

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
March 8, 2016

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

Allen B. Dains, President
Caryl F. Sheehan, Director
Raymond A. Riehle, Director
Robert A. Churchill, General Manager
Hilary M. Straus, Assistant General Manager
David M. Gordon, Interim Operations Manager
Paul A. Dietrich, Project Manager
Lisa A. Smoot, Human Resources Specialist
Mellie D. Deano, Temporary Accounting Staff

VISITORS

Pam Banks
Pam Pinkston
Paul Phillips, Legal Counsel
Shellie Anderson, Bryce Consulting

PLEDGE OF ALLEGIANCE

Director Dains led the Pledge of Allegiance.

PUBLIC COMMENT

Pam Banks requested information on fines by the State and how much they hand down if we do not meet the required guidelines. She was advised by Director Dains and AGM Straus that based on State guidelines they can fine up to \$10,000.00 per day that we do not meet our goal however; the State has only fined a few water users/cities and they were fined because they had no conservation programs in effect. Citrus Heights Water District has made a great effort to educate our customers and put a conservation plan into place.

CONSENT CALENDAR

President Dains asked for consideration and/or approval of the Consent Calendar.

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

- CC-1. Minutes of the Regular Meeting – February 9, 2016.
- CC-2. Accounts Receivable Analysis Report for February 2016.
- CC-3. Assessor/Collector's Roll Adjustments for February 2016.

- CC-4. Treasurer’s Report for February 2016.
- CC-5. Funds and Reserves Report for February 2016.
- CC-6. Operations Budget Analysis for February 2016.
- CC-7. Capital Improvements Budget Analysis for February 2016.
- CC-8. Warrants for February 2016.
- CC-9. CAL–Card Purchases for February 2016.
- CC-10. Summary of 2016 Directors, Officers and Employees Training, Seminars and Conference Expenses.

- CC-11. Auburn Boulevard Stock Ranch Commercial Center Easement (A)
Adoption of Resolution 05-2016 accepting an easement at the Auburn Boulevard Stock Ranch Commercial Center.

- CC-12. San Juan Park Easement (A)
Adoption of Resolution 06-2016 accepting an easement at San Juan Park.

- CC-13. Skycrest Well Equipping Project (I)
Receive a status report on the Project.

- CC-14. Groundwater Levels (I)
Receive information on static groundwater levels in District.

- CC-15 Investment of District Funds Policy (A)
Approve amendments to District Fiscal Management Policy No. 6300, Investment of District Funds.

- CC-16. Administration Building Improvements Project (I)
Receive information on adding an additional office to the Administration Building.

FEBRUARY 29, 2016 PAYABLES

Check #	Vendor	Description	Amount
60816-60823	Void	Printer Error	\$0.00
60824	Ferguson Enterprises Inc #1423	Material	\$11,930.34
60825	CalSierra Construction Inc	Contract Services-Engineering	\$27,098.75
60826	Corix Water Products, Inc	Material	\$16,044.96
60827	Ernest L Leporini	Contract Services-Engineering	\$8,340.00
60828	Martin General Engineering Inc	Customer Refund	\$15,683.97
60829	R E Smith Contractor Inc	Contract Services-Wells	\$68,833.66
60830	San Juan Water District	Purchased Water	\$463,116.39
60831	SHI International Corp	Contract Services-Software	\$13,274.68
60832	SMUD	Utilities	\$10,446.02
60833	Ferguson Enterprises Inc #1423	Material	\$11,930.34
60834	California State Disbursement Unit	Garnishment	\$184.61

