

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
August 9, 2016

The Regular Meeting of the Board of Directors was called to order at 6:58 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  
Lisa A. Smoot, Management Services Supervisor/Chief Board Clerk

**VISITORS:**

None

**PLEDGE OF ALLEGIANCE:**

Director Dains led the Pledge of Allegiance.

**PUBLIC COMMENT:**

There was no Public Comment.

**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 – July 12, 2016.  
Revenue Analysis Report for July 2016.  
Assessor/Collector’s Roll Adjustment for July 2016.  
Treasurer’s Report for July 2016.  
Treasurer’s Report of Fund Balances for July.  
Operations Budget Analysis for July 2016.  
Capital Improvements Budget Analysis for July.  
Payables for July.  
CAL–Card Purchases for July 2016.  
Summary of 2016 Directors, Officers and Employees Training, Seminars and Conference Expenses.

Administration Building Improvements Project

GM Churchill requested the Board adopt Resolution 21-2016 Accepting the Administration Building Expansion and Renovation Project and authorize the filing of a Notice of Completion. Construction of the Administration Building Expansion and Renovation Project and Office Addition is now complete with final inspections and approval on June 1, 2016 by the City of Citrus Heights and Sacramento Metro Fire District. Minor cosmetic corrections were completed by contractor Kaler/Dobler Construction, Inc. on July 21, 2016.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 21-2016

RESOLUTION OF THE BOARD OF DIRECTORS  
ACCEPTING  
THE ADMINISTRATION BUILDNG EXPANSION AND RENOVATION PROJECT AND  
OFFICE ADDITION

WHEREAS, on December 9, 2014 the Board of Directors of the Citrus Heights Water District authorized the award of a contract to Kaler/Dobler Construction, Inc. for the Administration Building Expansion and Renovation Project and Office Addition Change Order executed February 16, 2016; and

WHEREAS, on December 10, 2014 the contract was fully executed between the District and Kaler/Dobler Constriction, Inc.; and

WHEREAS, Kaler/Dobler Construction, Inc. has completed the work for the Administration Building Expansion and Renovation Project and Office Addition in accordance with the plans, specifications and contract documents prepared by the District pursuant to a final inspection on July 21, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Citrus Heights Water District that Administration Building Expansion and Renovation Project and Office Addition is accepted as complete.

BE IT FURTHER RESOLVED that the District Secretary is authorized to execute a Notice of Completion for the Administration Building Expansion and Renovation Project and Office Addition and to have said Notice recorded with the Office of the Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 9<sup>th</sup> day of August 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 City Hall Easement Acceptance

PM Dietrich requested the Board adopt Resolution 20-2016 accepting an easement from CP City Hall, LLC. Site improvements to the new Citrus Heights City Hall at 6360 Fountain Square Drive required the installation of new water distribution mains, water services and fire protection facilities to provide water service to the site. An easement for the water facilities was granted by CP City Hall, LLC at no cost to the District.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 20-2016

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
ACCEPTING AN EASEMENT FROM  
CP CITY HALL, LLC  
FOR WATER DISTRIBUTION FACILITIES WITHIN  
6360 FOUNTAIN SQUARE DR, CITRUS HEIGHTS CITY HALL

Whereas CP CITY HALL, LLC, a California Limited Liability Company, 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 City of Citrus Heights, County of Sacramento, State of California particularly described as follows:

A portion of that certain Tract of land described in that certain Certificate of Compliance recorded in Book 20070323, Page 1434, Sacramento County Official Records, described as follows:

Parcel One

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet to the left and ten (10) feet to the right of the following described line:

BEGINNING at a point hereinafter referred to as Point A, on the easterly line of that certain Easement for Public Roadway and Public Utilities, as said easement is described in that certain document recorded in Book 20070323, Page 1435, Sacramento County Official Records, from which the southwest corner of the above referenced Tract bears the following two (2) courses: (1) along said easterly line, South 10°54'31" West 178.67 feet to the southerly line of said Tract and (2) along said southerly line South 89°14'13" West 40.00 feet; thence from the point of beginning, leaving said easterly line, North 89°33'05" East 5.50 feet to a point hereinafter referred to as Point B; thence continuing North 89°33'05" East 56.62 feet; thence South 00°26'55" East 122.60 feet; thence North 89°14'28" East 61.09 feet to a point hereinafter referred to as Point C; thence continuing North 89°14'28" East 228.86 feet; thence North 00°45'32" West 6.00 feet to a point hereinafter referred to as Point D; thence continuing North 00°45'32" West 8.99 feet to a point hereinafter referred to as Point E; thence continuing North 00°45'32" West 80.13 feet to a point hereinafter referred to as Point F; thence continuing North 00°45'32" West 242.41 feet to a point hereinafter referred to as Point G; thence continuing North 00°45'32" West 70.10 feet to a point hereinafter referred to as Point H; thence South 89°14'28" West 206.89 feet; thence South 66°44'28" West 39.65 feet; thence North 70°26'16" West 38.76 feet to a point on said easterly line hereinafter referred to as Point I and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at said easterly line.

#### Parcel Two

A strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at said Point B; thence South 00°45'47" East 29.16 feet to the terminus of the herein described easement.

#### Parcel Three

A strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at said Point C; thence North 00°45'32" West 12.67 feet to the terminus of the herein described easement.

#### Parcel Four

A strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at said Point D; thence North 89°14'28" East 29.98 feet to the terminus of the herein described easement.

#### Parcel Five

A strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at said Point E; thence South 89°14'28" West 14.25 feet to the terminus of the herein described easement.

Parcel Six

A strip of land the uniform width of twenty-five (25) feet, the centerline of which is described as follows:

BEGINNING at said Point F; thence South 89°20'02" West 32.02 feet to the terminus of the herein described easement.

Parcel Seven

A strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at said Point G; thence South 89°14'28" West 14.25 feet to the terminus of the herein described easement.

Parcel Eight

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet to the left and ten (10) feet to the right of the following described line:

BEGINNING at said Point H; thence North 00°45'32" West 35.00 feet to the terminus of the herein described easement.

Parcel Nine

A strip of land the uniform width of 3.5 feet, the westerly line of which is described as follows:

BEGINNING at said Point I; thence along the above referenced easterly line along the arc of a curve to the right, concave to the east, having a radius of 1122 feet, and being subtended by a chord bearing North 20°45'19" East 45.97 feet to the terminus of the herein described easement.

Parcel Ten

A strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at a point on the above referenced easterly line from which said Point A bears South 10°54'31" West 114.40 feet; thence from the point of beginning, leaving said easterly line, South 79°05'29" East 39.39 feet to the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at said easterly line.

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 9<sup>th</sup> day of August 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

Call for a Special Meeting

GM Churchill requested the Board call for a Special Meeting on Monday August 29, 2016 for the purpose of conducting a 2017 Budget Workshop Meeting. A work session with the Board of Directors highlighting the “building blocks” of the operations and capital budgets/key assumptions/strategic plan needs is proposed for August 29<sup>th</sup>, followed by an initial budget presentation at the September Regular Board of Directors Meeting in September.

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

**ADJOURN TO CHWD FINANCING CORPORATION:**

At 7:03 PM the meeting was adjourned to the CHWD Finance Corporation. For approval of the July 12, 2016 Minutes.

ACTION: Director Riehle moved and Director Sheehan seconded a motion to: Approve the Minutes from the July 12, 2016 Annual Meeting of the Citrus Heights Water District Financing Corporation. The motion carried 3-0 with all Directors voting yes.

At 7:06 PM the Board of Directors reconvened to the CHWD Regular Board Meeting.

**OLD BUSINESS:**

Approval of 2017 Strategic Plan Update

AGM Straus presented the final 2017 Strategic Plan to the Board for their approval. Beginning with the 2017 budget process, CHWD has initiated an annual Strategic Planning process. The goal of Strategic Planning has been to bring the Board of Directors and key District staff together to identify and prioritize the District’s key policy, program and project issues, and to identify what items, given limited resources (i.e., funding, time and staffing resources) the District should be working on over and above daily operations in the coming year. One key follow-up item of this planning process is to prepare a budget for the coming year that reflects the results of the Strategic Plan.

