

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
July 12, 2016

The Regular Meeting of the Board of Directors was called to order at 6:32 p.m. by President Dains and roll was called. Present were:

Allen B. Dains, President
Caryl F. Sheehan, Vice President
Raymond A. Riehle, Director
Robert A. Churchill, General Manager
Hilary M. Straus, Assistant General Manager
Paul A. Dietrich, Project Manager
David M. Gordon, Operations Manager
Susan K. Sohal, Accounting Supervisor
Beth Shockley, Management Services Specialist / Deputy Board Clerk
Brian M. Hensley, Water Quality Supervisor / Chief Operator

VISITORS:

Nicholas L. Spiers, Water Distribution Specialist
Robert Swartz, Regional Water Authority Manager of Technical Services

PLEDGE OF ALLEGIANCE:

Director Dains led the Pledge of Allegiance, followed by a moment of silence for the fallen Dallas Police Officers.

PUBLIC COMMENT:

There was no Public Comment.

PRESENTATIONS:

RWA Regional Reliability Study

Robert Swartz, Technical Services Manager for the Regional Water Authority, provided the CHWD Board of Directors with an overview of RWA's Regional Water Reliability Study. Swartz explained why RWA is undertaking this Plan preparation as called for in RWA's 2013 Strategic Plan. The drought has highlighted significant threats to local water resources and the Plan could help protect long-term water resources in the region. Swartz then presented some key elements that would be anticipated to be included in the Plan and expected outcomes, including a Regional Water Bank. Swartz concluded by providing an overview of the Plan development's budget and anticipated cost to each participating agency, including CHWD. CHWD's Phase 1 share of cost is anticipated to be \$9,600, with a not-too-exceed cost of \$16,000. Next steps include RWA sending out Project Agreements to participating agencies to execute. The Regional Water Reliability Plan is anticipated to take about two years to complete, with related and concurrent projects of a Regional Model Development and

Regional Water Bank being completed in a three to four year time frame. The CHWD Board indicated interest in CHWD participating in this RWA initiative.
Mr. Swartz left the meeting at 7:25 PM.

CONSENT CALENDAR:

President Dains asked for consideration and/or approval of the Consent Calendar consisting of the following action or information items:

Minutes of the Regular Meeting – June 14, 2016.
Minutes of the Special Meeting – June 26, 2016.
Revenue Analysis Report for June 2016.
Assessor/Collector’s Roll Adjustment for June 2016.
Treasurer’s Report for June 2016.
Treasurer’s Report of Fund Balances for June.
Operations Budget Analysis for June 2016.
Capital Improvements Budget Analysis for June.
Payables for June.
CAL–Card Purchases for June 2016.

Summary of 2016 Directors, Officers and Employees Training, Seminars and Conference Expenses.

Administration Building Improvements Project

GM Churchill presented an informational report on the status of the Administration Building improvements Project. Upon issuance of a building permit from the City of Citrus Heights on April 15, 2016, construction of the Administration Building office addition by Kaler-Dobler Construction began. Construction is now substantially complete with final inspections and approval on June 1, 2016 by the City of Citrus Heights and Sacramento Metro Fire District. Minor cosmetic corrections remain prior to final acceptance by the District. It is anticipated that Final Acceptance and a Notice of Completion will be brought forward to the Board of Directors on August 9, 2016. Furniture delivery is expected in July.

Customer Account Deposit Policy Amendments

AS Sohal and AGM Straus requested the Board amend Accounts Receivable Policy 7120 – Customer Account Deposits. Due to many homes ending up in the possession of banks/lending institutions and/or third party representatives the District has found that many properties that have not been adequately managed, leaving damaged meters (cut or unlocked) and/or bills for usage unpaid. It has been the practice of CHWD to, in a few cases, absorb those costs, but in most cases in the absence of any other cost recovery method, to place the resulting cost burden on the new property owner/customer to pay. To address the liability to the District and/or new owners, staff is proposing that Accounts Receivable Policy 7120 – “Customer Account Deposits” be updated. The policy amendments accompanying this staff report (with changes highlighted) provide for the District to collect a deposit on the account from third party owners and/or their representatives. The proposed amount of the deposit to collect, currently \$170, is specified in the current year’s adopted Water Rates, Miscellaneous Charges and Fees, and is subject to change when the Fee Schedule is updated and adopted by the Board typically updated annually in conjunction with the

budget adoption. Based on a history of liabilities of this type, staff feels that the current deposit charge should cover most of the potential costs. It should be noted that the collection of a deposit does not preclude the District from billing a third party and/or a third party representative for the total cost of a liability in excess of the deposit.