60835	California State Disbursement Unit	Garnishment	\$87.69
61011	Ellis & Mary Connell Trust/Dawn Akel	Customer Refund	\$150.90
61012	Chris/Lisa Martin	Customer Refund	\$17.29
61013	John/Patricia L Steitz	Customer Refund	\$131.80
61014	Jennifer Ann Emlaw	Customer Refund	\$5.11
61015	Shaun Loy	Customer Refund	\$14.88
61016	Dawn Brown	Customer Refund	\$50.00
61017	Alexander's Contract Services	Contract Services-Meter Read	\$2,456.11
61018	AREA Restroom Solutions	Equipment Rental-Field	\$114.34
61019	Back School of Atlanta	Continued Education	\$250.00
61020	Wanda Bancroft	Toilet Rebate Program	\$75.00
61021	Bart/Riebes Auto Parts	Repair-Trucks	\$136.40
61022	BSK Associates	Water Analysis	\$480.00
61023	Burketts	Office Expense	\$110.70
61024	Lavon Burks	Toilet Rebate Program	\$150.00
61025	Caltronics Business System	Small Office Equipment	\$648.00
61026	Corix Water Products, Inc	Material	\$6,423.86
61027	Coverall North America Inc	Janitorial	\$450.00
61028	Cybex	Equipment Rental-Office	\$129.12
61029	Nicholas Fogle	Toilet Rebate Program	\$225.00
61030	Future Ford	Repair-Trucks	\$12.84
61031	GreatAmerica Leasing Corp	Equipment Rental-Office	\$255.67
61032	Ferguson Enterprises Inc #1423	Material	\$4,032.50
61033	Hansen Software Corporation	Contract Services-Software	\$400.00
61034	Brian M Hensley	Continued Education	\$98.29
61035	Kei Window Cleaning #12	Janitorial	\$92.00
61036	Kleinfelder	Contract Services-Miscellaneous	\$516.75
61037	Betty A Martin	Toilet Rebate Program	\$150.00
61038	Miles Treaster & Associates	Office Expense	\$653.75
61039	Moonlight BPO	Contract Services-Bill Print	\$3,070.28
61040	One Print Source & Graphics	Printing	\$370.13
61041	Protection One Alarm Monitoring	Equipment Rental-Office	\$140.00
61042	Republic Services #922	Utilities	\$197.94
61043	Gordon Richardson	Toilet Rebate Program	\$225.00
61044	Parviz T Sadrian	Toilet Rebate Program	\$150.00
61045	Robin Shockley	Continued Education	\$45.89
61046	Sonitrol	Equipment Rental-Office	\$156.23
61047	Titan Workforce LLC	Contract Services-Temporary Labor	\$2,971.25
61048	US Bank I.M.P.A.C. Government Services	See February Agenda Item CC-9	\$5,566.83
61049	Tibor/Elizabeth Kaiser	Customer Refund	\$156.37
61050	Michael A Ray/Kimberly R Money	Customer Refund	\$219.03
61051	Richard C Fischer	Customer Refund	\$300.00
61052	Ross/Yuliya Golovey	Customer Refund	\$80.83

61053	Deanna Castro	Customer Refund	\$138.41
61054	John Millet	Customer Refund	\$600.00
61055	Kathie L/Paul M Walters	Customer Refund	\$39.35
61056	Rebecca Castaneda	Customer Refund	\$20.09
61057	GM Construction & Developers Inc	Customer Refund	\$1,205.73
61058	Aurelia/Stephen M Berry	Customer Refund	\$346.75
61059	Gloria P Senftner	Customer Refund	\$56.13
61060	AFLAC	Employee Paid Insurance	\$330.86
61061	Airgas NCN	Supplies-Field	\$229.42
61062	Burkett's	Office Expense	\$16.31
61063	California Landscape Associates Inc	Janitorial	\$187.00
61064	California Society of Municipal Finance Officers	Dues & Subscriptions	\$110.00
61065	Robin Cope	Health Insurance	\$402.00
61066	Dawson Oil Company	Gas & Oil	\$992.20
61067	Kelly R Drake	Printing	\$29.32
61068	Employee Relations Inc	Contract Services-Other	\$52.00
61069	Ferguson Enterprises Inc #1423	Material	\$1,587.60
61070	HD Supply Waterworks LTD	Material	\$928.28
61071	J4 Systems	Contract Services-Other	\$4,132.50
61072	KBA DOCUSYS	Maintenance Agreement-Equipment	\$18.84
61073	KBA Docusys Inc	Equipment Rental-Office	\$502.43
61074	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$4,671.00
61075	Moonlight BPO	Contract Services-Bill Print	\$5,402.14
61076	OCT Academy	Continued Education	\$350.00
61077	Office Depot	Office Expense	\$84.35
61078	Pace Supply Corp	Material	\$165.82
61079	RW Trucking	Contract Services-Miscellaneous	\$1,448.75
61080	Sacramento County	Permit Fees	\$365.75
61081	Les Schwab Tires	Repair-Trucks	\$1,839.09
61082	SHI International Corp	Contract Services-Software	\$620.71
61083	SMUD	Utilities	\$39.92
61084	SureWest Directories	Telephone-Local/Long Distance	\$49.00
61085	A. Teichert & Son, Inc.	Road Base	\$1,585.96
61086	TriFresh Technologies, Inc.	Wells Maintenance	\$1,156.00
61087	WaterWise Consulting, Inc	Contract Services-Water Conservation	\$125.00
61088	Christian F Delgado	Customer Refund	\$52.68
61089	Sally A Kilgo	Customer Refund	\$27.50
61090	David G/Ann M Denzer III	Customer Refund	\$28.55
61091	Marina Vinogradov	Customer Refund	\$24.05
61092	Gerald J Marenich	Customer Refund	\$22.01
61093	Sarah/Jeremiah Pond	Customer Refund	\$36.48
61094	Matthew T/Sarah M Bauer	Customer Refund	\$6.91
61095	Guenter/Sara Klesius	Customer Refund	\$8.66