ACTION: Director Riehle moved and Director Sheehan seconded a motion to: Approve the 2017 Strategic Plan. The motion carried 3-0 with all Directors voting yes.

**NEW BUSINESS:**

Training/Continued Education/Meetings

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

Funds and Reserves Policies Amendments

AS Sohal presented District Fiscal Management Policies regarding District Funds and Reserves that needed amending. The District’s Fiscal Management Policies contain separate policies relating to the District’s Funds and Reserves that are used to organize and allocate all District monies for various purposes. These policies define the purpose for which the specified Fund or Reserve is to be used, and set forth certain responsibilities and restrictions on the transfer or expenditure of monies. Five of the Funds and Reserves policies are being presented for discussion with proposed amendments or deletion to policy. In addition, three new proposed policies are being presented pertaining to the two newly adopted Funds and a new Reserve in 2015 and one concerning the existing Debt Services Reserve. The proposed changes are as follows:

*Approve proposed amendments to the following District Fiscal Management Policies:*

Policy 6220	Rate Stabilization Reserve
Policy 6240	Capital Improvement Reserve
Policy 6270	Employment-Related Benefits Reserve

*Approve the addition of the following District Fiscal Management Policies:*

Policy 6225	Debt Services Reserve
Policy 6245	Water Supply Reserve
Policy 6280	Water Efficiency Reserve

*Approve the deletion of the following District Fiscal Management Policies (Note: these two policies will be consolidated with the Policy 6240 noted above:*

Policy 6230	Depreciation Reserve
Policy 6250	Connection Fund

ACTION: Director Sheehan moved and Director Riehle seconded a motion to: Approve amendments to District Fiscal Management Policies regarding District Funds and Reserves. The motion carried 3-0 with all Directors voting yes.

### RWA Regional Water Reliability Plan

GM Churchill presented the Board a Project Agreement with the Regional Water Authority to participate in a Regional Water Reliability Plan. 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 at the regular Board of Directors Meeting of July 12, 2016. At that time, the CHWD Board indicated interest in CHWD participating in this RWA initiative. At the Board Meeting, Mr. 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. He 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.

ACTION: Director Riehle was concerned there was not a political plan, and without a plan, there is not control over what happens. Director Sheehan expressed concerns regarding RWA's Budget, questioning who they are accountable to. Director Sheehan also expressed concerns because many of the studies conducted overlap and we are paying for duplicate research. It was agreed upon that GM Churchill would clarify the concerns and bring back for considered action at the September meeting.

### Limerick Way, Dublin Way, Tipperary Way and Galway Ct Pavement Restoration Project

OM Gordon presented the Board with bids to restore pavement following replacement of water mains and services by District Operations staff on portions of Limerick Way, Dublin Way, Tipperary Way and Galway Court in the City of Citrus Heights.

The District received four (4) sealed proposals on August 3, 2016, at which time proposals were opened and read publicly. The apparent low bidder is Central Valley Engineering & Asphalt, Inc. of Roseville, CA. Bids received are as follows:

1. <b>Central Valley Engineering &amp; Asphalt, Inc.</b>	<b>\$ 38,982.00</b>
2. Martin Brothers Construction, Inc.	\$ 52,341.00
3. Arrow Construction	\$ 58,400.00
4. Sierra Asphalt, Inc.	\$ 88,987.00

ACTION: Director Sheehan moved and Director Riehle seconded a motion to: Accept the bid of Central Valley Engineering & Asphalt, Inc. in the amount of \$38,982.00 and establish a change order contingency fund in the amount of \$3,900.00 (10%). Authorize the General Manager to execute the contract. The motion carried 3-0 with all Directors voting yes.



