidity pools for public employers.

Catapult EMS Safety Team & CPR Training

The Administrative Services Manager participated in two safety training sessions on the new Emergency Management System. She also attended the District-led American Red Cross CPR recertification class.

Holiday Team Building Event

The Administrative Services team participated in the District’s holiday team building event where employees gathered in teams across departments to compete in fun holiday-themed activities.

December Monthly Investment Transactions per GC §53607

DEPOSITS, TRANSFERS, OR WITHDRAWALS

CalTRUST: None
CA CLASS: None
LAIF: None
Placer County: None
Wells Fargo: None
Five Star MM: None

ITEM VIII. FSD REPORT

To: Board of Directors
From: Eric Nielsen, General Manager
Cc: Emilie Costan, Board Secretary
Subject: Field Services Department Monthly Report
Meeting Date: January 9, 2025

Department Overview

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

1. Supervisory Control and Data Acquisition (SCADA) Replacement

- a. The Pre-Construction Conference was held on December 18th with the contractor/integrator (Telstar), engineering/construction management services (Carollo), and the District.
- b. Work is scheduled to be completed by December 2, 2025.

2. Sewer System Management Plan (SSMP) Audit

- a. Staff completed the Pre-Inspection Questionnaire. The SSMP Audit inspection is scheduled for January 6, 2025. The completed audit is due February 2, 2025, and is scheduled to be presented to the Board at the March 6th meeting.

3. Zero-Emission Fleet Transition

- a. Staff executed an agreement with DKS Associates after receiving approval from the board of directors at the December 5th meeting.
- b. Professional services will commence in January 2025 and conclude in July 2025.

4. Superintendent Hiring

- a. Invitations to apply for the open Superintendent position were advertised on November 6th. Interviews were held on December 13th.
- b. I am pleased to share that Chad Stites has been selected as the next District Superintendent. Chad began working for the District on October 2, 2000. He previously served as the District's Field Supervisor.

5. Emergency Messaging System

- a. The District's Safety Team (i.e., managers and regulatory compliance technician) completed training on the use of its new emergency messaging system on December 9th as part of its Workplace Violence Prevention Plan.
- b. Training and drills will continue with all District staff.

6. Meetings

- a. The District General Manager/Superintendent and Director Mitchell met with Town of Loomis Councilmember Amanda Cortez and Town General Manager Wes Heathcock on December 17th. The purpose of the meeting was introductory. The group discussed the District’s history, purpose, and plans. The group also reviewed questions about Town projects and development projects.

Reporting

This section provides the Board an overview of the Field Services Department operations and maintenance activities through 11/30/2024. The work listed is not all inclusive.

1. Lost Time Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 3014 days (8.3 years) without a Lost Time Accident/Injury
- b. Workers Compensation Claims over the last twelve (12) months
 - i. One (1)

2. Safety/Training/Professional Development

- a. Field Services employees participated in training for the following:
 - i. Silica Dust Awareness
 - ii. Back Injury Prevention
 - iii. Cold Related Injuries

3. Customer Service Calls

- a. Response Time Goals over the Last 12 Months

	Goal	Average	Success Rate
During Business Hours	< 30 minutes	22 min	94%
During Non-Business Hours	< 60 minutes	41 min	

