

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
July 14, 2015

The Regular Meeting of the Board of Directors was called to order at 6:30 PM by President Dains and roll was called. Present were:

Allen B. Dains, President  
Caryl F. Sheehan, Vice President  
Raymond A. Riehle, Director  
Hilary M. Straus, Assistant General Manager  
John J. Townsel, Operations Manager  
Paul A. Dietrich, Project Manager  
Susan Sohal, Accounting Supervisor  
Rex W. Meurer, Water Efficiency Coordinator

VISITORS

John Moore, 8429 Victory Way, Citrus Heights, CA 95610  
Matthew Carroll, Paladin, Private Security, 320 Commerce Circle, Sacramento, CA 95815

PLEDGE OF ALLEGIANCE

Director Dains led the Pledge of Allegiance.

PUBLIC COMMENT

No public comment.

CONSENT CALENDAR

President Dains asked for a motion on the Consent Calendar.

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

1. Minutes of the Regular Meeting of June 2, 2015
- 2a. Assessor/Collector's Report for May 2015.
- 2b. Assessor/Collector's Report for June 2015.
- 3a. Assessor/Collector's Roll Adjustments for May 2015.
- 3b. Assessor/Collector's Roll Adjustments for June 2015.
- 4a. Treasurer's Report for May 2015.
- 4b. Treasurer's Report for June 2015.
- 5a. Payables for May 2015.
- 5b. Payables for June 2015.
- 6a. CAL-Card Purchases – May 2015.
- 6b. CAL-Card Purchases – June 2015.

7. Summary of 2015 Directors, Officers and Employees Training, Seminars and Conference Expenses.
8. Citrus Town Center Easements and Quitclaim Deed—Consider adoption of Resolutions 2015-16 and 2015-17 accepting easements and Resolution 2015-18 approving a Quitclaim Deed within the Citrus Town Center commercial complex.

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

ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS		
CITRUS HEIGHTS WATER DISTRICT		
Month of May 31, 2015		
<b>BEGINNING ACCOUNTS RECEIVABLE BALANCE</b>		<b>\$1,099,311</b>
<b>ACCRUED REVENUE</b>		
Penalties & Costs	\$4,962	
Fire Protection Services Charge	\$3,993	
Backflow Service Charge	\$4,220	
Dom - Commercial - Cons	\$18,338	
Dom - Residential - Cons	\$134,269	
Dom - Public Agency - Cons	\$1,922	
Construction Meters - Cons	\$11	
Irrigation - Cons	\$1,104	
Irrg - Commercial - Cons	\$4,133	
Irrg - Residential - Cons	\$5,235	
Irrg - Public Agency - Cons	\$1,373	
Dom - Commercial - SvcChg	\$20,917	
Dom - Residential - SvcChg	\$439,477	
Dom - Public Agency - SvcChg	\$1,800	
Construction Meters - SvcChg	\$119	
Irrg - Commercial - SvcChg	\$3,879	
Irrg - Residential - SvcChg	\$8,157	
Irrg - Public Agency - SvcChg	\$1,620	
Tap Fees	\$11,525	
Surplus and Repair (S & R)	\$1,200	
S & R Inspection	\$14,785	
S&R Plan Check Fees	\$1,798	
Turn-off Fees	\$6,935	
Connection Fees	\$63,437	
Miscellaneous Income	\$12,043	
New Acct Setup	\$2,160	
Toilet Rebate RWA Reimbursement	\$1,000	
Misc Reimbursements	\$11,200	
Small Tools & Supplies - lock off tools	\$25	
Cobra Insurance reimbursement	\$1,461	
	<b>TOTAL REVENUE</b>	<b>\$783,097</b>
<b>ADJUSTMENTS</b>		
Total Cash Receipts	\$902,740	
Toilet Rebate Credits Applied	\$419	
Deposits refunded to acct	\$3,400	
Deposit Interest refunded to acct	\$9	
Web pmts applied but not settled by Bank	\$766	
Transactions in Transit	(\$18,403)	
Payments received for other Receivables	(\$81)	
Web pmts settled but applied prior Month	(\$1,696)	
Cash Receipts to Deposits	(\$3,055)	
Customer Refunds	(\$3,933)	
Returned Checks	(\$799)	
	<b>TOTAL ADJUSTMENTS</b>	<b>(\$879,367)</b>
	<b>TOTAL RECEIVABLES</b>	<b>\$1,003,040</b>
	<b>LESS UNAPPLIED PAYMENTS</b>	<b>(\$118,177)</b>
	<b>TOTAL NET ACCOUNTS RECEIVABLE</b>	<b>\$884,864</b>
<b>BEGINNING LIENS RECEIVABLE BALANCE</b>		<b>\$268</b>
Liens Assessed	\$0	
Liens Redeemed	\$0	
	<b>TOTAL LIENS RECEIVABLE</b>	<b>\$268</b>
<b>BEGINNING GRANTS RECEIVABLE BALANCE</b>		<b>\$1,173</b>
Grants Submitted	\$0	
Grants Funds Received	\$0	
	<b>TOTAL GRANTS RECEIVABLE</b>	<b>\$1,173</b>
	<b>TOTAL RECEIVABLES</b>	<b>\$886,306</b>
I, Susan K. Sohal, Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT, do hereby swear that the foregoing report is true and correct to the best of my knowledge and belief.		
	SUSAN K. SOHAL, Assessor/Collector	
RECEIPT OF TREASURER: I hereby acknowledge the receipt from the Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT of the sums set forth in the above report.		
	Filed: July 14, 2015	
	HILARY M. STRAUS, Treasurer	HILARY M. STRAUS, Deputy Secretary

<b>ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS</b>		
<b>CITRUS HEIGHTS WATER DISTRICT</b>		
Month of June 30, 2015		
<b>BEGINNING ACCOUNTS RECEIVABLE BALANCE</b>		<b>\$1,002,924</b>
<b>ACCRUED REVENUE</b>		
Penalties & Costs	\$4,529	
Fire Protection Services Charge	\$7,087	
Backflow Service Charge	\$4,715	
Dom - Cons	\$444	
Dom - Commercial - Cons	\$29,257	
Dom - Residential - Cons	\$212,132	
Dom - Public Agency - Cons	\$4,339	
Construction Meters - Cons	\$816	
Irrigation - Cons	\$2,480	
Irrg - Commercial - Cons	\$4,152	
Irrg - Residential - Cons	\$9,514	
Irrg - Public Agency - Cons	\$3,410	
Dom - Commercial - SvcChg	\$31,842	
Dom - Residential - SvcChg	\$476,307	
Dom - Public Agency - SvcChg	\$2,320	
Construction Meters - SrvChg	\$1,684	
Irrg - Commercial - SvcChg	\$5,213	
Irrg - Residential - SvcChg	\$7,552	
Irrg - Public Agency - SvcChg	\$2,043	
FS - Fire Service - SvcChg	\$168	
Tap Fees	\$910	
Surplus and Repair (S & R)	\$773	
S & R Inspection	\$3,412	
S&R Plan Check Fees	\$685	
Turn-off Fees	\$10,756	
Connection Fees	\$6,189	
Miscellaneous Income	\$4,007	
New Acct Setup	\$3,000	
Misc Reimbursements	\$249	
Small Tools & Supplies - lock off tools	\$15	
Continued Education	\$110	
Cobra Insurance reimbursement	\$1,461	
	<b>TOTAL REVENUE</b>	<b>\$841,570</b>
<b>ADJUSTMENTS</b>		
Total Cash Receipts	\$802,557	
Deposits refunded to acct	\$4,245	
Deposit Interest refunded to acct	\$9	
Web pmts applied but not settled by Bank	\$958	
Account Adjustments	\$25	
Transactions in Transit	\$8,520	
Payments received for other Receivables	(\$81)	
Web pmts settled but applied prior Month	(\$766)	
Cash Receipts to Deposits	(\$8,070)	
Customer Refunds	(\$5,554)	
Returned Checks	(\$1,560)	
	<b>TOTAL ADJUSTMENTS</b>	<b>(\$800,282)</b>
	<b>TOTAL RECEIVABLES</b>	<b>\$1,044,212</b>
	<b>LESS UNAPPLIED PAYMENTS</b>	<b>(\$117,775)</b>
	<b>TOTAL NET ACCOUNTS RECEIVABLE</b>	<b>\$926,436</b>
<b>BEGINNING LIENS RECEIVABLE BALANCE</b>		
Liens Assessed	\$0	<b>\$268</b>
Liens Redeemed	\$0	
	<b>TOTAL LIENS RECEIVABLE</b>	<b>\$268</b>
<b>BEGINNING GRANTS RECEIVABLE BALANCE</b>		
Grants Submitted	\$0	<b>\$1,173</b>
Grants Funds Received	\$0	
	<b>TOTAL GRANTS RECEIVABLE</b>	<b>\$1,173</b>
	<b>TOTAL RECEIVABLES</b>	<b>\$927,878</b>
I, <b>Susan K. Sohal</b> , Assessor/Collector of <b>CITRUS HEIGHTS WATER DISTRICT</b> , do hereby swear that the foregoing report is true and correct to the best of my knowledge and belief.		
	SUSAN K. SOHAL, Assessor/Collector	
RECEIPT OF TREASURER: I hereby acknowledge the receipt from the Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT of the sums set forth in the above report.		
	Filed: July 14, 2015	
<b>HILARY M. STRAUS</b> , Treasurer		<b>ROBERT CHURCHILL</b> , Secretary

