

# MURPHYS SANITARY DISTRICT

*"To provide the highest level of collection, treatment and disposal of wastewater at the lowest cost possible to the user of the Murphys Sanitary District."*

**Regular Board Meeting**  
Thursday, July 13, 2023  
10:00 a.m.



**MSD District Office**  
15 Ernest Street, Suite A  
Murphys, CA 95247

## AGENDA

*Board meetings are open to the public and the following alternative is available to members of the public who wish to participate in the meeting virtually:*

Join the meeting [Click Here](#)

Meeting Number 2551 979 7772 Meeting Password: 07132023

Join by phone 1-415-655-0001 Access code 2551 979 7772

### CALL TO ORDER\ PLEDGE OF ALLEGIANCE

1. **Authorization to Approve Member Requests to Participate Remotely Due to Just Cause and/or Emergency Circumstances Pursuant to AB2449.**
2. **Roll Call**
3. **Agenda Changes**
4. **Public Comment** *(Limit 5 minutes per person) on items not appearing on agenda.*  
*At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work through staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda.*
5. **Consent Agenda** - The following items are expected to be routine non-controversial. Items will be acted upon by the Board at one time without discussion. Any Board member, staff member, or interested party may request that any item be removed for later discussion.
  - a) Financial Reports June 2023
  - b) Minutes: May 18, 2023 Special Board Meeting

### BOARD OF DIRECTORS

Paige McMath-Jue, President      Steve Gonzalez, Vice President  
Marty Meller, Secretary      Bruce Miller, Treasurer      Joseph Fontana, Director at Large/Parliamentarian  
<https://www.murphysd.org>

**6. New Business**

- a) Approval for two MSD Director volunteers to attend Special District Leadership Academy-Discussion/Action

**7. Old Business**

- a) Cell Tower Lease on WWTP property-Discussion/Update only

**8. Committee Reports**

- a) Investment Advisory Committee Report-Update/Summary Attached
- b) Climate Action & Sustainability Report-Discussion/Upcoming Meeting

**8. Staff Reports**

- a) Administration
- b) Operation

**9. Future Agenda Items/Director Comments**

**7. Next Regular Meeting: August 10, 2023 10:00 a.m.**

**8. Adjournment**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the **Murphys Sanitary District at 209-728-3094**. Notification in advance of the meeting will enable MSD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at MSD for review by the public.

**BOARD OF DIRECTORS**

Paige McMath-Jue, President     Steve Gonzalez, Vice President  
Marty Mollera, Secretary     Bruce Miller, Treasurer     Joseph Fontana, Director at Large/Parliamentarian  
<https://www.murphyssd.org>

**Murphys Sanitary Distict  
FUND  
Balance Sheet**

**Jun 30, 23**

<b>Checking/Savings</b>	<b>Rates</b>	
<b>Operating Fund</b>	<b>.02%</b>	116,318.31
<b>Cash Drawer</b>		200.00
<b>District Investments</b>		
<b>CA Class Discretionary 5.25%</b>	<b>5.25%</b>	629,000.00
<b>CA Class Equip R&amp;R 5.25%</b>	<b>5.25%</b>	419,000.00
<b>LAIF 2.71%</b>	<b>2.71%</b>	48,066.07
<b>UBS T-Bill #1 11/09/2023</b>	<b>4.98%</b>	200,000.00
<b>UBS T-Bill #2 12/21/2023</b>	<b>5.29%</b>	200,000.00
<b>UBS T-Bill #3 07/13/2023</b>	<b>4.67%</b>	200,000.00
<b>UBS T-Bill #4 08/17/2023</b>	<b>4.85%</b>	200,000.00
<b>UBS T-Bill #5 09/23/2023</b>	<b>5.20%</b>	200,000.00
<b>UBS CD 06/21/2024</b>	<b>5.36%</b>	44,000.00
<b>UBS CD 05/30/2024</b>	<b>5.25%</b>	224,000.00
<b>Total District Investments</b>		<u>2,364,066.07</u>
<b>Total Fund Accounts</b>		<u>2,364,066.07</u>
<b>Total Checking/Savings</b>		2,480,584.38

