

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
September 13, 2016

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

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

**VISITORS:**

Nick Spiers, Assistant Water Distribution Supervisor  
James Buford, Water Distribution Lead Worker/Operator  
Chris Nichols, Water Quality Technician  
Rex Meurer, Water Efficiency Supervisor  
Kelly Drake, Water Meter Technician  
Rick Williams  
Beryl Turner-Weeks  
Christaki Mastorakos

**PLEDGE OF ALLEGIANCE:**

Director Dains led the Pledge of Allegiance.

**PUBLIC COMMENT:**

Rick Williams is a resident of Granite Bay, who is running for the San Juan Water District Board of Directors, attended the meeting to introduce himself and gave information about his campaign.

Beryl Turner-Weeks is a CHWD customer and expressed concerns regarding rate increases particularly service charge increases.

**CONSENT CALENDAR:**

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

following action or information items:

Minutes of the Regular Meeting – August 9, 2016.  
Minutes of the Special Meeting – August 9, 2016.  
Revenue Analysis Report for August 2016.  
Assessor/Collector’s Roll Adjustment for August.  
Treasurer’s Report for August 2016.  
Treasurer’s Report of Fund Balances for August 2016.  
Operations Budget Analysis for August 2016.  
Capital Improvements Budget Analysis for August.  
Payables for August.  
CAL–Card Purchases for August 2016.  
Summary of 2016 Directors, Officers and Employees Training, Seminars and Conference Expenses.

Call for a Special Meeting

Call of a Special Joint Workshop Meeting of the San Juan Water District Member Agencies at 6:00 PM on Monday September 19, 2016 at the Administrative Office of Fair Oaks Water District.

Call for a Special Meeting

Call of a Special Meeting of the Citrus Heights Water District Board of Directors at 6:30 PM on Tuesday, November 15, 2016, for Discussion/Possible Action concerning the Citrus Heights Water District 2017 Operating and Capital Budgets, 2017 Water Rates and Miscellaneous Charges and Fees and 2017 Capacity Charges Budget, Rates/Fees Schedule, at the Board Room of the Citrus Heights Water District.

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

**OLD BUSINESS:**

Southgrove Drive Surplus Property Sale

As approved at the October 14, 2014 Board of Directors Meeting, the District agreed to sell a small portion of its 1.3 acre property located at 5640 Southgrove Drive to Mark S. and Linda G. Mitchell for \$3,500. Legal Counsel Albietz reviewed the proposal and has cited a section of the Government Code that permits the District to sell surplus land to an adjacent property owner if said land has no public access, is less than 10,000 square feet, and is contiguous to only one adjacent property. All of these conditions apply to this transaction. This small 0.128 acre portion of the District’s Skycrest Well site and is not needed for the groundwater well project and due to the topography of the land proposed as surplus, incorporating it land into the project would be problematic and costly.

A Lot line Adjustment to facilitate this transaction has been approved by the City of Citrus Heights and will be recorded concurrently with the Grant Deed from the District to the Mitchells.

Additionally, as required by the Sacramento County Assessor’s Office, the District must grant to itself the resulting remainder 1.172 acres of land.

Similarly, although not an action of the District Mark S. and Linda G. Mitchell will need to similarly grant to themselves their resulting property that has increased in size by 0.128

GM Churchill requested the Board adopt Resolution 22-2016 Authorizing the recording of a lot line adjustment to delineate the new lot lines between the District's Skycrest Well property and the property of Mark S. Mitchell and Linda G. Mitchell.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 22-2016

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
AUTHORIZING RECORDING OF A LOT LINE ADJUSTMENT

WHEREAS, CITRUS HEIGHTS WATER DISTRICT (DISTRICT) is the owner of that certain 56,619 square feet (1.300 acres) more or less of real property at 5640 Southgrove Drive in Citrus Heights, California, further identified by Sacramento County Assessor's Parcel Number 233-0060-007-0000; and