Capital Nursery Plaza Easements Acceptance

PM Dietrich requested the Board adopt Resolutions 16-2016, 17-2016 and 18-2016 accepting three (3) easements from Sunrise Madison Retail, LLC and Resolution 19-2016 accepting one (1) easement from Singlewood, LLC on portions of the Capital Nursery Plaza. Site improvements to the Capital Nursery Plaza required the installation of new water distribution mains, water services and fire protection facilities to provide water service to the site. Easements for the water facilities was granted by Sunrise Madison Retail, LLC and Singlewood, LLC at no cost to the District.

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 16-2016

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
SUNRISE MADISON RETAIL, LLC
FOR WATER DISTRIBUTION FACILITIES WITHIN
7945 MADISON AVENUE, CAPITAL NURSERY PLAZA

Whereas SUNRISE MADISON RETAIL, LLC for a valuable consideration, receipt of which is hereby acknowledged, does hereby grant to CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, a right-of-way and non-exclusive easement to construct, reconstruct, operate, maintain and/or repair water pipelines together with any and all appurtenances appertaining thereto; together with the perpetual right of ingress thereto and egress there from for the purpose of exercising and performing all of the rights and privileges granted herein; said pipelines and appurtenances to be of such size(s) and character as the grantee may determine, on, over, across and under all that certain real property, situate in the County of Sacramento, State of California particularly described as follows:

Being portions of Parcel 1, as shown on Parcel Map "PM 14-02", recorded in Book 226 at Page 2, Sacramento County Records, being more particularly described as follows:

PARCEL X

Beginning at the southeast corner of said Parcel 1, said Point of Beginning also being on the northerly right-of-way line for Madison Avenue, a public road; thence from said Point of Beginning along the east line of said Parcel 1 North 01°32'55" West 10.00 feet; thence leaving said east line South 88°26'39" West 40.00 feet to the west line of said Parcel 1; thence along the west line of said Parcel 1 South 01°32'55" East 10.00 feet to the northerly line of Madison Avenue; thence along said northerly line North 88°26'39" East 40.00 feet to the Point of Beginning for this description.

PARCEL Y

Beginning at an angle point in said Parcel 1, said Point of Beginning being the westerly terminus of the course designated "South 66°10'16" East 44.19 feet"; thence from said Point of Beginning along the last said course South 66°10'16" East 11.64 feet; thence leaving the boundary line of said Parcel 1 the following three (3) courses and distances:

1. North 24°18'12" East 21.24 feet;
2. North 1°26'17" West 134.52 feet;
3. South 88°33'43" West 88.74 feet to the west line of said Parcel 1:

Thence along the perimeter of said Parcel 1 the following three (3) courses and distances:

1. South 1°32'55" East 9.21 feet;
2. North 88°27'05" East 46.62 feet to the beginning of a tangent curve to the right having a radius of 32.00 feet;
3. Along said tangent curve to the right through a central angle of 35°24'23" an arc length of 19.77 feet;

Thence leaving said perimeter of said Parcel 1 North 88°33'43" East 8.55 feet; thence South 1°26'17" East 9.00 feet to the boundary line of said Parcel 1; thence along the perimeter of said Parcel 1 the following three (3) courses and distances:

1. Along a curve concave to the southwest having a radius of 32.00 feet, from which the center thereof bears South 56°13'10" West, through a central angle of 32°13'55" an arc length of 18.00 feet;
2. South 1°32'55" East 64.18 to the beginning of a tangent curve to the right having a radius of 100.00 feet;
3. Along said tangent curve through a central angle of 25°44'25" an arc length of 44.93 feet to the Point of Beginning for this description.

PARCEL Z

Commencing at the northwest corner of said Parcel 1; thence from said Point of Commencement along the west line of said Parcel 1 South 1°32'55" East 10.79 feet to the True Point of Beginning for this description; thence from said True Point of Beginning along the following six (6) courses and distances:

1. North 88°33'43" East 269.53 feet;
2. North 47°15'41" East 6.02 feet;
3. South 42°44'19" East 34.00 feet;
4. South 47°15'41" West 27.86 feet;
5. South 1°32'55" East 217.15 feet;
6. North 88°33'43" East 31.14 feet to the east line of said Parcel 1:

Thence along said east line of said Parcel 1 South 1°32'55" East 15.00 feet; thence leaving

said east line of said Parcel 1 the following eleven (11) courses and distances:

1. South 88°33'43" West 85.51 feet;
2. North 1°26'17" West 32.67 feet;
3. North 88°33'43" East 15.00 feet;
4. South 1°26'17" East 17.67 feet;
5. North 88°33'43" East 24.34 feet;
6. North 1°32'55" West 242.11 feet;
7. South 88°33'43" West 245.78 feet;
8. South 1°26'17" East 7.00 feet;
9. South 88°33'43" West 10.00 feet;
10. North 1°26'17" West 7.00 feet;
11. South 88°33'43" West 4.71 feet to the west line of said Parcel 1:

Thence along said west line of said Parcel 1 North 1°32'55" West 15.00 feet to the Point of Beginning for this description.

