

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

| <b>Meeting</b> | <b>Location</b> | <b>Date</b>  | <b>Time</b> |
|----------------|-----------------|--------------|-------------|
| Regular        | Zoom Meeting    | June 4, 2020 | 4:30 p.m.   |

**I. CALL MEETING TO ORDER:** The Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Murdock presiding at 4:34 p.m.

**II. ROLL CALL OF DIRECTORS:**

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

Absent: None

Vacant: None

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

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

**IV. CONSENT ITEMS:**

1. MINUTES from the May 7, 2020 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$604,301.16 through May 27, 2020.
3. RESOLUTIONS 20-16 AND 20-17 Adopting a Memorandum of Understanding with District Employees and a Memorandum of Understanding with Management Employees for the period of 07/01/20 through 06/30/23.
4. RESOLUTION #20-18 Establishing a Fee Schedule for Fiscal Year 2020/21

GM Niederberger confirmed that the Board received the revised staff report for item 4.4 Resolution 20-18 Establishing a Fee Schedule for Fiscal Year 2020/21.

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

**V. PUBLIC COMMENTS:**

President Murdock opened the meeting for public comments. ASM Costan confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

## **VI. BOARD BUSINESS**

### **1. PUBLIC HEARING: RESOLUTION #20-19 TO COLLECT DELINQUENT SERVICE CHARGES FOR SOUTH PLACER MUNICIPAL UTILITY DISTRICT ON THE PLACER COUNTY TAX ROLLS FOR TAX YEAR 2019**

ASM Costan shared that just over 2,000 assignments letters were mailed out to customers with outstanding balances on April 20<sup>th</sup>. At that time there was an outstanding balance of \$587,630. A Public Hearing Notice ran in the Placer Herald and Loomis News on May 22<sup>nd</sup> and May 29<sup>th</sup> advertising tonight's public hearing. As of the time of the meeting there remained 913 delinquent accounts with an outstanding balance of \$322,028 to be placed on the 2019 Tax Rolls.

President Murdock asked if there was an increase in the number of delinquent accounts. ASM Costan responded that the number of delinquent accounts dropped slightly from last year's outstanding balance of \$355,843 and has remained relatively steady the last few years.

Director Mitchell asked that next year, staff provide a five-year comparison of the outstanding delinquent balance to the number of connections.

Public Comment: None

Director Markey made a motion to adopt Resolution 20-19 to Collect Delinquent Service Charges for South Placer Municipal Utility District on the Placer County Tax Rolls for Tax Year 2019; a second was made by Director Williams; a roll call vote was taken, and the motion carried 5-0.

### **2. FISCAL YEAR 2020/21 BUDGET WORKSHOP**

GM Niederberger presented the proposed annual budget and spending plan for Fiscal Year 2020/21. He shared the proposed revenue projections which show service charges increasing slightly and projected new connections reducing from 500 to 300 due to impacts from COVID-19. He then presented the proposed General Fund Expense Budget. He highlighted an increase in insurance premiums, additional funding for the SCADA Master Plan, and one-time funding to a CEPPT Trust to cover unfunded pension liability. GM Niederberger also shared the proposed Capital Spending Plan. Directors were given an opportunity to ask questions and make any comments regarding the proposed budget. Vice President Dickinson suggested a future action item, looking at using the high reserve balance to buyback SPWA bonds and reduce ongoing debt service payments. The final FY 20/21 Budget Workbook will be brought back to the Board for adoption at the July 2, 2020 Board meeting.

No action was requested – informational item.

### **3. COVID-19 PANDEMIC ILLNESS**

GM Niederberger provided an update on District operations in response to the COVID-19 Outbreak. Placer County has entered into accelerated stage two, and effective June 1<sup>st</sup> District employees have reverted to their regular work schedules and are no longer telecommuting. GM

Niederberger proposed reopening the office as of July 1<sup>st</sup>, having a regular Board meeting on July 2<sup>nd</sup>, and continuing to waive late fees until October 1st. He shared that with commercial businesses having been allowed to open back up, expansion of the Commercial Unoccupied Use Program no longer appears necessary. Vice President Dickinson asked for clarification that businesses that have been closed for three months would still qualify for the current Commercial Unoccupied Use Program. GM Niederberger confirmed they would qualify. Vice President Dickinson asked how the Board and staff would social distance at the July 2<sup>nd</sup> Board Meeting. Discussion occurred on how social distancing could occur in the Board Room or at alternative locations. Staff will continue to monitor recommendations from the Placer County Public Health Officer and poll the Board Members prior to the next Board meeting.

No action was requested – informational item.

## **VII. REPORTS**

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

General Counsel Brown shared that he spent time this past month advising staff on the Foothill Trunk Line Project.

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

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

GM Niederberger shared that the May 3<sup>rd</sup> spike in the Water Level Above Bottom Table in the TSD Report was not due to an increase in flow.

President Murdock asked about the May 7<sup>th</sup> meeting with the District Consultants, UAIC, and the Army Corps. GM Niederberger shared that DE Huff is doing an excellent job managing the project. DE Huff shared that she is working on an expanded agreement with UAIC to monitor a larger portion of the site without financial or construction delays to the District.

President Murdock asked about the number of applicants for the ASA positions. ASM Costan replied that eleven candidates were being interviewed.

Director Mitchell acknowledged ASM Costan for doing a CSDA webinar on Implementing an Electronic Management System.

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

### **3. Director's Comments:**

Director Markey asked if he could be provided with a District map that includes demographic and use information.

Director Mitchell shared that there is an upcoming SPWA Board meeting at the end of the month, and he will try to get a better understanding of where the District stands with its debt financing and report back at the July 2<sup>nd</sup> Board Meeting.

## **VIII. ADDITIONAL PUBLIC COMMENTS**

President Murdock re-opened the meeting for public comments. ASM Costan confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

## **IX. ADJOURNMENT**

The President adjourned the meeting at 5:36 p.m. to the next regular meeting to be held on July 2, 2020 at 4:30 p.m.



Emilie Costan, Board Secretary