July 14, 2015  
Board of Directors Meeting

<b>ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR</b>					
<b>May 31, 2015</b>					
Board Of Directors					
Citrus Heights Water District					
<b>Pursuant to Policy No. 7315 the following charges have been cancelled.</b>					
<b>LID</b>	<b>CID</b>	<b>Charge Type</b>	<b>Date</b>	<b>Reason For Cancellation</b>	<b>Amount</b>
12753	0011296	3-DAY DOOR HANG	5/12/2015	Payment made prior to NOIT Del'y	\$25.00
01039	0000880	3-DAY DOOR HANG	5/12/2015	Payment made prior to NOIT Del'y	\$25.00
02798	0032285	3-DAY DOOR HANG	5/14/2015	Payment made prior to NOIT Del'y	\$25.00
09054	0002355	3-DAY DOOR HANG	5/18/2015	One time Courtesy	\$25.00
03563	0003257	3-DAY DOOR HANG	5/18/2015	Payment made prior to NOIT Del'y	\$25.00
03978	0031785	3-DAY DOOR HANG	5/26/2015	Payment made prior to NOIT Del'y	\$25.00
09328	0032151	3-DAY DOOR HANG	5/26/2015	Payment made prior to NOIT Del'y	\$25.00
17364	0022227	3-DAY DOOR HANG	5/27/2015	Miapplied Payment	\$25.00
04279	0031988	DEFAULT	5/12/2015	Payment made prior to NOIT Del'y	\$3.15
11278	0027061	DEFAULT	5/13/2015	Post office error	\$3.15
05358	0005881	DEFAULT	5/18/2015	One time Courtesy	\$5.21
00593	0000556	DEFAULT	5/18/2015	One time Courtesy	\$19.41
13534	0022231	DEFAULT	5/19/2015	One time Courtesy	\$1.84
06809	0026480	DEFAULT	5/20/2015	One time Courtesy	\$3.46
01146	0022636	DEFAULT	5/21/2015	Miapplied Payment	\$3.56
01146	0022636	DEFAULT	5/21/2015	Miapplied Payment	\$3.46
10811	0009589	DEFAULT	5/26/2015	One Time Courtesy	\$3.39
07899	0007078	DEFAULT	5/26/2015	One Time Courtesy	\$4.38
17364	0022227	DISCONNECT CHG	5/27/2015	Miapplied Payment	\$58.00
					<b>\$309.01</b>

July 14, 2015  
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ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR						
June 30, 2015						
Board Of Directors Citrus Heights Water District						
Pursuant to Policy No. 7315 the following charges have been cancelled.						
LID	CID	Charge Type	Date	Reason For Cancellation	Amount	
02930	0002675	3-DAY DOOR HANG	6/4/2015	Pmt made prior to del'y of NOIT	\$25.00	
01788	0005130	3-DAY DOOR HANG	6/4/2015	One Time Courtesy	\$25.00	
02346	0018439	3-DAY DOOR HANG	6/8/2015	Misapplied Payment	\$25.00	
08227	0007359	3-DAY DOOR HANG	6/11/2015	Misapplied Payment	\$25.00	
07576	0018823	3-DAY DOOR HANG	6/11/2015	Pmt made prior to del'y of NOIT	\$25.00	
06575	0030704	3-DAY DOOR HANG	6/11/2015	New Owner	\$25.00	
03520	0003215	3-DAY DOOR HANG	6/15/2015	Pmt made prior to del'y of NOIT	\$25.00	
15708	0016280	3-DAY DOOR HANG	6/22/2015	One Time Courtesy	\$25.00	
18227	0016278	3-DAY DOOR HANG	6/22/2015	Pmt made prior to del'y of NOIT	\$25.00	
11648	0010675	3-DAY DOOR HANG	6/24/2015	Misapplied Payment	\$25.00	
16170	0031575	3-DAY DOOR HANG	6/25/2015	One Time Courtesy	\$25.00	
03398	0018954	DEFAULT	6/1/2015	One Time Courtesy	\$3.65	
15782	0013915	DEFAULT	6/1/2015	One Time Courtesy	\$2.96	
09899	0032403	DEFAULT	6/2/2015	One Time Courtesy	\$3.76	
01105	0000939	DEFAULT	6/3/2015	One Time Courtesy	\$3.74	
01788	0005130	DEFAULT	6/4/2015	One Time Courtesy	\$4.34	
02346	0018439	DEFAULT	6/8/2015	Misapplied Payment	\$3.96	
08055	0032395	DEFAULT	6/10/2015	One Time Courtesy	\$3.61	
12740	0030387	DEFAULT	6/10/2015	One Time Courtesy	\$3.84	
19682	0030685	DEFAULT	6/11/2015	One Time Courtesy	\$3.19	
08227	0007359	DEFAULT	6/11/2015	Misapplied Payment	\$3.35	
08227	0007359	DEFAULT	6/11/2015	Misapplied Payment	\$3.42	
10909	0028876	DEFAULT	6/11/2015	One Time Courtesy	\$3.65	
06575	0030704	DEFAULT	6/15/2015	Misapplied Payment	\$2.27	
17633	0015555	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.15	
17985	0015863	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.76	
02725	0024967	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.19	
06574	0026314	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.99	
02388	0032602	DEFAULT	6/16/2015	One Time Courtesy	\$0.94	
18766	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$20.15	
18767	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.32	
18768	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$14.09	
18769	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$8.26	
18770	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$8.52	
18771	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.40	
18772	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.56	
18773	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.94	
18774	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.48	
18775	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$15.39	
18776	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$22.13	
18777	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.92	
18778	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.17	
18779	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.63	
18780	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.32	
18781	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$8.68	
18782	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$17.46	
18783	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.83	
18784	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.55	
18785	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.13	
19906	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$2.93	
06152	0005467	DEFAULT	6/16/2015	One Time Courtesy	\$3.80	
18786	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$13.93	
18787	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$17.34	
00976	0000820	DEFAULT	6/16/2015	payment received before notice went out	\$3.38	
10428	0009226	DEFAULT	6/16/2015	received payment before notice	\$3.30	
16754	0008785	DEFAULT	6/16/2015	received payment before notice went out	\$3.19	
09612	0032106	DEFAULT	6/16/2015	received pmt before notice went out	\$3.19	
08351	0028142	DEFAULT	6/16/2015	Received pymt before notice went out	\$3.11	
05777	0026195	DEFAULT	6/16/2015	received pymt before notice went out	\$3.84	
06201	0023397	DEFAULT	6/16/2015	received pymt before notice went out	\$3.96	
11260	0030150	DEFAULT	6/17/2015	One Time Courtesy	\$2.15	
06583	0005871	DEFAULT	6/17/2015	One Time Courtesy	\$3.52	
09284	0029293	DEFAULT	6/22/2015	One Time Courtesy	\$3.27	
18860	0006315	DEFAULT	6/22/2015	Misapplied Payment	\$2.96	
12407	0010991	DEFAULT	6/23/2015	Misapplied Payment	\$2.11	
16639	0014655	DEFAULT	6/24/2015	One Time Courtesy	\$3.38	
11648	0010675	DEFAULT	6/24/2015	Misapplied Payment	\$1.97	
11648	0010675	DEFAULT	6/24/2015	Misapplied Payment	\$2.38	
16399	0005125	DEFAULT	6/25/2015	Misapplied Payment	\$2.46	
12289	0010889	DEFAULT	6/30/2015	One Time Courtesy	\$2.15	
17384	0015342	DEFAULT	6/30/2015	One Time Courtesy	\$3.76	
15511	0013695	DEFAULT	6/30/2015	One Time Courtesy	\$3.00	
05055	0032466	DEFAULT	6/30/2015	One Time Courtesy	\$3.38	
				-5-		<b>\$695.16</b>

**MAY 31, 2015 PAYABLES**

<b>Check #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
59101	Sylvan Professional Plaza LLC	Fixed Assets	\$2,750.00
59102	ACWA	Dues & Subscriptions	\$670.00
59103	A&A Stepping Stone Manufacturing	Supplies-Field	\$119.72
59104	ABA DABA Rentals & Sales	Supplies-Field	\$136.03
59105	AFLAC	Employee Paid Ins	\$330.86
59106	Airgas NCN	Supplies-Field	\$130.59
59107	Alexander's Contract Services	Contract Services-Meter Read	\$6,529.98
59108	Kevin D or Joann S Athey	Overpayments	\$27.05
59109	Lloyd A Augman Jr	Overpayments	\$42.09
59110	Clea Bamba	Water Conservation-Other	\$50.00
59111	Dana Bayless	Water Conservation-Other	\$100.00
59112	Felipe Bernal	Toilet Rebate Programram	\$150.00
59113	BSK Associates	Water Analysis	\$48.00
59114	California State Disbursement Unit	Garnishment	\$184.61
59115	California State Disbursement Unit	Garnishment	\$109.61
59116	Caela Carpenter	Water Conservation-Other	\$200.00
59117	Robin Cope	Health Insurance	\$397.00
59118	Corix Water Products, Inc	Material	\$10,623.04
59119	VOID	VOID	\$0.00
59120	Dawson Oil Company	Gas & Oil	\$1,301.70
59121	Siavash Djahangirian or Mahnaz Navabi	Overpayments	\$101.17
59122	Downtown Ford Sales	Fixed Assets	\$74,066.03
59123	FP Mailing Solutions	Equipment Rental - Office	\$361.80
59124	Scott Hewett	Toilet Rebate Program	\$75.00
59125	Tahssen K or Ghada Hindy	Overpayments	\$38.80
59126	Hines EDM Inc	Contract Services-Other	\$124.50
59127	Mary K Holland	Overpayments	\$94.20
59128	J4 Systems	Contract Services-Other	\$2,830.00
59129	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$169,169.47
59130	KASL Consulting Engineers	Contract Services-Engineering	\$3,468.00
59131	William or Erika Keim	Overpayments	\$10.11
59132	Mae N Kellim c/o James Kellim	Overpayments	\$9.70
59133	Fabrice or Brandy Kunakey	Overpayments	\$112.75
59134	Douglas A MacTaggart	Contract Services- Paving/Concrete	\$4,206.00
59135	Mason Martell	Water Conservation-Other	\$50.00
59136	Moonlight BPO	Contract Services- Bill Print/Mail	\$1,848.32
59137	William G Otton	Overpayments	\$93.15
59138	Pace Supply Corp	Material	\$1,740.01
59139	Robert E or C Jolene Perrin	Overpayments	\$53.92
59140	Missy Pieri	Continued Education	\$209.51

