

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
May 12, 2015

The Regular Meeting of the Board of Directors was called to order at 6:35 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  
John J. Townsel, Operations Manager  
Paul A. Dietrich, Project Manager (left the meeting at 7:30 p.m.)  
Melissa Pieri, Associate Civil Engineer  
Susan Sohal, Accounting Supervisor  
Rex W. Meurer, Water Efficiency Coordinator

VISITORS

Eric Aschow  
Lyn Bamba  
Suzanne Slayton  
Kathleen Harris  
Timothy Im  
Joe Violette  
Brianna Parks  
Jessica Moore  
Alexus Silva  
Other unidentified individuals and students

PLEDGE OF ALLEGIANCE

Director Dains led the Pledge of Allegiance.

PUBLIC COMMENT

Eric Aschow expressed concerns about the impact of water restrictions on his large lot. The Board understood and Stated that the District will work with all of its customers to come into compliance with State mandates.

CONSENT CALENDAR

President Dains asked for a motion on the Consent Calendar.

**Motion:** It was moved by Director Sheehan and seconded by Director Riehle to accept the Consent Calendar consisting of:

1. Assessor/Collector's Report for April 2015.
2. Assessor/Collector's Roll Adjustments for April 2015.
3. Treasurer's Report for April 2015.
4. Payables for April 2015.
5. CAL-Card Purchases for April 2015
6. Summary of 2015 Directors, Officers and Employees Training, Seminars and Conference Expenses
7. Rejection of Gold's Gym/Jerry McCall Claim for Damages

The motion passed 3-0 with all Directors voting yes.

**APRIL 30, 2015 PAYABLES**

<b>Check #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
58916	ABA DABA Rentals & Sales	Supplies-Field	\$676.37
58917	ACWA/JPIA	Workers Comp Ins	\$7,067.00
58918	AFLAC	Employee Paid Ins	\$330.86
58919	Alexander's Contract Services	Contract Services- Meter Reading	\$3,445.97
58920	AREA Restroom Solutions	Equip Rental-Field	\$106.20
58921	Bart/Riebes Auto Parts	Repair-Trucks	\$25.65
58922	Cleveland Bryant	Toilet Rebate Program	\$75.00
58923	BSK Associates	Water Analysis	\$36.00
58924	Sherry D Bural or Julie Barbour	Overpayments	\$9.96
58925	Burketts	Office Expense	\$274.71
58926	Caltronics Business System	Small Office Equipment	\$244.08
58927	Connected Document Solutions	Maintenance Agreement-Equipment	\$319.41
58928	Corix Water Products, Inc	Material	\$1,758.78
58929	Corporate Design Group Inc	Contract Services-Other	\$2,750.00
58930	Dawson Oil Company	Gas & Oil	\$1,061.50
58931	Melenee Emanuel	Toilet Rebate Program	\$150.00
58932	Thomas J Ferguson	Overpayments	\$50.67
58933	Fiserv	Overpayments	\$89.47
58934	Future Ford	Repair-Trucks	\$124.24
58935	Gus Giranis	Toilet Rebate Program	\$225.00
58936	GM Construction & Developers	Contract Services-Miscellaneous	\$7,445.41
58937	GreatAmerica Leasing Corp	Equip Rental-Office	\$218.79
58938	Groeniger & Company	Material	\$244.13
58939	Gary C and Wendy E Groves	Overpayments	\$75.00
58940	Silas Holloway	Overpayments	\$62.86
58941	Steve Hullibarger	Toilet Rebate Program	\$75.00

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58942	J4 Systems	Contract Services-Other	\$2,550.00
58943	Kei Window Cleaning #12	Janitorial	\$30.00
58944	Linda S Kelleher	Overpayments	\$42.97
58945	Moonlight BPO	Contract Services-Bill Print/Mail	\$5,279.50
58946	MW Management Group	Water Conservation-Other	\$37.10
58947	Travis K or Rebecca I Nelson	Overpayments	\$113.41
58948	Pace Supply Corp	Material	\$3,804.32
58949	Harry or Dorlyn Pelliccione	Toilet Rebate Program	\$61.37
58950	Carolyn E Royal	Overpayments	\$72.92
58951	Michael P or Patricia M Sanchez	Overpayments	\$75.00
58952	SHI International Corp	Maint Agreement-Software	\$162.99
58953	Sandra Souza	Toilet Rebate Program	\$75.00
58954	Tyler B Sturges	Toilet Rebate Program	\$75.00
58955	Sylvan Professional Plaza LLC	Fixed Assets	\$2,750.00
58956	Sylvan Supply	Repair-Trucks	\$1,352.83
58957	Garland E or Rosa M Temple	Overpayments	\$9.46
58958	Verizon Wireless	Telephone-Wireless	\$1,172.80
58959	Voyager Fleet Systems Inc	Gas & Oil	\$1,358.22
58960- 58979	Void Printer Error	Void	\$0.00
58980	A&A Stepping Stone Manufacturing	Supplies-Field	\$185.90
58981	Central Valley Engineering & Asphalt, Inc.	Contract Services-Paving Concrete	\$10,882.41
58982	Corix Water Products, Inc	Material	\$8,442.90
58983	Employee Relations Inc	Contract Services-Other	\$99.20
58984	Equarius Waterworks, Meter & Automation Group, a Ferguson Ent	Material	\$8,229.60
58985	Gaynor Telesystems Incorporated	Fixed Assets	\$223.13
58986	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$112,034.21
58987	KASL Consulting Engineers	Contract Services-Engineering	\$4,393.00
58988	Douglas A MacTaggart	Contract Services-Paving Concrete	\$12,302.00
58989	R E Smith Contractor Inc	PC-Wells	\$37,050.00
58990	Rawles Engineering Inc	Contract Services-Miscellaneous	\$136,675.55
58991	Republic Services #922	Utilities	\$477.52
58992	RW Trucking	Contract Services-Miscellaneous	\$3,238.75
58993	SMUD	Utilities	\$10,559.22
58994	Sophos Solutions	Contract Services-Other	\$7,440.00
58995	A. Teichert & Son, Inc.	Road Base	\$2,455.54
58996	Titan Workforce LLC	Contract Services-Temporary Labor	\$920.00
58997	US Bank I.M.P.A.C. Government Services	See April Agenda Item CC:6	\$5,957.40
58998	WaterWise Consulting, Inc	Water Conservation-Contract	\$125.00
58999	World Environment & Energy Inc	Contract Services-Miscellaneous	\$330.00