61096	Ryan M Freeman	Customer Refund	\$11.13
61097	Joshua Yassu	Customer Refund	\$14.43
61098	Valerie D Preston	Customer Refund	\$228.89
61099	Melinda G Whitney	Customer Refund	\$22.12
61100	ACWA/JPIA Health Benefits Authority	Disability & Life Insurance	\$3,563.91
61101	Alexander's Contract Services	Contract Services-Meter Read	\$3,444.59
61102	AnswerNet	Telephone-Answering Service	\$158.43
61103	BSK Associates	Water Analysis	\$372.00
61104	Burketts	Office Expense	\$46.13
61105	Corelogic Information Solutions Inc	Dues & Subscriptions	\$245.58
61106	Corix Water Products, Inc	Material	\$6,855.33
61107	J4 Systems	Contract Services-Other	\$7,510.00
61108	Kaiser Foundation Health Plan, Inc	Health Insurance	\$14,644.46
61109	One Print Source & Graphics	Printing	\$46.44
61110	Pacific Gas & Electric	Utilities	\$100.54
61111	Sharp Inspection Group	Contract Services-Engineering	\$1,700.00
61112	Thomson Reuters	Dues & Subscriptions	\$75.06
61113	Zane Deznign	Contract Services-Water Conservation	\$852.09
61114	Watson Trust	Customer Refund	\$10.37
61115	Barbara A Adams	Customer Refund	\$12.92
61116	Walter R/Vivian T Johnson	Customer Refund	\$60.71
61117	Thomas Estrada	Customer Refund	\$165.71
61118	Les S/Judy Wellman	Customer Refund	\$14.05
61119	Craig Busby	Customer Refund	\$65.75
61120	Jeffrey D Scholz	Customer Refund	\$94.13
61121	Michael W Wright	Customer Refund	\$101.29
61122	Charles A Burnett	Customer Refund	\$69.65
61123	Joe P Brown	Customer Refund	\$61.43
61124	Richard/Margaret Nederlof	Customer Refund	\$55.01
61125	Kale J Goodman	Customer Refund	\$65.96
61126	The Ferguson Group	Customer Refund	\$113.57
61127	United Paving Co.	Customer Refund	\$1,723.98
61128	Alexander's Contract Services	Contract Services-Meter Read	\$2,739.01
61129	Bart/Riebes Auto Parts	Repair-Trucks	\$49.66
61130	BSK Associates	Water Analysis	\$900.00
61131	Burketts	Office Expense	\$78.47
61132	California State Disbursement Unit	Garnishment	\$184.61
61133	California State Disbursement Unit	Garnishment	\$87.69
61134	Sacramento County Utilities	Utilities	\$173.38
61135	Dell Software Inc	Software	\$408.00
61136	DeLurgio Andrea B	Customer Refund	\$425.00
61137	Franchise Tax Board	Garnishment	\$200.00
61138	Grainger	Small Tools	\$54.25

61139	Ferguson Enterprises Inc #1423	Material	\$822.18
61140	HD Supply Waterworks LTD	Material	\$1,267.38
61141	Moonlight BPO	Contract Services-Bill Print	\$2,390.92
61142	Red Wing Shoe Store	Small Tools	\$188.19
61143	Sophos Solutions	Contract Services-Other	\$3,920.00
61144	Sunrise Recreation & Park District	Water Conservation-Other	\$1,000.00
61145	A. Teichert & Son, Inc.	Road Base	\$3,209.35
61146	The Lincoln National Life Insurance Company	Disability & Life Insurance	\$5,701.13
61147	Titan Workforce LLC	Contract Services-Temporary Labor	\$6,106.51
61148	Verizon Wireless	Telephone-Wireless	\$1,100.52
61149	Voyager Fleet Systems Inc	Gas & Oil	\$1,355.30
61150	Lynette Duncan	Toilet Rebate Program	\$75.00
61151	David Eldridge	Toilet Rebate Program	\$150.00
61152	Taryn Leorna	Toilet Rebate Program	\$150.00
61153	Jeffrey W or Diana L Lewis	Toilet Rebate Program	\$75.00
61154	Donna Mayfield	Toilet Rebate Program	\$150.00
61155	Anna Swanson	Toilet Rebate Program	\$75.00
Total			<u>\$784,429.26</u>

ACH	PERS 1/28/16 PAYROLL	PERS	\$12,630.47
ACH	VALIC 2/11/16PAYDAY	Deferred Compensation	\$2,520.00
ACH	JAN 2016 FD	Bank Fee	\$245.63
ACH	JAN 2016 PH	Bank Fee	\$211.33
ACH	JAN 2016 WB	Bank Fee	\$3,572.33
ACH	JAN2016 BANK FEE	Bank Fee	\$1,998.39
ACH	VALIC 2/25/16 PAYDAY	Deferred Compensation	\$2,520.00
ACH	PERS 2/25/16 PAYROLL	PERS	\$12,583.75
ACH	FFC6711979501	COP Debt Service	\$122,436.13
ACH	JAN2016 VANCO	Bank Fee	\$68.10
ACH	JAN2016 PAYROLL FEE	Contract Services-Other	\$816.90
ACH	WHA MARCH2016 HEALTH	Health Insurance	\$16,481.98
ACH	PERS 2/11/16 PAYROLL	PERS	\$12,570.93
ACH	VOYA 7077 2/25/16 PAYDAY	Deferred Compensation	\$45.00
ACH	VOYA 7077 2/11/6 PAYDAY	Deferred Compensation	\$45.00
Total			<u>\$188,745.94</u>