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59141	R E Smith Contractor Inc	Contract Services-Wells	\$163,162.83
59142	Rawles Engineering Inc	Contract Services-Miscellaneous	\$161,773.37
59143	Wendy C. Reed	Toilet Rebate Program	\$75.00
59144	Republic Services #922	Utilities	\$204.77
59145	RW Trucking	Contract Services-Miscellaneous	\$1,620.00
59146	Sacramento County	Permit Fees	\$1,473.25
59147	Susanne Slayton	Water Conservation-Other	\$200.00
59148	SMUD	Utilities	\$11,428.76
59149	Sophos Solutions	Contract Services-Other	\$10,540.00
59150	James R Steelman	Toilet Rebate Program	\$75.00
59151	Connie Sweet	Toilet Rebate Program	\$150.00
59152	Titan Workforce LLC	Contract Services-Temporary Labor	\$920.00
59153	Total Real Estate Solutions	Overpayments	\$50.65
59154	US Bank I.M.P.A.C. Government Services	See May Agenda Item CC:6	\$8,327.98
59155	Verizon Wireless	Telephone- Wireless	\$1,176.76
59156	Kathleen R Johnson	Overpayments	\$25.71
59157- 59187	VOID- Printer Error	VOID- Printer Error	\$0.00
59188	ACWA/JPIA Health Benefits Authority	Disability & Life Insurance	\$3,895.25
59189	AnswerNet	Telephone-Answering Service	\$178.70
59190	Arcade Creek Properties	Overpayments	\$17.06
59191	Amber M Bane	Overpayments	\$111.40
59192	Bart/Riebes Auto Parts	Repair-Trucks	\$21.59
59193	Danny J Cahoon	Overpayments	\$9.58
59194	Robert or Sue Carter	Overpayments	\$211.02
59195	Comcast	Equipment Rental - Office	\$327.53
59196	Consolidated	Telephone-Local/Long Distance	\$888.75
59197	Corelogic Information Solutions Inc	Dues & Subscriptions	\$304.80
59198	Corix Water Products, Inc	Material	\$81.54
59199	Coverall North America Inc	Janitorial	\$399.00
59200	Void	Void	\$0.00
59201	Ditch Witch	Fixed Assets	\$285.65
59202	Gaynor Telesystems Incorporated	Fixed Assets	\$470.00
59203	William Givan III	Overpayments	\$168.79
59204	Groeniger & Company	Material	\$2,494.00
59205	Roderick M Hansen	Overpayments	\$16.91
59206	Indoor Environmental Services	Maintenance Agreement-Equipment	\$590.00
59207	Jack or Asdghig Kitay	Overpayments	\$84.74
59208	Ryan J or Amber Mahoney	Overpayments	\$6.22
59209	Moonlight BPO	Contract Services- Bill Print/Mail	\$3,391.02
59210	Void	Void	\$0.00
59211	One Print Source & Graphics	Printing	\$578.83
59212	Pace Supply Corp	Material	\$664.25
59213	SHI International Corp	Maintenance Agreement-Software	\$2,569.33

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59214	SureWest Directories	Telephone-Local/Long Distance	\$49.00
59215	Theis Engineering Inc	Overpayments	\$1,535.30
59216	Titan Workforce LLC	Contract Services-Temporary Labor	\$690.00
59217	Wallace Kuhl & Associates Inc	Contract Services-Miscellaneous	\$1,736.50
59218	Zane Dezin	Water Conservation-Contract	\$56.16
59220	Tuan T Bui	Overpayments	\$63.40
59221	Integrity Administrators Inc	Health Insurance	\$5,000.00
59222	Lilly Nguyen	Toilet Rebate Program	\$150.00
59223- 59252	VOID- Printer Error	VOID- Printer Error	\$0.00
59253	Chad J or Bethany Angulo	Overpayments	\$7.74
59254	Area West Engineers Inc	Contract Services-Engineering	\$6,036.25
59255	Burketts	Office Expense	\$23.03
59256	California State Disbursement Unit	Garnishment	\$184.61
59257	California State Disbursement Unit	Garnishment	\$109.61
59258	California Surveying & Drafting Supply	Small Tools	\$5.00
59259	Canon Solutions America, Inc.	Maintenance Agreement-Equipment	\$57.05
59260	City of Citrus Heights	Permit Fees	\$35.00
59261	Allen B Dains	Overpayments	\$51.40
59262	Ditch Witch	Fixed Assets	\$359.93
59263	David J Easterla	Overpayments	\$56.36
59264	Grainger	Small Tools	\$41.25
59265	Integrity Administrators Inc	Health Insurance	\$264.00
59266	J4 Systems	Contract Services-Other	\$490.00
59267	Kaiser Foundation Health Plan, Inc	Health Insurance	\$13,288.03
59268	Michelle L McMillan Wilson	Overpayments	\$104.27
59269	Paula or Michael Meierle	Toilet Rebate Program	\$7.29
59270	Moonlight BPO	Contract Services- Bill Print/Mail	\$1,954.64
59271	Christopher J Obmann	Overpayments	\$91.32
59272	Office Depot	Office Expense	\$140.54
59273	One Print Source & Graphics	Printing	\$88.56
59274	Pace Supply Corp	Material	\$1,502.93
59275	Sacramento County	Permit Fees	\$1,166.32
59276	Beryl Schantz	Overpayments	\$59.76
59277	Sylvan Supply	Repair-Trucks	\$612.54
59278	TriFresh Technologies, Inc.	Wells Maintenance	\$1,117.50
59279	Unum Life Insurance Co of America	Disability & Life Insurance	\$1,788.84
59280	Void	Void	\$0.00
59281	Voyager Fleet Systems Inc	Gas & Oil	\$3,578.72
59282	Vera or Aleksandr Zhelezoglo	Overpayments	\$142.92
59283	ABA DABA Rentals & Sales	Supplies-Field	\$132.75
59284	AFLAC	Employee Paid Insurance	\$330.86
59285	AIA Services, LLC	Water Conservation-Materials	\$4,990.68
59286	Alexander's Contract Services	Contract Services-Meter Read	\$4,124.93

July 14, 2015  
Board of Directors Meeting

59287	AREA Restroom Solutions	Equip Rental-Field	\$106.20
59288	Samuel M Baer Jr	Overpayments	\$89.15
59289	Blackbird Associates	Contract Services-Engineering	\$7,092.50
59290	BSK Associates	Water Analysis	\$308.00
59291	Burketts	Office Expense	\$419.04
59292	California Urban Water Conservation Council	Water Conservation-Other	\$3,346.83
59293	Caltronics Business System	Small Office Equip	\$879.12
59294	Central Valley Engineering & Asphalt, Inc.	Contract Services- Paving/Concrete	\$8,548.05
59295	Robert A Churchill	Continued Education	\$20.00
59296	Jacqueline Z Collier	Overpayments	\$173.30
59297	Connected Document Solutions	Maintenance Agreement-Equipment	\$327.31
59298	Cooks Truck Body Mfg Inc	Repair-Trucks	\$3,961.88
59299	Cybex	Equipment Rental - Office	\$129.12
59300	Amy Lore Dormeyer	Overpayments	\$21.36
59301	William B or Shirley A Eley	Overpayments	\$23.46
59302	FedEx	Postage	\$28.22
59303	Sandra J Gimbel	Overpayments	\$51.24
59304	Groeniger & Company	Material	\$2,476.36
59305	Brian M Hensley	Continued Education	\$348.19
59306	J4 Systems	Contract Services-Other	\$315.00
59307	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$134,952.54
59308	Mark or Teresa Koslosky	Overpayments	\$296.28
59309	Paul A LeBarton	Overpayments	\$11.02
59310	Chris J Miller	Overpayments	\$129.84
59311	Moonlight BPO	Contract Services- Bill Print/Mail	\$1,324.74
59312	Denny Nelson	Toilet Rebate Program	\$7.58
59313	Keith G or Naomi Noakes	Overpayments	\$25.17
59314	Joan E Perry	Overpayments	\$9.62
59315	Pacific Gas & Electric	Utilities	\$16.66
59316	The Phillips Law Offices William R Purrington c/o Kathleen	Legal & Audit	\$3,164.30
59317	Purrington	Overpayments	\$62.91
59318	R E Smith Contractor Inc San Juan Unified School District Planning	Contract Services-Wells	\$140,773.24
59319	Dept	Fixed Assets	\$13,900.00
59320	San Juan Water District	Purchased Water	\$443,833.83
59321	Gerald or Vickie Sharkey	Overpayments	\$10.22
59322	Sonitrol	Equipment Rental - Office	\$149.00
59323	Dean Steele	Overpayments	\$150.52
59324	Titan Workforce LLC	Contract Services-Temporary Labor	\$1,840.00
59325	John K Wochnick	Overpayments	\$71.25
59326	William Ashbaugh	Toilet Rebate Program	\$75.00
59327	Cary or Sandra Greenberg	Toilet Rebate Program	\$75.00
59328	Groeniger & Company	Material	\$413.12