Service Calls - November

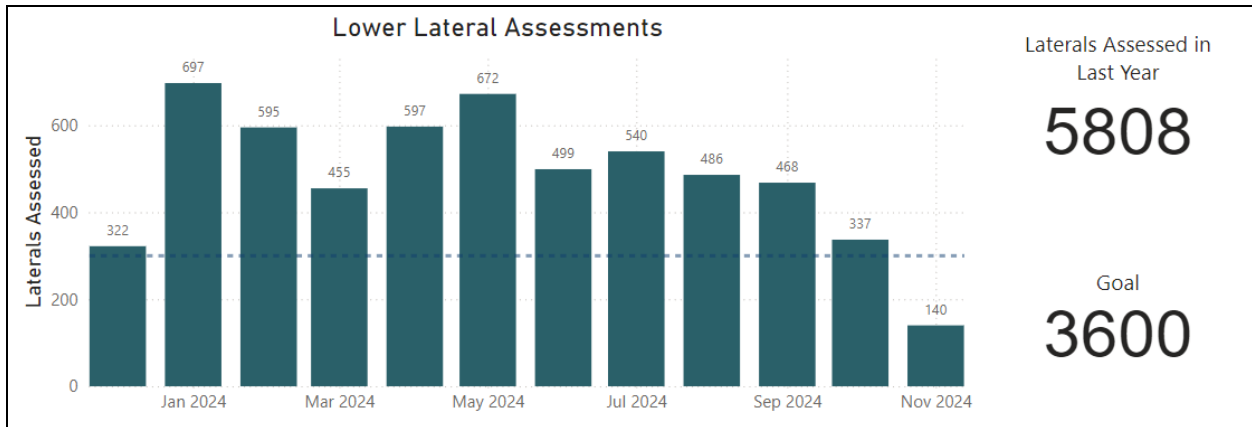
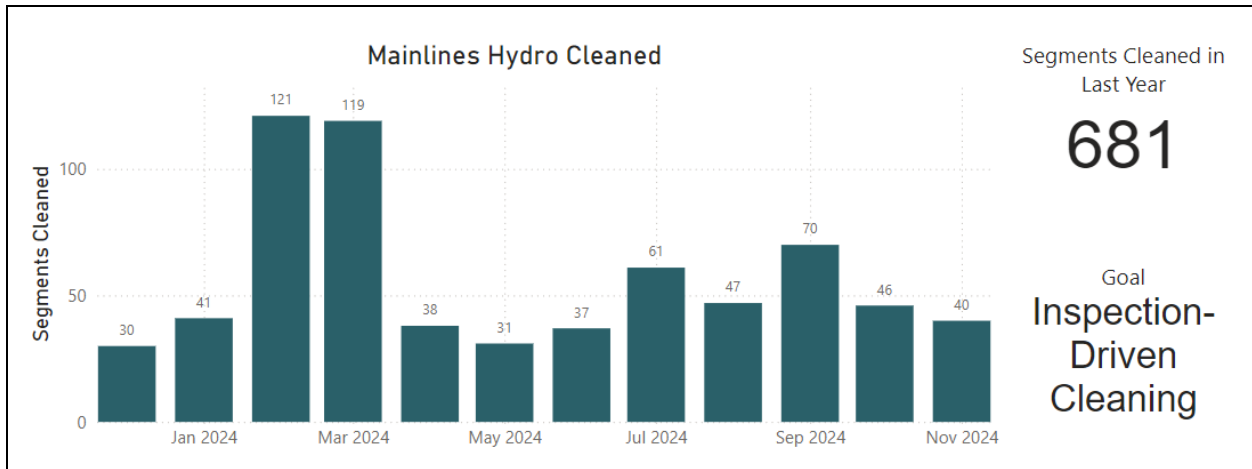
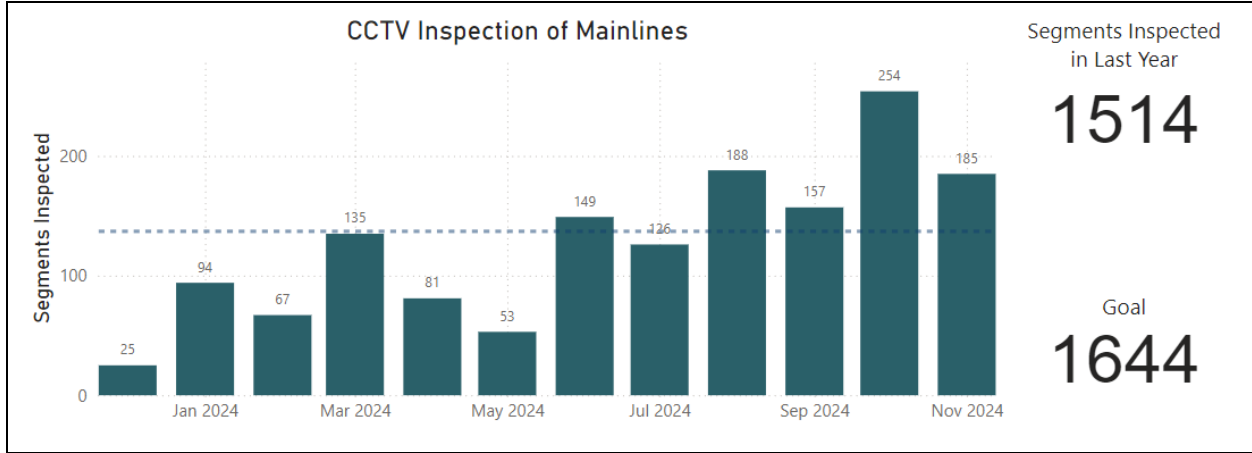
Responsibility	Spill	Stoppage	Odor	Alarm	PLSD	Misc
SPMUD Responsibility	2	1		3		
Owner Responsibility		8	1			3
Total	2	9	1	3		3