WHEREAS, pursuant to DISTRICT Resolution 10-2014 adopted October 14, 2014, the DISTRICT determined that 5,545 square feet (0.127 acres) more or less of said real property is surplus land and not needed by the DISTRICT due to its location and topography and pursuant to Government Code Section 54221 (e) (2) (C), agreed to sell said surplus land to Mark S. and Linda G. Mitchell (MITCHELL) located at 7540 Wells Avenue in Citrus Heights, California, further identified by Sacramento County Assessor's Parcel Number 233-0060-005-0000 for the sum of \$3,500.00; and

WHEREAS, a minor correction to the legal description of the surplus land has determined that it is 5,555 square feet (0.128 acres) more or less; and

WHEREAS, a Lot Line Adjustment is necessary to delineate the new lot lines between the DISTRICT and MITCHELL parcels; and

WHEREAS, the City of Citrus Heights has granted approval dated October 6, 2015 that said Lot Line Adjustment – LLA-15-0002 may be legally recorded.

THEREFORE BE IT RESOLVED that the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT approves the Lot Line Adjustment – LLA-15-0002 and authorizes and consents to the recording of same.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 13<sup>th</sup> day of September, 2016 by the following vote, to-wit:

AYES:	Directors:	Dains, Sheehan, Riehle
NOES:	Directors:	None
ABSTAIN:	Directors:	None
ABSENT:	Directors:	None

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ALLEN B. DAINS, President

SEAL

ATTEST:

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ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

Adopt Resolution 23-2016 authorizing execution of a Grant Deed for sale of 0.128 acres of surplus real property to Mark S. Mitchell and Linda G. Mitchell.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 23-2016

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
AUTHORIZING EXECUTION OF A GRANT DEED FOR SALE OF SURPLUS REAL  
PROPERTY TO MARK S. MITCHELL AND LINDA G. MITCHELL

WHEREAS, CITRUS HEIGHTS WATER DISTRICT (DISTRICT) is the owner of that certain 56,619 square feet (1.300 acres) more or less of real property at 5640 Southgrove Drive in Citrus Heights, California, further identified by Sacramento County Assessor's Parcel Number 233-0060-007-0000; and

WHEREAS, pursuant to DISTRICT Resolution 10-2014 adopted October 14, 2014, the DISTRICT determined that 5,545 square feet (0.127 acres) more or less of said real property is surplus land and not needed by the DISTRICT due to its location and topography and pursuant to Government Code Section 54221 (e) (2) (C), agreed to sell said surplus land to Mark S. and Linda G. Mitchell (MITCHELL) located at 7540 Wells Avenue in Citrus Heights, California, further identified by Sacramento County Assessor's Parcel Number 233-0060-005-0000 for the sum of \$3,500.00; and

WHEREAS, a minor correction to the legal description of the surplus land has determined that it is 5,555 square feet (0.128 acres) more or less; and

WHEREAS, the surplus real property to be sold to MITCHELL pursuant to a Grant Deed is described as follows:

A PORTION OF PARCEL A AND B AS DESCRIBED IN THE DEED RECORDED IN BOOK 20130906 OF OFFICIAL RECORDS AT PAGE 0844, RECORDS OF SACRAMENTO COUNTY, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID PARCEL A, THENCE

ALONG THE NORTH LINE OF SAID PARCEL A, NORTH 88° 36' 02" EAST, 81.00 FEET TO THE SOUTHEAST CORNER OF PARCEL 3 AS SHOWN ON THAT PARCEL MAP RECORDED IN BOOK 45 OF PARCEL MAPS, AT PAGE 14, RECORDS OF SAID COUNTY, ALSO BEING THE POINT OF BEGINNING.

THENCE FROM SAID POINT OF BEGINNING, SOUTH 0° 58' 56" EAST, 9.89 FEET;

THENCE NORTH 89° 26' 33" EAST, 108.43 FEET;

THENCE NORTH 0° 03' 44" WEST, 128.58 FEET;

THENCE NORTH 3° 38' 19" WEST, 6.69 FEET;

THENCE NORTH 0° 27' 54" WEST, 70.64 FEET;

THENCE SOUTH 89° 59' 54" WEST, 23.47 FEET TO THE EAST LINE OF SAID PARCEL 3;

THENCE ALONG THE EAST LINE OF SAID PARCEL 3, SOUTH 0° 58' 51" EAST, 194.96 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL 3;

THENCE ALONG THE SOUTH LINE OF SAID PARCEL 3, SOUTH 88° 36' 02" WEST, 87.35 FEET TO THE SAID POINT OF BEGINNING.