July 14, 2015  
Board of Directors Meeting

59329	Jeremy or Kim Kuan	Toilet Rebate Program	\$75.00
59330	Janet A Lamb	Overpayments	\$75.00
59331	Paul or Jeanie Martinson	Toilet Rebate Program	\$75.00
59332	John M or Stephanie M Peri	Toilet Rebate Program	\$75.00
59333	Nancy Russell	Toilet Rebate Program	\$75.00
59334	Gordon or Pamela Zivick	Toilet Rebate Program	\$75.00
			<u>\$1,484,163.92</u>

ACH	VALIC 5/21/15	Deferred Compensation	\$1,570.00
ACH	APRIL 2015 FD	Bank Fee	\$209.97
ACH	APRIL 2015 FEES	Bank Fee	\$336.35
ACH	APRIL 2015 PH	Bank Fee	\$128.58
ACH	APRIL 2015 WEB	Bank Fee	\$2,662.29
ACH	MAY 2015	Equipment Rental - Office	\$1,000.00
ACH	VOYA 5/21/15	Deferred Compensation	\$45.00
ACH	VOYA	Deferred Compensation	\$45.00
ACH	WHA JUNE2015	Health Insurance	\$16,189.78
ACH	5/3/15 PAYROLL	PERS	\$11,916.06
ACH	5/21/15 PAYROLL	PERS	\$9,084.46
ACH	VALIC5/7/15	Deferred Compensation	\$1,470.00
ACH	BOW5/20/15	Bank Fee	\$2,385.01
ACH	VANCO APRIL2015	Contract Services-Other	\$61.10
<b>Total</b>			<u>\$47,103.60</u>

<b>Grand Total</b>			<u><u>\$1,531,267.52</u></u>
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**May Checks Approved at May Board Meeting**

59335	US Bank I.M.P.A.C. Government Services	Continued Education	\$8,144.76
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**June 30, 2015 PAYABLES**

Check #	Vendor	Description	Amount
59335	US Bank I.M.P.A.C. Government Services	See June Agenda Item CC:6	\$8,144.76
59336	Automate Mailing	Bill Print/Mail	\$5,657.72
59337	BSK Associates	Water Analysis	\$296.00
59338	Burketts	Office Expense	\$150.26
59339	California State Disbursement Unit	Garnishment	\$184.61
59340	California State Disbursement Unit	Garnishment	\$109.61
59341	Robin Cope	Health Insurance	\$397.00
59342	Coverall North America Inc	Bill Print/Mail	\$399.00
59343	Dawson Oil Company	Gas & Oil	\$1,571.87

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59344	Gaynor Telesystems Incorporated	Fixed Assets	\$503.63
59345	GreatAmerica Leasing Corp	Equipment Rental-Office	\$218.79
59346	HD Supply Waterworks LTD	Material	\$194.40
59347	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$7,444.00
59348	Moonlight BPO	Bill Print/Mail	\$1,445.68
59349	Pace Supply Corp	Material	\$5,441.62
59350	Republic Services #922	Utilities	\$203.22
59351	RW Trucking	Contract Services-Miscellaneous	\$1,591.25
59352	The Sacramento Gazette	Publication Notices	\$332.20
59353	Sylvan Professional Plaza LLC	Fixed Assets	\$2,750.00
59354	A. Teichert & Son, Inc.	Road Base	\$1,137.26
59355	Titan Workforce LLC	Contract Services-Temporary Labor	\$460.00
59356	Verizon Wireless	Telephone-Wireless	\$1,174.18
59357	Dana D or Marie M Versteegh	Overpayments	\$169.41
59358	All Star Printing	Printing	\$1,199.88
59359	Groeniger & Company	Material	\$18,765.00
59360	SMUD	Utilities	\$13,818.39
59361	ABA DABA Rentals & Sales	Supplies-Field	\$165.17
59362	Airgas NCN	Supplies-Field	\$340.74
59363	BSK Associates	Water Analysis	\$846.00
59364	Comcast	Equipment Rental-Office	\$427.57
59365	Corix Water Products, Inc	Material	\$2,613.60
59366	Remedios Guess	Overpayments	\$18.36
59367	Integrity Administrators Inc	Health Insurance	\$264.00
59368	J4 Systems	Contract Services-Other	\$2,550.00
59369	Moonlight BPO	Bill Print/Mail	\$3,081.42
59370	Erik Morgensen	Contract Services-Miscellaneous	\$1,120.00
59371	SureWest Directories	Telephone-Local/Long Distance	\$49.00
59372	Sutter Medical Foundation-Corporate	Contract Services-Other	\$438.00
59373	A. Teichert & Son, Inc.	Road Base	\$1,168.40
59374	Titan Workforce LLC	Contract Services-Temporary Labor	\$690.00
59375	Universal Precast Concrete Inc	Fixed Assets	\$772.20
59376	Benjamin Villones	Overpayments	\$65.42
59377	Bradford Wickman	Overpayments	\$10.23
59378	Zane Deziqn	Water Conservation-Contract Svs	\$392.16
59379	Alexander's Contract Services	Contract Services-Meter Read	\$1,776.46
59380	AnswerNet	Telephone-Answering Service	\$221.63
59381	Bart/Riebes Auto Parts	Repair-Trucks	\$6.47
59382	Heidi L Bogaert-Rogers	Overpayments	\$177.99
59383	Darko Borovnica	Overpayments	\$99.81
59384	BSK Associates	Water Analysis	\$2,258.00
59385	California State Disbursement Unit	Garnishment	\$109.61
59386	CirclePoint	Water Conservation-Contract Svs	\$2,540.00
59387	Consolidated	Telephone-Local/Long Distance	\$891.22
59388	Corelogic Information Solutions Inc	Dues & Subscriptions	\$254.83

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59389	Cybex	Equipment Rental-Office	\$129.12
59390	Earl W Erne Sr	Overpayments	\$57.50
59391	Steven Glynn	Overpayments	\$414.75
59392	Belinda K Goodenough	Overpayments	\$274.57
59393	Goree & Thompson Real Estate	Overpayments	\$130.23
59394	Grainger	Small Tools	\$760.59
59395	Groeniger & Company	Material	\$243.00
59396	Clair Haggarty Dieter G Hellmann Trust or Jeanette	Overpayments	\$239.11
59397	Dangerio	Overpayments	\$25.98
59398	Elia or Milena P Kentera	Overpayments	\$34.76
59399	Louis or Whitney Mariner	Overpayments	\$67.72
59400	Office Depot	Office Expense	\$110.01
59401	One Print Source & Graphics	Printing	\$62.64
59402	Pacific Gas & Electric	Utilities	\$12.90
59403	Powerplan	Repair-Trucks	\$93.55
59404	Keith Rose	Overpayments	\$71.74
59405	Sac-Val Janitorial Supply	Supplies-Field	\$281.59
59406	Yong Cha Talbert	Overpayments	\$64.11
59407	A. Teichert & Son, Inc.	Road Base	\$2,911.20
59408	Titan Workforce LLC	Contract Svs-Temporary Labor	\$920.00
59409	Shelly L or Joseph M Torrano Jr	Overpayments	\$6.55
59410	Valley Rubber & Gasket Co., Inc.	Supplies-Field	\$709.02
59411	Josh or Valerie Veblen	Toilet Rebate Program	\$95.10
59412	Wallace Kuhl & Associates Inc	Contract Services-Miscellaneous	\$1,417.50
59413	California State Disbursement Unit	Garnishment	\$184.61
59414	A. Teichert & Son, Inc.	Road Base	\$1,513.02
59415- 59637			
Printer Error	Void	Void	\$0.00
59638	Alexander's Contract Services	Contract Services-Meter Read	\$2,739.70
59639	Patrick Anderson	Overpayments	\$48.07
59640	AREA Restroom Solutions	Equip Rental-Field	\$106.20
59641	Raed Bakir	Overpayments	\$132.77
59642	Burketts	Office Expense	\$60.48
59643	Sam J Comento or Dianna G Booth	Overpayments	\$76.16
59644	Connected Document Solutions	Maintenance Agreement-Equipment	\$336.82
59645	Corporate Design Group Inc	Contract Services-Other	\$650.00
59646	Melissa Corpuz County of Sacramento-Real Estate	Overpayments	\$6.99
59647	Division	Fixed Assets	\$7,500.00
59648	Dawson Oil Company	Gas & Oil	\$1,087.84
59649	Teddy T or Nancy R Densmore	Overpayments	\$78.39
59650	James G Ervin	Overpayments	\$58.39
59651	Gaymond Lee Realtors	Overpayments	\$25.00
59652	Gurnee S H & L F Family Trust	Overpayments	\$86.61