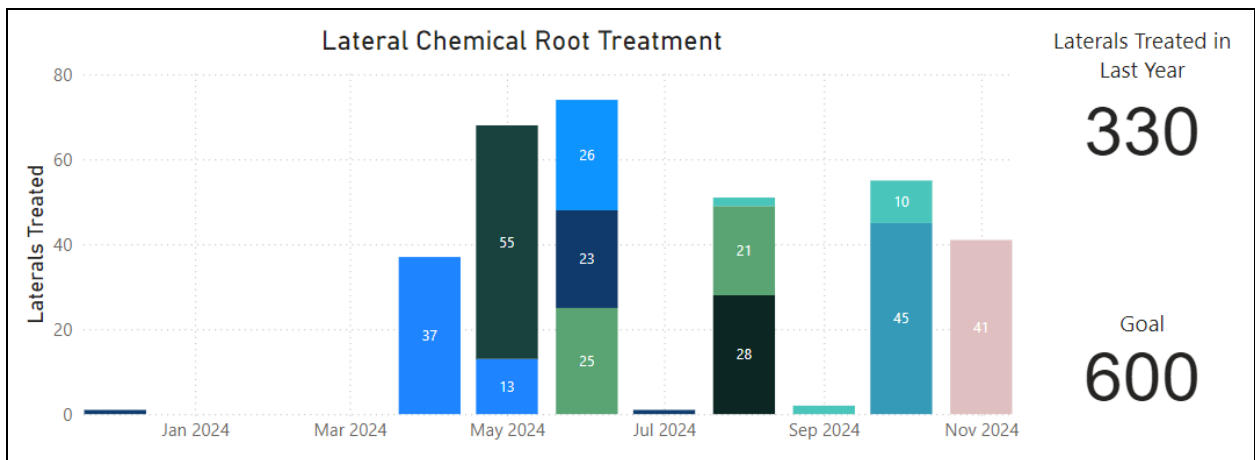
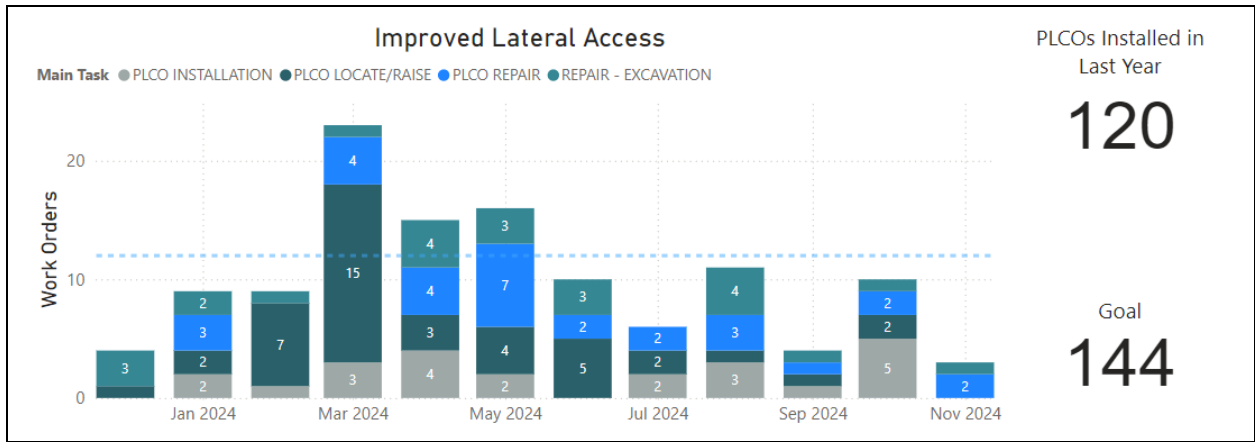
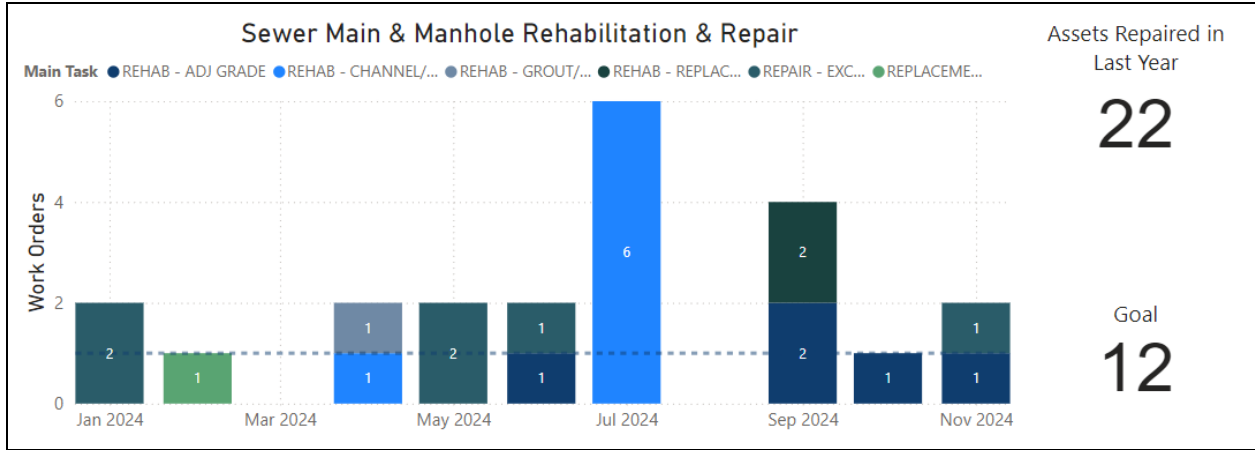
Total Service Calls