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59000	ACWA/JPIA	Workers Comp Insurance	\$11,373.00
59001	USPS Frankie Randolph or Robert Murphy	Postage	\$232.00
59002	River City Fire Equipment	Overpayments	\$147.94
59003	Sacramento County Water Agency	Repair-Equipment/Hardware	\$394.04
59004	SureWest Directories	Permit Fees	\$9,285.00
59005	Moonlight BPO	Telephone-Local/Long Distance	\$49.00
59006	ACWA	Contract Services-Bill Print/Mail	\$2,101.01
59007	Almadavey LLC	Dues & Subscriptions	\$600.00
59008	American General Life Insurance Company	Overpayments	\$42.84
59009	Frank G or Mary A Antonsson	Disability & Life Insurance	\$3,100.00
59010	Fern M Arbelbide Trust	Overpayments	\$47.79
59011	Douglas or Heesook Boethin	Overpayments	\$9.04
59012	California State Disbursement Unit	Overpayments	\$13.31
59013	California State Disbursement Unit	Garnishment	\$184.61
59014	California State Disbursement Unit	Garnishment	\$109.61
59015	City of Citrus Heights Sam J Comento or Dianna G Booth	Permit Fees	\$4,989.12
59016	Robin Cope	Overpayments	\$59.40
59017	Corix Water Products, Inc	Health Insurance	\$397.00
59018	Coverall North America Inc	Material	\$1,527.12
59019	Fiserv	Janitorial	\$669.66
59020	City of Citrus Heights	Overpayments	\$76.05
59021	Karen Jacoby	Permit Fees	\$450.00
59022	A&A Stepping Stone Manufacturing	Overpayments	\$75.00
59023	Conrad L or Pauline L Allen	Supplies-Field	\$822.38
59024	AnswerNet	Overpayments	\$24.40
59025	Bart/Riebes Auto Parts	Telephone-Answer Service	\$160.01
59026	Burketts	Repair-Trucks	\$46.15
59027	Comcast	Office Expense	\$277.60
59028	Consolidated Corelogic Information Solutions	Equipment Rental-Office	\$327.53
59029	Inc	Telephone-Local/Long Distance	\$894.69
59030	Dawson Oil Company	Dues & Subscriptions	\$381.83
59031	Sherrie D Grassinger	Gas & Oil	\$899.04
59032	Groeniger & Company	Overpayments	\$81.28
59033	Integrity Administrators Inc	Material	\$259.56
59034	Rudy M Lewis or Jessica J Lewis	Health Insurance	\$264.00
59035	Pace Supply Corp	Overpayments	\$9.61
59036	RUE EQUIPMENT	Material	\$97.20
59037	SHI International Corp	Repair-Equipment/Hardware	\$2,048.57
59038	Titan Workforce LLC	Maintenance Agreement-Software	\$1,535.81
59039		Contract Services-Temporary Labor	\$920.00

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59040	Sandra Willis	Overpayments	\$30.13
59041	Absolute Secured Shredding Inc ACWA/JPIA Health Benefits	Equipment Rental-Office	\$40.00
59042	Authority	Disability & Life Insurance	\$4,252.25
59043	Alexander's Contract Services	Contract Services- Meter Reading	\$2,739.70
59044	Bart/Riebes Auto Parts	Repair-Trucks	\$57.20
59045	BSK Associates	Water Analysis	\$528.00
59046	California State Disbursement Unit	Garnishment	\$184.61
59047	California State Disbursement Unit	Garnishment	\$109.61
59048	Canon Solutions America, Inc.	Maintenance Agreement- Equipment	\$65.01
59049	City of Citrus Heights	Permit Fees	\$1,500.00
59050	Connected Document Solutions Crystal Springs Apts LLC c/o	Maintenance Agreement- Equipment	\$308.14
59051	Margaret Clark	Overpayments	\$65.40
59052	Sacramento County Utilities Johann or Robyn DeBlaauw c/o	Utilities	\$163.35
59053	Deblaauw Trust	Overpayments	\$82.37
59054	Daniel Noonan DBA: Independent Plumbing	Contract Services-Miscellaneous	\$450.00
59055	Kaiser Foundation Health Plan, Inc	Health Insurance	\$13,288.03
59056	Marc or Marylynn Matthews	Overpayments	\$49.65
59057	Moonlight BPO	Contract Services-Bill Print/Mail	\$83.76
59058	Pace Supply Corp	Material	\$836.35
59059	Matt or Shirley Paglia	Overpayments	\$169.14
59060	Pacific Gas & Electric	Utilities	\$28.42
59061	Sonitrol	Equipment Rental-Office	\$666.78
59062	Unum Life Insurance Co of America	Disability & Life Insurance	\$1,614.24
59063	Juan E or Ligia E M De Ramazzini	Overpayments	\$13.06
59064	Wallace Kuhl & Associates Inc	Contract Services-Miscellaneous	\$2,227.25
59065	Void Printed Twice	Void	\$0.00
59066	ACWA	Dues & Subscriptions	\$670.00
59067	ABA DABA Rentals & Sales	Supplies-Field	\$211.68
59068	Alexander's Contract Services	Contract Services- Meter Reading	\$2,391.25
59069	All American Publishing	Water Conservation-Other	\$374.00
59070	Android LLC	Overpayments	\$94.09
59071	Tim or Diana Arambula	Overpayments	\$22.47
59072	Patricia Archdeacon or Jill Collet	Overpayments	\$247.33
59073	AREA Restroom Solutions	Equipment Rental-Field	\$106.20
59074	Bart/Riebes Auto Parts	Repair-Trucks	\$77.68
59075	Blackbird Associates	Contract Services-Engineering	\$4,273.21
59076	BSK Associates	Water Analysis	\$1,204.00
59077	Burketts	Office Expense	\$419.09
59078	Corix Water Products, Inc	Material	\$991.44
59079	CPS HR Consulting	Office Miscellaneous	\$1,011.21

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59080	Cybex	Equipment Rental-Office	\$129.12
59081	Michael C or Azadeh Doherty	Overpayments	\$85.56
59082	Geoff S Garrett	Overpayments	\$11.71
59083	GBR Real Estate & Investment	Overpayments	\$109.91
59084	GreatAmerica Leasing Corp	Equipment Rental-Office	\$218.79
59085	J4 Systems	Contract Services-Other	\$1,295.00
59086	Ryan Kooklan	Overpayments	\$14.71
59087	William or She-Reen Kuphaldt	Overpayments	\$46.40
59088	Legacy Mortgage and Real Estate/ Azizeh Rezalyan	Overpayments	\$100.30
59089	Moonlight BPO	Contract Services-Bill Print/Mail	\$3,121.79
59090	Gary L Murawski or Brian Murawski-Administrator	Overpayments	\$78.32
59091	Richardson & Company	Legal & Audit	\$17,495.00
59092	SAK Construction	Overpayments	\$1,641.23
59093	Shelter Properties Inc c/o John L Reynen	Overpayments	\$14.17
59094	SHI International Corp	Maintenance Agreement-Software	\$1,014.96
59095	Eugene F or Jean Smith	Overpayments	\$91.76
59096	Susan Sohal	Continued Education	\$166.90
59097	Sonitrol	Equipment Rental-Office	\$517.78
59098	Carrie Swarts or Carrie Hamilton	Overpayments	\$119.40
59099	A. Teichert & Son, Inc.	Road Base	\$1,181.21
59100	Titan Workforce LLC	Contract Services-Temporary Labor	\$2,760.00
			<u>\$524,828.60</u>
ACH	4/9/15 PAYROLL	Deferred Compensation	\$45.00
ACH	BOW4/20/15	Bank Fee	\$2,335.67
ACH	WHA	Payroll Fee	\$354.00
ACH	VALIC 4/23/15	Deferred Compensation	\$1,270.00
ACH	WHA MAY 2015	Health Insurance	\$16,189.78
ACH	4/9/15 PAYROLL	Deferred Compensation	\$2,070.00
ACH	MARCH 2015PH	Bank Fee	\$137.90
ACH	MARCH2015	Bank Fee	\$68.70
ACH	MARCH2015FD	Bank Fee	\$173.63
ACH	MARCH2015WEB	Bank Fee	\$3,073.12
ACH	PERS4/9/15	PERS	\$7,572.24
ACH	VOYA 4/23/15	Deferred Compensation	\$45.00
ACH	PERS 4/23/15	Pers	\$8,036.11
<b>Total</b>			<u>\$41,371.15</u>
<b>Grand Total</b>			<u><u>\$566,199.75</u></u>