July 14, 2015  
Board of Directors Meeting

59653	Donald R or Lottie Mae Hay	Overpayments	\$65.41
59654	Louise V or Charles E Honner	Overpayments	\$92.30
59655	J4 Systems	Contract Services-Other	\$140.00
59656	Bruins Legal Document Preparation	Office Miscellaneous	\$45.00
59657	Richard C Jewell Trust	Overpayments	\$12.70
59658	Kraft Real Estate	Overpayments	\$54.50
59659	Liebert Cassidy Whitmore	Legal & Audit	\$357.50
59660	Zhao H Lin or Juan Zheng	Overpayments	\$7.10
59661	William or Sharon Mahar	Overpayments	\$75.60
59662	David W or Hilary A McCormick	Overpayments	\$188.27
59663	Moonlight BPO	Bill Print/Mail	\$2,563.10
59664	Kristina M or Jeffrey S Morgan	Overpayments	\$40.72
59665	Erin Pedicini	Overpayments	\$61.77
59666	Void	Void	\$0.00
59667	Brian C Romani	Overpayments	\$15.01
59668	Gary L Scarborough Trust/Margaret A Gambill Trustee	Overpayments	\$69.25
59669	Sonitrol	Equipment Rental-Office	\$305.23
59670	Sophos Solutions	Contract Services-Other	\$6,045.00
59671	Rachel B Stewart	Overpayments	\$142.97
59672	SWRCB	Dues & Subscriptions	\$3,726.08
59673	Foroughhzaman Tehranisadygorgi	Overpayments	\$139.93
59674	A. Teichert & Son, Inc.	Road Base	\$1,144.82
59675	Titan Workforce LLC	PC-Temporary Labor	\$851.00
59676	Marlene E or Mike Titus	Overpayments	\$33.76
59677	Unum Life Insurance Co of America	Disability & Life In	\$1,822.38
59678	Voyager Fleet Systems Inc Rosemary D Whitnack c/o Charleen	Gas & Oil	\$1,625.84
59679	Schwane	Overpayments	\$17.26
59680	BSK Associates	Water Analysis	\$582.00
<b>Total</b>			<u>\$141,156.82</u>
ACH	VANCO 6/1/2015	Bank Fee	\$66.50
ACH	VALIC 6/18/2015	Deferred Compensation	\$1,670.00
ACH	PERS 6/18/15	PERS	\$9,104.96
ACH	VALIC 6/4/2015	Deferred Compensation	\$1,570.00
ACH	PERS 6/4/15	PERS	\$9,104.96
ACH	WHA JUNE 2015	Health Insurance	\$16,189.78
ACH	Bank of the West MAY 2015	Bank Fee	\$2,644.88
ACH	MAY 2015 PH	Bank Fee	\$83.40
ACH	MAY 2015 WEB	Bank Fee	\$3,156.30
ACH	VOYA 6/4/15	Deferred Compensation	\$45.00
ACH	MAY 2015 FD	Bank Fee	\$182.82
ACH	VOYA 6/18/15	Deferred Compensation	\$45.00
ACH	MAY2015 2015052800	Contract Services-Other	\$407.55
<b>Total</b>			<u>\$44,271.15</u>

July 14, 2015  
Board of Directors Meeting

**Grand Total**

\$185,427.97

**July Checks Approved at July Board Meeting**

59729	Blackbird Associates	Contract Services-Engineer	\$8,058.20
59743	SMUD	Utilities	\$10,792.42
59737	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$11,985.00
59725	ACWA/JPIA	Workers Comp Insurance	\$12,695.00
59727	Albietz Law Firm	Legal & Audit	\$13,945.05
59731	Corix Water Products, Inc	Material	\$17,320.50
59738	Miles Treaster & Associates	Office Expense	\$25,348.12
59740	Preston Pipelines Inc	Contract Services-Engineering	\$50,162.96
59735	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$84,262.11
			<u><u>\$234,569.36</u></u>

US BANK - CAL-Card Distributions												
May 2015												
<i>i:/users/ap/Ca/CalCard/(current year) -Distribution for monthly payment.xls</i>												
TOTAL												
BILL	11180-00	54210	54211	54241-01	54241-02	54242	56200	56230	56240	56830	56890-01	56890-02
	Fixed Asset/Office Equip	Tools	Supplies	Repair Truck	Repair - Equip/Hardware	Gas & Oil	Office Exp	Postage	Printing	C.E.	Office Misc, District Event	Mtg Accom
<b>\$8,144.76</b>												
Churchill	\$ 812.78						38.88	11.90		66.00	696.00	
Cutler	\$ 280.58		106.71			73.50	100.37					
Dains	\$ -											
Dietrich	\$ 52.36							20.00	32.36			
Evans	\$ 5,957.22	2,516.07	1,589.01	1,675.55	122.59		54.00					
Hensley	\$ 61.96		47.96							14.00		
Smoot	\$ 65.00							25.00		40.00		
Straus	\$ 77.67					51.17				26.50		
Townsel	\$ 837.19		620.96							12.68	200.04	3.51
\$	-											
\$	-											
<b>\$ 8,144.76</b>	<b>\$ -</b>	<b>\$ 2,516.07</b>	<b>\$ 2,364.64</b>	<b>\$ 1,675.55</b>	<b>\$ 122.59</b>	<b>\$ 124.67</b>	<b>\$ 193.25</b>	<b>\$ 36.90</b>	<b>\$ 20.00</b>	<b>\$ 191.54</b>	<b>\$ 896.04</b>	<b>\$ 3.51</b>
<b>V#:</b>												
<b>Date:</b>	5/31/15											
<b>Doc #:</b>												
54210	Tools	\$ 2,516.07										
54211	Supplies	\$ 2,364.64										
54241-01	Rep-Truck	\$ 1,675.55										
54241-02	Rep-Equip/Hardware	\$ 122.59										
54242	Gas & Oil	\$ 124.67										
56200	Off Exp	\$ 193.25										
56230	Postage	\$ 36.90										
56240	Printing	\$ 20.00										
56830	CE	\$ 191.54										
56890-01	Off Misc - Dist Event	\$ 896.04										
56890-02	Mtg Accom	\$ 3.51										

JUNE 2, 2015 - AGENDA ITEM, CC-6

**US BANK - CAL-Card Distributions**  
June 2015  
*//users/ap/CalCard/(current year) -Distribution for monthly payment.xls*

TOTAL	11180-00	11181-00	52300-02	54210	54211	1-54211-00	54241-01	54242	56200	56220	56230	56830	56890-01	56890-02	
BILL	Fixed Asset/Office Equip	Over \$1,000 Make Copies for Pam	Fixed Asset/Field Equip	Wells Main	Tools	Supplies	CIP/Supplies	Repair Truck	Gas & Oil	Office Exp	Dues & Subs	Postage	C.E.	Office Misc. District Event	Mtg Accom
\$5,867.79															
Churchill	\$ 29.00													29.00	
Cutler	\$ 417.66					211.07		23.74	172.56	10.29					
Dains	\$ -														
Dietrich	\$ 567.33												567.33		
Evans	\$ 2,997.24				988.85	496.32		1,312.04					200.00		
Hensley	\$ 865.82		194.32	317.50						154.00					
Straus	\$ 195.09								75.09		110.00			10.00	
Smoot	\$ 485.68											85.85	399.83		
Townsel	\$ 510.00						14.39							491.63	3.98
\$	-														
\$	-														
\$	5,867.79	\$ -	\$ 194.32	\$ 317.50	\$ 988.85	\$ 707.39	\$ 14.39	\$ 1,335.78	\$ 247.65	\$ 164.29	\$ 110.00	\$ 85.85	\$ 1,206.16	\$ 491.63	\$ 3.98

V#: \_\_\_\_\_  
Date: 6/30/15  
Doc #: \_\_\_\_\_

11181-00	Fix AField Equip	\$ 194.32
52300-02	Wells Main	\$ 317.50
52400	Wtr Analysis	\$ -
54200-03	Field Misc	\$ -
54210	Tools	\$ 988.85
54211	Supplies	\$ 707.39
54241-01	Rep Truck	\$ 1,335.78
54242	Gas & Oil	\$ 247.65
56200	Off Exp	\$ 164.29
56220	Dues & Sub	\$ 110.00
56230	Postage	\$ 85.85
56830	CE	\$ 1,206.16
56890-01	Off Misc - Dist Event	\$ 491.63
56890-02	Mtg Accom	\$ 3.98

**Citrus Heights Water District**  
2015 Director Training Courses/Seminars/Conferences  
as of 6/24/2015

*//users/Continued Ed/Continued Ed-2015.xls*

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/phone
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Al Dains	670.00	560.00				110.00	
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Ray Riehle	670.00	560.00				110.00	
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Caryl Sheehan	800.00	600.00					
<b>Grand Total</b>						<b>1,940.00</b>						

**Citrus Heights Water District**  
2015 Employee Training Courses/Seminars/Conferences  
as of 6/24/2015

*//users/Continued Ed/Continued Ed-2015.xls*

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/phone
7/10/15-7/23/15	4	ESRI User Conference	ESRI	San Diego	Borey Swing	1,280.17		966.17	314.00			
6/7/15-6/10/15	3	AWWA Annual Conference	AWWA	Anaheim	Paul Dietrich	1,670.56	845.00	290.00	264.20		201.36	80.00
06/24/15	1	Sacramento Valley Chapter Meeting	CSMFO	Yuba City	Susan Schall	30.00						
						0.00						
						0.00						
						0.00						
						0.00						
						0.00						
						0.00						
						0.00						
<b>Grand Total</b>						<b>2,980.73</b>	<b>845.00</b>	<b>1256.17</b>	<b>568.20</b>	<b>0.00</b>	<b>201.36</b>	<b>80.00</b>

**Citrus Town Center Easements and Quit Claim Deed**

The reconfiguration of the Citrus Town Center commercial complex necessitated relocation of several water mains within the complex. Work was completed and easements were granted at no cost to Citrus Heights Water District. A vicinity map along with copies of the easements and plats and a copy of the quitclaim deed and plat were provided.