Grand Total			<u><u>\$973,175.20</u></u>
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March Checks Approved at March Board Meeting

61166	US Bank I.M.P.A.C. Government Services	See March Agenda Item CC-9	\$8,852.63
61158	Ernest L Leporini	Contract Services-Engineering	\$10,680.00
61165	SMUD	Utilities	\$11,779.67

61159	Pace Supply Corp	Material	\$16,601.00
61156	CalSierra Construction Inc	Contract Services-Engineering	\$29,317.00
61163	R E Smith Contractor Inc	Contract Services-Wells	\$44,420.96
61164	Azteca Systems Inc	Contract Services- Software	\$19,995.00
61157	Lamon Construction CO, INC	Contract Servcies-Engineering	\$78,001.87
			<u>\$219,648.13</u>

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 05-2016

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
CALIFORNIA C&S PROPERTIES
FOR WATER DISTRIBUTION FACILITIES WITHIN
STOCK RANCH COMMERCIAL CENTER
(APN: 211-0870-003, 006, 007, 009, 010 & 011)

Whereas CALIFORNIA C&S PROPERTIES, A CALIFORNIA LIMITED PARTNERSHIP 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 County of Sacramento, State of California particularly described as follows:

All that certain real property situate in the City of Citrus Heights, County of Sacramento, State of California, described as follows:

A portion of Lots 3, 6, 7, 9, 10 & 11 as said lots are shown and so designated on that certain plat entitled "Plat of Subdivision No. 02-01, Stock Ranch Commercial", recorded June 30, 2003, in Book 317 of Maps, Page 2, Sacramento County Records, more particularly described as follows:

Parcel 1

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:

COMMENCING at the most northerly corner of the above referenced Lot 3; thence from the point of commencement South 70°32'59" West 29.83 feet to the POINT OF BEGINNING; thence from the Point of Beginning along a line lying two (2) feet northerly and perpendicularly distant from the

northerly line of the said Lot 3 and the northerly lines of the above referenced Lots 9 and 10 the following eight (8) courses: (1) South 66°42'21" West 41.11 feet to a point hereinafter referred to as Point "A"; (2) continuing South 66°42'21" West 122.00 feet to a point hereinafter referred to as Point "B"; (3) continuing South 66°42'21" West 38.35 feet to a point hereinafter referred to as Point "C"; (4) continuing South 66°42'21" West 156.33 feet to a point hereinafter referred to as Point "D"; (5) continuing South 66°42'21" West 123.20 feet to a point hereinafter referred to as Point "E"; (6) continuing South 66°42'21" West 77.31 feet to a point hereinafter referred to as Point "F"; (7) continuing South 66°42'21" West 8.32 feet to a point hereinafter referred to as Point "G" and (8) continuing South 66°42'21" West 120.09 feet to the easterly line of that certain fifteen (15') foot wide water easement filed in Book 317 of Maps at Page 2, Sacramento County Records and the terminus of the herein described easement.

Parcel 2

A strip of land the uniform width of ten (10) feet, lying five (5) feet on each side of the following described line:

BEGINNING at said Point "A"; thence North 23°17'39" West 19.13 feet to the terminus of the herein described easement.

Parcel 3

A strip of land the uniform width of ten (10) feet, lying five (5) feet on each side of the following described line:

BEGINNING at said Point "B"; thence South 23°17'39" East 22.53 feet to the terminus of the herein described easement.

Parcel 4

A strip of land the uniform width of ten (10) feet, lying five (5) feet on each side of the following described line:

BEGINNING at said Point "C"; thence South 23°17'39" East 27.53 feet to the terminus of the herein described easement.

Parcel 5

A strip of land the uniform width of seventeen (17) feet, lying five (5) feet westerly and twelve (12) feet easterly of the following described line:

BEGINNING at said Point "D"; thence North 23°17'39" West 62.06 feet to the terminus of the herein described easement.

Parcel 6

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

BEGINNING at said Point “D”; thence South 23°17’39” East 46.13 feet; thence South 34°32’39” East 77.97 feet to the terminus of the herein described easement.