**May Checks Approve At May Board Meeting**

59154	US Bank I.M.P.A.C. Government Services	Continued Education	\$8,327.98
59149	Sophos Solutions	Contract Services-Other	\$10,540.00
59118	Corix Water Products, Inc	Material	\$10,623.04
59148	SMUD	Utilities	\$11,428.76
59122	Downtown Ford Sales	Fixed Assets	\$74,066.03
59142	Rawles Engineering Inc	Contract Services-Miscellaneous	\$161,773.37
59141	R E Smith Contractor Inc	Contract Services- Wells	\$163,162.83
59129	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$169,169.47
			\$609,091.48

Gold’s Gym/Jerry McCall Claim for Damages

On April 15, 2015 Gold’s Gym/Jerry McCall submitted a claim in the amount of \$3,143.31 for time and materials they incurred because of a water leak on the private water services at 8485 Auburn Boulevard in Citrus Heights.

Gold’s Gym first reported the leak at 8485 Auburn Boulevard on February 10, 2015. District staff employee David Gordon went out initially to investigate the leak, at that time the leaking brass union was all that was visible, David advised that the District would take care of the leak and sent an Operations crew out to make the repairs. Operations staff investigation was completed and shows that the leaking brass union was downstream of the water meter on the customer’s side of the water meter. This investigation further suggests that the leak at the brass union on the customer’s side of the water meter may be due to poor construction practices by a private contractor employed by someone representing the property owner after the meter was installed. Comparison photographs taken by the District at the time of the installation in 2013 and at the time of the leak in mid-February 2015, show that the service line between the water meter and the backflow assembly device was significantly altered at some point after the District’s installation. District staff believes that the claim lacks merit and recommends denying it.

As part of the Board’s approval of the Consent Agenda, the Board denied the claim from Gold’s Gym/Jerry McCall for property damage in the amount of \$3,143.31, and voted to forward it to the District’s insurance carrier, ACWA-JPIA, for follow-up with the claimant.

PRESENTATIONS

Water Awareness Poster Contest

Water Efficiency Coordinator Rex Meurer announced the winners of this year’s Water Awareness Poster Contest.

The District's water conservation staff, in conjunction with San Juan Water District, Orange Vale Water Company and Fair Oaks Water District, sponsored the nineteenth annual Water Awareness Poster Contest. A total of 641 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> grade students at six elementary schools within the CHWD service area submitted posters based on this year's theme, "How I Help Out – During A Drought”.

Each agency awards a first-place prize of \$100.00 and two runner-up prizes of \$50.00. In addition, each winning student's class receives an award of \$100.00 for the winning entry. The winning entries will also be featured in the 2015 Water Conservation Awareness Calendar. The Grand Prize Winner is featured on the cover and in the month of May, which represents Water Awareness Month. The Grand Prize Winner receives an additional \$100.00 check.

The winners for schools within the Citrus Heights Water District are:

- First Place Winner: Caela Carpenter, 6<sup>th</sup> Grade, Woodside Elementary School  
& Grand Prize Teacher: Susanne Slayton
- Runner-Up: Mason Martell, 4<sup>th</sup> Grade, Citrus Heights Elementary School  
Teacher: Ms.Chapman
- Runner-Up: Clea Bamba, 6<sup>th</sup> Grade, Woodside Elementary School  
Teacher: Susanne Slayton

The contest entries in the Citrus Heights Water District service area were judged by: Alison Bermudez from the City of Citrus Heights staff; Rosa Umbach representing the Citrus Heights Chamber of Commerce; and Virgil Anderson from the Sunrise Recreation and Park District staff.

OLD BUSINESS

Water Conservation Plan for Citrus Heights Water District Customers

AGM Straus, Accounting Supervisor Sohal (AS) and Water Efficiency Coordinator (WEC) Meurer, provided the Board with background concerning the State of California’s and Citrus Heights Water District’s (CHWD) response to the drought to date. Given the State’s new water reduction mandate for CHWD to reduce water consumption by 32% as compared with water usage in the District during the months of July-September 2013, the following water conservation measures were presented for Board consideration to achieve the 32% water reduction mandate:

*Stage 4 Water Crisis Long Term Mandatory Requirements (Exhibit A to the Resolution)*

Continued severe drought conditions and the SWRCB’s May 5, 2015 regulations have necessitated that the District Board consider implementing Stage 4 conservation regulations. The updated regulations are proposed to replace the District’s Stage 4



conservation regulations developed approximately five years ago. The updated regulations closely match San Juan Water District's retail customer regulations and Orange Vale Water Company's regulations.

*Budget amendment of \$146,000 to implement Conservation Regulations—Water Conservation Plan (Exhibit B to the Resolution)*

The following new highlighted expenses, proposed to be added to the 2015 CHWD operating budget through Board adoption of the accompanying Resolution, outline drought response measures that make up the District's Water Conservation Plan. A detailed list of new expenses included in the Water Conservation Plan is included in Exhibit B to the Resolution. Again, these measures are consistent with the SWRCB's May 5<sup>th</sup> regulations and CHWD Board direction provided on April 30<sup>th</sup>.

Temporary Part-time Drought Response Staffing:

- Hire 2 additional temporary staff members for water waste monitoring and administrative duties;
  - 1 Office  
One Administrative Assistant for phone and customer correspondence at \$25/hour for up to 28 hours per week (28 hours/week for 7 months at \$25/hour = \$19,600).
  - 1 Field  
One Field/Monitoring Staff Member at \$30/hour for up to 28 hours per week (28 hours/week for 7 months at \$30/hour = \$23,520).
- Hire a private security company for water waste monitoring at night: \$44,800.
- Use of Circlepoint for the following *Public Engagement/Public Information* measures:
  - Addition of an online water waste reporting tool: \$6,015.
  - Addition of social media page to the website: \$8,030.
  - One time direct mailer to CHWD customers with a 30-day rate increase notice and conservation information: \$14,500.
  - Increased public outreach, including developing a "Drought Resource Center" on the District's web site and in the front lobby: \$7,500.
- Extend the District's efforts at public outreach through the Regional Water Authority (RWA); "Drought Busters" public outreach campaign: Staff time and materials.