As part of the approval of the Consent Agenda, of which this item was apart, the Board adopted Resolutions 2015-16 and 2015-17, accepting easements and Resolution 2015-18

approving a Quitclaim Deed within the Citrus Town Center commercial complex.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 16-2015

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
ACCEPTING AN EASEMENT FROM  
KEITH W. SIPPOLA, THEODORE C. MITCHELL, ET AL  
FOR WATER DISTRIBUTION FACILITIES WITHIN THE  
SOUTHEAST CORNER OF ARCADIA DRIVE AND GREENBACK LANE

Whereas Keith W. Sippola and Theodore C. Mitchell, as Co-Trustees of the “Keith W. Sippola Separate Property Revocable Trust”, dated April 7, 1994, as amended and restated on September 30, 1998; Theodore C. Mitchell and Keith W. Sippola as trustees of the “Keith W. Sippola Exempt Full Share Trust” dated March 9, 1985, formerly known as the Iris Mitchell Sippola trust and/or “trust Agreement and Declaration of Trust” dated March 9, 1985; Gunnar K. Sippola; Johanna Clara Sippola; Keith W. Sippola, as custodian for Kaarl W. Sippola until age 21 under the California Uniform Transfer Minors Act; Keith W. Sippola, as custodian for Evaluisa M. Sippola until age 21 under the California Uniform Transfer Minors Act; Betsy Shepherd, also known as Betsy Hale Shepherd, a married woman, as her sole and separate property; Louise Mitchell, also known as Louise Ann Mitchell, an unmarried woman; James Mitchell, also known as James Malcolm Mitchell, a married man as his sole and separate property; Theodore C. Mitchell and James M. Mitchell, as Co-Trustees under the “Theodore C. Mitchell Trust Agreement and Declaration of Trust”, dated May 9, 1985; Theodore C. Mitchell, James M. Mitchell and Keith W. Sippola, as Trustees of the “Bernice Mitchell Exempt Administrative Trust,” UTA dated May 9, 1985, formerly known as the Bernice Mitchell Trust and/or “Trust Agreement and Declaration of Trust dated May 9, 1985”; Cameron Shepherd; Matthew Shepherd; Kylie Mitchell; and Janet Louise Mitchell Engelhardt, who acquired title as Janet Mitchell ALL AS THEIR RESPECTIVE INTERESTS MAY APPEAR OF RECORD

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 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 Parcel 5 as said parcel is shown and so designated on that certain Parcel Map entitled, "Sunrise Festival II Shopping Center" filed in Book 148 of Parcel Maps, Page 5, Sacramento County Records, more particularly described as follows:

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

BEGINNING at a point on the south line of said Parcel 5 from which the southwest corner thereof bears South 88°40'40" West 37.29 feet; thence from the point of beginning, leaving said south line, North 01°31'13" West 109.13 feet to the centerline of that certain water line easement described in that certain document entitled "Grant of Easement to Citrus Heights Water District", recorded October 22, 1999 in Book 19991022, Page 280, Sacramento County Official Records, and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at the south line of said Parcel 5.

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 14th day of July 2015 by the following vote, to wit:

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

SEAL

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

ATTEST:

/s/  
ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

**CERTIFICATION:**

I, ROBERT A. CHURCHILL, hereby certify and acknowledge that Resolution 16-2015 was adopted by the Board of Directors of Citrus Heights Water District at a duly called and noticed regular meeting of said Board on the 14th day of July 2015.

/s/

ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

**CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 17-2015**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
ACCEPTING AN EASEMENT FROM  
KEITH W. SIPPOLA, THEODORE C. MITCHELL, ET AL  
FOR WATER DISTRIBUTION FACILITIES WITHIN THE  
NORTHEAST CORNER OF SUNRISE BOULEVARD AND GREENBACK LANE**

Whereas Keith W. Sippola and Theodore C. Mitchell, as Co-Trustees of the “Keith W. Sippola Separate Property Revocable Trust”, dated April 7, 1994, as amended and restated on September 30, 1998; Theodore C. Mitchell and Keith W. Sippola as trustees of the “Keith W. Sippola Exempt Full Share Trust” dated March 9, 1985, formerly known as the Iris Mitchell Sippola trust and/or “trust Agreement and Declaration of Trust” dated March 9, 1985; Gunnar K. Sippola; Johanna Clara Sippola; Keith W. Sippola, as custodian for Kaarl W. Sippola until age 21 under the California Uniform Transfer Minors Act; Keith W. Sippola, as custodian for Evaluisa M. Sippola until age 21 under the California Uniform Transfer Minors Act; Betsy Shepherd, also known as Betsy Hale Shepherd, a married woman, as her sole and separate property; Louise Mitchell, also known as Louise Ann Mitchell, an unmarried woman; James Mitchell, also known as James Malcolm Mitchell, a married man as his sole and separate property; Theodore C. Mitchell and James M. Mitchell, as Co-Trustees under the “Theodore C. Mitchell Trust Agreement and Declaration of Trust”, dated May 9, 1985; Theodore C. Mitchell, James M. Mitchell and Keith W. Sippola, as Trustees of the “Bernice Mitchell Exempt Administrative Trust,” UTA dated May 9, 1985, formerly known as the Bernice Mitchell Trust and/or “Trust Agreement and Declaration of Trust dated May 9, 1985”; Cameron Shepherd; Matthew Shepherd; Kylie Mitchell; and Janet Louise Mitchell Engelhardt, who acquired title as Janet Mitchell ALL AS THEIR RESPECTIVE INTERESTS MAY APPEAR OF RECORD

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

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 document entitled, "Lot Line Adjustment LLA-00-01" recorded in Book 20000801, Page 183, Sacramento County Official Records, described as follows:

Parcel 1

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

BEGINNING at a point on the north line of the above referenced tract of land from which the northwest corner thereof bears South 88°40'40" West 37.29 feet; thence from the point of beginning, leaving said north line, South 01°31'13" West 10.71 feet; thence South 45°09'28" West 3.62 feet to a point hereinafter referred to as Point "A"; thence continuing South 45°09'28" West 48.43 feet to a point on the west line of the above referenced tract of land, hereinafter referred to as Point "B", and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at the north and west lines of said tract of land.

Parcel 2

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet easterly and northerly and ten (10) feet westerly and southerly of the following described line:

BEGINNING at said Point "A"; thence from the point of beginning South 28°21'55" East 67.93 feet; thence North 88°38'22" East 13.28 feet to a point hereinafter referred to as Point "C" and the terminus of the herein described easement.

Parcel 3

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

BEGINNING at a point from which the above referenced Point "C" bears North 01°21'38" West 11.51 feet; thence from the point of beginning South 88°38'22" West

79.64 feet to a point on the west line of the above referenced tract of land, hereinafter referred to as Point "D" and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at the west line of said Tract.

Parcel 4

A strip of land the uniform width of 12.5 feet, the westerly line of which is described as follows:

BEGINNING at the above referenced Point "D"; thence from the point of beginning, along the west line of said tract of land North 00°48'18" West 38.71 feet to said Point "B" and the terminus of the herein described easement.

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 14th day of July 2015 by the following vote, to wit:

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

SEAL

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

ATTEST:

/s/  
ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

**CERTIFICATION:**

I, ROBERT A. CHURCHILL, hereby certify and acknowledge that Resolution 17-2015

was adopted by the Board of Directors of Citrus Heights Water District at a duly called and noticed regular meeting of said Board on the 14th day of July 2015.

/s/

ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 18-2015

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
APPROVING A QUITCLAIM DEED  
TO

THEODORE C. MITCHELL AND KEITH W. SIPPOLA AS TRUSTEES OF  
THE "KEITH W. SIPPOLA EXEMPT FULL SHARE TRUST", ET AL  
AT 7900 ARCADIA DRIVE

WHEREAS, THEODORE C. MITCHELL; THEODORE C. MITCHELL AND KEITH W. SIPPOLA AS TRUSTEES OF THE "KEITH W. SIPPOLA EXEMPT FULL SHARE TRUST" DATED MARCH 9, 1985, FORMERLY KNOWN AS THE IRIS MITCHELL SIPPOLA TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MARCH 9, 1985; THEODORE C. MITCHELL, JAMES M. MITCHELL AND KEITH W. SIPPOLA, AS TRUSTEES OF THE "BERNICE MITCHELL EXEMPT ADMINISTRATIVE TRUST," UTA DATED MAY 9, 1985, FORMERLY KNOWN AS THE BERNICE MITCHELL TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MAY 9, 1985; LOUISE ANN MITCHELL; BETSY SHEPHERD; KEITH SIPPOLA, AS EXECUTOR OF THE ESTATE OF CALVIN JOHN SIPPOLA, DECEASED, are the owners of that certain property identified by Sacramento County Assessor's Parcel Number 243-0081-027, further known as 7900 Arcadia Drive; and

WHEREAS, CITRUS HEIGHTS WATER DISTRICT, has no interest in an easement previously granted to the District as referenced below.