SAID PARCEL CONTAINS 5,555 SQ. FT. (0.128 ACRES)

THEREFORE BE IT RESOLVED that the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT approves the execution of a Grant Deed for sale of said surplus real property to Mark S. and Linda G. Mitchell and authorizes the President of the Board of Directors to execute said Grant Deed.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 13<sup>th</sup> day of September, 2016 by the following vote, to-wit:

AYES:	Directors:	Dains, Sheehan, Riehle
NOES:	Directors:	None
ABSTAIN:	Directors:	None
ABSENT:	Directors:	None

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

ATTEST:

SEAL

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 ROBERT A. CHURCHILL, Secretary

Adopt Resolution 24-2016 authorizing execution of a Grant Deed by and between Citrus Heights Water District for the resulting 1.172 acre Skycrest Well property.

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 24-2016

RESOLUTION OF THE BOARD OF DIRECTORS  
OF CITRUS HEIGHTS WATER DISTRICT  
AUTHORIZING EXECUTION OF A GRANT DEED FOR RESULTANT REAL PROPERTY TO  
CITRUS HEIGHTS WATER DISTRICT

WHEREAS, CITRUS HEIGHTS WATER DISTRICT (DISTRICT) was the owner of that certain 56,619 square feet (1.300 acres) more or less of real property at 5640 Southgrove Drive in Citrus Heights, California, further identified by Sacramento County Assessor's Parcel Number 233-0060-007-0000; and

WHEREAS, the DISTRICT pursuant to a Grant Deed and Resolution 23-2016 has authorized the sale of a portion of said real property declared as surplus to the needs of the DISTRICT totaling 5,555 square feet (0.128 acres) to Mark. S. Mitchell and Linda G. Mitchell; and

WHEREAS, the resultant real property of the DISTRICT after the sale of surplus property referenced above is described as follows:

A PORTION OF PARCEL A AND B AS DESCRIBED IN THE DEED RECORDED IN BOOK 20130906 OF OFFICIAL RECORDS AT PAGE 0844, RECORDS OF SACRAMENTO COUNTY, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID PARCEL A, THENCE ALONG THE NORTH LINE OF SAID PARCEL A, NORTH 88° 36' 02" EAST, 81.00 FEET

THENCE LEAVING THE NORTH LINE OF SAID PARCEL A, SOUTH 00° 58' 56" EAST, 9.89 FEET;

THENCE NORTH 89° 26' 33" EAST, 108.43 FEET;

THENCE NORTH 0° 03' 44" WEST, 128.58 FEET;

THENCE NORTH 3° 38' 19" WEST, 6.69 FEET;

THENCE NORTH 0° 27' 54" WEST, 70.64 FEET;

THENCE SOUTH 89° 59' 54" WEST, 23.47 FEET TO THE WEST LINE OF SAID PARCEL B;

THENCE ALONG THE WEST LINE OF SAID PARCEL B, NORTH 0° 58' 51" WEST, 83.65 FEET;

THENCE ALONG THE NORTHEAST LINE OF SAID PARCEL B, ALSO BEING A NON-TANGENT CURVE TO THE RIGHT AND HAVING A RADIUS OF 50.00 FEET, THE RADIAL LINE FROM SAID CURVE BEARS SOUTH 0° 58' 49" EAST, THROUGH A CENTRAL ANGLE OF 89° 59' 56" AND HAVING AN ARC LENGTH OF 78.54 FEET TO THE EAST LINE OF SAID PARCEL B;

THENCE ALONG THE EAST LINE OF SAID PARCEL B SOUTH 0° 58' 51" EAST, 228.26 FEET TO THE NORTHEAST CORNER OF SAID PARCEL A;