**Murphys Sanitary District**  
**Expense Disbursement Report**  
**June 2023**

07/07/23

Type	Date	Num	Name	Memo	Amount
<b>Jun 23</b>					
Check	06/01/2023	ACH	coPOWER	Dental & Vision Insurance	-285.82
Liability Check	06/14/2023	ACH	CalPERS	Retirement Contributions Empl...	-2,391.73
Liability Check	06/14/2023	ACH	EDD	Payroll Tax Liability	-622.20
Liability Check	06/14/2023	ACH	EFTPS Federal Tax...	Payroll Tax Liability	-3,216.26
Check	06/01/2023	ACH	coPOWER	Dental and Vision Insurance-O...	-430.07
Check	06/02/2023	ACH	CalPERS Health In...	Medical Insurance-Onstad, He...	-9,391.82
Check	06/07/2023	ACH	El Dorado Savings ...	Wire Transfer Fee	-12.00
Check	06/08/2023	ACH	Vanco Services	Vanco Service Fees	-108.75
Check	06/22/2023	ACH	El Dorado Savings ...	Wire Transfer Fee-From LAIF t...	-12.00
Check	06/23/2023	ACH	El Dorado Savings ...	Domestic Wire Fee From Eldor...	-30.00
Check	06/30/2023	ACH	El Dorado Savings ...	Wire fee from LAIF to Eldorado...	-12.00
Check	06/01/2023	10501	Big Bear Drywall	Final Payment	-2,679.00
Bill Pmt -Check	06/05/2023	10502	Alpha	Groundwater Research & Monit...	-243.00
Bill Pmt -Check	06/05/2023	10503	AT&T Internet - Six ...	Six Mile - Internet	-53.50
Bill Pmt -Check	06/07/2023	10504	Calaveras County R...	Release of Lien - Goglia APN #...	-20.00
Bill Pmt -Check	06/07/2023	10505	Calaveras Power A...	WWTP - Electric	-6,083.20
Bill Pmt -Check	06/07/2023	10506	Desiree McDaniel	GOG0001 Release of Lien Not...	-15.00
Bill Pmt -Check	06/07/2023	10507	Mother Lode Answe...	Answering Service	-296.00
Bill Pmt -Check	06/07/2023	10508	Mountain Oasis Wa...	Drinking Water	-60.35
Bill Pmt -Check	06/08/2023	10509	Bruce Whittle Electric	IPS water level sensor	-24,070.97
Bill Pmt -Check	06/08/2023	10511	Bruce Miller	June 08, 2023 Regular Board ...	-100.00
Bill Pmt -Check	06/08/2023	10512	Joseph Fontana	June 08, 2023 Regular Board ...	-100.00
Bill Pmt -Check	06/08/2023	10513	Marty Mollera	June 08, 2023 Regular Board ...	-100.00
Bill Pmt -Check	06/08/2023	10514	Paige Mc Math-Jue	June 08, 2023 Regular Board ...	-100.00
Bill Pmt -Check	06/08/2023	10515	Steve Gonzales	June 08, 2023 Regular Board ...	-100.00
Check	06/08/2023	10516	Bruce Miller	Investment Advisory Committe...	-50.00
Paycheck	06/14/2023	10524	Fillmore, Kristina V	Payroll 06/14/2023	-1,761.09
Paycheck	06/14/2023	10525	Hemstad, Eric N	Payroll 06/14/2023	-1,563.14
Paycheck	06/14/2023	10526	Milliken, Amy R	Payroll 06/14/2023	-910.65
Paycheck	06/14/2023	10527	Murphy, Daniel W.	Payroll 06/14/2023	-3,002.36
Paycheck	06/14/2023	10528	Onstad, Joseph C	Payroll 06/14/2023	-2,373.75
Paycheck	06/14/2023	10529	Schroeder, Teri L	Payroll 06/14/2023	-541.99
Paycheck	06/14/2023	10530	Hemstad, Eric N	Payroll 06/14/2023	-902.60
Bill Pmt -Check	06/14/2023	10531	AT&T Murphys Gra...	Murphys Grade - Alarm Access	-132.72
Bill Pmt -Check	06/14/2023	10532	Calaveras County R...	Release of Lien - Acct#ASH00...	-20.00
Bill Pmt -Check	06/14/2023	10533	Carpet Masters Cle...	Office - Carpet Cleaning	-237.50
Bill Pmt -Check	06/14/2023	10534	Computer Firemen	Microsoft 365 Install - E-mail R...	-100.00
Bill Pmt -Check	06/14/2023	10535	Gateway Press, Inc.	MSD Business Signs for Six Mi...	-1,527.24
Bill Pmt -Check	06/14/2023	10536	Jay Ashley	Computer Back-up Security & ...	-130.00
Bill Pmt -Check	06/14/2023	10537	UPUD	Water - 15 Ernest St - M	-77.40
Bill Pmt -Check	06/14/2023	10538	Jay Ashley	Repair File System	-97.50
Bill Pmt -Check	06/14/2023	10539	UPUD	Water - 26 Emerald CT - M	-74.86
Bill Pmt -Check	06/14/2023	10540	The Red Store	15 Ernest St Improvements - B...	-276.68
Bill Pmt -Check	06/14/2023	10541	UPUD	Water - 735 Six Mile Rd - M	-84.42
Bill Pmt -Check	06/14/2023	10542	UPUD	Water - 735 Six Mile Rd	-217.50
Bill Pmt -Check	06/14/2023	10543	Aramark	Uniform Service	-206.04
Bill Pmt -Check	06/15/2023	10544	CWEA	Technical Certification	-185.00
Bill Pmt -Check	06/20/2023	10545	Black Water Consul...	Collection System Replacemen...	-631.50
Bill Pmt -Check	06/20/2023	10546	Landscaper Alfredo ...	Yard maintenance Office Buildi...	-200.00
Bill Pmt -Check	06/20/2023	10547	PGE-Emerald Cree...	Emerald Creek - Electric	-195.78
Bill Pmt -Check	06/20/2023	10548	PGE-Office	Office - Electric	-95.09
Bill Pmt -Check	06/20/2023	10549	Black Water Consul...	WWTP Upgrade II	-631.50
Bill Pmt -Check	06/21/2023	10550	US Bank	Misc Supplies; Software; Wirel...	-1,564.05
Bill Pmt -Check	06/21/2023	10551	Signal Service	Reinstall Alarm System	-500.76
Bill Pmt -Check	06/26/2023	10552	Carbon Copy	Copy Machine - Six Mile	-11.19
Bill Pmt -Check	06/26/2023	10553	Comcast Business	Office - Electric	-191.99
Bill Pmt -Check	06/26/2023	10554	Carbon Copy	Copy Machine - Office	-22.52
Bill Pmt -Check	06/28/2023	10555	Modesto Welding P...	General Maintenance and Repa...	-32.00
Paycheck	06/28/2023	10556	Fillmore, Kristina V	Payroll 06/28/2023	-2,089.47
Paycheck	06/28/2023	10557	Hemstad, Eric N	Payroll 06/28/2023	-1,782.67
Paycheck	06/28/2023	10558	Milliken, Amy R	Payroll 06/28/2023	-941.86
Paycheck	06/28/2023	10559	Murphy, Daniel W.	Payroll 06/28/2023	-3,362.44
Paycheck	06/28/2023	10560	Onstad, Joseph C	Payroll 06/28/2023	-2,373.74
Paycheck	06/28/2023	10561	Schroeder, Teri L	Payroll 06/28/2023	-545.56
Bill Pmt -Check	06/29/2023	10562	Calaveras Lumber	General Repairs and Maintena...	-831.96