NOW THEREFORE BE IT RESOLVED that, for a valuable consideration and easement substitution, receipt of which is hereby acknowledged, CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, does hereby remise, release and forever QUITCLAIM to THEODORE C. MITCHELL; THEODORE C. MITCHELL AND KEITH W. SIPPOLA AS TRUSTEES OF THE "KEITH W. SIPPOLA EXEMPT FULL SHARE TRUST" DATED MARCH 9, 1985, FORMERLY KNOWN AS THE IRIS MITCHELL SIPPOLA TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MARCH 9, 1985; THEODORE C. MITCHELL, JAMES M. MITCHELL AND KEITH W. SIPPOLA, AS TRUSTEES OF THE "BERNICE MITCHELL EXEMPT ADMINISTRATIVE TRUST," UTA DATED MAY 9, 1985,

FORMERLY KNOWN AS THE BERNICE MITCHELL TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MAY 9, 1985; LOUISE ANN MITCHELL; BETSY SHEPHERD; KEITH SIPPOLA, AS EXECUTOR OF THE ESTATE OF CALVIN JOHN SIPPOLA, DECEASED, all right, title and interest in real property in the, City of Citrus Heights, County of Sacramento, State of California, particularly described as follows:

A portion of Parcel 5, as said parcel is shown and so designated on that certain Parcel Map entitled, "Sunrise Festival II Shopping Center" filed in Book 148 of Parcel Maps, Page 5, Sacramento County Records, more particularly described as follows:

A strip of land the uniform width of fifteen (15) feet, the centerline of which is described as follows:

COMMENCING at the southwesterly corner of said Parcel 5, thence along the southerly line of said Parcel 5, North 88°40'40" East 51.07 feet to the POINT OF BEGINNING; thence leaving said southerly line, North 51°22'21" East 8.25 feet to a point hereinafter referred to as Point "A" said point being 5.00 feet northerly and perpendicularly distant from the southerly line of said Parcel 5; thence continuing North 51°22'21" East 54.26 feet; thence North 00°48'18" West 59.66 feet to the terminus of said centerline. The sidelines of said description to be lengthened or shortened to begin on the southerly line of said Parcel 5.

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

BEGINNING at above mentioned Point "A"; thence from the point of beginning along a line parallel with and 5.00 feet northerly of and perpendicularly distant from the southerly line of said Parcel 5 North 88°40'40" East 30.50 feet to the terminus of said centerline.

BE IT FURTHER RESOLVED that the President of the Board of Directors is hereby authorized to execute said Quitclaim Deed on behalf of the District.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT, this 14<sup>th</sup> day of July 2015, by the following vote, to wit:

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

SEAL

/s/

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

ATTEST:

s/  
ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

**CERTIFICATION:**

I, ROBERT A. CHURCHILL, hereby certify and acknowledge that Resolution 18-2015 was adopted by the Board of Directors of Citrus Heights Water District at a duly called and noticed regular meeting of said Board on the 14th day of July 2015.

/s/  
ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

The Board of Directors adjourned the meeting to the Citrus Heights Financing Corporation at 6:36 PM.

The Board of Directors reconvened the Board Meeting of the Citrus Heights Water District at 6:47 PM.

OLD BUSINESS

San Juan Water District / Sacramento Suburban Water District Reorganization

AGM Straus provided a verbal report that touched on many of the issues covered in GM Churchill's written Board Agenda Report. GM Churchill's Agenda Report stated that the Board of Directors of San Juan Water District (SJWD) and Sacramento Suburban Water District (SSWD) convened in joint session on at 6:00 p.m. on June 25, 2015 at the Citrus Heights Community Center. In attendance from the District were Directors Dains and Riehle, GM Churchill, AGM Straus and Legal Counsel Albiez.

SSWD voted 4-1 to not accept the Interim Phase 2A Report and SJWD voted 4-0 (Director Rich was absent) to accept the Report.

In anticipation of a Phase 2B Study, GM Churchill addressed the Boards and thanked the authors for incorporating most of the District's edits to the 2A Report. GM Churchill also noted that he had provided additional edits for consideration at the June 24<sup>th</sup> SJWD Board of Directors Meeting and had those comments delivered to SSWD the morning of the joint meeting. GM Churchill commented on the proposed \$300,000 budget to complete the Phase 2 work, and recommended that the dollars be reallocated to areas of finance, operations and human resources issues rather than \$120,000 for additional public

outreach. Director Riehle also spoke to the Boards.

After GM Churchill's comments, he was made aware of a Facebook post offering to pay individuals \$40 to speak in favor of the merger. He brought this to the attention of SJWD Board President Costa, who then publicly requested individuals not to speak if they were responding to said offer.

At this point in time further consideration of the Reorganization is unknown.

Board President Dains stated that the focus should shift to water supply agreements that the San Juan Wholesale Agency maintains with agencies such as CHWD.

#### Antelope Pump-Back Booster Pump Station Project

AGM Straus reported for GM Churchill that a meeting has been tentatively scheduled for July 23<sup>rd</sup> with SJWD AGM Keith Durkin to continue discussion on the utilization of the Cooperative Transmission Pipeline (CTP) to facilitate water deliveries from the Antelope Pump-Back Booster Pump Station Project. Key to the discussion will be a review of the CTP Ownership, Operations and Maintenance Agreement between SJWD, CHWD, FOWD, OVWC and SSWD and whether the Agreement needs to be amended to facilitate the Project.

#### Administration Building Improvements

AGM Straus reported for GM Churchill on the status of the Administration Building Improvements. AGM Straus referenced GM Churchill's Agenda Report that 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. Subsequently, as authorized, the General Manager executed an Agreement for Construction Services with the Contractor. A project contingency amount of \$50,000 was also authorized for change orders.

Construction began on Tuesday January 20, 2015. The construction efforts are ahead of the original project schedule that forecast completion by September 22, 2015. Completion of the Project is now estimated to be August 13, 2015. The project is estimated at 83% complete.

The amount paid to the contractor to date is \$578,915.61. This amount is inclusive of \$34,717 in change orders as approved for addressing unknown conditions (\$8,992) and for additional work, including replacement and upgrading existing insulation, kitchen exhaust fan, complete exterior painting, electrical changes and asphalt sealing (\$25,725).

Tasks undertaken and underway by the Contractor since the June 2, 2015 report to the Board of Directors are as follows:

Site Work:

Asphalt Sealcoat and Striping

Building:

Stucco Brown, Finish and Painting  
Storefront System  
Ceiling Grid, Tile and Registers  
Ceramic Tile  
Glazing (75%)  
Lighting  
Plumbing Finish  
Restroom Partitions / Accessories  
Interior and Exterior Doors and Hardware

Tasks remaining to be completed per the contract schedule are as follows:

Site Work:

East Alcove Pavers  
East Irrigation System and Landscaping

Building:

Casework  
Window Blinds  
Flooring  
Computer Room Wall and Finishes  
Equipment and System Startups

Furnishing purchased through Miles-Treaster & Associates are tentatively expected to arrive around August 14, 2015.

Skycrest Well Equipping

Operations Manager Townsel provided an update on the Skycrest Well development project.

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. 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 complete. The bore under the Brooktree Creek is complete.

Underground drainage pipe installation is complete. Layout for the block building is in progress. The concrete pad of the building has been poured with block wall construction pending.

### NEW BUSINESS

General Manager Robert Churchill arrived to the Board meeting at 6:53 PM upon returning from Montana and Oregon.

### Training/Continued Education/Meetings

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

Accounting Supervisor Sohal left the meeting at approximately 7:10 PM.

### Water Waste Monitoring Services

WEC Meurer reported that at the May 12<sup>th</sup> CHWD Board of Directors meeting, the Board approved a Drought Response Plan and budget amendment to implement the Plan. This action was in response to the State Water Resources Control Board's (SWRCB) drought mandates issued in early May 2015. One of the items included in the Drought Response Plan was water waste monitoring through a private security company. The District issued a Request for Proposals (RFP) to three private security companies (Dnestr, First Security and Paladin Private Security) and received proposals from all three firms. A team of Board President Dains, AGM Straus, WEC Meurer and Temporary Conservation Specialist Leatham reviewed the firms' proposals and interviewed the three firms on June 30, 2015. The team is recommending Paladin Private Security Company due to that firm's relevant experience with the City of Roseville and experience with Sacramento Suburban and San Juan Water Districts. Further, Paladin's reporting and case management software and assigned personnel were deemed to be the best fit for the District's requirements. Some of the specifics of the Paladin proposal include:

1. Patrolling neighborhoods and commercial areas within the Citrus Heights Water District's Service Area for: 1) water waste monitoring; 2) reporting leaks and broken irrigation equipment; 3) reporting water theft from the District's fire hydrants. The work performed will occur primarily during night time hours, between dusk and dawn, however there is flexibility in deployment as actual hours will be determined by the District.
2. Providing a daily report to be submitted within 12 hours of the last incident reported.
3. Providing a location on Paladin's marked vehicle for CHWD branding should the District wish to exercise that option. Should the District chose to brand the patrol

vehicle, decals will be fabricated at the District’s expense.

4. Providing a patrol schedule of up to 4 nights per week and 8 hours per shift based during a 24 hour period on a rotating day-of-the-week schedule as determined by the District. Note—The District intends to begin with a 2-day per week schedule and expand up to 4 days per week if needed. 12.0

Services provided under this Agreement will be billed based on an hourly rate of work performed of \$33 per hour. This hourly rate is all inclusive, and not subject to change based on the firm’s staff’s rank assigned to patrol the District. The maximum monthly cost is as follows:

Hourly Rate	FT/Mo. Hrs.	PT/ Mo. Hours	Mo. Total	Contingency	Monthly Total
\$33.00	173.33	0.8 = 138.66	\$4,576	Approx. 9%	\$5,000 per mo.

While there is no cap on the total cost of the Agreement (as the Agreement’s term is open ended based on drought conditions and the District’s need), there is a monthly cap on patrol services not-to-exceed \$5,000 per month. There are sufficient funds budgeted in FY 2015 (through the May 12, 2015 Drought Response Plan budget amendment) to cover the cost of the agreement through the end of the budget year. It is anticipated that an additional budget/funding request for the services under this Agreement will be included in the FY 2016 District operating budget to be presented to the Board later this year.