THENCE ALONG THE EAST LINE OF SAID PARCEL A, SOUTH 0° 59' 13" EAST, 198.00 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL A;

THENCE ALONG THE SOUTH LINE OF SAID PARCEL A, SOUTH 88° 35' 47" WEST, 218.35 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL A;

THENCE ALONG THE WEST LINE OF SAID PARCEL A, NORTH 0° 59' 13" WEST, 198.02 FEET TO THE SAID POINT OF BEGINNING FOR RESULTANT PARCEL "2". SAID PARCEL CONTAINS 51,064 SQ. FT. (1.172 ACRES).

THEREFORE BE IT RESOLVED that the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT approves the execution of a Grant Deed between Citrus Heights Water District and Citrus Heights Water District and authorizes the President of the Board of Directors to execute said Grant Deed.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 13<sup>th</sup> day of September, 2016 by the following vote, to-wit:

AYES: Directors: Dains, Sheehan, Riehle  
NOES: Directors: None  
ABSTAIN: Directors: None  
ABSENT: Directors: None

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

ATTEST:

SEAL

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ROBERT A. CHURCHILL, Secretary

ACTION: Director Riehle moved and Director Sheehan seconded a motion to approve Resolution 22-2016 authorizing the recording of a lot line adjustment, Resolution 23-2016 authorizing execution of a Grant Deed for sale of surplus real property to Mark S. Mitchell and

Linda g. Mitchell, and Resolution 24-2016 authorizing execution of a Grant Deed for resultant real property to Citrus Heights Water District.

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

Sacramento County Proposed Trench Restoration

OM Gordon presented an update regarding revisions to the Sacramento County Proposed Trench Restoration. Sacramento County is considering reducing pavement restoration requirements 20 percent less than originally proposed.

Policy Amendments-Adoption of New Salary Ranges and Elimination of the Employer Paid Member Contribution (EPMC) of the Cal PERS Pension Benefit

Management Services Supervisor Lisa Smoot presented to the Board Policy Amendments to implement changes to the Citrus Heights Water District's (CHWD) Salary Ranges and Adopt Resolution 25-2016 Approving a Contract Amendment with the California Public Employees Retirement System (CalPERS) to eliminate the Employer Paid Member Contribution (EPMC).

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 25-2016

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITRUS HEIGHTS WATER DISTRICT  
FOR EMPLOYER PAID MEMBER CONTRIBUTIONS

WHEREAS, the governing body of the Citrus Heights Water District has the authority to implement Government Code Section 20691;

WHEREAS, the governing body of the Citrus Heights Water District has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

WHEREAS, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the Citrus Heights Water District of a Resolution to commence said Employer Paid Member Contributions (EPMC);

WHEREAS, the governing body of the Citrus Heights Water District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of Classic First Level and Classic Second Level Membership Category.
- This benefit shall consist of paying 0% of the normal member contributions as EPMC.
- The effective date of this Resolution shall be September 19, 2016.

NOW, THEREFORE, IT BE RESOLVED that the governing body of the Citrus Heights Water District



elects to pay EPMC, as set forth above.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 13th day of September 2016, by the following vote, to-wit:

AYES: Directors: Dains, Sheehan, Riehle  
NOES: Directors: None  
ABSTAIN: Directors: None  
ABSENT: Directors: None

S E A L

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

ATTEST:

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ROBERT A. CHURCHILL, Secretary  
Citrus Heights Water District

ACTION: Director Riehle moved and Director Sheehan seconded a motion to accept the changes to the salary schedule, policy amendments, and increase salary and ranges by 7% to offset the CalPERS EPMC. The motion carried 3-0 with all Directors voting yes.

ACTION: Director Riehle moved and Director Sheehan seconded a motion to accept Resolution 25-2016 Contract Amendment with the California Public Employees Retirement System to eliminate Employer Paid Member Contribution (EPMC). The motion carried 3-0 with all Directors voting yes.