- Work with up to the top 20% of high consumption users in the District to reduce consumption.
  - District staff will focus on customer class and usage.
  - District staff proposes to work with customers on a case-by-case basis to achieve compliance.
- Utilize Operations personnel to distribute water waste door hangers on a case-by-case basis.
- 10% contingency.

*Stage 4-Water Shortage Rate Structure—25% increase on Usage Charge (Exhibit C to the Resolution).*

As discussed at the April 30<sup>th</sup>, 2015 Special Board Meeting, consideration of implementing water shortage rates can supplement the anticipated reduction in revenue, and send price signals to rate payers to further reduce water consumption.

#### Water Shortage Rate Structure

The Water Shortage Rate Structure was adopted by the CHWD Board on November 19, 2014 after a Proposition 218 public notification process and a Public Hearing conducted at the same time that regular water rates for 2015 were considered. This shortage rate structure is intended to serve as a price signal for customers to encourage reduced water use in a Stage 3 or higher Water Conservation Stage. The rate structure also serves as a source of revenue to support costs that may be incurred during water shortages, including additional staffing costs, for increased water conservation activities or public engagement and public information efforts.

The Water Shortage Rate Structure extends the regular 2015 water rates by implementing two additional charges. The first is a *Water Shortage Charge* that sets a percentage increase on the cost of every unit<sup>1</sup> of water consumed by the customer. The second is an *Excess Use Charge* in the form of a higher percentage increase on units of water consumed in excess of a specified number of units based on the size of the customer's water meter. For example, a typical residential customer with a 1-inch meter would pay the excess use charge if their water consumption exceeds 52 units during a two-month billing cycle. The Water Shortage Rate Structure varies with the level of Water Conservation Stage declared by the Board of Directors (Attachment 1). Implementation of the water shortage charge is recommended at this time.

*If the Board adopts staff's recommendations, an analysis of the Stage 4 Drought Rates Water Shortage Charge Implemented at 25% and 32% SWRCB Conservation Efforts are*

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<sup>1</sup> 1 Unit = 748 Gallons

projected to result in an estimated deficit of \$511,716 in the District's operations budget, and would result in a draw-down of the District's Rate Stabilization Reserve by \$366,094, leaving a balance of \$633,906 in said Reserve account. This is the best scenario in terms of reducing the financial impact to the Rate Stabilization Reserve while remaining in compliance with the State mandated 32% water usage reduction requirement.

Attachments 1-3 below are not part of Resolution 14-2015, but are included in the Minutes as additional information.

**Motion:** It was moved by Director Riehle and seconded by Director Sheehan to adopt Resolution 14-2015.

The motion carried 3-0 with all Directors voting yes.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 14-2015

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CITRUS HEIGHTS WATER DISTRICT (CHWD)  
ENACTING A STAGE 4 – WATER CRISIS LONG TERM MANDATORY  
REQUIREMENTS WITHIN THE CITRUS HEIGHTS WATER DISTRICT,  
ADOPTING BUDGET AMENDMENTS TO IMPLEMENT A DISTRICT WATER  
CONSERVATION PLAN AND APPROVING A STAGE 4 – WATER SHORTAGE  
RATE STRUCTURE

WHEREAS, the Citrus Heights Water District's mission includes providing a dependable supply of water to its customers; and

WHEREAS, California is experiencing a fourth consecutive year of drought; and

WHEREAS, the Sierra-Nevada Mountains' snowpack was measured recently by the State of California, and was found to be less than less than 10 percent of average for April; and

WHEREAS, continued dry conditions are forecasted, and California is entering into its normal dry season during the summer and early fall months, which will further stress water supplies; and

WHEREAS, the State Water Resources Control Board (SWRCB) has adopted state-wide water reduction requirements in response to the drought and the Governor's order, and has determined that the Citrus Heights Water District must reduce overall water usage by 32% as compared with the District's average water usage for the months of June through September 2014; and

WHEREAS, many water purveyors around the Sacramento region and State are considering or implementing actions under their water shortage contingency plans in response to the drought and to the SWRCB's mandates issued on May 5, 2015.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT:

1. Enacts Stage 4 "Water Crisis Long Term Mandatory Requirements" to remain in effect for the customers of the CHWD until further notice (Exhibit A);
2. Approves a budget amendment of \$146,000 to implement the District's Water Conservation Plan (Exhibit B); and
3. Implements Stage 4 – Water Shortage Rate Structure (Exhibit C), and directs that a notice of the rate change be mailed to every District customer and consumer thirty (30) days in advance of the actual rate adjustment in accordance with Board action on November 19, 2014.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 12<sup>th</sup> day of May, 2015 by the following vote, to-wit:

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

SEAL

Original signed by: Allen B. Dains  
ALLEN B. DAINS, President  
Board of Directors  
Citrus Heights Water District

ATTEST:

Original Signed by: Robert A. Churchill  
ROBERT A. CHURCHILL, Secretary

Exhibit A

STAGE 4 – WATER CRISIS: LONG-TERM MANDATORY REQUIREMENTS

The declaration of Long-Term Stage 4 water conservation requirements will be by the agency's Board of Directors in a regular or special session. A long-term declaration is for water shortage conditions expected for a duration of more than 45 days.

1. Under SWRCB mandate, the District must reduce overall water usage by 32% from 2013 use. The amount each customer must reduce will vary depending on their current usage. For equity purposes, the District will work with high water users to obtain a reduction in water usage that may be significantly higher than 32%.
2. Water shall be used for beneficial purposes only; all unnecessary uses of water are prohibited.
3. Irrigation shall be limited to two days per week. The days of the week when outdoor water will be permitted shall be set based on the last digit of the street address. Odd addresses, streetscapes, and medians shall limit watering to Tuesdays and Saturdays; even addresses shall limit watering to Wednesdays and Sundays. No irrigation is permitted on Mondays, Thursdays and Fridays. Irrigation should be limited to the minimal amount of water necessary to keep plants and trees alive. Application of potable water to outdoor landscapes during and within 48 hours after measurable rainfall is prohibited.
4. Water shall be confined to the customer's property and shall not be allowed to run-off to adjoining properties, non-irrigated areas, private and public walkways, roadways, driveways, sidewalks, parking lots, structures or to the roadside ditch or gutter. Care shall be taken not to water past the point of saturation.
5. Free-flowing hoses for all uses are prohibited. Automatic shut-off devices shall be attached on any hose or filling apparatus in use. Customers are encouraged to wash automobiles or equipment at commercial establishments that use recycled or reclaimed water.
6. Leaking customer pipes or faulty sprinklers shall be repaired within 24 hours or less if warranted by the severity of the problem. Non-compliance may result in water service being disconnected/ shut off until the leak is repaired and assessment of a disconnect/reconnect service charge.
7. All pools and spas shall be equipped with a recirculation pump and shall be constructed to be leak-proof. Pool draining and refilling is prohibited unless specifically authorized by the District for health, maintenance, or structural purposes subject to written documentation by pool maintenance professional.