Jun 23

VOIDED Checks: Misprints 10510, 10517-10523

**Murphys Sanitary District**  
**Profit & Loss Budget vs. Actual-Operating Budget**  
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Monthly Billing</b>				
4100 · Srv Chrgs - Residential	668,653.62	666,440.00	2,213.62	100.3%
4102 · Srv Chrgs - Apartments	39,720.00	38,160.00	1,560.00	104.1%
4104 · Srv Chrgs - Lodges/Churches	4,672.65	4,320.00	352.65	108.2%
4106 · Srv Chrgs - School	4,332.00	4,272.00	60.00	101.4%
4108 · Srv Chrgs - Commercial	177,831.76	178,695.00	-863.24	99.5%
<b>Total Monthly Billing</b>	895,210.03	891,887.00	3,323.03	100.4%
<b>Misc Income</b>				
4999 · Rental Income	7,800.00	7,800.00	0.00	100.0%
4110 · Pln Chk & Inspection Fees	425.00	500.00	-75.00	85.0%
4111 · Late Fees	2,917.19	2,500.00	417.19	116.7%
4120 · Taxes	149,305.86	135,000.00	14,305.86	110.6%
4130 · Other Services	1,807.50	1,800.00	7.50	100.4%
4140 · General Reserve Interest				
4141 · LAIF Interest	20,785.98	0.00	20,785.98	100.0%
4140 · General Reserve Interest - Other	17,951.49	4,000.00	13,951.49	448.8%
<b>Total 4140 · General Reserve Interest</b>	40,143.93	4,000.00	36,143.93	1,003.6%
4150 · Vacant lot Billing	1,700.00	1,600.00	100.00	106.3%
4160 · Refunds - Rebates	650.54	500.00	150.54	130.1%
4170 · Connection Fees	0.00	0.00	0.00	0.0%
<b>Total Misc Income</b>	204,750.02	153,700.00	51,050.02	133.2%
<b>Reserves</b>				
4200 · Capital Reserves	0.00	0.00	0.00	0.0%
<b>Total Reserves</b>	0.00	0.00	0.00	0.0%
<b>Grant Income</b>				
4901.00 · WWTP Upgrade Grant Receipts	0.00	0.00	0.00	0.0%
<b>Total Grant Income</b>	0.00	0.00	0.00	0.0%
<b>Total Income</b>	1,099,960.05	1,045,587.00	54,373.05	105.2%
<b>Gross Profit</b>	1,099,960.05	1,045,587.00	54,373.05	105.2%
<b>Expense</b>				
<b>Wages</b>				
5001.00 · Wages - Operations	208,049.56	211,855.00	-3,805.44	98.2%
5001.50 · Wages - Office	145,206.11	159,233.31	-14,027.20	91.2%
5002.00 · Overtime - Operations	5,860.79	6,000.00	-139.21	97.7%
5002.50 · Overtime - Office	0.00	500.00	-500.00	0.0%
5005.00 · On-Call Comp - Operations	15,900.00	15,600.00	300.00	101.9%
<b>Total Wages</b>	375,016.46	393,188.31	-18,171.85	95.4%
<b>Employee Benefits</b>				
5010.00 · Health Insurance - Operations	102,121.43	108,000.00	-5,878.57	94.6%
5010.50 · Health Insurance Administration	37,752.05	42,000.00	-4,247.95	89.9%
5015.00 · Accrued Vac - Operations	0.00	3,951.00	-3,951.00	0.0%
5015.50 · Accrued Vac - Administration	0.00	1,701.00	-1,701.00	0.0%
5020 · Pension Expense				
5020.10 · Contra Pension Expense	4,397.00	18,174.00	-13,777.00	24.2%
5020.00 · calPERS Retirement - Operations	16,564.33	16,785.95	-221.62	98.7%
5020.50 · calPERS Retirement - Admin	7,163.54	10,135.00	-2,971.46	70.7%
<b>Total 5020 · Pension Expense</b>	28,124.87	45,094.95	-16,970.08	62.4%
<b>Total Employee Benefits</b>	167,998.35	200,746.95	-32,748.60	83.7%
<b>PR Taxes</b>				
5030.50 · FICA-Medicare	32,821.97	36,438.80	-3,616.83	90.1%
<b>Total PR Taxes</b>	32,821.97	36,438.80	-3,616.83	90.1%
<b>WORKERS' COMPENSATION</b>				
5040.00 · Workers' Comp - Operations	17,000.31	16,000.00	1,000.31	106.3%
5040.50 · Workers' Comp. - Administration	1,420.00	700.00	720.00	202.9%
<b>Total WORKERS' COMPENSATION</b>	18,420.31	16,700.00	1,720.31	110.3%