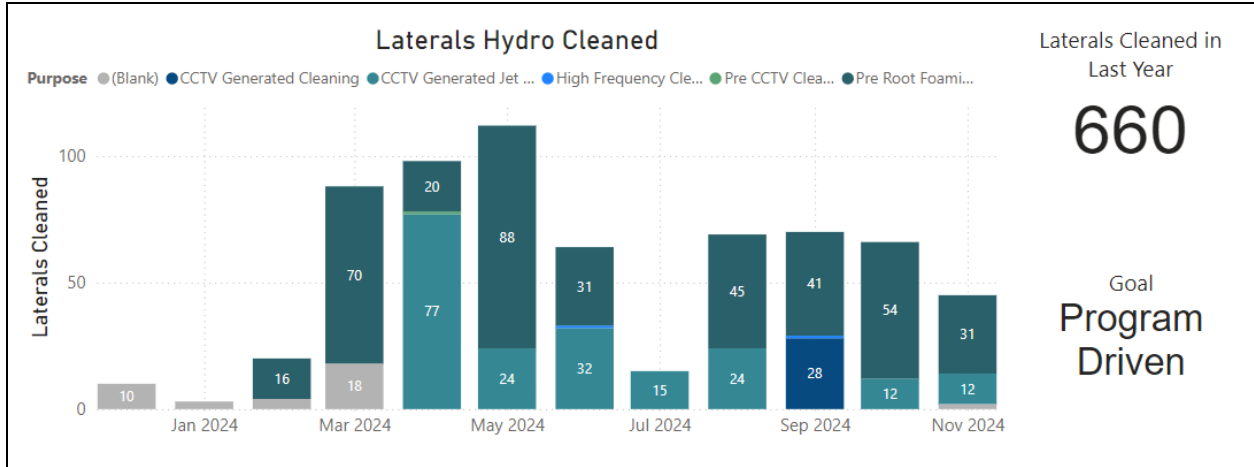
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4. Production

- a. The information provided below shows the work performed in key areas of focus. It does not represent all the work completed in the department.







ITEM VIII. TSD REPORT

To: Board of Directors
From: Carie Huff, District Engineer
Cc: Eric Nielsen, General Manager
Subject: Technical Services Department Monthly Report
Board Date: January 9, 2025

TSD Updates:

- ❖ The District collected two boxes of toys for Toys for Tots. Thank you to those who supported this effort!
- ❖ TSD staff participated in the Employee Engagement Committee (EEC) meeting on December 3rd and 10th. The Employee Engagement Committee is hosting the District's Holiday Team Building Event on December 19th.
- ❖ The Superintendent and the District Engineer participated in the model update and System Evaluation and Capacity Assurance Plan (SECAP) kick-off meeting on December 5th.
- ❖ The Superintendent and the District Engineer attended the SPWA Development Coordination meeting with the City of Roseville and Placer County on December 5th.
- ❖ The District Engineer completed Catapult EMS training on December 9th.
- ❖ TSD staff participated in the utility coordination meeting on December 18th to discuss regional projects and issues. Representatives from the City of Rocklin, the Town of Loomis, the City of Roseville, Placer County, PCWA, PG&E, and Caltrans attended the meeting.
- ❖ The second quarter commercial audit of FY2024/25 is in process.
- ❖ TSD staff is continuing to audit the laterals in GIS with billing accounts in Tyler at the direction of the board. This audit process will occur over the next year.
- ❖ TSD continues to work on updates to the District's Standard Specifications and Improvement Standards for Sanitary Sewer to align with the Sewer Code updates and Chapter 4 – Wastewater Pump Stations. The final version will be presented to the Board in early 2025.

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

The City approved a resolution to authorize the City Manager to purchase the sewer easements at the October 22nd City Council meeting. The City is continuing to coordinate with the property owners; however, the easements have not been finalized.

There are multiple development applications for projects (Stanford Ranch 6.8 Apartments, Quick Quack Lonetree, and Chapa-De Health Center) upstream of the Northwest Rocklin Sewer

Annexation Construction Project that propose to connect to the District's sewer system. The District has noted in responses to the City of Rocklin that connections will be approved on a case-by-case basis pending acceptance of the Northwest Rocklin Sewer Annexation Project.

District Capital Projects Updates:

1. Cameo Court Trunk and Lift Station Abandonment, Rocklin: District staff met with the City of Roseville on November 25th to discuss the potential connection. The City of Roseville is open to the idea and is working with the District to confirm flows in the pipe. FSD coordinated the installation of a flow monitor on December 17th.
2. PCWA / Newcastle Construction Cooperation Project:
District staff is working on updating the draft front-end specifications and technical content for construction in the summer of 2025.

Proposed Annexation of the Castle City Mobile Home Park in Newcastle

The District reviewed and provided comments on the draft Plan of Study Application and met with Sanbell, the project engineer, and Caritas, the property owner, on December 18th for further discussion. Based on the District's comments, Caritas will pursue additional alternatives for further consideration in 2025. It should be noted that the level of effort required for the District to manage this project is substantial. In addition, the District is required to fund the project until reimbursed by the State of California. Staff will present additional information about the project in the coming months with a request for direction from the board.