SJWD Draft Wholesale Financial Plan and Water Rate Update Study

GM Churchill presented the Board with a draft of San Juan Water Districts Wholesale Financial Plan and Water Rate Update Study as well as a 150 Day Advance Written Notice of Proposed Changes in Water Rates and Charges. They were asked to review the contents and this topic will be discussed at the next scheduled Board Meeting.

**PROJECT MANAGER’S REPORT:**

PM Dietrich presented a report on the following activities during the month of July 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>
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*None*

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	<b>50% Complete</b>
Northridge Grove 47 Condominiums	5555 Mariposa Ave	<b>60% Complete</b>
Citrus Heights City Hall	6350 Fountain Square Dr	<b>80% Complete</b>
Memory Care Facility	6825-33 Sunrise Blvd	<b>70% Complete</b>
Dundee Estates 3 Lot Subdivision (2015-58)	Mariposa Ave @ Highland Ave	<b>98% Complete</b>
California American Water Co. San Juan Avenue Tank - Intertie and Water Service	5444 San Juan Ave	<b>98% Complete</b>
Capitol Nursery Plaza Commercial Center (2015-50)	Sunrise Blvd @ Madison Ave	Substantially Complete
Sylvan Middle School	7085 Auburn Blvd	Substantially Complete

<u>Project</u>	<u>Location</u>	<u>Status</u>
(2015-63)		

CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION

<u>Project</u>	<u>Location</u>	<u>Status</u>
<b><i>Dignity Health Building</i></b>	<b><i>7115 Greenback Ln</i></b>	<b><i>Awaiting System Construction</i></b>
<b><i>Bearpaw Expansion Commercial Building</i></b>	<b><i>7524 Old Auburn Rd</i></b>	<b><i>Awaiting System Construction</i></b>
<b><i>Louis-Orlando Bus Transfer Point</i></b>	<b><i>Louis Ln @ Orlando Ave</i></b>	<b><i>Awaiting System Construction</i></b>
<b><i>Meier Estates 7 Lot Subdivision</i></b>	<b><i>North Sims Way</i></b>	<b><i>Awaiting System Construction</i></b>

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	<b><i>Agreement – 99%</i></b> <b><i>Plans – 100%</i></b> <b><i>Cost Estimate – 100%</i></b>
Blossom Hill Dr Intertie with City of Roseville	Blossom Hill Dr at 1100 Main Sail Cir	<b><i>Agreement – 99%</i></b> <b><i>Plans – 100%</i></b> <b><i>Cost Estimate – 100%</i></b>
Crestmont Ave Intertie with City of Roseville	Crestmont Ave at 8199 Bonnie Oak Way	<b><i>Agreement – 99%</i></b> <b><i>Plans – 100%</i></b> <b><i>Cost Estimate – 100%</i></b>
Baird Way 12” Water Main Area West Engineers, Inc.	Auburn Blvd to Holly Dr	<b><i>Preparing to Pothole</i></b>
Corporation Yard Improvements Phase 1	6230 Sylvan Rd	<b><i>Preparing Request for Design &amp; Const Mgmt Proposals</i></b>
Highland Ave & Rosa Vista Ln 8” Water Mains	Highland Ave at Rosa Vista	<b><i>Design Underway</i></b>

<u>Project</u>	<u>Location</u>	<u>Status</u>
Warren Consulting Engineers		

**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)	<b>80% Complete</b>

**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 32 work orders were performed during the month of July 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 July was 1,544.57 acre-feet, a decrease of 28.7% percent compared with the water consumption during the same period in 2013.

As of midnight on August 2, 2016, storage in Folsom Reservoir was at 469,125 acre-feet, 48 percent of the total capacity of 977,000 acre-feet. This is about 68 percent of historical average for this date. This represents a decrease in storage of 222,436 acre-feet in the past month.

Director Dains called a recess to the meeting at 8:55 PM.

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

Director Dains reconvened the meeting at 9:05 PM.

**DIRECTOR’S AND REPRESENTATIVES REPORTS:**

Regional Water Authority (Dains, Churchill)

No report.

Sacramento Groundwater Authority (Sheehan)

No report.