**Murphys Sanitary District**  
**Profit & Loss Budget vs. Actual-Operating Budget**  
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>OPERATIONS - Maint &amp; Repairs</b>				
6001.10 · R&M - Collection	1,655.73	3,000.00	-1,344.27	55.2%
6001.20 · R&M - Treatment	2,004.23	3,000.00	-995.77	66.8%
6002.40 · R&M - Truck	959.03	4,000.00	-3,040.97	24.0%
6003.40 · R&M - Tractor	468.99	1,000.00	-531.01	46.9%
6004.40 · R&M - Trailer-Trash Pumps	83.90	500.00	-416.10	16.8%
6005.40 · R&M - Hydro Equipment	860.72	1,000.00	-139.28	86.1%
6006.40 · R&M - Sml Tools & Equipment	888.01	1,000.00	-111.99	88.8%
<b>Total OPERATIONS - Maint &amp; Repairs</b>	<b>6,920.61</b>	<b>13,500.00</b>	<b>-6,579.39</b>	<b>51.3%</b>
<b>OPERATIONS - Supplies</b>				
7011.00 · Office Supplies	1,818.55	2,500.00	-681.45	72.7%
6010.00 · Equipment Rental	0.00	350.00	-350.00	0.0%
6011.00 · Gas-Oil-Fuel	7,255.14	9,500.00	-2,244.86	76.4%
6012.10 · Supplies - Collection	328.27	1,500.00	-1,171.73	21.9%
6012.20 · Supplies - Treatment	21,521.28	35,000.00	-13,478.72	61.5%
6013.00 · Safety Supplies	369.10	1,000.00	-630.90	36.9%
6014.00 · Tools - Equipment CIP	0.00	0.00	0.00	0.0%
6015.00 · Uniforms	3,012.51	4,000.00	-987.49	75.3%
<b>Total OPERATIONS - Supplies</b>	<b>34,304.85</b>	<b>53,850.00</b>	<b>-19,545.15</b>	<b>63.7%</b>
<b>OPERATIONS - Utilities</b>				
6021.10 · Electric - Water Collection	30,967.40	20,440.00	10,527.40	151.5%
6021.20 · Elec. - Water - Garbage WWTP	48,739.08	40,304.00	8,435.08	120.9%
6022.00 · Telephone - Internet	4,452.13	4,600.00	-147.87	96.8%
<b>Total OPERATIONS - Utilities</b>	<b>84,158.61</b>	<b>65,344.00</b>	<b>18,814.61</b>	<b>128.8%</b>
<b>OPERATIONS - Other</b>				
6031.20 · Education Operations	3,183.00	3,000.00	183.00	106.1%
6032.20 · Research - Monitoring	23,206.07	24,000.00	-793.93	96.7%
6033.00 · Answering Service	3,350.00	3,600.00	-250.00	93.1%
6034.00 · Security-Alarm Service	5,119.04	7,500.00	-2,380.96	68.3%
<b>Total OPERATIONS - Other</b>	<b>34,858.11</b>	<b>38,100.00</b>	<b>-3,241.89</b>	<b>91.5%</b>
<b>ADMINISTRATIVE - Rents - Leases</b>				
7050.10 · Rents & Leases - Collection	720.00	720.00	0.00	100.0%
7050.50 · Rents & Leases	0.00	0.00	0.00	0.0%
<b>Total ADMINISTRATIVE - Rents - Leases</b>	<b>720.00</b>	<b>720.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>ADMINISTRATIVE - Supplies</b>				
7011.50 · Office Supplies	7,587.87	4,000.00	3,587.87	189.7%
7012.50 · Postage	1,705.75	3,300.00	-1,594.25	51.7%
7013.50 · Printing	188.77	300.00	-111.23	62.9%
7014.00 · Publications	0.00	300.00	-300.00	0.0%
7015.50 · Office Equipment - Software	3,868.43	3,000.00	868.43	128.9%
7016.50 · Website-email Expenses	407.74	500.00	-92.26	81.5%
<b>Total ADMINISTRATIVE - Supplies</b>	<b>13,758.56</b>	<b>11,400.00</b>	<b>2,358.56</b>	<b>120.7%</b>
<b>ADMINISTRATIVE - Utilities</b>				
7021.50 · Electric - Water Office	4,011.24	3,828.00	183.24	104.8%
7022.50 · Telephone-Internet Access	3,130.31	4,400.00	-1,269.69	71.1%
<b>Total ADMINISTRATIVE - Utilities</b>	<b>7,141.55</b>	<b>8,228.00</b>	<b>-1,086.45</b>	<b>86.8%</b>
<b>ADMINISTRATIVE - Other</b>				
7030.50 · Bank Charges - Vanco Fees	1,459.25	1,200.00	259.25	121.6%
7031.50 · County Lien Costs -Mileage	496.69	500.00	-3.31	99.3%
7034.50 · Education	3,100.45	3,000.00	100.45	103.3%
7035.50 · Memberships	13,445.14	10,500.00	2,945.14	128.0%
7036.50 · Grant Expenses	0.00	2,500.00	-2,500.00	0.0%
7099.50 · 15 Ernest St Building RM	2,851.36	3,000.00	-148.64	95.0%
<b>Total ADMINISTRATIVE - Other</b>	<b>21,352.89</b>	<b>20,700.00</b>	<b>652.89</b>	<b>103.2%</b>
<b>ADMINISTRATIVE - Insurance</b>				
7040.50 · Liability - Property Ins	29,811.60	29,000.00	811.60	102.8%
<b>Total ADMINISTRATIVE - Insurance</b>	<b>29,811.60</b>	<b>29,000.00</b>	<b>811.60</b>	<b>102.8%</b>
<b>ADMINISTRATIVE - Professional</b>				
7054.50 · Office Cleaning	777.50	720.00	57.50	108.0%
7053.50 · Accounting Services	9,700.00	9,700.00	0.00	100.0%
7051.50 · Professional-Legal Services	939.40	6,000.00	-5,060.60	15.7%
7052.50 · Board Expenses	9,710.26	11,000.00	-1,289.74	88.3%
<b>Total ADMINISTRATIVE - Professional</b>	<b>21,127.16</b>	<b>27,420.00</b>	<b>-6,292.84</b>	<b>77.1%</b>

07/07/23

**Murphys Sanitary District**  
**Profit & Loss Budget vs. Actual-Operating Budget**  
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
ADMINISTRATIVE - License-Permit				
7070.00 · State Permits-Reporting	37,469.50	41,000.00	-3,530.50	91.4%
7071.00 · Plan Check Permits -	225.00	500.00	-275.00	45.0%
<b>Total ADMINISTRATIVE - License-Permit</b>	<b>37,694.50</b>	<b>41,500.00</b>	<b>-3,805.50</b>	<b>90.8%</b>
ADMINISTRATIVE - Advertising				
7080.50 · Advertising	52.50	750.00	-697.50	7.0%
7081.50 · Customer Outreach	648.75	750.00	-101.25	86.5%
<b>Total ADMINISTRATIVE - Advertising</b>	<b>701.25</b>	<b>1,500.00</b>	<b>-798.75</b>	<b>46.8%</b>
ADMINISTRATIVE – Engineering				
8500.50 · Engineering-General	3,796.75	7,500.00	-3,703.25	50.6%
<b>Total ADMINISTRATIVE – Engineering</b>	<b>3,796.75</b>	<b>7,500.00</b>	<b>-3,703.25</b>	<b>50.6%</b>
ADMINISTRATIVE - Debt Service				
9030.00 · WWTP Upgrade SRF Loan	43,670.48	43,670.48	0.00	100.0%
<b>Total ADMINISTRATIVE - Debt Service</b>	<b>43,670.48</b>	<b>43,670.48</b>	<b>0.00</b>	<b>100.0%</b>
<b>Total Expense</b>	<b>934,274.00</b>	<b>1,009,506.54</b>	<b>-75,232.54</b>	<b>92.5%</b>
<b>Net Ordinary Income</b>	<b>165,686.05</b>	<b>36,080.46</b>	<b>129,605.59</b>	<b>459.2%</b>
<b>Net Income</b>	<b>165,686.05</b>	<b>36,080.46</b>	<b>129,605.59</b>	<b>459.2%</b>

07/07/23

**Murphys Sanitary District**  
**Profit & Loss Budget vs. Actual - Reserve Budget**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>CAPITAL INCOME</b>				
Grant Funds-Plant Upgrade II	0.00	0.00	0.00	0.0%
Grant Funds-Collection System	0.00	0.00	0.00	0.0%
Cash from Operating Account	0.00	0.00	0.00	0.0%
Connection Fees Collected	0.00	0.00	0.00	0.0%
<b>Total CAPITAL INCOME</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Other Expense</b>				
<b>CAPITAL REPAIR &amp; MAINTENANCE</b>				
9016.10 · CollectionSystem Replacement	1,284.00	0.00	1,284.00	100.0%
9999.00 · 15 Ernest St Improvements	0.00	0.00	0.00	0.0%
9007.00 · Capital Equipment	26,811.00	0.00	26,811.00	100.0%
9022.00 · CIP - WWTP Upgrade Part II	631.50	0.00	631.50	100.0%
<b>Total CAPITAL REPAIR &amp; MAINTENANCE</b>	<u>28,726.50</u>	<u>0.00</u>	<u>28,726.50</u>	<u>100.0%</u>
<b>Total Other Expense</b>	<u>28,726.50</u>	<u>0.00</u>	<u>28,726.50</u>	<u>100.0%</u>
<b>Net Other Income</b>	<u>-28,726.50</u>	<u>0.00</u>	<u>-28,726.50</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>-28,726.50</u></u>	<u><u>0.00</u></u>	<u><u>-28,726.50</u></u>	<u><u>100.0%</u></u>