NOW THEREFORE, BE IT RESOLVED that CITRUS HEIGHTS WATER DISTRICT accepts said Grant of Easement and conveyance and that a certified copy of this Resolution be provided to the County of Sacramento to be attached to and recorded with said Grant of Easement in the Office of the County Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 12th day of July 2016 by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:
ABSTAIN: Directors:
ABSENT: Directors:

SEAL

ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

ATTEST:

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 17-2016

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
SUNRISE MADISON RETAIL, LLC
FOR WATER DISTRIBUTION FACILITIES WITHIN
5406/5410 SUNRISE BLVD, CAPITAL NURSERY PLAZA

Whereas SUNRISE MADISON RETAIL, LLC for a valuable consideration, receipt of which is hereby acknowledged, does hereby grant to CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, a right-of-way and non-exclusive easement to construct, reconstruct, operate, maintain and/or repair water pipelines together with any and all appurtenances appertaining thereto; together with the perpetual right of ingress thereto and egress there from for the purpose of exercising and performing all of the rights and privileges granted herein; said pipelines and appurtenances to be of such size(s) and character as the grantee may determine, on, over, across and under all that certain real property, situate in the County of Sacramento, State of California particularly described as follows:

Being a portion of Parcel 2, as shown on Parcel Map "PM 14-02", recorded in Book 226 at Page 2, Sacramento County Records, being more particularly described as follows:

Beginning at the north-west corner of said Parcel 2, said Point of Beginning also being on the easterly right-of-way line for Sunrise Boulevard, a public road; thence from said Point of Beginning along the north line of said Parcel 2 North 88°33'43" East 12.50 feet; thence leaving said north line of said Parcel 2 the following four (4) courses and distances:

1. South 1°35'18" East 5.79 feet;
2. North 88°33'43" East 130.58 feet;
3. South 1°26'17" East 5.00 feet;
4. North 88°33'43" East 23.63 feet to the east line of said Parcel 2;

Thence along said east line South 1°32'55" East 15.00 feet; thence leaving said east line the following three (3) courses and distances:

1. South 88°33'43" West 23.66 feet;
2. South 1°26'17" East 201.87 feet;
3. North 88°33'43" East 24.05 feet to the east line of said Parcel 2;

Thence along said east line South 1°32'55" East 9.21 feet to the south east corner of said Parcel 2; thence along the south line of said Parcel 2 South 88°27'05" West 123.08 feet; thence, leaving said south line the following ten (10) courses and distances:

1. North 1°26'17" West 22.00 feet;
2. North 88°27'05" East 31.00;
3. South 1°26'17" East 12.61 feet;

4. North 88°33'43" East 53.02 feet;
5. North 1°26'17" West 206.87 feet;
6. South 88°33'43" West 64.04 feet;
7. South 1°26'17" East 19.90 feet;
8. South 88°33'43" West 30.00 feet;
9. North 1°26'17" West 19.90 feet;
10. South 88°33'43" West 34.00 feet to the easterly right-of-way line for Sunrise Boulevard;

Thence along said easterly right-of-way line North 1°35'18" West 20.79 feet to the Point of Beginning for this description.

NOW THEREFORE, BE IT RESOLVED that CITRUS HEIGHTS WATER DISTRICT accepts said Grant of Easement and conveyance and that a certified copy of this Resolution be provided to the County of Sacramento to be attached to and recorded with said Grant of Easement in the Office of the County Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 12th day of July 2016 by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
 NOES: Directors:
 ABSTAIN: Directors:
 ABSENT: Directors:

SEAL

ALLEN B. DAINS, President
 Board of Directors
 Citrus Heights Water District

ATTEST:

ROBERT A. CHURCHILL, Secretary
 Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
 RESOLUTION NO. 18 -2016

RESOLUTION OF THE BOARD OF DIRECTORS
 OF CITRUS HEIGHTS WATER DISTRICT
 ACCEPTING AN EASEMENT FROM
 SUNRISE MADISON RETAIL, LLC
 FOR WATER DISTRIBUTION FACILITIES WITHIN
 7925/7935 MADISON AVE, CAPITAL NURSERY PLAZA

