

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
June 20, 2018

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

Raymond A. Riehle, President
Caryl F. Sheehan, Vice President
Allen B. Dains, Director

Absent:

None.

Staff:

David Gordon, Operations Manager
Madeline Henry, Management Services Specialist/Deputy Board Clerk
Rex Meurer, Water Efficiency Supervisor
Jeff Ott, Principal Information Technology Analyst
Missy Pieri, Engineering Manager
Alberto Preciado, Senior Accountant
Susan Sohal, Administrative Services Manager
Alberto Preciado, Senior Accountant
Rex Meurer, Water Efficiency Supervisor

VISITORS:

David Alvey, Maze & Associates

PLEDGE OF ALLEGIANCE:

Board President Raymond Riehle led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

President Riehle asked for consideration and/or approval of the Consent Calendar, consisting of the following action or information items:

Minutes of the Special Meeting – May 16, 2018
Minutes of the Regular Meeting – May 16, 2018

Revenue Analysis Report for May 2018
Assessor/Collector's Roll Adjustment for May 2018
Treasurer's Report for May 2018
Treasurer's Report of Fund Balances for May 2018
Operations Budget Analysis for May 2018
Capital Projects Summary May 2018
Warrants for May 2018
CAL-Card Distributions for May 2018
Summary of 2018 Employees and Directors Training Courses, Seminars and Conferences
Employee Recognitions
Long Range Board Agenda (I)

Board Agenda Items Planned for Upcoming Meetings.

Engineering Department Report (I)

Significant assignments and activities for the Engineering and Capital Projects Department are summarized.

Operations Department Report (I)

Monthly report on construction and maintenance activities.

2018 Water Supply – Purchased and Produced (I)

Report on annual water supply including comparison with prior years.

Water Supply Reliability (I)

Receive status report on surface water supplies available to the Citrus Heights Water District (District).

Water Efficiency and Safety Program Update (I)

Monthly report on Water Efficiency and Safety programs activities.

Discussion and Possible Action to Approve a Contract Amendment for an Agreement with Planning Partners (A)

Consider a contract amendment with Environmental Planning Partners, Inc. for additional work preparing the Ella Way Well Project's California Environmental Quality Act compliance documents.

Discussion and Possible Action to Consider Acceptance of Completion of Highland Ave and Rosa Vista Lane Water Main Replacement Project (A)

Consider adoption of Resolution 11-2018 for the Highland Avenue and Rosa Vista Lane Water Main Replacement Project, and authorize execution and recording of a Notice of Completion for the project.

Discussion and Possible Action to Adopt Resolution 12-2018 Amending Resolution 09-2018 Calling For a November 2018 Election in Sacramento County (A)

Consider adoption of Resolution 12-2018 amending Resolution 09-2018 to state that Candidates are to pay the Sacramento County Voter Registration and Elections Office for their voluntary Candidate's Statement.

MAY 2018 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65434	Parr 2006 Living Trust	Customer Refund	\$214.56
65435	Grant S III/Shirley M Pyle	Customer Refund	\$9.21
65436	Gerard K/Eleanor Stern	Customer Refund	\$8.35
65437	Penny Snider	Customer Refund	\$71.54
65438	Perkins Trust	Customer Refund	\$6.55
65439	Thomas A Richie	Customer Refund	\$113.07
65440	Allison Family Trust	Customer Refund	\$27.15
65441	Jeannie/ Damon Gillespie	Customer Refund	\$55.39
65442	Andrew Piet	Customer Refund	\$99.30
65443	Chielo Arce	Customer Refund	\$54.62
65444	Muna A Fahmi	Customer Refund	\$17.25
65445	Mark A Scott	Customer Refund	\$169.97
65446	Susan L Hea	Customer Refund	\$30.65
65447	Robert/Sunshine Barron	Customer Refund	\$9.04
65448	Dan E Erskine	Customer Refund	\$32.51
65449	Masood Rasooli	Customer Refund	\$114.25
65450	Reliant Ventures LLC	Customer Refund	\$81.58
65451	ABA DABA Rentals & Sales	Supplies-Field	\$160.45
65452	Alexander's Contract Services	Contract Services- Meter Reads	\$2,383.66
65453	Betty Ann Bertoglio	Contract Services- Miscellaneous	\$3,000.00
65454	California Landscape Associates Inc	Janitorial	\$200.00
65455	Robin Cope	Health Insurance	\$422.30
65456	Core & Main LP	Material	\$74.68
65457	Corix Water Products, Inc	Material	\$1,520.38
65458	Sacramento County Utilities	Utilities	\$186.75
65459	Cybex	Equipment Rental-Office	\$158.16
65460	Express Office Products Inc	Office Expense	\$142.38
65461	Gaynor Telesystems Incorporated	Contract Services-Other	\$290.00
65462	Karen E Good	Toilet Rebate Program	\$75.00
65463	Grainger	Small Tools	\$509.50
65464	Graybar Electric Co	Supplies-Field	\$334.67
65465	Headsets.com	Office Expense	\$549.36