Employment Agreement Amendments to Eliminate the Employer Paid Member Contribution of the CalPERS Pension Benefit and Salary Adjustments

AGM Straus presented to the Board updated information presented at the August 29, 2016 Closed Session regarding the transferring of responsibility for member contributions from the District to the employees including those employees under Employment Agreements.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to amend current General Manager's Employment Agreement. The motion carried 3-0 with all Directors voting yes.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to amend incoming General Manager's Employment Agreement. The motion carried 3-0 with all Directors voting yes.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to amend Executive/Manager/Supervisor Employment Agreements for the Operations Manager and Project Manager. The motion carried 3-0 with all Directors voting yes.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to amend Executive/Manager/Supervisor Employment Agreement Template. The motion carried 3-0 with all Directors voting yes.

2017 Budgets & Water Rates

The Board reviewed and discussed major issues related to the draft Operating and Capital Improvement Budgets for 2017, water rates issues, and discuss water rate adjustments options. Moving forward, the Board provided direction to staff on the draft budgets and water rates for 2017 to be used to make any desired changes or refinements as staff moves forward with the preparation of the Proposition 218 Notice, utilizing a 13 percent rate increase as the maximum ceiling for consideration.

**NEW BUSINESS:**

Training/Continued Education/Meetings

No new business.

Advanced Payment of General Manager Accrued Leaves

GM Churchill asked the Board to consider advance payment of his current leave accruals at his rate of pay prior to an adjustment due to the CalPers contract revisions. This would save the District approximately \$6,400.

ACTION: Director Riehle moved and Director Sheehan seconded a motion to: Approve Advance Payment of General Manager Accrued Leaves.

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

ASCE Annual Civil Engineering Conference

GM Churchill requested the Board to consider approval of the General Manager's attendance at the American Society of Civil Engineers (ASCE) Annual Conference in Portland, Oregon. It is his Life Year (40 Years) of (ASCE) membership. The total anticipated cost of the Conference is \$1,800, less \$400 with GM Churchill responsible for travel and meal expenses.

ACTION: Director Sheehan moved and Director Riehle seconded a motion to: Approve the General Manager's attendance at the Annual (ASCE) Conference, at a cost not exceed \$1,400.

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 August 2016 by the Project Management and Engineering Department. *New values or projects noted in bold italics*

ACCEPTED WATER SYSTEMS

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

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

**PROJECTS UNDER CONSTRUCTION BY PRIVATE DEVELOPERS**

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

<u>Project</u>	<u>Location</u>	<u>Status</u>
McDonalds	5402 Sunrise Blvd	<b>95% Complete</b>
Northridge Grove 47 Condominiums	5555 Mariposa Ave	<b>75% Complete</b>
Citrus Heights City Hall	6350 Fountain Square Dr	Substantially Complete
Memory Care Facility California American Water Co.	6825-33 Sunrise Blvd 5444 San Juan Ave	<b>90% Complete</b> Substantially Complete
San Juan Avenue Tank - Intertie and Water Service Capitol Nursery Plaza Commercial Center (2015-50)	Sunrise Blvd @ Madison Ave	Substantially Complete
Sylvan Middle School (2015-63)	7085 Auburn Blvd	Substantially Complete

**CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION**

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

**PROPOSED DISTRICT CAPITAL IMPROVEMENT PROJECTS**

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

<u>Project</u>	<u>Location</u>	<u>Status</u>
Fair Way Intertie with City of Roseville	9955 Fair Way	<i>Agreement – 99% Plans – 100% Cost Estimate – 100%</i>
Blossom Hill Dr Intertie with City of Roseville	Blossom Hill Dr at 1100 Main Sail Cir	<i>Agreement – 99% Plans – 100% Cost Estimate – 100%</i>
Crestmont Ave Intertie with City of Roseville	Crestmont Ave at 8199 Bonnie Oak Way	<i>Agreement – 99% Plans – 100% Cost Estimate – 100%</i>
Baird Way 12” Water Main Area West Engineers, Inc.	Auburn Blvd to Holly Dr	<i>Preparing to Pothole</i>
Corporation Yard Improvements Phase 1	6230 Sylvan Rd	<i>Design Proposals due September 12th</i>
Highland Ave & Rosa Vista Ln 8” Water Mains Warren Consulting Engineers	Highland Ave at Rosa Vista	<i>Awaiting 30% Submittal</i>