Parcel 7

COMMENCING at said Point “E”; thence from the Point of Commencement South 23°17’39” East 10.00 feet to the POINT OF BEGINNING on the southerly line of Parcel 1; thence from said Point of Beginning South 23°17’39” East 8.53 feet; thence South 31.35 feet; thence West 33.71 feet; thence North 10.71 feet; thence North 23°17’39” West 14.16 feet to said southerly line of Parcel 1; thence along said southerly line North 66°42’21” East 39.13 feet to the POINT OF BEGINNING.

Parcel 8

A strip of land the uniform width of ten (10) feet, lying five (5) feet on each side of the following described line:

BEGINNING at said Point “F”; thence North 23°17’39” West 39.50 feet to the terminus of the herein described easement.

Parcel 9

A strip of land the uniform width of ten (10) feet, lying five (5) feet on each side of the following described line:

BEGINNING at said Point “G”; thence South 23°17’39” East 46.50 feet to the terminus of the herein described easement.

Parcel 10

A strip of land the uniform width of ten (10) feet, lying five (5) feet on each side of the following described line:

COMMENCING at a point on the southerly line of Auburn Boulevard, a County Road, said point being the northwest corner of Lot 11; thence along said southerly line, North 66°42’21” East for a distance of 45.05 feet to the easterly line of that certain fifteen (15’) foot wide water easement filed in Book 317 of Maps at Page 2, Sacramento County records; thence along said easterly line, South 23°17’45” East, 82.00 feet to Point “H”, the POINT OF BEGINNING. Thence from said Point of Beginning North 66°42’15” East, 8.54 feet to 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 8th day of March 2016 by the following vote, to wit:

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

SEAL

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

ATTEST:

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 06-2016

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
SUNRISE RECREATION AND PARK DISTRICT
FOR WATER DISTRIBUTION FACILITIES WITHIN
SAN JUAN PARK
(APN: 233-0560- 011 & 011)

Whereas SUNRISE RECREATION AND PARK DISTRICT, a park district existing under authority of Public Resources Code § 5780 et seq., 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:

All that portion of Lot 20 as shown on that subdivision map "Citrus Heights", recorded in Book 10 at Page 7, Records of Sacramento County, State of California, described as follows:

An easement 15.00 feet in width lying 5.00 on the northerly and westerly side and lying 10.00 feet on the southerly and easterly side of the following described line, said line lying over the centerline of the constructed waterline and being described as follows:

COMMENCING at the southwest corner of Parcel B as shown on that parcel map, recorded in Book 26 at Page 26, records of said county, thence along the south line of said Parcel B, North 88° 38' 36" East, 292.05' feet to the POINT OF BEGINNING;

thence from said Point of Beginning, leaving said south line, South 00° 44' 09" East, 46.74 feet; thence South 43° 03' 46" West, 53.27 feet; thence South 87° 43' 06" West, 19.39 feet to a point hereinafter referred to as Point "A"; thence South 87° 43' 06" West, 349.93 feet; thence South 00° 01' 26" East, 107.44 feet to south line of said Lot 20 and end point of said easement. Said end point also being North 88° 38' 36" East, 183.17 feet from the southwest corner of said Lot 20. The sidelines of said easement shall be shortened or extended to intersect the property lines.

TOGETHER WITH:

An easement 10.00 feet in width lying 5.00 feet on the westerly side and lying 5.00 feet on the easterly side of the following described line, said line lying over the centerline of the constructed waterline and being described as follows:

Beginning at said Point "A", South 01° 04' 16" East, 52.07 feet to the end point of said easement.

AND:

All that portion of Lot 19 as shown on that subdivision map "Citrus Heights", recorded in Book 10 at Page 7, Records of Sacramento County, State of California, described as follows:

An easement 15.00 feet in width lying 5.00 on the northerly and westerly side and lying 10.00 feet on the southerly and easterly side of the following described line, said line lying over the centerline of the constructed waterline and being described as follows:

Commencing at the northwest corner of said Lot 19, thence along the north line of said lot 19, North 88° 38' 36" East, 183.93 feet to the POINT OF BEGINNING; thence from said point of beginning, leaving said north line, South 00° 01' 26" East, 65.94 feet; thence South 89° 14' 43" West, 107.90 feet to a point hereinafter referred to as Point "A"; thence South 01° 59' 50" East, 284.62 feet; thence South 38° 57' 30" West, 56.40 feet to a point herein after referred to as Point "B"; thence South 38° 57' 30" West, 3.02 feet; thence South, 1.30 feet to the south line of said Lot 19 and the end point of said easement. The sidelines of said easement shall be shortened or extended to intersect the property lines.

TOGETHER WITH:

An easement 15.00 feet in width lying 5.00 on the northerly and easterly side and lying 10.00

feet on the southerly and westerly side of the following described line, said line lying over the centerline of the constructed waterline and being described as follows:

Beginning at said Point "Q", South 89° 14' 43" West, 24.18 feet; thence North 56° 10' 25" West, 42.43 feet; thence North 00° 49' 03" West, 10.66 feet to a point hereinafter referred to as Point "C"; thence North 00° 49' 03" West, 19.49; thence South 89° 10' 56" West, 16.00 feet to the west line of said Lot 19 and the end point of said easement. The sidelines of said easement shall be shortened or extended to intersect the property lines.