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65466	Integrity Administrators Inc	Health Insurance	\$318.50
65467	J4 Systems	Contract Services-Other	\$533.75
65468	Kei Window Cleaning #12	Janitorial	\$94.00
65469	Miles Treaster & Associates	Office Expense	\$5,568.07
65470	Mansour Monem	Toilet Rebate Program	\$150.00
65471	Moonlight BPO	Contract Services- Bill Print	\$2,936.49
65472	Pirtek Power Inn	Repair-Trucks	\$2,831.81
65473	River City Fire Equipment	Repair-Equipment/Hardware	\$344.71
65474	Barbara Scarlett	Toilet Rebate Program	\$150.00
65475	Sonitrol	Equipment Rental-Office	\$6.54
65476	Tadas Spelis	Contract Services- Miscellaneous	\$812.50
65477	State Water Resources Control Board	Dues & Subscriptions	\$70.00
65478	The Lincoln National Life Insurance Company	Disability & Life Insurance	\$6,753.11
65479	United Textile	Supplies-Field	\$516.01
65480	Verizon Wireless	Telephone-Wireless	\$1,219.27
65481	Zane Dezign	Contract Services-Water Conservation	\$20.00
65482	CirclePoint	Contract Services-Water Conservation	\$17,119.19
65483	J&S Asphalt	Contract Services-Paving/Concrete	\$10,740.00
65484	North State Drilling	Contract Services-Wells	\$76,725.00
65485	North State Electric & Pump	Wells Maintenance	\$16,997.56
65486	San Juan Water District	Purchased Water	\$569,907.54
65487	Zuke's Landscape	Contract Services- Miscellaneous	\$24,812.00
65488	Blaine R/Barbara M Burnett	Customer Refund	\$947.84
65489	Joseph A/Nancy M Cronin	Customer Refund	\$85.68
65490	Robinson-Smith Trust	Customer Refund	\$25.47
65491	Jackie H Rogers	Customer Refund	\$606.44
65492	David P Sutter	Customer Refund	\$29.18
65493	ABA DABA Rentals & Sales	Supplies-Field	\$91.59
65494	AFLAC	Employee Paid Insurance	\$395.99
65495	AnswerNet	Telephone-Answering Service	\$288.14
65496	Bart/Riebes Auto Parts	Repair-Trucks	\$4.87
65497	Best Best & Krieger	Legal & Audit	\$7,723.54
65498	Bruton's Glass Co	Repair-Trucks	\$290.60
65499	BSK Associates	Water Analysis	\$1,270.00

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65500	City of Citrus Heights	Permit Fees	\$1,267.00
65501	Consolidated	Telephone-Local/Long Distance	\$1,733.35
65502	Corix Water Products, Inc	Material	\$905.11
65503	Domenichelli and Associates, Inc	Contract Services-Engineering	\$4,980.00
65504	Hach Company	Wells Maintenance	\$87.26
65505	Indoor Environmental Services	Maintenance Agreement-Equipment	\$4,157.27
65506	J4 Systems	Contract Services-Other	\$1,888.75
65507	KBA Docusys Inc	Equipment Rental-Office	\$342.63
65508	Moonlight BPO	Contract Services- Bill Print	\$3,191.95
65509	One Print Source & Graphics	Printing	\$46.33
65510	Planning Partners Inc	Contract Services-Wells	\$1,260.00
65511	Protection One Alarm Monitoring	Equipment Rental-Office	\$179.95
65512	Republic Services #922	Utilities	\$212.81
65513	Rescue Training Institute Inc	Contract Services-Other	\$50.00
65514	Regional Government Services	Contract Services-Other	\$2,315.24
65515	RW Trucking	Contract Services- Miscellaneous	\$3,060.00
65516	Signs In 1 Day Inc	Repair-Trucks	\$123.92
65517	Spot on Signs & Graphics	Contract Services-Other	\$205.79
65518	Wallace Kuhl & Associates Inc	Contract Services- Miscellaneous	\$1,410.00
65519	Jinne Calvi	Water Conservation- Other	\$100.00
65520	Shelby Gibbs	Water Conservation- Other	\$50.00
65521	Leila Gross	Water Conservation- Other	\$50.00
65522	Annabelle Ng	Contract Services- Miscellaneous	\$100.00
65523	Susanne Slayton	Water Conservation- Other	\$100.00
65524	Weston, Sallee	Water Conservation- Other	\$100.00
65525	Stanley D/Barbara J Bowers	Customer Refund	\$59.32
65526	Daniel A/Susan M Paul	Customer Refund	\$81.01
65527	Christine A Ingram	Customer Refund	\$65.01
65528	Michele R Meder	Customer Refund	\$9.50
65529	Michael A Clark	Customer Refund	\$23.36
65530	Frank/Monica L Cathers	Customer Refund	\$9.32
65531	Evon Sadrian	Customer Refund	\$27.61
65532	Brian/Wendy Barnes	Customer Refund	\$258.65
65533	GM Construction & Developers	Customer Refund	\$1,555.75
65534	Michael L/Christy A Gorre	Customer Refund	\$10.25