Whereas SUNRISE MADISON RETAIL, LLC for a valuable consideration, receipt of which is

hereby acknowledged, does hereby grant to CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, a right-of-way and non-exclusive easement to construct, reconstruct, operate, maintain and/or repair water pipelines together with any and all appurtenances appertaining thereto; together with the perpetual right of ingress thereto and egress there from for the purpose of exercising and performing all of the rights and privileges granted herein; said pipelines and appurtenances to be of such size(s) and character as the grantee may determine, on, over, across and under all that certain real property, situate in the County of Sacramento, State of California particularly described as follows:

Being portions of Parcel 3, as shown on Parcel Map "PM 14-02", recorded in Book 226 at Page 2, Sacramento County Records, being more particularly described as follows:

PARCEL A:

Beginning at the southeast corner of said Parcel 3, said point also being on the northerly right-of-way line for Madison Avenue, a public road; thence from said Point of Beginning along said northerly right-of-way line South 88°26'39" West 24.00 feet; thence leaving said northerly right-of-way line the following four (4) courses and distances;

1. North 1°32'55" West 62.57 feet;
2. North 88°27'05" East 17.00 feet;
3. South 1°32'55" East 52.57 feet;
4. North 88°26'39" East 7.00 feet to the east line of said Parcel 3;

Thence along said east line South 1°32'55" East 10.00 feet to the Point of Beginning for this description.

PARCEL B:

Beginning at the most northwesterly corner of said Parcel 3; Thence from said Point of Beginning along the northerly line of said Parcel 3 South 66°10'16" East 11.64 feet; Thence leaving said northerly line the following six (6) courses and distances:

1. South 24°18'12" West 123.04 feet;
2. South 1°32'10" East 69.10 feet;
3. North 88°27'50" East 3.00 feet;
4. South 1°32'10" East 9.55 feet;
5. North 88°27'50" East 5.00 feet;
6. South 1°32'10" East 16.81 feet to the northerly right-of-way line for said Madison Avenue;

Thence along said northerly right-of-way line South 88°26'39" West 23.00 feet; thence leaving said northerly right-of-way line North 1°32'10" West 98.92 feet; thence North 24°18'12" East 53.36 feet to a point on the westerly line of said Parcel 3; thence along said westerly line North 27°02'12" East 68.13 feet to the beginning of a tangent curve to the left having a radius of 100.00 feet; thence along said tangent curve to the left through a central angle of 2°50'41" an arc length of 4.97 feet to the Point of Beginning for this description.

NOW THEREFORE, BE IT RESOLVED that CITRUS HEIGHTS WATER DISTRICT accepts said Grant of Easement and conveyance and that a certified copy of this Resolution be provided to the County of Sacramento to be attached to and recorded with said Grant of Easement in the Office of the County Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 12th day of July 2016 by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:
ABSTAIN: Directors:
ABSENT: Directors:

SEAL

ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

ATTEST:

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 19-2016

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
SINGLEWOOD, LLC
FOR WATER DISTRIBUTION FACILITIES WITHIN
5402 SUNRISE BLVD, CAPITAL NURSERY PLAZA

Whereas SINGLEWOOD, LLC for a valuable consideration, receipt of which is hereby acknowledged, does hereby grant to CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, a right-of-way and non-exclusive easement to construct, reconstruct, operate, maintain and/or repair water pipelines together with any and all appurtenances appertaining thereto; together with the perpetual right of ingress thereto and egress there from for the purpose of exercising and performing all of the rights and privileges granted herein; said pipelines and appurtenances to be of such size(s) and character as the grantee may determine, on, over, across and under all that certain real property, situate in the County of Sacramento, State of California particularly described as follows:

Being portions of Parcel 4, as shown on Parcel Map "PM 14-02", recorded in Book 226 at Page 2, Sacramento County Records, being more particularly described as follows:

PARCEL A:

Commencing at the north west corner of said Parcel 4, said Point of Commencement also being located on the easterly right-of-way line for Sunrise Boulevard, a public road, as shown on said Parcel Map; thence from said Point of Commencement along the northerly line of said Parcel 4 North 88°27'05" East 33.47 feet to the True Point of Beginning for this description; thence from said True Point of Beginning, continuing along said north line North 88°27'05" East 169.71 feet to the beginning of a tangent curve to the right having a radius of 32.00 feet; thence along said tangent curve to the right through a central angle of 35°24'23" an arc length of 19.77 feet; thence leaving the boundary of said Parcel 4 South 88°33'43" West 188.26 feet; thence North 1°26'17" West 5.55 feet to the True Point of Beginning for this description.