8. Use of potable water to fill or refill artificial lakes or ponds, ornamental ponds and fountains is discouraged.
9. Washing streets, parking lots, driveways, sidewalks, or buildings is prohibited except as necessary for health or sanitary purposes.
10. Customers are encouraged to take advantage of the District's water conservation programs and rebates.
11. Irrigation with potable water of ornamental turf on public street medians and streetscapes is prohibited.
12. Commercial, industrial and institutional (CII) customers, which include public schools, public parks, public and private cemeteries and private golf courses, can choose to submit an alternative water use reduction plan to the District for consideration. Unless there are extremely unusual circumstances, the plan should reduce water usage by the required 32%.
13. Eating and drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased shall serve water only upon request.
14. Flushing of sewers or fire hydrants is prohibited except in cases of emergency, essential District operations or unless specifically authorized by the District.
15. Water for flow testing is prohibited. Water for construction purposes from fire hydrants and blow-offs will be metered and monitored. Use of reclaimed water for construction purposes is encouraged.
16. No new commitments will be made to provide service for new water service connections unless the Department of Water Resources Model Water Efficient Landscape Ordinance, found at:  
<http://www.water.ca.gov/wateruseefficiency/docs/MWEL009-10-09.pdf>, is followed and the plans have been approved by the county or city building department which has jurisdiction over the property location. Any authorized landscape for new connections is subject to all restrictions set forth in Stage 4.
17. Irrigation of new turf or landscaping outside of newly constructed homes is prohibited unless water is delivered by drip or micro spray systems.
18. Customers are encouraged to reduce landscape and pasture irrigation by 26-50%. Customers with "smart" irrigation timers or controllers are asked to set their controllers to achieve 50 to 74% of the evapotranspiration (ET) rate. Drip irrigation systems are NOT excluded from this requirement.

19. Customers are encouraged to reduce indoor water use by 26-50%. Contact the District for tips and techniques to reduce indoor water use.
20. Stage 4 Water Crisis “Water Shortage Charge” pricing will be implemented.

**Exhibit B**

<b>Conservation Measure Budget Amendment</b>					
Proposed May 13, 2015					
	Description		Unit	Cost	Total
<b>Labor</b>					
	<i>Temporary Staff</i>				
	Customer Service Representative	28hrs/wk for 7 months	784	\$ 25	19,600
	Field Conservation Representative	28hrs/wk for 7 months	784	\$ 30	23,520
	Private Security Patrol	16hrs/wk for 7 months	448	\$ 100	44,800
			Subtotal		87,920
	<i>CHWD Staff</i>				
	Customer Service Representative	10hrs/mo for 7 months	70	\$ 35	2,450
	Distribution Operator	10hrs/mo for 7 months	70	\$ 45	3,150
			Subtotal		5,600
<b>Equipment</b>					
	Laptop	One time cost	1	\$ 1,800	1,800
	Phoneline	One time cost	1	\$ 100	100
	Vehicle Fuel	\$125/mo for 7 months	7	\$ 125	875
	PPE (Personal Protective Equipment)	One time cost	1	\$ 75	75
	Cell Phone	\$50/mo for 7 months	7	\$ 50	350
			Subtotal		3,200
<b>Outreach</b>					
	<i>Online waste water reporting tool</i>				
	Setup	One time cost	1	\$ 5,000	5,000
	Maintenance	\$145/mo for 7 months	7	\$ 145	1,015
			Subtotal		6,015
	<i>Social Media</i>				
	Set-Up	One time cost	1	\$ 5,500	5,500
	Maintenance	\$145/mo for 7 months	7	\$ 145	1,015
	Advertising	\$145/mo for 7 months	7	\$ 145	1,015
	Misc add ons	One time cost	1	\$ 500	500
			Subtotal		8,030
	<i>30-day Notice Direct Mailer</i>				
	Newsletter Print	One time cost	1	\$ 3,500	3,500
	Development	One time cost	1	\$ 2,000	2,000
	Mailing and Postage	One time cost	1	\$ 9,000	9,000
			Subtotal		14,500
	<i>Drought Resource Center</i>				
	District Website and Front Lobby	One time cost	1	\$ 7,500	7,500
			Subtotal		7,500
	10% Contingency				13,235
			Grand Total		146,000

Exhibit C

<u>Usage Charges for Water Consumed</u>		<i>1 unit = 100 cubic feet = 748 gallons</i>			
		2015 Adopted Water Rates	Proposed Water Shortage Rate	\$ Change	
<i>All Domestic, Commercial, Irrigations, Combinations Meter, and Fire Service Accounts except as otherwise specified below:</i>		per unit	\$0.7663	\$0.9579	\$0.1916
<i>Construction Meters (3.0 multiplier)</i>		per unit, for all units bi-monthly	\$2.2990	\$2.8737	\$0.5747
<i>North Ridge Country Club Meter (3.0 multiplier)</i>		per unit, for all units bi-monthly	\$2.2990	\$2.8737	\$0.5747
<i>Mount Vernon Memorial Park (2.31 multiplier)</i>		per unit, for all units bi-monthly	\$1.7702	\$2.2127	\$0.4425
<i>Unannexed property (surplus water only)</i>		multiplier times annexed rate, applied to service charge and commodity charge	3	3	-----

ATTACHMENT 1  
Water Shortage Rate Structure

Citrus Heights Water District  
Water Shortage Rate Structure (2015) (1)