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65535	Ryan M Luttrell	Customer Refund	\$43.71
65536	Eric L Callagher	Customer Refund	\$89.42
65537	Toni V/Richard E Collins	Customer Refund	\$102.75
65538	VLK Investment Inc	Customer Refund	\$99.12
65539	Raymond P Zechender	Customer Refund	\$62.42
65540	Ygnacio/Rosemarie Reyes	Customer Refund	\$96.57
65541	Jeni N Alcantar	Customer Refund	\$103.12
65542	HPOF Two LP	Customer Refund	\$276.78
65543	Krystal Newcomb	Customer Refund	\$1,212.42
65544	Casey/Kami Powers	Customer Refund	\$225.66
65545	CKM Holdings Inc	Customer Refund	\$559.67
65546	Alexander's Contract Services	Contract Services- Meter Reads	\$3,875.15
65547	AREA Restroom Solutions	Equip Rental-Field	\$118.76
65548	Bart/Riebes Auto Parts	Repair-Trucks	\$1,153.49
65549	Best Best & Krieger	Legal & Audit	\$1,268.50
65550	Bobcat of Sacramento	Equip Rental-Field	\$7,434.75
65551	City of Citrus Heights	Permit Fees	\$1,500.00
65552	County of Sacramento - Clerk	Publication Notices	\$2,320.75
65553	Dawson Oil Company	Gas & Oil	\$1,156.76
65554	Integrity Administrators Inc	Health Insurance	\$5,000.00
65555	J4 Systems	Contract Services-Other	\$997.50
65556	John Tony David	Field Miscellaneous	\$250.00
65557	Lowe's	Supplies-Field	\$282.18
65558	Moonlight BPO	Contract Services- Bill Print	\$3,093.43
65559	Pace Supply Corp	Material	\$7,937.78
65560	Pacific Gas & Electric	Utilities	\$27.40
65561	SureWest Directories	Telephone-Local/Long Distance	\$49.00
65562	Vice's Collision Repair	Repair-Trucks	\$3,524.84
65563	James H Fritch	Customer Refund	\$111.13
65564	AIA Services, LLC/NDS	Water Conservation-Material/Supply	\$3,827.86
65565	Alexander's Contract Services	Contract Services- Meter Reads	\$5,068.16
65566	Avalon Custodial Care	Janitorial	\$695.00
65567	Axcient Holdings LLC	Maintenance Agreement-Software	\$444.30
65568	Bart/Riebes Auto Parts	Repair-Trucks	\$153.71
65569	Corelogic Information Solutions Inc	Dues & Subscriptions	\$249.13