TOGETHER WITH:

An easement 10.00 feet in width lying 6.50 on the northerly side and lying 3.50 feet on the southerly side of the following described line, said line lying over the centerline of the constructed waterline and being described as follows:

Beginning at said Point "B", thence West, 14.07 feet and the end point of said easement.

TOGETHER WITH:

An easement 10.00 feet in width lying 5.00 on the northerly side and lying 5.00 feet on the southerly side of the following described line, said line lying over the centerline of the constructed waterline and being described as follows:

Beginning at said Point "C", thence South 89° 05' 19" West, 15.96 feet to the west line of said Lot 19 and the end point of said easement. The sidelines of said easement shall be shortened or extended to intersect the property lines.

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 8th day of March 2016 by the following vote, to wit:

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

SEAL

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

ATTEST:

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

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

OLD BUSINESS:
None

NEW BUSINESS:

Training/Continued Education/Meetings

AWWA CA/NV Spring Conference, Sacramento, March 21-24 - GM Churchill, AGM Straus, and Interim OM Gordon will attend.

ACWA-JPIA Spring Conference, Monterey, May 2-3 – Director Dains, GM Churchill and AGM Straus will attend.

2016 Fleet Vehicle Purchase (A)

Consider the replacement of one midsize SUV vehicle and the purchase of one pickup truck as authorized in the 2016 budget.

ACTION: Director Sheehan moved and Director Riehle seconded the motion to: Approve replacement of Unit 28 and proceed with the purchase of the 2016 budgeted truck from Elk Grove Auto Group.

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

Call for Special Meeting (A)

Call for a Special Meeting of the Board of Directors at 6:30 PM on Monday March 21, 2016 for the Purpose of Reviewing and Considering Approval of Various Human Resources Items. The requested date had scheduling conflicts therefore Thursday March 24, 2016 was selected. The Special Meeting will begin at 6:30pm.

ACTION: Director Riehle moved and Director Sheehan seconded the motion to: Approve a Special Meeting on Thursday March 24, 2016 to review and approve various Human Resources Items.

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

PROJECT MANAGER’S REPORT

PM Dietrich presented a report on the following activities during the month of February 2016 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>Count</u>	<u>Facilities</u>	<u>Value</u>
<i>None</i>			

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	6800 Madison Ave	99% Complete
California American Water Co. San Juan Avenue Tank - Intertie and Water Service	5444 San Juan Ave	<i>75% Complete</i>
Capitol Nursery Plaza	Sunrise Blvd @ Madison Ave	<i>85% Complete</i>
Sylvan Middle School	7085 Auburn Blvd	<i>95% Complete</i>
Citrus Heights City Hall	6350 Fountain Square Dr	<i>80% Complete</i>
Northridge Grove 47 Condominiums	5555 Mariposa Ave	Awaiting System Construction
Memory Care Facility	6825-33 Sunrise Blvd	<i>50% Complete</i>
Applebee’s Restaurant	6900 Auburn Blvd	<i>Substantially Complete</i>
Dundee Estates	Mariposa Ave @ Highland Ave	80% Complete

PM-3 CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION

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

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>
Mesa Verde High School 14” Water Main Bennett Engineering Services	Northwest Corner of Property West from Poplar Avenue	Preparing to Restart Project in March
Fair Way Intertie with City of Roseville	9955 Fair Way	90% Submittal Review
Blossom Hill Dr Intertie with City of Roseville	Blossom Hill Dr at 1100 Main Sail Cir	90% Submittal Review
Crestmont Ave Intertie with City of Roseville	Crestmont Ave at 8199 Bonnie Oak Way	90% Submittal Review
Mariposa Ave, Limerick Way and Dublin Way Water Mains KASL Consulting Engineers, Inc.	Limerick Way to Farmgate Way and Eastgate Ave to Northeast Circle (south end)	90% Plan Development Underway
Baird Way 12” Water Main Area West Engineers, Inc.	Auburn Blvd to Holly Dr	60% Plan Development Underway

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>
San Juan Park 12” Water Main KASL Consulting Engineers, Inc.	5555 Mariposa Ave to U.C. Davis Medical Center	New Turf Growing
San Juan High School 24” Water Main Lamon Construction Company	Along North Property Line	New Turf Growing

PM-6 CITY OF CITRUS HEIGHTS PROJECTS

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

None

PM 7 CAPITAL IMPROVEMENT PROJECT SUMMARY (2005-2015)

Significant Capital Improvement Projects accepted by the Board of Directors.