PARCEL B:

Commencing at the south east corner of said Parcel 4; thence from said Point of Commencement along the east line of said Parcel 4 North 27°02'12" East 8.83 feet to the True Point of Beginning for this description; thence from said True Point of Beginning, continuing along said east line North 27°02'12" East 68.13 feet to the beginning of a tangent curve to the left having a radius of 100.00 feet; thence along said tangent curve to the left through a central angle of 28°35'07" an arc length of 49.89 feet; thence North 1°32'55" West 64.18 feet to the beginning of a tangent curve to the left having a radius of 32.00 feet; thence along said tangent curve to the left through a central angle of 32°13'55" an arc length of 18.00 feet; thence leaving the boundary of said Parcel 4 the following six (6) courses and distances:

1. South 1°26'17" East 60.80 feet;
2. South 88°33'43" West 22.00 feet;
3. South 1°26'17" East 30.00 feet;
4. North 88°33'43" East 22.00 feet;
5. South 1°26'17" East 16.30 feet;
6. South 24°18'12" West 90.93 feet to the True Point of Beginning for this description.

NOW THEREFORE, BE IT RESOLVED that CITRUS HEIGHTS WATER DISTRICT accepts said Grant of Easement and conveyance and that a certified copy of this Resolution be provided to the County of Sacramento to be attached to and recorded with said Grant of Easement in the Office of the County Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 12th day of July 2016 by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:
ABSTAIN: Directors:
ABSENT: Directors:
SEAL

ALLEN B. DAINS, President

ATTEST:

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

ACTION: Director Riehle moved and Director Sheehan seconded a motion to accept the Consent Calendar. The motion carried 3-0 with all Directors voting yes.

PUBLIC HEARING:

Water Quality Public Health Goals

Water Quality Supervisor Brian Hensley presented the Board for adoption CHWD's Public Health Goals (PHG). Provisions of the California Health and Safety Code, Section 116470 (b), specify that public water systems serving more than 10,000 service connections such as Citrus Heights Water District (CHWD) (19,610 connections) must prepare a special report by July 1, 2010 and every three years thereafter, that gives information on the detection of any constituents above the Public Health Goals (PHG) published by the State Office of Environmental Health Hazard Assessment (OEHHA) which is part of Cal EPA. This report must be provided and made available at a public hearing of the District shortly after said date. The law also requires that where OEHHA has not adopted a PHG for a constituent, the water suppliers are to use the Maximum Contaminant Level Goals (MCLGs) adopted by United States Environmental Protection Agency (USEPA). Only constituents which have a California primary drinking water standard and for which either a PHG or MCLG has been set are to be addressed. PHGs and MCLGs are not enforceable. The Best Available Technology (BAT) to reach such low levels has not been defined and may not realistically be available. Accurate cost estimates are difficult, if not impossible, and are highly speculative and theoretical. Therefore, they have limited value and may not warrant significant investment of agency time and money.

These reports are unique to California. They are required in addition to the extensive public reporting of water quality information that California water utilities have been doing for many years and in addition to the federally mandated annual Consumer Confidence Reports/Water Quality Reports. In compliance with the California Health and Safety Code, the District previously prepared a PHG Report dated June 4, 2013, conducted a Public Hearing on June 11, 2013 and ordered the Report filed.

President Dains opened the Public Hearing on the PHG at 7:32 PM and requested public comments.

There were no public comments; therefore, the Public Hearing was closed at 7:33 PM.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to adopt the Districts Public Health Goals. The motion carried 3-0 with all Directors voting yes.

At 7:35 PM the meeting was adjourned to the CHWD Finance Corporation.

At 7:43 PM the Board of Directors reconvened to the CHWD Regular Board Meeting.

OLD BUSINESS:

None

NEW BUSINESS:

Training/Continued Education/Meetings

GM Churchill presented an item on upcoming training and continued education events.

CSDA Board of Directors Election

GM Churchill presented the Board with the Ballot Information and Candidate Information Sheets for seat B from the Sierra Network on the Board of Directors for the California Special Districts Association (CSDA). The candidates were as follows:

- Paul Green, Director: Rio Linda / Elverta Community Water District
- Gil Albiani, Director: Cosumnes Community Services District
- Ginger Root, Chief Administrative Officer / Clerk of the Board: Lincoln Rural County Fire Protection District

ACTION: Director Riehle moved and Director Sheehan seconded a motion to: Vote for Paul Green. The motion carried 3-0 with all Directors voting yes.