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65570	County of Sacramento Municipal Services	Field Miscellaneous	\$88.35
65571	Express Office Products Inc	Office Expense	\$15.20
65572	Future Ford	Repair-Trucks	\$542.50
65573	Grainger	Small Tools	\$1,151.72
65574	Ferguson Enterprises Inc #1423	Material	\$5,964.23
65575	KBA DOCUSYS	Equipment Rental-Office	\$23.20
65576	Moonlight BPO	Contract Services- Bill Print	\$2,445.99
65577	One Print Source & Graphics	Printing	\$1,462.44
65578	Pace Supply Corp	Material	\$636.54
65579	Red Wing Shoe Store	Small Tools	\$248.23
65580	SMUD	Utilities	\$7,667.08
65581	Sophos Solutions	Contract Services-Other	\$5,680.00
65582	Steven Enterprises Inc	Office Expense	\$57.22
65583	TriFresh Technologies, Inc.	Wells Maintenance	\$690.37
65584	WaterWise Consulting, Inc	Contract Services-Water Conservation	\$1,575.00
65585	BP Productions	Office Miscellaneous	\$1,370.00
65586	David/Margaret M Grant	Customer Refund	\$211.34
65587	Samuel J Keller	Customer Refund	\$39.58
65588	Stanley W/Linda M Ruggles Jr	Customer Refund	\$13.99
65589	George F Jr Bixler	Customer Refund	\$9.92
65590	Mary E Trujillo	Customer Refund	\$58.87
65591	Robert W/Mary J Luscombe	Customer Refund	\$97.96
65592	Donald L/Delaine D Timberlake	Customer Refund	\$83.61
65593	Jerome A Nichols	Customer Refund	\$11.07
65594	GTG Trust	Customer Refund	\$9.48
65595	Lisa Marie Skelton	Customer Refund	\$56.68
65596	Susan M Ryan	Customer Refund	\$92.76
65597	Ryan G Peek	Customer Refund	\$7.14
65598	Raymond P Zechender	Customer Refund	\$81.58
65599	GM Construction & Developers Inc	Customer Refund	\$1,625.12
65600	Ivan/Jamielynn St Clair	Customer Refund	\$106.41
65601	Prowess Utility Group Inc.	Customer Refund	\$1,273.90
65602	Lori Brand	Toilet Rebate Program	\$75.00
65603	Scott Brown	Toilet Rebate Program	\$75.00
65604	Bryce Consulting, Inc	Legal & Audit	\$1,080.00

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
65605	BSK Associates	Water Analysis	\$2,113.00
65606	Corix Water Products, Inc	Material	\$452.55
65607	Dawson Oil Company	Gas & Oil	\$1,195.92
65608	Ferguson Enterprises Inc #1423	Material	\$646.50
65609	J4 Systems	Contract Services-Other	\$1,413.75
65610	Kaiser Foundation Health Plan, Inc	Health Insurance	\$21,135.35
65611	Moonlight BPO	Contract Services- Bill Print	\$3,453.00
65612	Occupational Safety	Small Tools	\$1,165.00
65613	Office Depot	Office Expense	\$193.89
65614	One Print Source & Graphics	Printing	\$85.34
65615	Sylvan Supply	Repair-Trucks	\$215.50
65616	A. Teichert & Son, Inc.	Road Base	\$2,445.27
65617	Ed Villarreal	Toilet Rebate Program	\$75.00
65618	Voyager Fleet Systems Inc	Gas & Oil	\$2,413.27
			\$916,566.85
Total			
ACH	4/19/18 PAYDAY	PERS	\$17,771.28
ACH	5/3/18 PAYDAY VALIC	Deferred Compensation	\$2,804.50
ACH	ADMIN FEE- MAY	PERS	\$200.00
ACH	APRIL 2018	See May Agenda Item CC-9	\$11,209.56
ACH	APRIL 2018	Bank Fee	\$1,539.65
ACH	APRIL 2018 CHASE	Bank Fee	\$1,566.33
ACH	APRIL 2018 FD	Bank Fee	\$119.98
ACH	APRIL 2018 PH	Bank Fee	\$117.98
ACH	APRIL 2018 WB	Bank Fee	\$87.98
ACH	PAYCHEX 5/10/18	Contract Services-Other	\$397.40
ACH	PERS 4/5/18 PAYDAY	PERS	\$17,771.28
ACH	VANCO APRIL 2018	Contract Services-Other	\$30.28
ACH	VOYA 5/3/18 PAYDAY	Deferred Compensation	\$25.00
ACH	WHA JUNE 2018	Health Insurance	\$13,885.21
ACH	5/30/18 PAYDAY	PERS	\$18,109.36
ACH	LUND CONSTRUCTION	Contract Services-Engineering	\$49,609.00
ACH	MAY 2018 GASB68	PERS	\$30,046.58
Total			\$165,291.37
Grand Total			\$1,081,858.22

June Payments Approved At June Board Meeting

65672	SMUD	Utilities	\$8,983.20
65673	Warren Consulting Engineers Inc	Contract Services-Engineering	\$11,412.50
65666	B&M Builders	Contract Services-Engineering	\$17,198.13
65667	CirclePoint	Contract Services-Water Conservation	\$18,507.81
65664	ACWA/JPIA	Workers Comp Insurance	\$20,241.26
65670	Harris & Associates	Contract Services-Engineer	\$41,421.03
65668	Clark Equipment Co. dba Bobcat Company	Equipment Rental-Field	\$57,124.20
65671	PNP Construction, Inc	Contract Services-Engineer	\$84,330.00
			\$259,218.13

Employee Recognitions— Twenty employees received recognition for attendance during April 2018, and twenty-nine were recognized for outstanding customer service and quality of work during the month of May 2018. Directors were provided with a list of the employees and items for which each received recognition.