## Murphys Sanitary District



**MINUTES – Regular Board Meeting  
Thursday, June 8, 2023  
15 Ernest St Ste. A  
Murphys, Ca 95247**

**CALL TO ORDER – 10:01 a.m.**

### **PLEDGE OF ALLEGIANCE**

- 1. Motion to Approve Directors Requests to Participate Remotely Due to Just Cause and/or Emergency Circumstances Pursuant to AB2449 – *All directors in attendance/No Action***
- 2. Roll Call – *Directors Fontana; Director Miller; Director Meller; Director Gonzales & President McMath-Jue & Staff K. Fillmore, Admin. Manager; D. Murphy, Operations Manager & A. Milliken, Accounting Clerk***
- 3. Agenda Changes - *None***
- 4. Public Comment – *None***
- 5. Consent Agenda**
  - a) Financial Reports May 2023**
  - b) Minutes: 05/18/2023 Special Meeting**

***Motion: Directors J. Fontana & B. Miller motion to accept the Consent Agenda as presented; Financial Reports May 2023 & Minutes 05/18/2023 Special Meeting: Approved 5-0***

### **BOARD OF DIRECTORS**

Paige McMath-Jue, President     Steve Gonzalez, Vice President  
Marty Meller, Secretary     Bruce Miller, Treasurer     Joseph Fontana, Director at Large/Parliamentarian  
<https://www.murphyssd.org>

**6. New Business**

- a) Approval of 2023/2024 Fiscal Year Budget and Reserve Expenditures – *Board & Staff Review & Discuss*

*Motion: Directors J. Fontana & P. McMath-Jue motion to approve the 2023/2024 Fiscal Year Budget & Reserves Expenditures as presented: Approved 5-0*

- b) Options to lease cell tower on WWTP property – *Board & Staff Discuss*

*- Staff directed to get information & bring back to the Board for discussion.*

- c) Approval of expenditure to Bruce Whittle Electric – *D. Murphy Reports*

*Motion: Directors P. McMath-Jue & J. Fontana motion to approve the invoices presented from Bruce Whittle Electric: Approved 5-0*

**7. Staff Reports – K. Fillmore & D. Murphy**

- a) Administration – *K. Fillmore gives a brief update on the 15 Ernest St office upgrades – Information Only*

- b) Operation – *D. Murphy gives a brief update on the water levels; CV Salts Study, Replacing one of the service vehicles - need more compliance information on Diesel/Gas/EV – Discussion & Information Only*

**8. Future Agenda Items/Director Comments – *Tree stump removal; Microsoft Software installation update – Information Only***

**9. Next Regular Meeting: July 13, 2023 10:00 a.m.**

**10. Adjournment – 11:11 a.m.**

Respectfully;

---

Amy R Milliken, Clerk of the Board

---

Director Marty Mollera, Secretary

**BOARD OF DIRECTORS**

Paige McMath-Jue, President     Steve Gonzalez, Vice President  
Marty Mollera, Secretary     Bruce Miller, Treasurer     Joseph Fontana, Director at Large/Parliamentarian  
<https://www.murphyssd.org>



---

## Murphys Sanitary District STAFF REPORT

---

**DATE:** July 13, 2023  
**TO:** Members of the Board  
**FROM:** Kristina Fillmore, Administration Manager  
**SUBJECT:** Approval for Two Director volunteers to Attend Special District Leadership Academy

---

**Recommendation:** Staff recommends the Board approve of sending two board volunteers to the Special District Leadership Academy.

**Background:** The Special District Leadership Academy will take place on October 22-25<sup>th</sup> in Sonoma County, Santa Rosa.

This will provide core governance training for elected/appointed officials.

**Discussion:** Per the Boards bylaws, directors can attend such conferences, educational programs, and meetings with prior approval from the board.

**Fiscal Impact:** The registration fee for the first CSDA member is \$675. Each additional attendee from the district will receive the discount fee of \$425. Rooms are discounted at \$157 plus tax and fees. Members will be reimbursed per the Boards Reimbursement of traveling and incidental expenses incurred policy in the bylaws. The budget currently supports this educational opportunity.

# ACHIEVING DISTRICT GOALS... TOGETHER.



*Two Conferences for Training Throughout the State  
February 26 – March 1, 2023 – La Quinta (Palm Springs Area)*

**OR**

*October 22 – 25, 2023 – Sonoma County (Santa Rosa)*



CSDA's 2023  
**Special District  
Leadership Academy Conference**

*A Comprehensive Governance Leadership Conference for Elected and Appointed Directors/Trustees*



# BOARD & STAFF LEARN TO WORK AS A TEAM.

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

“This conference was very informative and presented well. Each presenter was very knowledgeable on the subject matter. I feel this training should be mandatory for all special district board members and GM’s.”

Scott Frick,  
*Scott Valley Fire Protection District*

The graphic features a background image of a person sitting on a rocky cliff edge overlooking a valley. The text is overlaid on this image. In the top left corner is the logo for the Special District Leadership Foundation (SDLF), which consists of a stylized gear icon and the acronym 'SDLF'. To the right of the logo is the text 'SPECIAL DISTRICT LEADERSHIP FOUNDATION'. In the top right corner, the text 'CERTIFICATE IN SPECIAL DISTRICT GOVERNANCE' is displayed. The main text in the center reads 'BOARD MEMBERS AND TRUSTEES' followed by 'SHOW YOUR COMMITMENT AND DEDICATION TO SERVING YOUR COMMUNITY.' in large, bold, white letters. At the bottom, a blue banner contains the text: 'The Certificate in Special District Governance was designed to acknowledge special district Board Members and Trustees who have taken extra steps to become better educated in core areas of governance.' Below this banner, smaller text states: 'Complete the Special District Leadership Academy + 10 additional professional development hours and receive this recognition.' At the very bottom, contact information is provided: '1112 I Street, Suite 200, Sacramento, CA 95814 • t: 916.231.2909 • www.sdlf.org'.