5. The term of this Agreement will begin upon Board approval of the Agreement, and can be ended by either party (District or Paladin) upon issuing a 30-day notice to terminate.

Matthew Carroll, Vice President with Paladin Private Security, provided an overview of his company, the scope of services that Paladin has agreed to perform and the staff who will be assigned to patrol the District.

President Dains inquired if there would be overlap of Paladin staff who is assigned to the Sunrise Recreation and Park District. Mr. Carroll responded that the staff assigned to water waste patrolling will be kept separate from the staff assigned to other assignments, such as the Sunrise Recreation and Park District.

**Motion:** It was moved by Director Sheehan and seconded by Director Riehle to approve a Professional Services Agreement with Paladin Private Security Company as proposed, and approve funding of up \$5,000 per month, subject to available District funding, while the Agreement remains in effect.

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

Matthew Carroll, Paladin Private Security, left the meeting at 7:40 PM. WEC Meurer left the meeting at 7:53 PM.

PROJECT MANAGER’S REPORT

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

*New values or projects noted in bold italics*

PM-1 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>Location</u>	<u>Value</u>
<b><i>Crunch Fitness Club 99 Cent Store Replace 6” Fire Sprinkler Service</i></b>	<b><i>7424 Greenback Ln 6124 San Juan Ave</i></b>	<b><i>Property of Owner</i></b>

PM-2 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>
The Village at Fair Oaks 55 Condominiums (2014-53)	6800 Madison Ave	<b><i>90% Complete</i></b>
California American Water Co. San Juan Avenue Tank (2015-39)	5444 San Juan Ave	<b><i>Grading Underway</i></b>

Bubba's Car Wash (2015-51)	7411 Greenback Ln	<b><i>Construction Continues</i></b>
Stock Ranch Retail - Interior Drive Aisle Improvements (2015-52)	Auburn Blvd at Stock Ranch Retail Center	<b><i>75% Complete</i></b>
Capitol Nursery Plaza (2015-50)	Sunrise Blvd @ Madison Ave	Grading Underway

PM-3 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

PM-4 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>
San Juan High School 24" Water Main Warren Consulting Engineers (2013-30)	Along North Property Line	<b><i>Preparing to Bid</i></b>
<u>Project</u>	<u>Location</u>	<u>Status</u>
Mesa Verde High School 14" Water Main Bennett Engineering Services (2015-30)	Northwest Corner of Property West from Poplar Avenue	<b><i>Coordinating with Arborist and School</i></b>

PM-5 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 18” and 8” Water Main Martin General Engineering, Inc. (2014-33)	Sycamore Drive to Pratt Avenue	<b><i>Submittal Period</i></b>

**PM-6 CITY OF CITRUS HEIGHTS PROJECTS**

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

<u>Project</u>	<u>Location</u>	<u>Status</u>
Sunrise Blvd Signalization Teichert Construction	Sungarden Drive	<b><i>Construction Complete Awaiting Value of</i></b>
Sunrise Blvd Complete Streets Phase III	Antelope Road to Northern City Limits	Pre-Construction Meeting Complete
Sylvan Road Accessibility & Safety Improvements CHWD Operations Dept. to Complete Water Improvements	6312 to 6448 Sylvan Road	<b><i>Operations Work Underway</i></b>

**OPERATIONS MANAGER’S REPORT**

OM Townsel reported as follows:

1. A total of 316 work orders were performed during the month of June by Field Operations crews, Administration Field crews and District contractors. The results of recent bacteriological testing, a total of 90 samples, have met all California Department of Public Health requirements.
2. District-wide water consumption for the calendar year 2015 through the end of June 2015 was 4,502.72 acre-feet, a decrease of 30.5 percent compared with the water consumption during the same period in 2013.

3. As of midnight on May 26, 2015, storage in Folsom Lake was at 416,360 acre-feet, 43.0 percent of the total capacity of 977,000 acre-feet. This is about 53 percent of historical average for this date. This represents a decrease in storage of 157,923 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 7:57 PM.

OM Townsel and PM Dietrich left the meeting.

Director Dains reconvened the meeting at approximately 8:00 PM.

DIRECTOR'S AND REPRESENTATIVES REPORTS:

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

\$200,000 has been approved by RWA for advertising for drought awareness/public outreach, and a small amount of grant funding through Proposition 84 may become available to RWA member agencies.

D-2. Sacramento Groundwater Authority (Dains)

No report.

D-3. San Juan Water District

No report.

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

No report.

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 (Straus)

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 June 2015.
2. The following is a summary of Drought Response Plan activities in June and early July:
  - District staff has made presentations regarding the Drought Response Plan to: 1) the City of Citrus Heights City Council on June 11, 2015 as part of a joint presentation that included Sacramento Suburban Water District and California American Water Company; 2) Neighborhood Area 10 on June 22, 2015; 3) Citrus Heights Rotary Club on June 24, 2015; and 4) a meeting with the City of Citrus Heights on June 23, 2015, to develop a public outreach and education partnership.
  - District staff is working with the top 20% of water consumers in the District, focusing initially on the larger commercial, industrial and institutional (CII) users. District staff met with Mount Vernon Cemetery on July 1, 2015, the San Juan Unified School District on July 8, 2015, Carmichael Recreation and Park District on July 9, 2015, and meetings are planned with the Sylvan Cemetery District, and Sunrise Recreation and Park District in the next few days. At these meetings, District staff are covering the current drought regulations and requesting that these institutions submit a written irrigation reduction plan.
  - Other Drought Response activities implemented in June and early July include:
    - Hired a temporary Water Conservation Specialist
    - Added a dedicated drought hotline for water conservation issues and questions
    - Added a Drought Resource Page to the CHWD website, including a Drought Rate Calculator, a R-GPCD Calculator, and a Water Waste

Reporting Form

- Launched a CHWD Facebook wall and a content management strategy
  - Initiated a selection process to bring on board a private security firm for night time water waste monitoring
3. AGM Straus attended a budget/strategic planning committee meeting on Jun 29, 2015 that included Water Forum Successor Effort (WFSE) Executive Director Tom Gohring and representatives from the County of Sacramento, City of Sacramento, the City of Folsom, the Placer County Water Agency (PCWA) and Friends of the River.

AGM Straus also attended the Water Forum's Water Caucus meeting on July 8, 2015. The Water Caucus is one of five standing Water Forum Successor Effort committees that meets regularly. The Water Caucus is made up primarily of water agencies. The group discussed the development of a workable flow standard for the American River given environmental groups' interests, the stress of the dry year and the Bureau of Reclamation's management of Folsom Lake water levels/releases. The group also discussed the on-going Sacramento River Temperature Management Plan and its impact on water flows/availability locally.

4. Finance Update: 1) Accounting Supervisor (AS) Sohal will be issuing a Request for Proposals (RFP) to retain a new auditing firm to conduct the annual audit and prepare and submit the annual State Comptroller's Report in late July with a goal of an award of contract with a new accounting firm at the October 2015 Board meeting; 2) AGM Straus and AS Sohal are updating the Financial Plan, which serves as a foundation for the annual budget. The Financial Plan incorporates key revenue drivers (rate revenue and any grant funding) and cost drivers (e.g., capital improvement projects, personnel costs and operations and maintenance costs). A work session with the Board of Directors highlighting the "building blocks" of the budget/key assumptions, will be scheduled for late August, followed by an initial budget presentation in September and a presentation of a final draft budget for consideration in November.
5. Risk Management: The Safety Committee met on July 7, 2015 to discuss the status of policies, issues and projects, including updates to the District's Injury Illness and Prevention Program (IIPP), First Aid/CPR/AED Training and an Emergency Evacuation Plan for the District's campus.

District staff and legal counsel developed a new professional services agreement template and consulted with the District's risk pool, ACWA-JPIA, on the indemnification and insurance provisions.

6. AGM Straus and AS Sohal met with J4 and Sophos Solutions on July 1, 2015 to

refocus roles and responsibilities. Specifically, the District already has a Total Care Agreement with J4, but will now be fully utilizing the Total Care scope of services, which includes: server operations and maintenance, work station maintenance and assistance with the following: 1) Identification of workstation replacements to be included in the 2016 Operating Budget; 2) Acquisition of new workstations funded out of the 2015 Operating Budget (with no mark-up); 3) Identification of a cost-effective Exchange (e-mail server) solution; 4) Identification of cost effective options for high capacity printing. Sophos Solutions will focus on special project work, such as: 1) Working with Finance staff to identify options for finance software that includes utility billing and possibly other modules; 2) Working with the Engineering staff on a file scanning/indexing system that can be extended for use throughout the organization. A meeting of the IT Users' Group (an inter-departmental group that works with IT on long-range planning and current IT issues) will be meeting on July 20<sup>th</sup>.

#### GENERAL MANAGER'S REPORT

1. Seventeen District employees received recognition for superior attendance, outstanding customer service and quality of work during the month of June 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.

#### FUTURE CHWD BOARD OF DIRECTORS MEETING DATES

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

The Board adjourned to closed session on 8:31 PM, pursuant to Government Code Chapter VI, Section 54957.

Present in the Closed Session were Board Members Dains, Sheehan and Riehle, General Manager Churchill, Assistant General Manager Straus and special counsel Paul Phillips.

The Board adjourned back to open session at 8:57 PM.

Reportable action: None.

#### ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 9:00 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