The Long Range Board Agenda was provided showing Directors upcoming items for future scheduled Board Meetings.

Engineering Department Report

The Engineering and Capital Projects Department staff presented a report on the following activities during the month of May 2018.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PROJECT 2030 Water Main Replacement Project	Engineering	Engineering Manager and Project Manager	On-going	Yes, 10/18/17 (Award of Contract)	Yes	2017-2018 Masterplan for replacement of mains installed in 1960-1985.	Asset Inventory and water demand projections in progress. CAC Meeting #1 occurred on 05/29/18. CAC Meeting #2 scheduled for 08/28/18.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT Corporation Yard Safety Improvements Project	Engineering	Engineering Manager, Project Manager and Senior Construction Inspector	On-going	Yes, 06/20/18 (Anticipated Notice of Completion)	Yes	2017 design and construction of Vacuum Spoils Disposal, Wash Station, Materials Storage, and Safety and Efficiency Upgrades.	Letter of Acceptance sent to Contractor on 04/05/18. 100% Complete. Notice of Completion to be filed upon Board approval anticipated on 06/2018.
CAPITAL IMPROVEMENT PROJECT Corporation Yard / Facilities Master Plan Buildout	Engineering	Engineering Manager and Project Manager	On-going	TBD	Yes	2017-18 Masterplan for office space requirements through 2040.	Restart Project. Engineering meeting completed 03/29/18. Next meeting scheduled for 06/04/18.
CAPITAL IMPROVEMENT PROJECT Highland Ave & Rosa Vista Ln 8" Water Mains	Engineering	Engineering Manager and Assistant Engineer	On-going	Yes, 06/20/18 (Anticipated Notice of Completion)	Yes	2017 design and construction.	Award of Contract occurred at the 01/17/18 Board Meeting. 100% Complete pending punch list. Notice of Completion to be filed upon Board approval anticipated on 06/2018.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT Graham Cir and Circuit Dr 8" Water Mains	Engineering	Project Manager and Assistant Engineer	On-going	Yes, 04/18/18 (Award of Contract)	Yes	2017 design, 2018 construction.	Award of Contract at the 04/18/18 Board Meeting. Contract signed and work began on 05/21/18. 40% Complete.
CAPITAL IMPROVEMENT PROJECT Wind Way and Longwood Way 8" Water Mains	Engineering	Project Manager and Assistance Engineer	On-going	Yes, TBD	Yes	2017 design, 2018 construction.	Potholing completed. Preparing 90% draft plans.
CAPITAL IMPROVEMENT PROJECT Pleasant View Drive 8" Water Main	Engineering	Project Manager and Assistant Engineer	On-going	Yes, TBD	Yes	2017 design, 2018 construction.	Plans sent to Engineer on 05/01/18. Potholing scheduled for June 2018.
CAPITAL IMPROVEMENT PROJECT Michigan Drive 8" & 6" Water Mains	Engineering	Project Manager and Assistant Engineer	On-going	Yes, TBD	Yes	2017 design, 2018 construction.	Plans sent to Engineer on 05/02/18. Potholing scheduled for June 2018.
CAPITAL IMPROVEMENT PROJECT 6230 Sylvan Road East Side Wall	Engineering	Project Manager and Assistant Engineer	On-going	Yes, TBD	No	Wall along the east side of District property.	We anticipate this project will be included in the 2019 CIP. Begin communication with SJUSD during 2018.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT Northridge Grove - 5555 Mariposa Ave 47 Condominiums	Engineering	Senior Construction Inspector and Engineering Manager	On-going	Yes, TBD	No	Private development	District met on 03/01/18. District sent cost-sharing agreement for system improvements made in conjunction with the project on 05/23/18.
PRIVATE DEVELOPMENT Commercial Building Remodel - 5414-50 Sunrise Blvd	Engineering	Senior Construction Inspector and Engineering Manager	On-going	Yes, 05/16/18 (Approval of Resolution for Easement)	No	Private development	Submitted easement and resolution to the Board on 05/16/18. Sent easement and resolution to the County for recordation on 05/23/18.
PRIVATE DEVELOPMENT Dignity Health Building - 7115 Greenback Ln	Engineering	Engineering Manager and Senior Construction Inspector	On-going	Yes, TBD	No	Medical office building by developer.	99% Complete. Awaiting punchlist to be completed by the contractor. Coordinate easement with engineer and City of Citrus Heights.
PRIVATE DEVELOPMENT 3 lot Residential Subdivision - 5648-5696 San Juan Ave	Engineering	Senior Construction Inspector	On-going	No	No	3 lot subdivision.	Preconstruction meeting occurred on 03/12/18. Construction in progress. 75% Complete.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT Mitchell Farms - 7925 Arcadia Drive	Engineering	Engineering Manager and Assistant Engineer	On-going	Yes, TBD	No	200-300 unit development by Watt Communities	District submitted Conditions of Approval for the project on 05/07/18. Engineer preparing Improvement Plans for proposed land exchange.
PRIVATE DEVELOPMENT Mariposa Creek Subdivision - Antelope Road	Engineering	Senior Construction Inspector	On-going	No	No	15 lot subdivision located on Antelope Road.	Final plans received on 01/23/18. Developer grading site. Creek crossing revision submitted on 05/25/18 for District review.