	Stage 1 Normal Supply	Stage 2 Water Alert	Stage 3 Water Warning	Stage 4 Water Crisis	Stage 5 Water Emergency	USBR Health & Safety Std.
Use Reduction Goals -->	None	5% to 10%	11% to 25%	26% to 50%	Over 50%	Over 75%
<b>Bi-Monthly Service Charges (2)</b>						
<i>Domestic, Commercial &amp; Irrigation Meters</i>						
3/4" meter	\$ 36.89	\$ 36.89	\$ 36.89	\$ 36.89	\$ 36.89	\$ 36.89
1" meter	\$ 56.13	\$ 56.13	\$ 56.13	\$ 56.13	\$ 56.13	\$ 56.13
1 1/2" meter	\$ 68.95	\$ 68.95	\$ 68.95	\$ 68.95	\$ 68.95	\$ 68.95
2" meter	\$ 133.08	\$ 133.08	\$ 133.08	\$ 133.08	\$ 133.08	\$ 133.08
3" meter	\$ 210.03	\$ 210.03	\$ 210.03	\$ 210.03	\$ 210.03	\$ 210.03
4" meter	\$ 415.22	\$ 415.22	\$ 415.22	\$ 415.22	\$ 415.22	\$ 415.22
<i>Combination Meters</i>						
4" meter	\$ 133.08	\$ 133.08	\$ 133.08	\$ 133.08	\$ 133.08	\$ 133.08
6" meter	\$ 210.03	\$ 210.03	\$ 210.03	\$ 210.03	\$ 210.03	\$ 210.03
8" meter	\$ 415.22	\$ 415.22	\$ 415.22	\$ 415.22	\$ 415.22	\$ 415.22
10" meter	\$ 1,011.57	\$ 1,011.57	\$ 1,011.57	\$ 1,011.57	\$ 1,011.57	\$ 1,011.57
<b>Water Usage Charges (\$/CCF) (2)</b>						
Standard Water Usage Rate	\$ 0.7663	\$ 0.7663	\$ 0.7663	\$ 0.7663	\$ 0.7663	\$ 0.7663
<b>Water Shortage Charge (3)</b>						
Sample Water Shortage Charges			10%	25%	40%	55%
Sample Aggregated Usage Rates			\$ 0.0766	\$ 0.1916	\$ 0.3065	\$ 0.4215
			\$ 0.8429	\$ 0.9579	\$ 1.0728	\$ 1.1878
<b>Excess Use Charge (4) (5)</b>						
Sample Excess Use Charges				50%	150%	250%
Sample Aggr. Excess Use Rates				\$ 0.4790	\$ 1.6092	\$ 2.9695
				\$ 1.4369	\$ 2.6820	\$ 4.1573
<b>Excess Use Charge applies to usage above amounts shown (5)</b>						
			3/4" meter	26 CCF		
			1" meter	52 CCF		
			1 1/2" meter	156 CCF		
			2" meter	208 CCF		
			3" meter	416 CCF		
			4" meter & larger	832 CCF		

Notes:

- (1) This Table shows the water shortage charges and excess use charges applied to the proposed water rates for 2015. The percentages would be applied to any then-current water rates in future years.
- (2) No changes to the bi-monthly service charges are proposed during water shortages.
- (3) Water shortage charges are incremental increases in the standard water usage rate applied in Stages 3, 4 and 5, and with the Health and Safety limitation.
- (4) Excess use charges effectively create a higher-priced second tier, and would apply only in Stages 4 and 5, and with the Health and Safety limitation. The percentage is applied to the combined water usage and water shortage rate to create the second tier.
- (5) Excess use charge applies to bi-monthly usage in excess of amounts shown for each meter size.



ATTACHMENT 2  
Rate Stabilization Reserve Worksheet

Rate Stabilization Reserve Drawdown						
June - Dec 2015 (7 months)	Scenario 1		Scenario 2		Scenario 3	
	No Conservation No Drought		32% State Required Conservation No Drought Rate		32% State Required Conservation with 25 % Rate Increase	
Anticipated 2015 Revenue (June - Dec)	\$	3,411,439	\$	3,411,439	\$	3,411,439
Anticipated Revenue at 32% Reduction in Use		-		2,319,778		2,899,723
Net Income (Loss)		-		(1,091,660)		(511,716)
Avoided SJWD Cost		-		291,622		291,622
Amended conservation Budget Request		-		(146,000)		(146,000)
Draw Down of Rate Stabilization Reserves		-		(946,038)		(366,094)
Ending Rate Stabilization Balance	\$	1,000,000	\$	53,962	\$	633,906

ATTACHMENT 3  
Illustration of Rate Impact on Customer

Illustration of Rate Impact on Customer				
Sample Household Domestic Meter Bi-Monthly Bill Scenario				
		Current 2015 Rate	Proposed 2015 25% Water Shortage Rate with No Usage Reduction	Proposed 2015 25% Water Shortage Rate with 32% Usage Reduction
Size of Meter (in)	1.00	56.14	56.14	56.14
Average usage (units*)	40	30.65	38.32	26.05
Total Bi-monthly Bill		\$ 86.79	\$ 94.46	\$ 82.19
Change from Original Bill	% Change		8.8%	-5.3%
	\$ Change		\$ 7.66	\$ (4.60)
*(1 unit = 748 gal)				

San Juan Water District/Sacramento Suburban Water District Reorganization

This item is continued and will be considered by the Board of Directors at a Special Meeting scheduled for Tuesday, May 26, 2015.

Antelope Pump-Back Booster Pump Station Project

This item is continued and will be considered by the Board of Directors at a special meeting scheduled for Tuesday, May 26, 2015.

Administration Building Improvements

GM Churchill presented a status report on the construction phase of the Administration Building Expansion and Renovation Project.

On December 9, 2014, the Board of Directors accepted the Bid of Kaler/Dobler Construction, Inc. in the amount of \$743,200 for construction of the Administration Building Expansion and Renovation Project. Construction began on January 20, 2015. The construction efforts are significantly ahead of the original project schedule that forecast completion by September 22, 2015. Completion of the project is now estimated to be August 4, 2015.

GM Churchill reported on the tasks undertaken and underway by the Contractor since the April 14, 2015 report to the Board of Directors.

Skycrest Well Equipping

Board Members received a status report from Operations Manager John Townsel on equipping the Skycrest Well site. At the January 13, 2015 Board Meeting the Board accepted the bid of R.E. Smith Contractor, Inc. in the amount of \$1,822,000.00 and established a change order contingency fund in the amount of \$90,000.00 (4.94%) for equipping the Skycrest Well. This work includes the pump, motor, building, electrical and mechanical components, water and storm drain piping, fencing and other site improvements.

An Agreement for Construction Services between the District and R.E. Smith Contractor, Inc. was executed on February 23, 2015. The Contractor has been issued a Notice to Proceed with construction expected to start on March 9, 2015. Completion is expected by October 1, 2015.

Construction of the site has begun. Rough grading has been completed and the trenching for the 12-inch piping is nearly complete.

Acceptance of Sonora Way and Hanson Avenue Water Main Replacements

Associate Civil Engineer Melissa Pieri provided a report on behalf of Project Manager Paul Dietrich, who was attending a San Juan Unified School District meeting representing the District. On February 9, 2015, a contract was executed with Rawles Engineering, Inc. for installing and connecting approximately 985 lineal feet (lf) of 8-inch water main and 540 lineal feet (lf) of 6-inch water main and related appurtenances

along Sonora Way between Palm Avenue and Madison Avenue in the community of Carmichael, and along Hanson Avenue between Wonder Street and Glen Tree Drive in the City of Citrus Heights.

The engineer's estimate for the project was \$400,000.00. On January 7, 2015 the Board of Directors approved a bid from Rawles Engineering, Inc. in the amount of \$320,734.00 with a change order contingency fund in the amount of \$32,000.00 (10.0%). The amount paid to the contractor is \$314,156.75 for material, labor and equipment. This amount included one additive change order and minor variations occurred between the bid item estimates and the actual totals measured. The additive change order was for placing an additional 2,288 sq. ft. of fog seal to enhance the appearance of the south end of Sonora Way beyond the work zone. This single change order totaled \$1,144.00.