<u>PROJECT NAME</u>	<u>DATE ACCEPTED</u>	<u>PAID</u>	<u>YEARLY TOTAL</u>
2005			
1. 2004 Condominium Meter Retrofit	Jan 11, 2005	\$302,407	\$302,407
2006			
2. 2005 Residential Meter Retrofit	Jul 11, 2006	\$1,145,303	\$1,145,303
2007			
	2007		\$0
2008			
3. 2006 Mitchell Farms Well & Pump Station	Aug 25, 2008	\$1,334,396	\$1,334,396
2009			
4. Bonita Way Well & Pump Station	April 14, 2009	\$1,545,566	
5. SJHS 24-Inch Transmission Main Installation	Dec 5, 2009	\$36,987	\$1,582,553
2010			
6. 7641 Greenback Ln 12-Inch WM Replacement	Sep 14, 2010	\$19,312	
7. 7677 Greenback Ln 12-Inch WM Replacement	Aug 10, 2010	\$29,920	\$49,232
2011			
8. San Juan Ave at Madison Ave 12-Inch WM Replace	Jan 11, 2011	\$226,627	
9. Bonita Way Storage Building	Sep 13, 2011	\$330,862	\$557,489
2012			
10. Mariposa Ave 16-Inch Rehabilitation	Jan 10, 2012	\$546,343	
11. Auburn Blvd 12-Inch Water Main Replacement	May 15, 2012	\$1,073,347	\$1,619,690
2013			
12. Baird Kalamazoo Northlea Water Main Replace	Jan 8, 2013	\$311,476	
13. 2012 Livoti Tract Water Main Replacement	May 14, 2013	\$432,383	
14. Old Auburn Rd 18-Inch Trans Main Installation	Jun 11, 2013	\$368,755	
15. Northgrove, Walnut Water Main Replacement	Dec 10, 2013	\$399,605	\$1,512,219
2014			
16. Old Auburn, Mariposa Trans Main Replacement	Feb 11, 2014	\$469,171	
17. Palm, Castle, Kilborn, Billie, Ronnie	May 13, 2014	\$938,848	
18. Mariposa Ave 24-Inch Project	Oct 14, 2014	\$483,595	\$1,891,614
2015			
19. Sunrise and Highwood Main Replacement	Feb 10, 2015	\$148,908	
20. Park and Poplar Main Replacement	Feb 10, 2015	\$476,635	
21. Sonora and Hanson Main Replacement	May 12, 2015	\$314,156	
22. Mariposa Ave 18-Inch and 8-Inch Mains	Dec 8, 2015	\$313,679	\$1,253,378
2005 to 2010 Yearly Average		\$872,931	
2011 to 2015 Yearly Average		\$1,366,878	

OPERATIONS MANAGER'S REPORT

Interim Operations Manager David Gordon reported as follows:

A total of 130 work orders were performed during the month of February by field operations crews, administration field crews and contractors. The results of recent bacteriological testing, a total of 72 samples, have met all California Department of Public Health requirements.

District-wide water consumption for the calendar year 2016 through the end of February was 484.53 acre-feet, a decrease of 15.3% percent compared with the water consumption during the same period in 2013.

As of midnight on February 29, 2016, storage in Folsom Lake was at 605,555 acre-feet, 62 percent of the total capacity of 977,000 acre-feet. This is about 111 percent of historical average for this date. This represents an increase in storage of 76,992 acre-feet in the past month.

The state-wide snow pack data, as of March 1, 2016, was 85% of normal.

Director Dains called a recess to the meeting at 7:22 PM.

PM Dietrich and IOM Gordon left the meeting.

Director Dains reconvened the meeting at 7:29 PM.

DIRECTOR'S AND REPRESENTATIVES REPORTS:

- D-1. Regional Water Authority (Dains, Churchill)
Director Dains and Churchill stated no updates.
- D-2. Sacramento Groundwater Authority (Sheehan)
Director Sheehan reported that the next meeting they would be reviewing the budget. They are also focusing on getting representation for Placer County, Sutter County, and South Sutter County.
- D-3. San Juan Water District
GM Churchill reported that both San Juan Water District and the Regional Water Authority are embarking on water reliability studies. Director Dains commented that the American River Basin Cooperating Agencies (ARBCA) Report needs to be reviewed.
- D-4. Association of California Water Agencies (Dains)
No report.
- D-5. ACWA Joint Powers Insurance Authority (Churchill)
AGM Straus and IOM Gordon are part of the yearlong Management Training Group.
- D-6. Sacramento Local Agency Formation Commission
No report.

