



**CITRUS
HEIGHTS
WATER
DISTRICT**

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**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT
DECEMBER 13, 2016 beginning at 6:30 PM**

**DISTRICT ADMINISTRATIVE OFFICE
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Management Services Supervisor/Chief Board Clerk at (916) 725-6873. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

CALL TO ORDER:

Upon request, agenda items may be moved to accommodate those in attendance wishing to address that item. Please inform the Management Services Supervisor/Chief Board Clerk.

ROLL CALL OF DIRECTORS:

PLEDGE OF ALLEGIENCE:

VISITORS:

PUBLIC COMMENT:

The Public shall have the opportunity to directly address the Board on any item of interest to the public before or during the Board's consideration of that item pursuant to Government Code Section 54954.3. Public comment on items of interest within the jurisdiction of the Board is welcome. The Presiding Officer will limit comments to three (3) minutes per speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

CONSENT CALENDAR: (A)

All items under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, Audience, or Staff request a specific item be removed for separate discussion/action before the motion to approve the Consent Calendar.

- CC-1. Minutes of the Regular Meeting – November 13, 2016.
- CC-1a. Special Meeting Minutes – November 15, 2016.
- CC-2. Revenue Analysis Report for November 2016.
- CC-3. Assessor/Collector's Roll Adjustment for November 2016.
- CC-4. Treasurer's Report for November 2016.
- CC-5. Treasurer's Report of Fund Balances for November.
- CC-6. Operations Budget Analysis for November 2016.
- CC-7. Capital Projects Summary November 2016.
- CC-8. Warrants for November 2016.
- CC-9. CAL-Card Distributions for November 2016.
- CC-10. Summary of 2016 Employees, Officers and Directors Training Courses, Seminars and Conference.
- CC-11. Training/Continued Education/Meetings.

Board of Directors
Allen B. Dains
Caryl F. Sheehan
Raymond A. Riehle

*General Manager/
Secretary*
Robert A. Churchill

*Assistant General
Manager/Treasurer*
Hilary M. Straus

*Accounting Supervisor
Assessor/Collector*
Susan K. Sohal

- CC-12. Water Efficiency Program Update.
Water Efficiency Program updates for October 2016.
- CC-13. Policy Updates.
Consider approving amendments to the following District Human Resources Policies:
Policy 4211 – Dental Insurance
Policy 4212 – Vision Insurance
Policy 4220 – Life Insurance and Accidental Death and Dismemberment Insurance
Policy 4610 – Performance Evaluation
- CC-14. Insurance Policy Renewal.
Consider approving the renewal of the District’s dental insurance for employees.
- CC-15. Government Accounting Standards Board (GASB) 45, Other Post-Employment Benefits (OPEB) Actuarial Analysis (I)
Review a report presenting an actuarial valuation of the District’s Post-Employment Benefits Other than Pensions.

PRESENTATIONS:

OLD BUSINESS:

- O-1. Sunrise Streetscape Valve Box Raising Acceptance (A)
Consider Acceptance of the Sunrise Boulevard Complete Street Improvement Project Phase III – Antelope Road to City of Citrus Heights City Limits/Placer County Line Valve Box Raising and Setting Project (2015-35), and authorize execution and recording of a Notice of Completion for the Project.
- O-2. Limerick Acceptance (A)
Consider Acceptance of the Limerick Way, Dublin Way, Tipperary Way and Galway Court Pavement Restoration Project (2016-33), and authorize execution and recording of a Notice of Completion for the Project.

NEW BUSINESS:

- N-1. Selection of President and Vice President (A)
Consider selection of President and Vice President of the Board of Directors.
- N-2. Hydraulic Model Update Project (A)
Consider authorization of a Professional Services Agreement (PSA) with West Yost Associates to provide engineering services for the Hydraulic Model Update Project.
- N-3. State Water Board – Conservation Regulation Updates (D/A)
Discussion and Possible Action concerning the State’s Proposed Conservation Regulations Pertaining to Executive Order B-37-16.
- N-4. Cost of Living Increase (COLA)
Consider amending District Policy No. 4101.A1 to include a Cost-of-Living Adjustment to the District’s Salary Schedule effective January 01, 2017; Consider amending District Policy No. 4831, Insurance Benefits for Retirees Retiring After March 19, 1996 for consistency with the amended Salary Schedule and other proposed revisions; and Provide

direction to staff regarding a Cost-of-Living Adjustment for Compensation of the Board of Directors.

N-5. Other Compensation Policy Amendments (A)

Consider approving an amendment to the following District Human Resources Policy: Policy 4101.A2.01 – Other Compensation.

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):

PROJECT MANAGER'S REPORTS (I):

- PM-1. Accepted Water Systems.
- PM-2. Projects Under Construction by Private Developers.
- PM-3. Contractor / Developer Projects Pending Construction.
- PM-4. Proposed District Capital Improvement Projects.
- PM-5. Projects Contracted by Citrus Heights Water District.
- PM-6. City of Citrus Heights Projects.

OPERATIONS MANAGER'S REPORTS (I):

- OM-1. Monthly report on construction and maintenance activities plus water analysis reports.
- OM-2. 2016 Water Supply – Purchased and Produced.
- OM-3. Surface Water Supply.

RECESS: The Meeting will have a brief recess.

DIRECTOR'S AND REPRESENTATIVE'S REPORTS (I):

- D-1. Regional Water Authority (Dains).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District.
- D-4. Association of California Water Agencies (Dains).
- D-5. ACWA Joint Powers Insurance Authority.
- D-6. Sacramento Local Agency Formation Commission.
- D-7. City of Citrus Heights.
- D-8. Chamber of Commerce Government Issues Committee (Gordon).
- D-9. Other Reports:

MANAGEMENT SERVICES REPORTS (I):

- MS-1. Employee Recognition.
- MS-2. Long Range Board Agenda.
- MS-3. JPIA President's Special Recognition Award.
- MS-4. General Manager Update - 2016 Fall ACWA Conference.

CORRESPONDENCE:

None

CLOSED SESSION:

- CL-1. Government Code Section 54956.9: Anticipated Litigation; Title: Significant Exposure to Litigation.
- CL-2. Government Code Section 54957: Public Employee Appointment; Title: General Counsel.

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

January 10, 2017 6:30 PM Regular Meeting

February 14, 2017	6:30 PM	Regular Meeting
March 14, 2017	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

I do hereby declare and certify that this agenda for this Regular Meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 72 hours prior to the regular meeting in accordance with Government Code Section 54954.2.



LISA SMOOT, Chief Board Clerk

Dated: December 8, 2016