**SDLF** SPECIAL DISTRICT LEADERSHIP FOUNDATION

CERTIFICATE IN SPECIAL DISTRICT GOVERNANCE

BOARD MEMBERS AND TRUSTEES

**SHOW YOUR COMMITMENT AND DEDICATION TO SERVING YOUR COMMUNITY.**

The **Certificate in Special District Governance** was designed to acknowledge special district Board Members and Trustees who have taken extra steps to become better educated in core areas of governance.

Complete the Special District Leadership Academy + 10 additional professional development hours and receive this recognition.

1112 I Street, Suite 200, Sacramento, CA 95814 • t: 916.231.2909 • www.sdlf.org



## Two Locations • Two Options

# ATTEND CSDA'S SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE



Local boards are the reason why local control is local. Special district boards are the voices of the community, and they are also a large reason why special districts exist.

The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table.

Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

Whether you're new to the board, or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!

### Attendees will learn:

- Teamwork: The roles of the board and staff in your district.
- Attributes and characteristics of highly effective boards.
- How culture, norms, values, and operating styles influence the district.
- Specific jobs the board must perform.
- How individual values, skills, and knowledge help to shape how effective boards operate.
- The importance of moving from "I" to "we" as the governance team.
- The board's role in setting direction for the district.
- The board's role in finance and fiscal accountability.
- And much more!



### SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference, reducing SDRMA member's annual contribution amount.



**February 26 – March 1, 2023**  
**Embassy Suites La Quinta Hotel & Spa**  
50-777 Santa Rosa Plaza  
La Quinta, CA 92253

### HOTEL ROOM RESERVATIONS

Room reservations are available at the CSDA rate of \$180 plus tax, single or double occupancy. You will receive a link to make your hotel reservation AFTER you have registered for the conference. The room reservation cut-off is January 25, 2023; however, space is limited and may sell out before this date.

CSDA rate includes complimentary full, cooked to order breakfast buffet, complimentary Nightly Managers Reception, complimentary self-parking, and complimentary guest room Wi-Fi.



### EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Tuesday, January 25, 2023.

*Cancellations must be in writing and received by CSDA no later than January 25, 2023 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after January 25, 2023. Substitutions are acceptable and must be done in writing no later than February 17, 2023 at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@csda.net](mailto:meganh@csda.net) or fax to 916-520-2465.*



**October 22 – 25, 2023**  
**Hyatt Regency Sonoma Wine Country**  
170 Railroad Street  
Santa Rosa, CA 95401

### HOTEL ROOM RESERVATIONS

Room reservations are available at the rate of \$157\* plus tax, single or double occupancy plus \$25/night per room discounted destination fee. You will receive a link to make your hotel reservation AFTER you have registered for the conference. The room reservation cut-off is September 22, 2023; however, space is limited and may sell out before this date.

CSDA rate and discounted destination fee includes glass of wine upon check-in, unlimited personal Wi-Fi access, exclusive winery offers from winery partners, electric vehicle charging stations, daily in-room water, and daily wine tasting in lobby.

*\*Rate at this location will be the current per-diem rate; \$157 as of 11/22 but subject to change.*



### EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Thursday, September 22, 2023.

*Cancellations must be in writing and received by CSDA no later than September 22, 2023, at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after September 22, 2023. Substitutions are acceptable and must be done in writing no later than October 13, 2023, at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@csda.net](mailto:meganh@csda.net) or fax to 916-520-2465.*

# FIRST-TIME ATTENDEE

## SCHEDULE OF EVENTS



### SUNDAY

5:30 – 7:00 p.m.

#### REGISTRATION AND NETWORKING RECEPTION

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

### MONDAY

8:30 – 10:00 a.m.

#### BUILDING A FOUNDATION FOR GOOD GOVERNANCE

*\* This session covers Module 1 of the Special District Leadership Academy: Governance Foundations.*

In this conference session, the instructor will lay the groundwork for good governance in your district.

Attendees will discover:

- Why good governance is so important to the overall well-being of the district.
- The traits of effective board members.
- What good governance means and how to effectively put it into practice.
- How to move your board from “I” to “we,” including how to become an effective team, establish team standards, and essential conditions for team building.

10:00 – 10:30 a.m.

BREAK (All Attendees)

10:30 a.m. – 12:30 p.m.

#### BUILDING A FOUNDATION FOR GOOD GOVERNANCE (continued)

12:30 – 1:30 p.m.

LUNCH PROVIDED (All Attendees)

1:45 – 3:00 p.m.

#### DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS

*\* This session covers Module 4 of the Special District Leadership Academy: Board’s Role in Human Resources.*

This conference session will teach participants how to determine the human resource (HR) health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board’s role in human resources.
- Recognizing HR red flags and positive indicators.
- Developing and maintaining essential HR policies.
- Covering confidentiality and legal liabilities.
- Evaluating the general manager.

3:00 – 3:30 p.m.

BREAK (All Attendees)

3:30 – 4:30 p.m.

#### DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS (continued)

5:30 – 7:00 p.m.

#### SIP AND SAVOR EVENING RECEPTION

Sponsored by the Special District Risk Management Authority (SDRMA)

Join us for a lively evening of networking and refreshments.



### TUESDAY

8:30 – 10:00 a.m.

#### FULFILLING YOUR DISTRICT’S MISSION: CHARTING THE COURSE

*\* This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership*

This conference session will highlight the importance of setting the direction for your district. Learn the critical components of direction setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district’s mission, vision, values, strategic goals, and how to communicate those objectives to your constituents.

10:00 – 10:30 a.m.

BREAK (All Attendees)

10:30 – 12:00 p.m.

#### FULFILLING YOUR DISTRICT’S MISSION: CHARTING THE COURSE (continued)

12:00 – 1:00 p.m.

LUNCH PROVIDED (All Attendees)

1:15 – 2:45 p.m.

#### GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH

*\* This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.*

This conference session looks at common communication breakdowns and potential areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences.
- Responding to public input.
- Media relations.
- Legislative outreach and advocacy.

**2:45 – 3:00 p.m.**  
**BREAK** (All Attendees)

**3:00 – 4:00 p.m.**  
**GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH**  
(continued)

**OPEN EVENING**

## ● WEDNESDAY

**8:30 – 10:00 a.m.**  
**SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?**

*\* This session covers Module 3 of the Special District Leadership Academy: Board's Role in Finance and Fiscal Accountability.*

This conference session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts. Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

**10:00 – 10:15 a.m.**  
**BREAK** (All Attendees)

**10:15 a.m. – 12:00 p.m.**  
**SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?** (continued)

**12:00 p.m.**  
**GRADUATION CERTIFICATE DISTRIBUTION**

First-time attendees must attend all sessions and turn in their completed certificate application in order to receive their certificate at the conclusion of the conference.