Local Agency Formation Commission (LAFCO)

The District has been engaged with LAFCO's consultant, RSG, throughout the Municipal Review and Sphere of Influence Study process. The District met with RSG on December 3rd to discuss the District's comments and to provide clarification on the draft document. LAFCO intends to present the Administrative Draft MSR to the LAFCO Board on January 15th for comments and feedback. The LAFCO agenda will be available the week of January 6th.

FOG Program

The District's FOG Inspector conducted nine core sample inspections of grease control devices (GCDs) in November at the following locations:

- **Dutch Bros**, 1277 Whitney Ranch Parkway
- **Taco Bell**, 2041 Wildcat Boulevard
- **Maverik Gas Station**, 1220 Sunset Boulevard
- **Strikes / Half Time Bar & Grill**, 5681 Lonetree Boulevard
- **El Mariachi**, 1240 Sunset Boulevard
- **Sizzle Mongolian BBQ**, 1230 Sunset Boulevard
- **Taqueria Roberto**, 3071 Stanford Ranch Road
- **Starbucks**, 3091 Stanford Ranch Road
- **Save Mart Grocery**, 3021 Stanford Ranch Road

All nine inspections passed without any issues, corrections, or defects noted. GCDs at Maverik Gas Station and Dutch Bros are newly installed hydro-mechanical units as part of the District's new construction plan review and inspection process.

New Openings and Progress Updates

- **Raku Sushi** successfully opened for business on November 16th after completing the District's Tenant Improvement process. The owner contracted with SRC as their licensed grease hauler and has pump-outs scheduled every three months in compliance with the District's Sewer Code.
- **Via Roma** submitted their application to Placer County Environmental Health and anticipates obtaining a permit from the City of Rocklin in the coming weeks. This location remains under an active Warning of Non-Compliance, requiring the replacement of the existing GCD. With District-approved plans already in place, the contractor will proceed with installation upon receiving approvals from Placer County and the City of Rocklin.
- **Tokyo Dori** submitted and received approval for its plans to address an active Warning of Non-Compliance. This project involves removing the existing GCD and installing a new unit outside the building. This establishment will begin construction per the approved plans.
- **PainKillers Pub & Grub** submitted plans for the installation of a new GCD. This establishment does not currently have a GCD and is under an active Notice of Violation. The plumbing contractor devised a plan to install the unit outside which will enable the restaurant to achieve compliance.

The District continues to monitor progress on these compliance-related projects and provide guidance as necessary to ensure adherence to FOG Program requirements and the Sewer Code.

Industrial Pretreatment

The District contracted with H&R Plumbing to complete manhole rehabilitation at two manholes downstream of Moksa Brewing Company. H&R Plumbing installed the Mainstay Composite Liner which is a two-component system consisting of a high-strength restoration mortar and an epoxy corrosion barrier coating that cure simultaneously. The channels were also treated so that they are more resistant to corrosion from the brewery waste stream. The work occurred from December 2nd through the 4th for an amount of \$12,900. The project was successful with minimal disruption to customers.

Scheduling and coordination are underway for the annual sampling and inspection events at the following breweries:

- Loomis Basin Brewing Company
- High-Hand Brewing Company
- Shred Beer Company
- Moksa Brewing Company

These inspections and sampling events mark a significant milestone in the ongoing efforts to address the impacts of microbreweries on the collection system and treatment facilities. Over the past year, the City of Roseville's Industrial Waste Division and District staff collaborated on a comprehensive Brewery Study to evaluate the effects of unregulated discharges from microbreweries.

The study revealed concerning issues caused by high-strength waste and improper discharge practices that primarily affect the collection system. In response, the District issued Warning of Non-Compliance letters to each brewery, emphasizing the need to implement cost-effective solutions to achieve compliance with local and regional discharge standards. Key corrective