Rawles Engineering, Inc. successfully completed the work in 46 calendar days, 28 days ahead of the allotted 74 calendar day schedule.

**Motion:** It was moved by Director Sheehan and seconded by Director Riehle to adopt Resolution 13-2015.

The motion carried 3-0 with all Directors voting yes.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 13-2015

RESOLUTION OF THE BOARD OF DIRECTORS  
ACCEPTING  
THE SONORA WAY 8-INCH AND HANSON AVENUE 6-INCH  
WATER MAIN REPLACEMENT PROJECT

WHEREAS, on January 7, 2015 the Board of Directors of the Citrus Heights Water District authorized the award of a contract to Rawles Engineering, Inc. for the Sonora Way 8-Inch and Hanson Avenue 6-Inch Water Main Replacement Project; and

WHEREAS, on February 9, 2015 the contract was fully executed between the District and Rawles Engineering, Inc.; and

WHEREAS, Rawles Engineering, Inc. has completed the work for the Sonora Way 8-Inch and Hanson Avenue 6-Inch Water Main Replacement Project in accordance with the plans, specifications and contract documents prepared by the District pursuant to a final inspection on April 3, 2015.

**NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Citrus Heights Water District that the Sonora Way 8-Inch and Hanson Avenue 6-Inch Water Main Replacement Project is accepted as complete.**

BE IT FURTHER RESOLVED that the District Secretary is authorized to execute a Notice of Completion for the Sonora Way 8-Inch and Hanson Avenue 6-Inch Water Main Replacement Project 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 12th day of May 2015 by the following vote, to wit:

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

SEAL

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

ATTEST:

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ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

NEW BUSINESS

Training/Continued Education/Meetings

The Board was informed of various upcoming training, continued education opportunities and meetings.

Inspection Services for Mariposa Avenue 18 inch/8 inch Water Main Installation/Replacement Project

As reported by ACE Pieri, the District worked successfully with the Sharp Inspection Group, Inc. in the past on numerous successful capital improvement projects. Their team is familiar with our construction specifications and work practices. Sharp Inspection Group's all-inclusive hourly rate aligns with rates paid on recent projects.

Sharp Inspection Group, Inc.	\$100.00 per hour
ICM Group, Inc.	\$98.00 per hour
Forsgren Associates, Inc.	\$97.00 per hour
Unico Engineering, Inc.	\$97.00 per hour

The project will last no more than 75 calendar days (54 work days) equating to approximately 432 hours. In an effort to limit expenses, the agreement with Sharp Inspection Group, Inc. will not exceed \$33,000.00 (330 hours). Any additional requirements for inspection will be fulfilled by District Project Management and Engineering staff.

The District 2015 Capital Projects Budget includes \$33,600.00 for outside inspection services for the Mariposa Avenue 18” Transmission Main Installation and 8” Distribution Main Replacement Project.

**Motion:** It was moved by Director Riehle and seconded by Director Sheehan to approve entering into a Professional Service Agreement for Inspection Services with the Sharp Inspection Group, Inc. at an amount not-to-exceed \$33,000.00 and authorize the General Manager to execute the Agreement.

The motion carried 3-0 with all Directors voting yes.

#### Appeal of Denied Billing Adjustment Request

The CHWD customer Kathleen Harrison submitted a request for a billing adjustment to reduce a high water bill due to excessive water consumption caused by a leak on their property’s water service. Their request has been denied by the Assessor-Collector and the customer is appealing this denial to the Board of Directors as provided by District policy. District Policy No. 7330, Disputed Water Consumption Charges, provides a process by which customers may dispute water consumption charges on their bill or request billing adjustments for excessive water consumption under certain circumstances.

The Assessor-Collector routinely reviews customer meter readings and investigates those that show unusually high consumption. Water Quality Specialist, Chris Nichols, was dispatched on January 14, 2015 to investigate water pressure concerns by the customer. He spoke to Ms. Harrison, advised there was a private leak in the backyard and turned off the valve for the customer. Meter technician, Kelly Drake, was dispatched on January 27, 2015 to reread the meter and confirm an unusually high meter reading on Ms. Harrison’s was received during the regular meter reading process. While he was at Ms. Harrison’s property he confirmed the high reading and noted that the water meter “telltale” was spinning continuously (slow). He was unable to speak to the customer at the time as no one was home. Dana Mellado, Accounts Receivable Specialist, left a voicemail to Ms. Harrison advising her of the high read with possible leak. On January 28, 2015 Ms. Mellado spoke to the customer advising the meter indicator was still spinning slowly and that she should contact a plumber as Ms. Harrison had yet to do so from the CHWD staff initial visit. Water Distribution Lead Worker Operator, Mike Mariedth, was dispatched on January 29, 2015 as customer had concerns with CHWD’s routine maintenance causing the leak at her property. Staff confirmed CHWD’s routine maintenance was not the cause. Staff discovered two leaks at her property, one in the

front yard and one in the backyard, and turned the valves off. He advised customer to contact a plumber as well.

As a result of the high water consumption during the billing period ending January 28, 2015, Ms. Harrison's water bill for the period was \$1,147.88 with 1,409 units of water consumed. The customer was also advised that they could request consideration of a billing adjustment which would be evaluated by the District based on criteria set forth in Policy 7330. The criteria for considering a billing adjustment are as follows:

- A. The excessive use of water was due to circumstances that could not be foreseen or easily prevented by the customer.
- B. After receipt of a billing statement showing excessive consumption of water, the customer took prompt and reasonable action to ascertain the cause of the excessive consumption and to correct it.
- C. The customer promptly repaired all known or apparent water leaks beyond the point of delivery by the District.

The customer's request for a billing adjustment was accepted because, in the evaluation of the Assessor-Collector, the customer made an attempt to take prompt and reasonable action to repair the water leaks. A credit was applied to her account in the amount of \$269.55. According to the customer's written statement, (copy attached to this report) approximately 14 days elapsed between the date that they were notified of a leak by the District and nominal repairs. Approximately 3 months elapsed to the date that they actually entered into contract to have repairs done to stop the leak.

The intent of the policy is to provide some measure of billing adjustment for customers that have leaks that could not be seen or easily prevented, provided that the customer takes "prompt and reasonable action" to ascertain the cause and fix it.

After receiving additional testimony from Kathleen Harrison, who was requesting an additional \$31.45 credit, the Board, in considering the totality of the matter, voted to grant Ms. Harrison the additional \$31.45 credit requested to bring the matter to a close.

**Motion:** It was moved by Director Riehle and seconded by Director Sheehan to grant customer Kathleen Harrison an additional \$31.45 credit.

The motion carried 3-0 with all Directors voting yes.

#### Groundwater Pumping Financial Reconciliation

This item is continued and will be considered by the Board of Directors at a Special Meeting scheduled for Tuesday, May 26, 2015.

General Manager Compensation

This item is continued and will be considered by the Board of Directors at a special meeting scheduled for Tuesday, May 26, 2015.

