



**CITRUS  
HEIGHTS  
WATER  
DISTRICT**

6230 Sylvan Road  
P.O. Box 286  
Citrus Heights  
California  
95611-0286

phone  
916/ 725-6873

fax  
916/ 725-0345

website  
www.chwd.org

**BOARD MEETING AGENDA  
REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
CITRUS HEIGHTS WATER DISTRICT  
AUGUST 9, 2016 beginning at 6:30 PM**

**DISTRICT ADMINISTRATIVE OFFICE  
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Management Services Supervisor/Chief Board Clerk at (916) 725-6873. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

**CALL TO ORDER:**

Upon request, agenda items may be moved to accommodate those in attendance wishing to address that item. Please inform the General Manager.

**ROLL CALL OF DIRECTORS:**

**PLEDGE OF ALLEGIENCE:**

**VISITORS:**

**PUBLIC COMMENT:**

The Public shall have the opportunity to directly address the Board on any item of interest to the public before or during the Board's consideration of that item pursuant to Government Code Section 54954.3. Public comment on items of interest within the jurisdiction of the Board is welcome. The Presiding Officer will limit comments to three (3) minutes per speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

**CONSENT CALENDAR: (A)**

All items under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, Audience, or Staff request a specific item be removed for separate discussion/action before the motion to approve the Consent Calendar.

- CC-1 Minutes of the Regular Meeting – July 12, 2016.
- CC-2. Revenue Analysis Report for July 2016.
- CC-3. Assessor/Collector's Roll Adjustment for July 2016.
- CC-4. Treasurer's Report for July 2016.
- CC-5. Treasurer's Report of Fund Balances for July.
- CC-6. Operations Budget Analysis for July 2016.
- CC-7. Capital Projects Summary July 2016.
- CC-8. Warrants for July 2016.
- CC-9. CAL-Card Distributions for July 2016.
- CC-10. Summary of 2016 Employees, Officers and Directors Training Courses, Seminars and Conference.

*Board of Directors*  
**Allen B. Dains**  
**Caryl F. Sheehan**  
**Raymond A. Riehle**

*General Manager/  
Secretary*  
**Robert A. Churchill**

*Assistant General  
Manager/Treasurer*  
**Hilary M. Straus**

*Accounting Supervisor  
Assessor/Collector*  
**Susan K. Sohal**

CC-11. Administration Building Expansion and Renovation Project Acceptance (A)

Adopt Resolution 21-2016 Accepting the Administration Building Expansion and Renovation Project and authorize the filing of a Notice of Completion.

CC-12. Citrus Heights City Hall Easement Acceptance (A)

Adopt Resolution 20-2016 Accepting an Easement From CP City Hall, LLC at 6360 Fountain Square Drive.

CC-13. Call for a Special Meeting (A)

Call of a Special 2017 Budget Workshop Meeting at 6:30 PM on August 29, 2016.

**ADJOURN TO CHWD FINANCING CORPORATION:**

See Citrus Heights Water District Financing Corporation Agenda

**RECONVENE AS CHWD BOARD OF DIRECTORS:**

**OLD BUSINESS:**

O-1. Approval of 2017 Strategic Plan Update (D/A)

Discussion and possible action concerning the Citrus Heights Water District 2017 Strategic Plan.

**NEW BUSINESS:**

N-1. Training/Continued Education /Meetings (I)

Discuss training, continued education, and meeting opportunities.

N-2. Funds and Reserves Policies Amendments (A)

Consider amendments to the District's Funds and Reserves Policies.

N-3. RWA Regional Water Reliability Plan (A)

Consider approval of a Project Agreement with the Regional Water Authority to participate in a Regional Water Reliability Plan.

N-4. Limerick Way, Dublin Way, Tipperary Way and Galway Court Pavement Restoration Project (A)

Consider acceptance of a bid for pavement restoration for the Limerick Way, Dublin Way & Galway Court Water Main Replacement Project.

N-5. SJWD Draft Wholesale Financial Plan and Water Rate Update Study (I/D)

Receive and Review San Juan Water District's Draft Wholesale Financial Plan and Water Rate Update Study and 150-Day Advance Written Notice of Proposed Changes in Water Rates and Charges.

**CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):**

**PROJECT MANAGER’S REPORTS (I):**

- PM-1. Accepted Water Systems.
- PM-2. Projects Under Construction by Private Developers.
- PM-3. Contractor / Developer Projects Pending Construction.
- PM-4. Proposed District Capital Improvement Projects.
- PM-5. Projects Contracted by Citrus Heights Water District.
- PM-6. City of Citrus Heights Projects.

**OPERATIONS MANAGER’S REPORTS (I):**

- OM-1. Monthly report on construction and maintenance activities plus water analysis reports.
- OM-2. 2016 Water Supply – Purchased and Produced.
- OM-3. Surface Water Supply.

**RECESS:** The Meeting will have a brief recess.

**DIRECTOR’S AND REPRESENTATIVE’S REPORTS (I):**

- D-1. Regional Water Authority (Dains, Churchill).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District.
- D-4. Association of California Water Agencies (Dains).
- D-5. ACWA Joint Powers Insurance Authority.
- D-6. Sacramento Local Agency Formation Commission.
- D-7. City of Citrus Heights.
- D-8. Chamber of Commerce Government Issues Committee (Straus).
- D-9. Other Reports:

**ASSISTANT GENERAL MANAGER’S REPORTS (I):**

- AGM-1. Water Efficiency Program Update.
- AGM-2. Finance Update

**GENERAL MANAGER’S REPORTS (I):**

- GM-1. Employee Recognition.
- GM-2. General Manager’s Task List.
- GM-3. Long Range Board Agenda.

**CORRESPONDENCE:**

None

**CLOSED SESSION:**

None

**FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:**

|                    |         |                                   |
|--------------------|---------|-----------------------------------|
| August 29, 2016    | 6:30 PM | Special Meeting – Budget Workshop |
| September 13, 2016 | 6:30 PM | Regular Meeting                   |
| October 11, 2016   | 6:30 PM | Regular Meeting                   |

**ADJOURNMENT:**

**CERTIFICATION:**

I do hereby declare and certify that this agenda for this Regular Meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 72 hours prior to the regular meeting in accordance with Government Code Section 54954.2.

*Lisa Smoot*

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LISA SMOOT, Chief Board Clerk

Dated: August 4, 2016

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