Sacramento County Proposed Trench Restoration

OM Gordon presented information about the proposed revisions to the Sacramento County standard detail requirements for trench restoration. A consortium of public and private utilities have been meeting regularly on this topic. The proposed revisions would change the typical pipeline trench pavement restoration width from 5.3-feet to 12.5-feet and the typical water service trench pavement restoration width from 4.8-feet to 30-feet. The Item to be brought before the Sacramento County Board of Supervisors was postponed until the May 24, 2016 meeting and subsequently postponed until the upcoming August 9, 2016 meeting. The Board of Supervisors did not want to move for approval without outreach to affected public and private utility parties. The estimated financial impact to the District is as follows:

	2015 CIP Paving Costs	Future CIP yearly Costs
Current Standard	\$ 263,757	\$ 625,025
Proposed Standard	\$ 840,314	\$ 1,957,650
Difference	\$ 576,557	\$ 1,332,625

Using the 2016 Budget:

The **PROPOSED** trench restoration requirements would increase the District's CIP Budget by: **37%**

The **PROPOSED** trench restoration requirements would increase the District's Overall Budget by: **9%**

The Board requested that a letter to the Board of Supervisors be prepared for the President's signature expressing the Districts concerns and fiscal impacts.

Public Employee Retirement and Succession – Employment Agreement for General Manager
 GM Churchill presented the Board with the General Manager’s Employment Agreement with Assistant General Manager Hilary Straus, who has been selected by the Board of Directors to succeed Churchill as General Manager. As a result of an interview process with Assistant General Manager (AGM) Hilary Straus on May 10, 2016, the Board of Directors selected Mr. Straus to succeed Mr. Churchill as General Manager upon his retirement on November 17, 2016. Additionally on May 10th, the Board provided direction to develop a General Manager’s Employment Agreement with AGM Straus for Board review/consideration on June 14, 2016 in Closed Session, and for discussion/possible action for approval in Open Session on July 12, 2016. If approved, the Agreement term would become effective on November 18, 2016, the day following Churchill’s retirement. In developing the proposed Employment Agreement, the new Department Managers’ employment agreement template was used but modified, and some key provisions were incorporated from Churchill’s General Manager’s Employment Agreement. Further, special counsel Paul Phillips has reviewed and edited the proposed Employment Agreement.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to: Approve the terms and condition as presented, and to which Mr. Straus has reviewed and agreed. Should the Board approve the Employment Agreement on July 12th, it will be become effective upon Churchill’s retirement on November 18, 2016. The motion carried 3-0 with all Directors voting yes.

PROJECT MANAGER’S REPORT:

PM Dietrich presented a report on the following activities during the month of May 2016 by the Project Management and Engineering Department. *New values or projects noted in bold italics*

ACCEPTED WATER SYSTEMS

Recent additions to the District’s water distribution system that were constructed by independent State Licensed contractors on behalf of private developers / owners, inspected by the District and formally accepted:

<u>Project</u>	<u>Count</u>	<u>Facilities</u>	<u>Value</u>
<i>Village at Fair Oaks</i>	<i>1,253 l.f.</i>	<i>8-Inch PVC Water Main</i>	<i>\$235,435.00</i>
<i>55 Condominiums</i>	<i>112 l.f.</i>	<i>8-Inch DIP Water Main</i>	
<i>(2015-53)</i>	<i>236 l.f.</i>	<i>6-Inch DIP Water Main</i>	
	<i>457 l.f.</i>	<i>4-Inch PVC Water Main</i>	
	<i>11</i>	<i>8-Inch Gate Valve</i>	
	<i>8</i>	<i>6-Inch Gate Valve</i>	
	<i>7</i>	<i>Steamer Fire Hydrant</i>	
	<i>55</i>	<i>1-Inch Metered Water Service</i>	
	<i>1</i>	<i>1 ½” Metered Irrigation Service</i>	
	<i>4</i>	<i>1-inch Air/Vacuum Valve</i>	
	<i>5</i>	<i>2-Inch Blow Off Valve</i>	

PROJECTS UNDER CONSTRUCTION BY PRIVATE DEVELOPERS

Water distribution system facilities currently under construction by independent State Licensed contractors on behalf of private developers / owners requiring District inspection:

<u>Project</u>	<u>Location</u>	<u>Status</u>
McDonalds	5402 Sunrise Blvd	30% Complete
Northridge Grove 47 Condominiums	5555 Mariposa Ave	30% Complete
Citrus Heights City Hall	6350 Fountain Square Dr	80% Complete
Memory Care Facility	6825-33 Sunrise Blvd	70% Complete
Dundee Estates 3 Lot Subdivision (2015-58)	Mariposa Ave @ Highland Ave	98% Complete
California American Water Co. San Juan Avenue Tank - Intertie and Water Service	5444 San Juan Ave	98% Complete
Capitol Nursery Plaza Commercial Center (2015-50)	Sunrise Blvd @ Madison Ave	Substantially Complete
Sylvan Middle School (2015-63)	7085 Auburn Blvd	Substantially Complete

CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION

<u>Project</u>	<u>Location</u>	<u>Status</u>
<i>Dignity Health Building</i>	<i>7115 Greenback Ln</i>	<i>Awaiting System Construction</i>
<i>Bearpaw Expansion Commercial Building</i>	<i>7524 Old Auburn Rd</i>	<i>Awaiting System Construction</i>
<i>Louis-Orlando Bus Transfer Point</i>	<i>Louis Ln @ Orlando Ave</i>	<i>Awaiting System Construction</i>

PROPOSED DISTRICT CAPITAL IMPROVEMENT PROJECTS

Project Plans and Contracts currently under review and development by the Engineering Department:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Fair Way Intertie with City of Roseville	9955 Fair Way	Agreement – 99% Plans – 95% Cost Estimate – 90%
Blossom Hill Dr Intertie with City of Roseville	Blossom Hill Dr at 1100 Main Sail Cir	Agreement – 99% Plans – 95% Cost Estimate – 90%
Crestmont Ave Intertie with City of Roseville	Crestmont Ave at 8199 Bonnie Oak Way	Agreement – 99% Plans – 95% Cost Estimate – 90%
Baird Way 12” Water Main Area West Engineers, Inc.	Auburn Blvd to Holly Dr	90% Plan Development Continues

PROJECTS CONTRACTED BY CITRUS HEIGHTS WATER DISTRICT

Capital Improvement Projects currently under construction by Citrus Heights Water District contractors requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Mariposa Ave, Limerick Way and Dublin Way Water Mains KASL Consulting Engineers, Inc.	Limerick Way to Farmgate Way and Eastgate Ave to Northeast Circle (south end)	30% Complete

CITY OF CITRUS HEIGHTS PROJECTS

City of Citrus Heights Projects requiring coordination and inspection by the District:

None

OPERATIONS MANAGER’S REPORT:

OM Gordon reported as follows:

A total of 186 work orders were performed during the month of June by field operations crews, administration field crews and contractors. The results of recent bacteriological testing, a total of 72 samples, have met all California Department of Drinking Water (DDW) requirements.

District-wide water consumption for the calendar year 2016 through the end of June was 1343.76 acre-feet, a decrease of 29.9% percent compared with the water consumption during the same period in 2013.

As of midnight on June 30, 2016, storage in Folsom Reservoir was at 691,561 acre-feet, 71 percent of

the total capacity of 977,000 acre-feet. This is about 87 percent of historical average for this date. This represents a decrease in storage of 134,473 acre-feet in the past month.

Director Dains called a recess to the meeting at 8:22 PM.

PM Dietrich, OM Gordon and AS Sohal left the meeting.

Director Dains reconvened the meeting at 8:30 PM.

DIRECTOR'S AND REPRESENTATIVES REPORTS:

- Regional Water Authority (Dains, Churchill)
No report.
- Sacramento Groundwater Authority (Sheehan)
No report.
- San Juan Water District
No report.
- Association of California Water Agencies (Dains)
No report.
- ACWA Joint Powers Insurance Authority (Churchill)
No report.
- Sacramento Local Agency Formation Commission
No report.
- City of Citrus Heights
No report.
- Chamber of Commerce Government Issues Committee (Straus)
No report.
- Other Reports:
No report.

ASSISTANT GENERAL MANAGER'S REPORT:

AGM Straus reported as follows:

Water Efficiency Program activities during the month of June 2016 included:

- 11 ultra-low-flush toilet rebates for the month of June. A total of \$6,600 in rebates have been provided to customers during 2016 to date.
- For the period of June 2016, No High Efficiency Clothes Washer (HECW) rebates were processed by SMUD for District customers.
- 67 water waste calls were received during the month of June. 13 reports of water waste were received through the CHWD's Drought Resources web page. A total of 43 contacts (mostly visits to customers' homes and phone calls) have been completed based on these reports.
- The June 2016 Residential Gallon per Capita per Day (R-GPCD) was 213. This information is submitted monthly to the State Water Resources Control Board.