**PROJECTS CONTRACTED BY CITRUS HEIGHTS WATER DISTRICT**

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

<u>Project</u>	<u>Location</u>	<u>Status</u>
Mariposa Ave, Limerick Way and Dublin Way Water Mains KASL Consulting Engineers, Inc.	Limerick Way to Farmgate Way and Eastgate Ave to Northeast Circle (south end)	<i>90% Complete- Underground Work Complete</i>

**CITY OF CITRUS HEIGHTS PROJECTS**

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

*None*

**OPERATIONS MANAGER’S REPORT:**

OM Gordon reported as follows:

A total of 130 work orders were performed during the month of August by field operations crews,

administration field crews and contractors. The results of recent bacteriological testing, a total of 72 samples, have met all California Department of Drinking Water (DDW) requirements.

The District's total water use during the month of August 2016 (1,579.80 acre-feet) was 17.9% below that of August 2013 (1,924.28 acre-feet).

As of midnight on September 6, 2016, storage in Folsom Reservoir was at 340,059 acre-feet, 35 percent of the total capacity of 977,000 acre-feet. This is about 57 percent of historical average for this date. This represents a decrease in storage of 129,093 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 (Bonita, Mitchell Farms, Palm, Skycrest, Sylvan and Sunrise) remain operational and are being operated on a rotational, or as-needed, basis

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

Director Dains called for a short recess at 8:37 PM

Director Dains called for a short recess at 8:37 PM

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

Director Dains reconvened the meeting at 8:49 PM.

#### **DIRECTOR'S AND REPRESENTATIVES REPORTS:**

Regional Water Authority (Dains, Churchill)

Director Dains gave a report.

Sacramento Groundwater Authority (Sheehan)

Director Sheehan gave a report.

San Juan Water District

No report.

ACWA Joint Powers Insurance Authority (Churchill)

No report.

Sacramento Local Agency Formation Commission

Director Reihle gave a report.

City of Citrus Heights

No Report

Chamber of Commerce Government Issues Committee (Straus)

General Manager Churchill gave a report.

Other Reports:

No report.

#### **ASSISTANT GENERAL MANAGER'S REPORT:**

AGM Straus reported as follows:

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

- 10 ultra-low-flush toilet rebates for the month of August. A total of \$8,100 in rebates have been provided to customers during 2016 to date.
- For the period of August 2016, No High Efficiency Clothes Washer (HECW) rebates were

processed by SMUD for District customers.

- 48 water waste calls were received during the month of August. 11 reports of water waste were received through the CHWD’s Drought Resources web page. An additional 22 service requests were generated in house by staff. A total of 81 contacts (mostly visits to customers’ homes and phone calls) have been completed based on these reports.

**GENERAL MANAGER’S REPORT:**

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

Meeting Date	Item	Assigned To
October 11, 2016	Roseville Intertie Agreement	Churchill
October 11, 2016	Engineering/Design Firm Award of Contract – Corporation Yard Improvements	Dietrich
October 11, 2016	CIP Adoption	Churchill/Dietrich/Gordon/Straus/Sohal/Pieri
October 11, 2016	Water Charges and Fees— Presentation of Proposed Updates	Straus/Sohal
October 11, 2016	Water Efficiency Program Update (Bad-Bad) P-1	Meurer/Leatham
October 11, 2016	Minutes of the Special Meeting August 29, 2016	Smoot
November 8, 2016	2016-17 Committee Assignments	Churchill
	2016-17 District Officers	Churchill
November 15, 2016	Operating and Capital Budgets	Straus/Dietrich/Gordon
	Water Rates, Charges & Fees	Straus/Sohal
	Capacity Fees	Straus/Sohal
	Water Shortage Charges	Straus/Sohal
December 13, 2016		

**CORRESPONDENCE:**

None

**CLOSED SESSION:**

None

**FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:**

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

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 9:26 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