PRIVATE DEVELOPMENT Citrus Place Subdivision	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	7 lot subdivision located near Wachtel Way & Talbot Way.	Received updated plans from engineer on 04/30/18. District sent back comments on 05/22/18. Awaiting a resubmittal.
PRIVATE DEVELOPMENT 7581 Sycamore Dr - Parcel Split 1 - 3	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Parcel being split into 3 for 3 home subdivision.	Engineer submitted revised plans on 03/22/18. Comments sent to engineer on 04/04/18. Resubmittal received on 05/02/18.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 8053 Holly Dr - Parcel Split 1 - 3	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Parcel being split into 3 for 3 home subdivision.	Final Plans signed and fees received on 05/10/18.
PRIVATE DEVELOPMENT Sunrise Blvd_5437-5439 - Sunrise Village Retail Center - parcel split	Engineering	Engineering Manager and Assistant Engineer	On-going	TBD	No	Parcel being split into 3 for individual sales that previously occurred.	Sent comments to City 09/13/17. Awaiting to determine if developer/owner chooses to split the parcel.
PRIVATE DEVELOPMENT 7601 Sunrise Blvd The Human Bean	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Commercial Development	District signed plans on 12/21/17. Awaiting construction.
PRIVATE DEVELOPMENT 6920 Auburn Blvd Stock Ranch Plaza - Parcel 11	Engineering	Senior Construction Inspector	On-going	No	No	Commercial Development	Received easement information on 11/30/17. Signed plans on 02/26/18. Preconstruction meeting on 04/30/18. Awaiting easements for entire property.
PRIVATE DEVELOPMENT 7030 Auburn Blvd Stock Ranch - Traffic Circulation	Engineering	Senior Construction Inspector	On-going	No	No	Commercial Development	Plans signed on 02/26/18. Fees paid on 05/22/18. 90% Complete.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 7766 Auburn Blvd Quick Slice	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Commercial Development	Sent comments to City on 11/27/17. Awaiting final plans from developer for District review.
PRIVATE DEVELOPMENT 6199 Sunrise Blvd US Bank Parcel Split	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Commercial Development	Sent Will Serve letter on 12/27/17. Awaiting to determine if developer/owner chooses to split the parcel.
PRIVATE DEVELOPMENT 8501 Auburn Blvd Big Lots	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Commercial Development	Will Serve letter sent on 05/23/18. Received plans for review on 05/22/18.
PRIVATE DEVELOPMENT 8501 Auburn Blvd Studio Movie Grill	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Commercial Development	Sent Will Serve letter on 12/28/17. Awaiting plans from developer for District review.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
COMCAST	Engineering	Assistant Engineer and GIS Specialist	On-going	No	No	Various communications boring projects throughout the service area.	Received 13 utility requests as of 05/01/18. District has provided water utility maps for all projects. Received "B" plans on 5 projects as of 05/01/18 and provided comments. Awaiting resubmittal from Comcast Engineer.
CITY OF CITRUS HEIGHTS PROJECT City Drainage Project	Engineering	Engineering Manager and Assistant Engineer	On-going	Yes, TBD	Yes	Highland Ave, Wonder St, Dana Butte Way, and Sunhill Dr Storm Drain Project.	Anticipate bid and start of construction in Spring 2018. "B" Plans sent back 08/21/17 with comments. Coordinating utility conflicts and possible easement.
CITY OF CITRUS HEIGHTS PROJECT Bonita, Old Auburn Rd, & Mariposa Ave Storm Drain Improvements	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Bonita Way, Old Auburn Road, & Mariposa Ave Storm Drain Project.	Received 30% plans at the meeting with Dokken Engineering on 05/21/18. District to send engineer data.
CITY OF CITRUS HEIGHTS PROJECT Baird Way Storm Drain Improvements	Engineering	Operations and Senior Construction Inspector	On-going	Yes, TBD	Yes	Baird Way Storm Drain Project.	Construction in progress by City contractor.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CITY OF CITRUS HEIGHTS PROJECT Sunrise Blvd Complete Streets Phase 2A (C16-142)	Engineering	Operations and Senior Construction Inspector	On-going	Yes, TBD	Yes	Frontage improvements along west side of Sunrise from Sayonara to north and Storm Drain Improvements.	Attended preconstruction meeting on 03/14/18. Construction in progress by City contractor. CHWD to begin any water facility relocations in June 2018.
CITY OF CITRUS HEIGHTS PROJECT Mariposa Ave - Safe Routes to School Phase III	Engineering	Engineering Manager and Assistant Engineer	On-going	Yes, TBD	Yes	Frontage improvements along west side of Mariposa Ave from Northridge to Eastgate.	Received signed Utility Agreement. Anticipate bid and start of construction in Spring 2018. Received plans for review on 05/17/18. Pre-bid meeting on 06/05/18.
CALIFORNIA DEPT OF TRANSPORTATION Weigh Station at I-80 & Antelope	Engineering	Engineering Manager and Assistant Engineer	On-going	No	No	Weigh station and off-ramp Improvements.	Sent water facility maps and as-builts to Engineer on 11/20/17. Awaiting plans from CalTrans for District review.