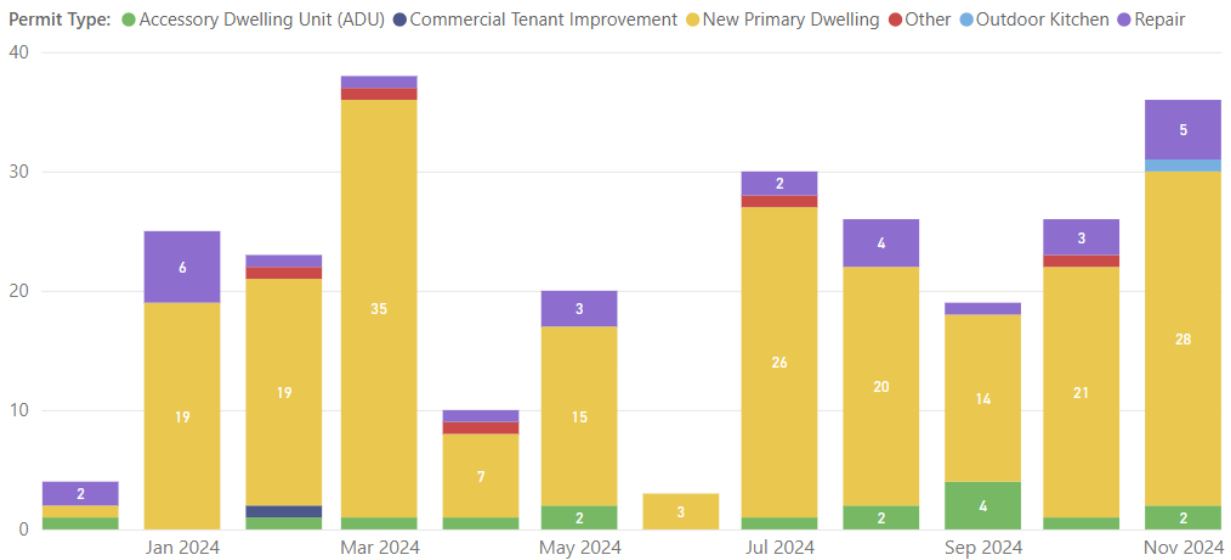
actions included the development of Water Monitoring and pH Control Plans tailored to each brewery's operations.

Additionally, all breweries were required to obtain a Non-Domestic Wastewater Discharge Permit through the City of Roseville and commit to participating in annual sampling and inspection events. These efforts aim to ensure compliance, safeguard critical infrastructure, and minimize the environmental impact of brewery discharges.

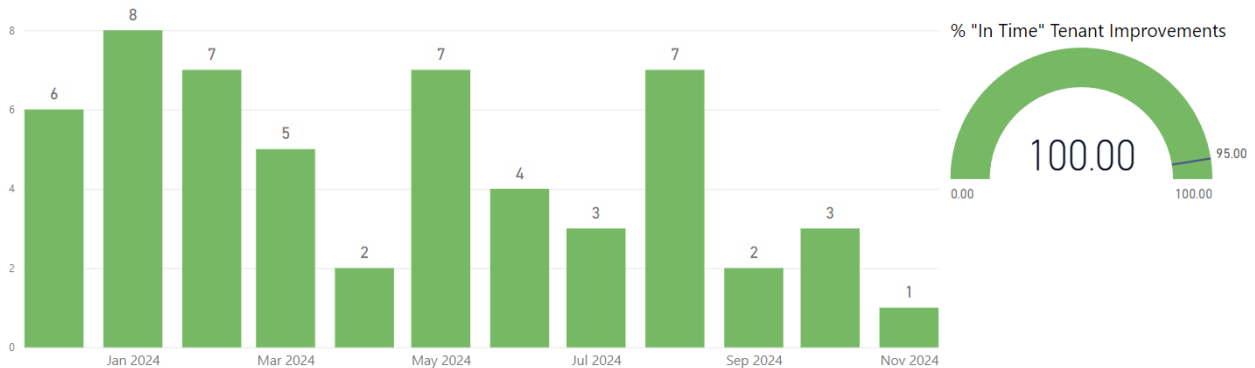
Department Performance Indicators

The following charts depict the efforts and performance of the department in the following areas of work as of November 30th, 2024. The charts are created in a 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