“I found the programming relevant and timely as a newly elected board member. I liked that staff attended to give different perspectives. The presenters were leaders in their field, very knowledgeable and generous with their time for further discussion.”

Heidi Doyle,  
North Tahoe Fire Protection District



We love maximizing the benefits we offer. You love winning prizes! We start with an exploration of membership benefits to make sure your district is taking full advantage of all we provide. Along the way, you'll win prizes!

### REASONS TO ATTEND:

- We mentioned prizes, right?
- Learn how to navigate our website & community portal so you can quickly access resources
- Explore CSDA value-added benefits that may save your district money!
- BINGO is for everyone! Members & non-members all benefit
- Meet new peers! This activity has a way of bringing people





**SDLA Graduate? Join us for our Returning Attendee Track with Two Days of Breakout Sessions with topics such as:**

- **HOW TO LEAD YOUR BOARD MEETINGS AWAY FROM CHAOS**
- **INTRODUCTION TO LABOR RELATIONS**
- **FINANCING AND FINANCIAL MANAGEMENT**
- **BROWN ACT UPDATES**
- **STRATEGIC PLANNING**

Check the SDLA Website for Returning Attendee Track Session details when agenda is confirmed.

**RETURNING ATTENDEE**  
*SCHEDULE OF EVENTS*



**SUNDAY**

5:30 – 7:00 p.m.

**REGISTRATION AND NETWORKING RECEPTION**

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

**MONDAY**

**8:30 a.m. – 12:30 p.m.**  
**BREAKOUT SESSIONS**

**10:00 – 10:30 a.m.**  
**BREAK (All Attendees)**

**12:30 – 1:30 p.m.**  
**LUNCH PROVIDED (All Attendees)**

**1:45 – 4:30 p.m.**  
**BREAKOUT SESSIONS**

**3:00 – 3:30 p.m.**  
**BREAK (All Attendees)**

**5:30 – 7:00 p.m.**  
**SIP AND SAVOR EVENING RECEPTION**



*Sponsored by the Special District Risk Management Authority (SDRMA)*

Join us for an entertaining evening of networking and refreshments.

**TUESDAY**

**8:30 a.m. – 12:00 p.m.**  
**BREAKOUT SESSIONS**

**10:00 – 10:30 a.m.**  
**BREAK (All Attendees)**

**12:00 – 1:00 p.m.**  
**LUNCH PROVIDED (All Attendees)**

**1:15 – 4:00 p.m.**  
**BREAKOUT SESSIONS**

**2:45 – 3:00 p.m.**  
**BREAK (All Attendees)**

**4:00 p.m.**  
**CONFERENCE ENDS FOR RETURNING ATTENDEES**

“It was a great conference fully loaded with valuable information, resources, tools and materials to review and share.”

Crystal Harding,  
*North Highlands Recreation and Park District*

“It was interesting and informative. The presentations gave me a foundation of my ‘job’ as a representative of my community. There are questions I need to ask staff and there are suggestions I need to make to my fellow board members based on the information provided. SDLA is a valuable resource for our Community Services District.”

De Denten,  
*Gualala Community Services District*



# 2023 Registration Form

## Special District Leadership Academy Conference

(Use one form per registrant)

### Three Ways to Register

- **Register online** by visiting the SDLA Conference website at [sdla.csdanet.net](http://sdla.csdanet.net).
- **Fax number:** 916-520-2465. All faxed registration forms must include credit card payment.
- **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

### Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cassandra Strawn at [membership@csda.net](mailto:membership@csda.net) or call toll-free at the number listed above.



Name/Title:		
<input type="checkbox"/> First-time Attendee <input type="checkbox"/> Returning Attendee		
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
<input type="checkbox"/> Member <input type="checkbox"/> Non-member	Email:	
Emergency Contact - Name & Phone:		
<b>WHICH CONFERENCE WILL YOU BE ATTENDING?</b>		
<input type="checkbox"/> FEBRUARY 26 - MARCH 1, 2023 - LA QUINTA EARLY BIRD DISCOUNT: JANUARY 25, 2023  <input type="checkbox"/> CSDA Member                    \$625 <input type="checkbox"/> Non-member                         \$950  AFTER JANUARY 25 <input type="checkbox"/> CSDA Member                    \$675 <input type="checkbox"/> Non-member                         \$1,010	<input type="checkbox"/> OCTOBER 22 - 25, 2023 - SANTA ROSA EARLY BIRD DISCOUNT: SEPTEMBER 22, 2023  <input type="checkbox"/> CSDA Member                    \$625 <input type="checkbox"/> Non-member                         \$950  AFTER SEPTEMBER 22 <input type="checkbox"/> CSDA Member                    \$675 <input type="checkbox"/> Non-member                         \$1,010	
<b>SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!</b>		
ADDITIONAL ATTENDEE FROM THE SAME DISTRICT BEFORE EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member                    \$425 <input type="checkbox"/> Non-member                         \$650	ADDITIONAL ATTENDEE FROM THE SAME DISTRICT AFTER EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member                    \$475 <input type="checkbox"/> Non-member                         \$715	
<b>Payment</b>		
<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express		
Acct. Name:	Acct. Number:	
Expiration Date:	CVC:	Authorized Signature:
<b>Special needs</b>		
<input type="checkbox"/> Vegetarian <input type="checkbox"/> Other:		

**Consent to Use Photographic Images:** Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

**Anti-Discrimination and Harassment Policy:** CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at [www.csdanet.net/about-csda/who-we-are](http://www.csdanet.net/about-csda/who-we-are).



## Steady as you go.

When your team and ours all pull together, you get the sure-footed stability you need to proceed with confidence. As an extension of your staff, we are always at the sidelines delivering service and expertise. For everything from Workers' Compensation and Property/Liability coverages to Health Benefits options available throughout California, we are here to keep you going strong. For more information, visit [sdrma.org](http://sdrma.org).





---

## Murphys Sanitary District STAFF REPORT

---

**DATE:** July 13, 2023  
**TO:** Members of the Board  
**FROM:** Kristina Fillmore, Administration Manager  
**SUBJECT:** Cell Phone Tower Lease on WWTP Property

---

**Recommendation:** Discussion/Update Only

**Background:**

The property at the WWTP (APN# 066-010-027) being considered for a cell tower is approximately 23 acres. The county zoning code is PS (Public Service) and with approval of an Administration Use Permit can be used for telecommunication facilities.