PROJECT MANAGER'S REPORT

PM Dietrich presented a report on the following activities during the month of April 2015 by the Project Management and Engineering Department:

- Accepted water systems:

<u>Project</u>	<u>Count</u>	<u>Facilities</u>	<u>Value</u>
None			

- Projects under construction or pending construction by private contractors and developers including:

<u>Project</u>	<u>Location</u>	<u>Status</u>
The Village at Fair Oaks 55 Condominiums	6800 Madison Ave	80% Complete
99 Cent Store	7424 Greenback Ln	85% Complete
Crunch Fitness Club Replace 6" Fire Sprinkler Service	6124 San Juan Ave	
Stock Ranch Retail - Interior Drive Aisle Improvements Retail Center (2015-52)	Auburn Blvd at Stock Ranch	Pre-Construction Meeting Complete

- Contractor/developer projects pending construction:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Convenience Store	8244 Auburn Blvd	Plans Approved December 23, 2014
Northridge Grove 47 Condominiums (2013-59)	5555 Mariposa Ave	Plans Approved January 29, 2015

- Proposed District Capital Improvement Projects:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Mariposa Ave 18” and 8” Water Main Area West Engineers, Inc.	Sycamore Drive to Pratt Avenue	Preparing to Bid
San Juan High School 24” Water Main Warren Consulting Engineers	Along North Property Line	SJUSD Adopted Resolution of Intent, Public Hearing for Easement May 12, 2015
San Juan Park 12” Water Main KASL Consulting Engineers, Inc. (2014-36)	5555 Mariposa Avenue to U.C. Davis Medical Center	Design Continues
Mesa Verde High School 14” Water Main Bennett Engineering Services	Northwest Corner of Property West from Poplar Avenue	Kick-off Meeting May 6, 2015

- Projects contracted by the District including:

<u>Project</u>	<u>Location</u>	<u>Status</u>
None		

- Coordination and inspection is underway with the City of Citrus Heights on the following City projects:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Sunrise Blvd Signalization Teichert Construction	Sungarden Drive	Construction Continues
Sunrise Blvd Complete Streets Phase III CHWD Operations Dept. to Complete Water Improvements	Antelope Road to Northern City Limits	Pre-Construction Meeting Complete

<u>Project</u>	<u>Location</u>	<u>Status</u>
Sylvan Road Accessibility & Safety Improvements CHWD Operations Dept. to Complete Water Improvements	6312 to 6448 Sylvan Road	Bidding Underway



OPERATIONS MANAGER'S REPORT

OM Townsel reported as follows:

1. A total of 238 work orders were performed during the month of April by Field Operations crews, Administration Field crews and District contractors. The results of recent bacteriological testing, a total of 72 samples, have met all California Department of Public Health requirements.
2. District-wide water consumption for the calendar year 2015 through the end of April 2015 was 2,568.54acre-feet, a decrease of 16 percent compared with the water consumption during the same period in 2013.
3. As of midnight on May 3, 2015, storage in Folsom Lake was at 574,283 acre-feet, 58.8 percent of the total capacity of 977,000 acre-feet. This is about 77 percent of historical average for this date. This represents an increase in storage of 3,013 acre-feet in the past month. CHWD continues to assist with preserving surface water supplies in the lake by operating its groundwater wells. All District wells remain operational and are being operated on a rotational or as-needed basis.

Director Dains called a recess to the meeting at approximately 8:55p.m.

Remaining visitors, OM Townsel, ACE Pieri, AS Sohal and WEC Meurer left the meeting.

Director Dains reconvened the meeting at approximately 9:10 p.m.

DIRECTOR'S AND REPRESENTATIVES REPORTS:

D-1. Regional Water Authority (Sheehan, Churchill)

No report.

D-2. Sacramento Groundwater Authority (Dains)

President Dains reported that Rob Swartz updated the attendees about the Groundwater Management Plan.

D-3. San Juan Water District

No report.

D-4. Association of California Water Agencies (Dains)

Board Members and Staff described the high points of their attendance at the ACWA conference in Sacramento, May 5<sup>th</sup> through May 7<sup>th</sup>.

D-5. ACWA Joint Powers Insurance Authority (Churchill)

No report.

D-6. Sacramento Local Agency Formation Commission

No report.

D-7. City of Citrus Heights

No report.

D-8. Chamber of Commerce Government Issues Committee (Kane)

No report.

D-9. Other Reports:

None.

ASSISTANT GENERAL MANAGER'S REPORT

AGM Straus reported as follows:

1. Directors were provided with a summary of Water Efficiency Program activities year-to-date through April 2015.
2. Water Forum Update: AGM Straus reported that he will be meeting with Water Forum Successor Effort Executive Director Tom Gohring on Monday, May 18<sup>th</sup>. As a reminder from the previous month's AGM Report, Interim AGM Kane attended the Water Forum Successor Effort (WFSE) Plenary meeting on March 12, 2015. The primary focus of the meeting was reports on groundwater management activities by the three groundwater management areas within Sacramento County. The WFSE Fiscal Year 2015-16 budget was approved. CHWD's cost share for the Water Forum annual budget, roughly \$38,150, is covered by Sacramento County Water Agency Zone 13 funds. Zone 13 funds also cover CHWD's approximate \$32,220 cost share for the Water Forum's Habitat Management Element
3. Work on the Summer 2015 WaterLine newsletter began with a kickoff meeting held on April 8, 2015 to outline story ideas and the production schedule for the newsletter. The lead story for the newsletter will be regarding the drought and water use restrictions. The staff project team (AGM Straus (lead), GM Churchill, PM Dietrich, AS Supervisor Sohal and WEC Meurer) received draft story copy for review in early May and will be meeting to review edits with Circlepoint staff on May 19<sup>th</sup>. Development of key messages for the lead story will come as a follow-up to the Board's actions on the District's Water Conservation Plan on the

agenda for Board consideration on May 12<sup>th</sup>. Based on the scheduled developed in early April, District customers will receive newsletters in July.

4. The Assistant General Manager attended the 2015 Association of California Water Agencies (ACWA) and ACWA Joint Powers Insurance Authority (JPIA) Conferences in Sacramento, CA May 5 to May 7.

#### GENERAL MANAGER'S REPORT

GM Churchill reported as follows:

1. Twenty-one District employees received recognition for superior attendance, outstanding customer service and quality of work during the month of April 2015. 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. The General Manager reported on his and WEC Rex Meurer's visit to the Citrus Heights Sertoma Club.
4. The General Manager attended the 2015 Association of California Water Agencies (ACWA) and ACWA Joint Powers Insurance Authority (JPIA) Conferences in Sacramento, CA May 4 to May 7.

#### CORRESPONDENCE

1. Two communications were included in the Board agenda packet, including one anonymous letter regarding the individual's efforts to reduce water consumption. The other correspondence (and e-mail), is an opinion piece questioning widely-held concerns about climate change.

#### 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 10:002 p.m.

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