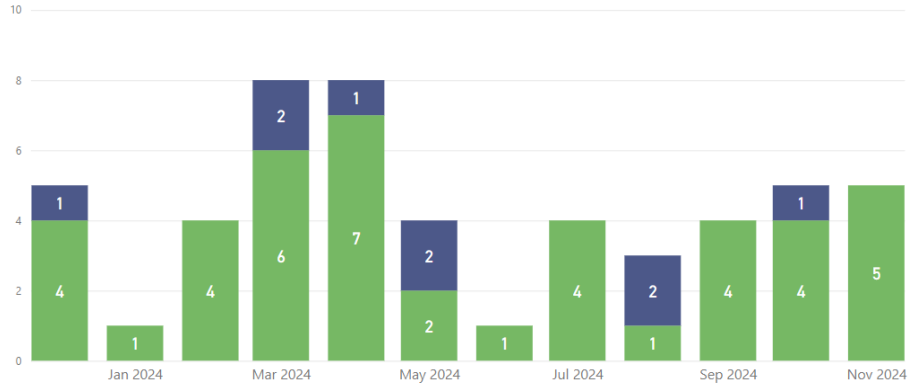


Tenant Improvement Reviews Completed - Monthly Totals



Plan Checks Completed - Monthly Totals

● Plan Checks ● Sign Plans

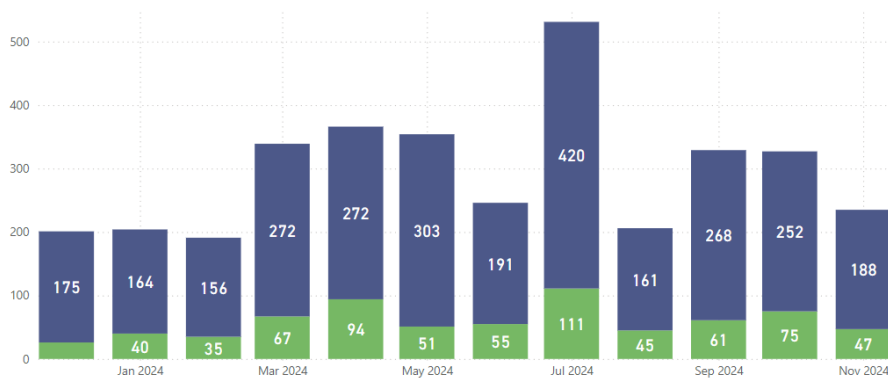


% "In Time" Plan Checks

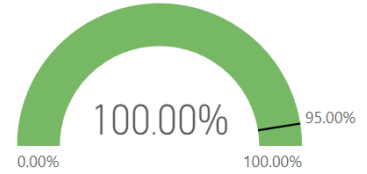


811 Responses

● Office ● Field

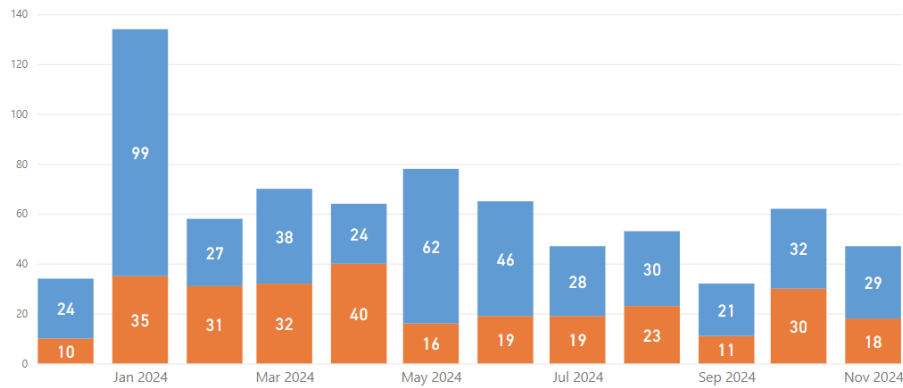


% "In Time" Responses



Building Sewer Inspections - Monthly Totals

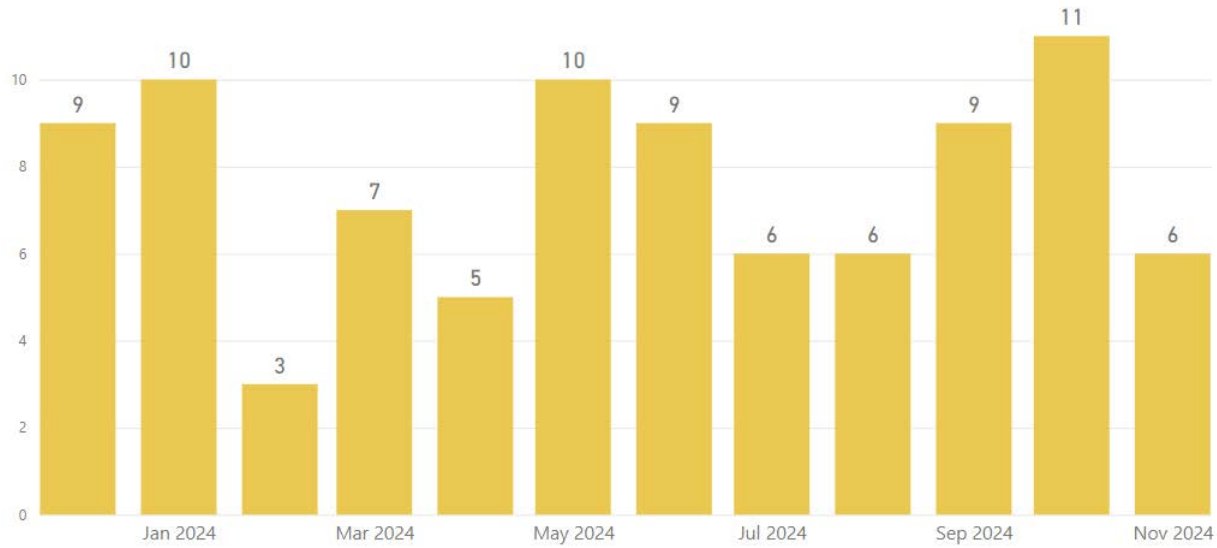
● Rough Inspections ● Final Inspections



% "In Time" Inspections

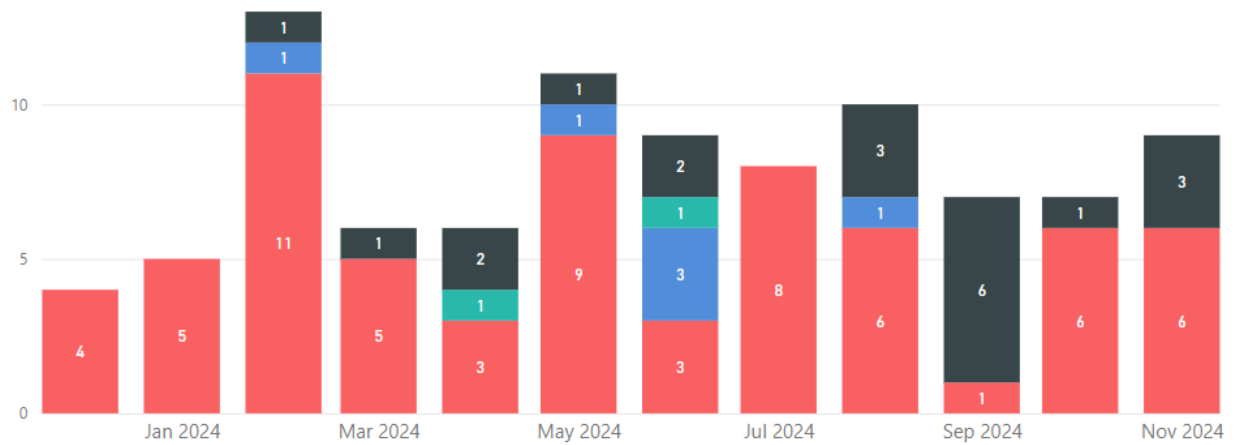


FOG Pickups - Monthly Totals