San Juan Water District

San Juan Water District and Fair Oaks are having 2X2 meetings, a meeting for all the San Juan Family of Agencies will be held at Fair Oaks Water District on September 19, 2016 at 6:00 PM to review processes and practices of San Juan Water District.

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  
Grand Opening at new building on September 25, 2016 at 9:00 AM. Henry Tingle  
Retirement Celebration September 30, 2016 6:00 PM.  
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 July 2016 included:

- 10 ultra-low-flush toilet rebates for the month of July. A total of \$7,350 in rebates have been provided to customers during 2016 to date.
- For the period of July 2016, No High Efficiency Clothes Washer (HECW) rebates were processed by SMUD for District customers.
- 87 water waste calls were received during the month of July. 12 reports of water waste were received through the CHWD's Drought Resources web page. A total of 87 contacts (mostly visits to customers' homes and phone calls) have been completed based on these reports.
- The July 2016 Residential Gallon per Capita per Day (R-GPCD) was not available at the time of this report. This information is submitted monthly to the State Water Resources Control Board.

The District is currently in a Stage 2 Water Alert Modified. Customers are being asked to voluntarily cutback water use by 5%-10% through 2016. A Public Outreach campaign promoting the Stage 2 Water Alert regulations is underway. The messaging is intended to educate District customers about Stage 2 modified regulations. The following are included in the Public Outreach effort:

- A bill stuffer promoting the Stage 2 Water Alert
  - The District's website
  - FaceBook
  - Phone message recording
  - Waterline Newsletter
- CHWD along with the City of Citrus Heights, California American Water Company and Sacramento Suburban Water District held an Eco landscape class on July 23<sup>rd</sup>. The class was held at the Citrus Heights Community Center. The class covered "right plant-right placement" and best irrigation practices for customers. There was a demonstration on how to

convert spray irrigation to drip, outreach materials, raffle prizes and refreshments. Over 30 people participated in the class.

- 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-Bad’s” are being contacted by District staff. Customers are offered a water efficiency review and left with water conservation program information and literature. Currently the program has generated 27 water efficiency reviews for the “Bad-Bad’s”.

<b><i>ACTION TAKEN</i></b>	<b><i># of Responses</i></b>	<b><i># Compliant</i></b>	<b><i># Non-Compliant</i></b>
<b>Responded with Plan</b>	96	84	12
<b>No Response with Plan</b>	86	14	72

*\* All Top 20% customers saved a total of 42% as compared to 2013.*

**FINANCE UPDATE**

Finance staff has completed an update of CHWD’s regional rate survey/comparison. This information will be available to the Board as it considers various rate options at its August 29<sup>th</sup> and September 13<sup>th</sup> budget workshops. Budget preparation is well underway, and during the next few weeks, staff will be updating the Rate Model to generate options and accompanying analysis associated with each rate option for Board consideration.

**GENERAL MANAGER’S REPORT:**

1. Twenty two employees received recognition for superior attendance, outstanding customer service and quality of work during the month of July 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.

<b>Meeting Date</b>	<b>Item</b>	<b>Assigned To</b>
August 29, 2016	Budget and Rates Study Session	Straus/Sohal
September 13, 2016	Budget and Rates Workshop	Straus/Sohal
	Roseville Intertie Agreement	Churchill
	Compensation Study/Salary Schedule Update/Policies/Career Ladders/Employee PERS Pick-up	Churchill/Straus/Smoot/Sohal
	Engineering/Design Firm	Dietrich

	Award of Contract – Corporation Yard Improvements	
	CIP Adoption	Churchill/Dietrich/Gordon/Straus/Sohal/Pieri
October 11, 2016	Water Charges and Fees— Presentation of Proposed Updates	Straus/Sohal
November 8, 2016	2016-17 Committee Assignments	Churchill
	2016-17 District Officers	Churchill
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:**

Director Riehle wanted to acknowledge Water Efficiency Coordinator Rex Meurer for his work relating to the Eco Landscape Class.

**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 9:30 PM.

APPROVED:

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ROBERT A. CHURCHILL  
Secretary  
Citrus Heights Water District

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