- D-7. City of Citrus Heights
It was reported that the City is beginning evaluating a street improvement project on Auburn Blvd. from Rusch Park North to the City limit
- D-8. Chamber of Commerce Government Issues Committee (Straus)
No report.
- D-9. Other Reports:

ASSISTANT GENERAL MANAGER'S REPORT

AGM Straus reported as follows:

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

- 16 ultra-low-flush toilet rebates for the month of February. A total of \$3,150 in rebates has been provided to customers during 2016 to date.
- For the period of February 2016, 9 High Efficiency Clothes Washer (HECW) rebates were processed by SMUD for District customers.
- 15 water waste calls were received during the month of February. An additional 3 reports of water waste were received through the CHWD's Drought Resources web page. A total of 11 contacts (mostly visits to customers' homes and phone calls) have been completed based on these reports.
- The February 2016 Residential Gallon per Capita per Day (R-GPCD) was not available at time of report. January 2016 Residential Gallon per Capita per Day (R-GPCD) was 80. December 2015 the R-GPCD was 75. November 2015 82 October 2015 the R-GPCD was 140. September R-GPCD was 160. August the R-GPCD was 172. The July R-GPCD was 176. The June R-GPCD 2015 was 163. The May R-GPCD was 129. The April R-GPCD was 117. The March R-GPCD was 108. The February R-GPCD 83. The January R-GPCD was 75. The December 2014 was 84. The November was 98, and October was 153. This information is submitted monthly to the State Water Resources Control Board.

The following is a summary of Drought Response Plan activities in January:

- On February 11, 2016 The Office of Administrative Law approved the Extended Emergency Regulation adopted by the State Water Resources Control Board on February 2, 2016. CHWD's Water Reduction Target for 2016 has been reduced from 32% to 29%. A 3% target decrease was given to the region based on Sacramento's arid climate. June through September 2016 will be the months the required targets will be monitored for compliance by the SWRCB.

- Based on the current required 29% water reduction target issued by the SWRCB and current rainfall/snowpack totals, WEC Meurer recommends continuing with a Stage 4 Water Crisis through 2016. A formal recommendation will be brought to the Board at the April 12th Board meeting as part of the Board’s consideration of drought enforcement policies.

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

Status Report				
Date	*Incident Report	Wrong Day	Equipment Waste	Theft
AUGUST				
2015	108	79	90	1
SEPTEMBER				
2015	96	47	80	0
OCTOBER				
2015	46	37	42	0
NOVEMBER				
2015	69	15	69	0
DECEMBER				
2015	56	31	54	0
JANUARY				
2016	32	15	32	0
February				
2016	29	18	29	0
Totals	436	242	396	1

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

Water Conservation enforcement measures update:

- Staff is developing a Turn-off/Turn-on policy and a 3-tier escalating violation penalty for violators of the District’s Water Conservation Regulations. The turn-off/turn-on policy and associated penalties will be used as an enforcement tool for repeat violators of water efficiency regulations. Staff is in the process of finalizing the language and will be presenting draft language to the Board for approval at the April 12th Board meeting.

GENERAL MANAGER’S REPORT

1. Seventeen employees received recognition for superior attendance, outstanding customer service and quality of work during the month of February 2016. Directors were provided with a list of the employees and items for which each received recognition.
2. A list of the General Manager’s significant assignments and activities was provided.

3. San Juan Water District has embarked on a Wholesale Water Management and Reliability Study and has selected MWH Engineers to conduct the Study. A meeting with the wholesale customer agencies at 11:00 am on Monday March 14, 2016 is scheduled. The meeting will be held at SJWD. Director Sheehan, GM Churchill, and AGM Straus will attend.

CORRESPONDENCE:

None.

Regular Meeting adjourned at 7:43pm.

The Board of Directors convened in Closed Session at 7:50 p.m. pursuant to Government Code Section 54957.6: Conference with Labor Negotiators regarding unrepresented employees.

In attendance were Directors Dains, Sheehan and Riehle, GM Churchill, AGM Straus, HR Specialist Smoot, Legal Counsel Phillips and Consultant Anderson.

The Board of Directors reconvened in Open Session at 8:40 p.m. and President Dains announced that direction was given to GM Churchill.

Legal Counsel Phillips and Consultant Anderson left the meeting.

The Board of Directors reconvened in Closed Session at 8:45 p.m. pursuant to Government Code Section 54956.8 for a conference with Real Property Negotiators regarding price for the District's Groundwater Resources with San Juan Water District.

In attendance were Directors Dains, Sheehan and Riehle, GM Churchill, AGM Straus and HR Specialist Smoot.

The Board of Directors reconvened in Open Session at 9:00 p.m. and President Dains announced that direction was given to negotiators GM Churchill and AGM Straus.

The Board of Directors reconvened in Closed Session at 9:03 p.m. pursuant to Government Code Section 54957 regarding a Public Employee Matter.

In attendance were Directors Dains, Sheehan and Riehle, GM Churchill, AGM Straus and HR Specialist Smoot.

The Board of Directors reconvened in Open Session at 9:16 p.m. and President Dains announced that direction was given to GM Churchill.

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES

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

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 9:27 p.m.

APPROVED:

ROBERT A. CHURCHILL
Secretary
Citrus Heights Water District

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