



**CITRUS
HEIGHTS
WATER
DISTRICT**

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**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT
JANUARY 10, 2017 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 Management Services Supervisor/Chief Board Clerk.

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/I)

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 – December 13, 2016.
- CC-2. Revenue Analysis Report for December 2016.
- CC-3. Assessor/Collector's Roll Adjustment for December 2016.
- CC-4. Treasurer's Report for December 2016.
- CC-5. Treasurer's Report of Fund Balances for December 2016.
- CC-6. Operations Budget Analysis for December 2016.
- CC-7. Capital Projects Summary December 2016.
- CC-8. Warrants for December 2016.
- CC-9. CAL-Card Distributions for December 2016.
- CC-10. Summary of 2016 Employees, Officers and Directors Training Courses, Seminars and Conference.
- CC-11. Training/Continued Education/Meetings.

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

*General Manager/
Secretary*
Hilary M. Straus

*Accounting Supervisor/
Treasurer*
Susan K. Sohal

*Senior Accountant/
Assessor/Collector*
Alberto Preciado

- CC-12. Water Efficiency Program Update.
Water Efficiency Program updates for December 2016.
- CC-13. 2017 Fleet Vehicle Purchase.
Consider approving the replacement of four pickup trucks and a dump truck, and the purchase of one new pickup truck as authorized in the 2017 budget.
- CC-14. Notice of Completion – Concrete.
Consider acceptance of the 2016 Citrus Heights Water District Concrete Restoration Project (the Project) and authorize execution and recording of a Notice of Completion for the Project.
- CC-15. On-Call Concrete Restoration (A).
Consider acceptance of a proposal for on-call concrete restoration services throughout the Citrus Heights Water District service area.
- CC-16. Cost-of-Living Adjustment Retiree Insurance Benefit.(A)
Consider additional amendments to District Policy No. 4831, Insurance Benefits for Retirees Retiring After March 19, 1996.
- CC-17. Health Plan Coverage for District Employees for 2017. (A)
Consider health care insurance coverage for District employees for the health plan year beginning February 1, 2017, and consider amendment to policy 4210.

PRESENTATIONS:

- P-1. Capital Improvement Model Presentation. (I)
Provide the Board with an overview and discuss the new Capital Improvement Model.

OLD BUSINESS:

- O-1. Strategic Plan Update. (I)
Staff will provide an update on the status of the Strategic Plan.
- O-2. State Water Board – Conservation Regulations Update.
Staff will provide an update on the proposed State water efficiency regulations pertaining to Executive Order B-37-16.

NEW BUSINESS:

- N-1. Approval of IT Agreement. (A)
Consider an agreement with Joseph Systems, INC, (dba J4 Systems) for consulting services to support the District's information technology systems.
- N-2. Award of Contract – Operations Building Needs Assessment. (A)
Consider authorization of a Professional Services Agreement (PSA) with CH&D Architects to provide a Space Needs Assessment and Design Services for the Operations Building.
- N-3. Amendments to Human Resources Policy 4401 Education Assistance Program. (A)
Consider approving amendments to District Human Resources Policy 4401, Education Assistance Program and adding Attachment Policy 4401.A1 Tuition Reimbursement Agreement.

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

None

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

MANAGEMENT SERVICES REPORTS (I):

- MS-1. Employee Recognition.
- MS-2. Long Range Board Agenda.
- MS-3. Call for Special Meetings.

CORRESPONDENCE:

None

CLOSED SESSION:

None

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

February 14, 2017	6:30 PM	Regular Meeting
March 14, 2017	6:30 PM	Regular Meeting
April 11, 2017	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

LISA SMOOT, Chief Board Clerk

Dated: January 5, 2017