Staff submitted a property evaluation inquiry to Verizon Wireless for consideration on June 16, 2023.

Design criteria for property evaluation for a land tower site:

- Should provide a leased area approximately 100' x 100'
- Should be no more than 100 to 500 feet from a paved public street.
- Property should be within a zoning classification that allows communication structures.
- Must provide 24-hour access, 7 days a week, 365 days a year to all portions of the facility.

The evaluation inquiry process will be reviewed by real estate, construction, and radio frequency engineers for viability. Verizon will **only** contact property owners with properties that meet their current needs.

INVESTMENT FUND 'BUCKETS'

As of June 30, 2023

Account:	<u>LAIF</u>	<u>CLASS A</u>	<u>CLASS B</u>	<u>T Bills</u>	<u>Long Term CD #1</u>	<u>Long Term CD #2</u>	<u>TOTAL</u>
Rate	2.71%	5.25%	5.25%	4.73%	5.25%	5.36%	
Minimum	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Maximum	\$ 48,066	\$ 419,000	\$ 629,000	\$ 1,000,000	\$ 224,000	\$ 44,000	\$ 2,364,066
Purpose	Capital CIP	Equip R&R	Discretionary	Capital CIP	Operating Res	Debt Service	
Portion(purpose)	50%	20%	30%	50%	100%	100%	
Liquidity	1 day	same day	same day	1 day - 1 year	1 Year	9mon-1year	
Maturity	long	3 months	3 months	1 month - 1 year	Long	Long	

**ONE YEAR INTEREST**

**\$ 117,772.66**      **\$ 21,997.50**      **\$ 33,022.50**      **\$ 47,331.67**      **\$ 11,760.00**      **\$ 2,358.40**



---

## Murphys Sanitary District STAFF REPORT

---

**DATE:** July 13, 2023  
**TO:** Members of the Board  
**FROM:** Kristina Fillmore, Administration Manager  
**SUBJECT:** Administration Staff Report

---

- Status of Grant Projects:

- Collections System Improvements Application

- The engineering report for the Collections System Construction Funding Application is still under internal review but should be approved and submitted to FFAST (Financial Assistance Application Submittal Tool) soon. This is the last piece of the construction funding application for that project.

- WWTP Upgrade Project Part II

- The general application package has been submitted. Should receive confirmation on an assigned Project Manager from the state soon.

- Other

- In addition, we still need to put together a schedule and estimated level of effort for both grant applications. That work is still underway.

- Murphys Oaks Status Update

- Billing in progress: 24

- Waiting for final: 11

- Custom Lots: 10

- CSDA GM Summit:

- Both MSD Managers and Board President McMath-Jue attended the GM Leadership Summit June 25-27<sup>th</sup>. K. Fillmore received the Five Star Bank scholarship for \$675 registration fee. And D. Murphy received a scholarship from SDLF, Special District Leadership Foundation for \$675.

- Health Insurance Rates:

- CalPERS Health insurance rates will go before their board for final approval on July 26, 2023. Staff currently reaching out to insurance companies who have finalized 2024 rate plans for comps.

- CalPERS Retirement Contribution Rates: Effective July 1, 2023

- Miscellaneous Employer Contribution increased from 8.63% to 10.10%
  - PEPRAs Employer Contribution increased from 6.75% to 7.75%



## Murphys Sanitary District STAFF REPORT

**DATE:** July 13th, 2023  
**TO:** Members of the Board  
**FROM:** Dan Murphy, Chief Plant Operator  
**SUBJECT:** Operational Staff Report

### OPERATIONAL MONTHLY TOTALS AND SUMMARY

#### June 2023

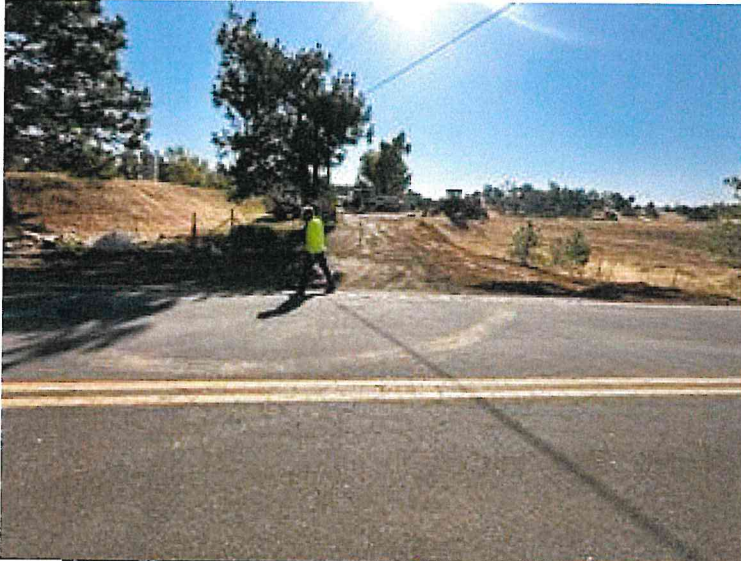
Water storage levels in Pond# 4	Gained an excess of a foot and a half of Freeboard in June, starting July at an elevation of 2269.3'
PG&E Kilo Use	476kWhrs at WWTP 60kWhrs at IPS
Rain Fall at WWTF	None
CL2 Usage	780 gallons of liquid chlorine used for 17 days of Effluent pumping to KHS and 10 days of application to our Sprayfields
Plant influent gallons	3,829,250 gallons Within half a million gallons more than June 2022
Effluent gallons	4,118,588 gallons treated and pumped to KHS 726,450 to LAA Sprayfields 4.8 million gallons total
Ironstone Influent	208,400 gallons AVG
Hydro flushing lineal footage	>3,200 feet of Collection System
Sewer Overflow Count	No SSOs for our Collection system in June Customer lateral issue on the 24 <sup>th</sup> at lower Sheepranch- Ops responded and insured service
Spray Field Gallons Applied	Three quarters of a million gallons over 10 days without any run-off or pooling, most spray application since last year

#### Operations and maintenance for June:

- Bimonthly maintenance at IPS: each of the pumps shutdown- oiled, greased and their check valves manually cleared of ragging. AC power shut off and

generator's transfer switch, operating load, fluids and belts checked. Level sensors in vault tested.

- Asphalt encroachment installation completed 6/28 and final inspection and approval by County Department of Public Works on 7/3



Decon- existing failed asphalt and base removed 6/27





Road base, riprap and grading installed and compacted 6/28



New asphalt laid 6/30