Items of Interest	Department	Project Team	Date	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
Annexations	Engineering	Engineering Manager, Project Manager and Assistant Engineer	2018	Yes, TBD	Yes	Strategic Planning Item. Annexations of various parcels throughout the District and clean-up District boundary.	Scoping meeting completed on 04/18/18. Preparing Draft Request for Proposal. Review of Draft Request for Proposal on 08/08/18.
Easements	Engineering	Engineering Manager, Project Manager and Assistant Engineer	2018	Yes, TBD	Yes	Strategic Planning Item. Inventory easements and incorporate into District's GIS map.	Scoping meeting completed on 04/18/18. Preparing Draft Request for Proposal. Review of Draft Request for Proposal on 08/08/18.

Operations Department Report

Operations Manager Gordon reported as follows:

A total of 40 work orders were performed during the month of May by field operations crews, administration field crews and contractors. The results of recent bacteriological testing, a total of 90 samples, have met all California Department of Drinking Water (DDW) requirements.

2018 Water Supply – Purchased and Produced

The District's total water use during the month of May 2018 (1,072.27 acre-feet) was 33.1 percent below that of May 2013 (1,603.43 acre-feet).

Surface Water Supply Reliability

As of June 1, 2018, storage in Folsom Lake (Lake) was at 954,600 acre-feet, 98 percent of the total capacity of 977,000 acre-feet. This represents an increase in storage of 88,200 acre-feet in the past month.

The District continues to assist with preserving surface water supplies in the Lake by operating its groundwater wells. The District's groundwater production wells: Bonita, Mitchell Farms, Skycrest, and Sylvan, are operational and used on a rotational or as-needed basis.

Water Efficiency Program Update

Water Efficiency Supervisor Meurer provided the Water Efficiency Program updates below.

Activities and Progress Report

Water Efficiency, Safety and Meter Program activities during the month of May 2018 include:

- 4 Ultra-Low-Flush Toilet (ULFT) rebates were processed for the month of May. The 5 year average (2013-2017) of May ULFT rebates is 17. A total of \$4,650.00 in rebates were issued year to date.
- A total of 11 High Efficiency Clothes Washer (HECW) rebates have been issued during the first quarter of 2018. To better align with SMUD's schedule for reporting monthly numbers, staff will report HECW rebates on a quarterly basis.
- 18 water waste calls were received during the month of May. No reports of water waste were received through CHWD's Drought Resources web page.
- A WaterSmart class was held on Saturday, May 19th from 9:00 am – 12:00 pm. The class was titled "Designing Eco-Friendly Landscapes and Water-Wise Irrigation Systems". This was the second class in a series of 5 classes to be held by the District this year. The next class was on Thursday, June 28th from 6:00 pm – 8:30pm. The class was titled "Keeping Your Eco-Friendly Landscape Looking Great With Less Water, Less Work and Fewer Chemicals". Classes are held at the Citrus H Community Center located at 6300 Fountain Square Dr.
- Staff began a telephone outreach campaign promoting the District's free Irrigation Efficiency Reviews. WaterWise Consulting is working with staff to contact many of CHWD's high water use customers. They are currently reaching out to CHWD's single-family customers. Due to this effort, a total of 8 additional Irrigation Efficiency Reviews were generated and completed for the month of May. This compares to 4 Irrigation Reviews completed during the same month in 2017. A total of 80 Irrigation Efficiency Reviews have been completed since the outreach campaign began in December 2017. This compares to 15 Irrigation Efficiency Reviews completed for the same time in December 2016 thru May 2017. For the customers who have completed an Irrigation Efficiency Review during this outreach campaign, Staff will conduct a year over year comparison of their water usage. A presentation will be given to the Board for a complete recap of the findings.
- Staff continued working on updates and improvements to the District's Emergency Operations Plan (EOP). The EOP addresses the District's planned response to emergency/disaster situations associated with technological incidents, natural and man-made disasters and national

security emergencies. It is anticipated that a draft EOP will be presented to the Board for approval in the upcoming months.