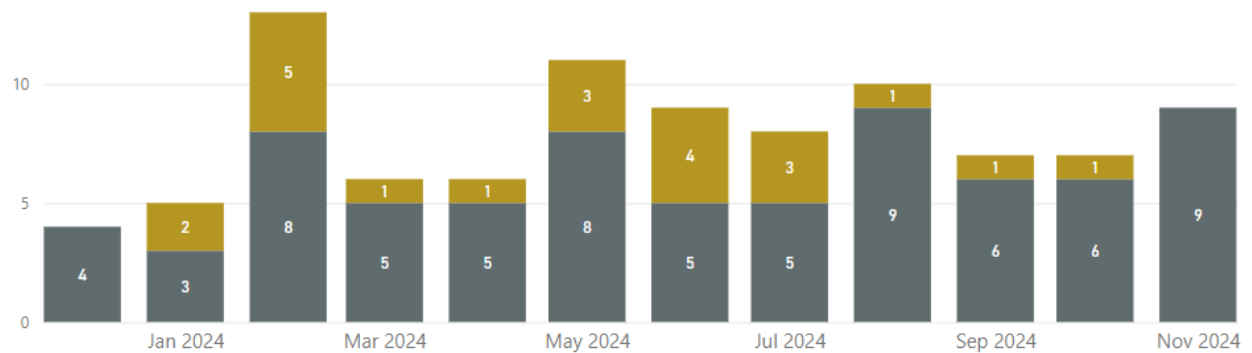
Grease Interceptor Inspections

Template ● GGI Core Sample Inspection - Outside ● GGI Pump Out/Cleaning Inspection ● HGI Core Sample Inspection - Inside ● HGI Core Sample Inspection - Outside

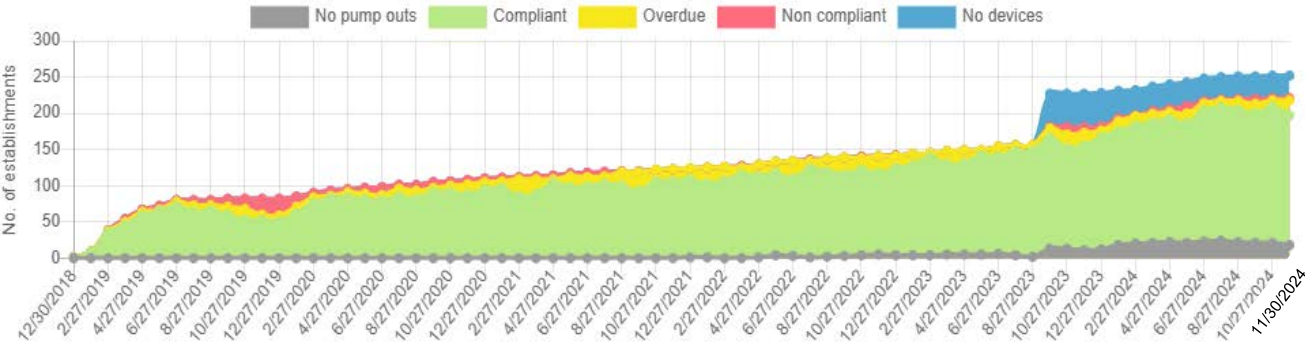


Interceptor Inspection Results

Compliance ● Compliant ● Non-compliant



FOG Compliance History



SwiftComply updated the program to include facilities that do not have a grease control device. This blue area indicates food service establishments that either have no devices or have not been investigated or inspected yet.