- The J. Crowley Group, Inc. submitted the adopted 2015 Urban Water Management Plan to the California Department of Water Resources (DWR). The updated plan includes a comprehensive assessment and description of the District's water distribution system, water demands, water supplies, conservation, 20x2020 analysis and target compliance, demand management, and demand-to-supply contingency planning.

Drought Response Plan activities summarized for June are as follows:

- CHWD’s Water Reduction Target for 2016 has been adjusted by the State Water Resource Control Board (SWRCB). Water reduction targets will be based on a District’s local water supply reliability conditions.
- Based on the updated Water Reduction target issued by the SWRCB, CHWD’s 3-year water supply reliability analysis indicates the District’s water reduction target is zero. At the June 14th Board meeting, the Board adopted a Stage 2 Water Alert Modified. Customers are being asked to voluntarily cutback water use by 5%-10% through 2016.
- CHWD is partnering with the City of Citrus Heights to hold an Ecolandscape classes on July 23rd. The class will be held at the Citrus Heights Community Center. The class will cover “right plant-right placement” and best irrigation practices for customers. There will be a demonstration on how to convert spray irrigation to drip and water efficient outreach materials.
- The Top 20% water reduction campaign is focusing on the 72 no response/non-compliant “Bad-Bad’s”. These are the customers who did not submit a water reduction plan and did not meet their water reduction target. The 72 “Bad-Bads” are being contacted by District staff. Customers will be offered a water efficiency review and left with water conservation program information and literature.

Paladin Night Patrol began conducting night time water waste monitoring on July 29th, 2015. Below is a chart illustrating the number of incidents reported by category for August 2015 through June 2016.

Date	*Incident Report	Wrong Day	Equipment Waste	Theft
AUGUST				
2015	108	79	90	1
SEPTEMBER				
2015	96	47	80	0
OCTOBER				
2015	46	37	42	0
NOVEMBER				
2015	69	15	69	0
DECEMBER				
2015	56	31	54	0
JANUARY				
2016	32	15	32	0

FEBRUARY				
2016	29	18	29	0
MARCH				
2016	34	20	34	0
APRIL				
2016	16	6	16	0
MAY				
2016	34	27	30	0
JUNE				
2016	23	10	23	0
Totals	543	305	499	1

*A single incident report can include one or more violation categories. One incident report can overlap into multiple categories.

As of July 1, 2016 Staff has suspended Paladin night patrols. The need for night-time water waste patrols will be monitored on a monthly basis throughout the summer. If water waste complaints increase throughout the summer, consideration will be given to reinstate the partrols.

Stage 2 Water Alert Modified

At the June 14th Board meeting, the Board adopted a Stage 2 Water Alert Modified. A Public Outreach campaign is being implemented to promote the Stage 2 Water Alert regulations. The messaging is intended to educate District customers about Stage 2 regulations and direct customers to our website promoting water efficiency. The following are included in the Public Outreach effort:

- A Direct Mailer promoting the Stage 2 Water Alert:
- The District's website
- Facebook
- Waterline Newsletter
- Phone message recording

GENERAL MANAGER'S REPORT:

1. Twenty three employees received recognition for superior attendance, outstanding customer service and quality of work during the month of June 2016. Directors were provided with a list of the employees and items for which each received recognition.
2. A list of the General Manager's significant assignments and activities was provided.
3. Long Range Board Agenda.

Meeting Date	Item	Assigned To
August 9, 2016	CIP Adoption	All
	Compensation Study/Salary Schedule	Churchill/Straus/Smoot

	Update/Policies	
	Roseville Intertie Agreement	Churchill
	Reserve Policy Updates	Churchill/Straus/Sohal/Meurer
	Water Supply Agreement	Churchill
	Project Agreement with RWA— Regional Reliability Study	Straus
August 29, 2016	Budget and Rates Study Session	Straus/Sohal
September 13, 2016	Budget and Rates Workshop	Straus/Sohal
October 11, 2016		
November 8, 2016		
November 15, 2016	Operating and Capital Budgets	Straus/Dietrich/Gordon
	Water Rates, Charges & Fees	Straus/Sohal
	Capacity Fees	Straus/Sohal
	Water Shortage Charges	Straus/Sohal
December 13, 2016		

CORRESPONDENCE:

None

CLOSED SESSION:

None

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

Dates and locations of upcoming Regular Meetings of the Board of Directors were noted for the calendar.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 8:43 PM.

APPROVED:

 ROBERT A. CHURCHILL
 Secretary
 Citrus Heights Water District

 ALLEN B. DAINS, President
 Board of Directors
 Citrus Heights Water District