- The following table summarizes the Residential Gallons Per Capita Per Day (R-GPCD) values for CHWD to date:

Month	R-GPCD 2017	R-GPCD 2018	% CHANGE
January	75	77	+3%
February	72	85	+18%
March	80	79	-.01%
April	87	100	+13%
May	166	156	-.06%

- Since 2013, RWA has been providing the District with a recap of the region’s individual Agency R-GPCD for the current month/year, including a year to date comparison for 2013. RWA has reformatted the monthly update and will no longer be providing the regional water savings comparison.

Discussion and Possible Action to Approve a Contract Amendment for an Agreement with Planning Partners (A)

Staff requested that the Board consider a contract amendment with Environmental Planning Partners, Inc. for additional work preparing the Ella Way Well Project’s California Environmental Quality Act compliance documents.

The Citrus Heights Water District (the District) previously executed an Option to Purchase and Purchase and Sale Agreement (“PSA”) for the rear 0.55 acres of 8026 Patton Ave (“Ella Way Well”). The PSA allowed the District to comply with the California Environmental Quality Act (CEQA) when purchasing property and approving the Ella Way Well Project (“Project”). Although the District acts as the lead agency for the Project’s CEQA compliance, the District retained Environmental Planning Partners, Inc. to assist the District in complying with CEQA by developing the following documents:

- 1) Phase I Environmental Site Assessment (ESA);
- 2) Preliminary Drinking Water Source Assessment (DWSA);
- 3) Initial Study/Mitigated Negative Declaration (IS/MND); and
- 4) Mitigation Monitoring and Reporting Program.

On May 16, 2018, the District Board approved Resolution No. 07-2018 to exercise the option to purchase the rear 0.55 acres of 8026 Patton Avenue, to approve the Mitigated Negative Declaration for the Project, to adopt a Mitigation Monitoring and Reporting Program for the Project and to approve Additional Information to this Mitigated Negative Declaration. Prior to approving Resolution No. 07-2018, Environmental Planning Partners, Inc. presented to the District Board the highlights and process of the CEQA documents that they prepared.

Two environmental areas were discussed at the May 16, 2018 District Board Meeting which was

determined to require additional analysis over and above the original scope of work performed by Environmental Planning Partners, Inc. They are, the use of the well for Aquifer Storage and Recovery (ASR), and Tribal Cultural Resources (TCR).

- A. Aquifer Storage and Recovery:** Constructing the Project as an ASR well would allow the District to use the well both as a production well to withdraw water, and as an injection well to recharge the aquifer during periods of abundant surface water supply. Operating the Project as an ASR well would be consistent with District obligations under the Water Forum Agreement, and consistent with the policies established through the Sacramento Groundwater Authority.

The concept of using the Project as an ASR facility was not originally contemplated for the project, and hence was outside of the original scope of work by Environmental Planning Partners, Inc. To assess the potential environmental effects of using the Project for ASR purposes, the consultant team modified the draft environmental analysis to include additional information regarding State requirements, potential effects to groundwater quality, and the development of additional mitigation to ensure the maintenance of groundwater quality during ASR operations. This additional work was completed within the original project schedule to allow the District to maintain its aggressive schedule for the purchase, engineering, and development of the Project.

- B. Tribal Cultural Resources:** Effective July 1, 2015, Assembly Bill 52 (AB 52) amended CEQA to require that: 1) a lead agency provide notice to any California Native American Tribes (Tribes) that have requested notice of projects proposed by the lead agency; and 2) for any Tribe that responded to the notice within 30 days of receipt with a request for consultation, the lead agency must consult with the Tribe.

In previous well development projects, the District did not receive a request for notification by a Tribe in the region. Therefore, the District did not include the tribal consultation and additional report development in the initial scope of work from Environmental Planning Partners, Inc. Shortly prior to the public and agency circulation of the draft IS/MND, the District identified several Tribes that had recently registered with the District to receive notices of offers for consultation. In order to maintain the Project's schedule the District requested that Environmental Planning Partners, Inc. assist the District with the AB 52 process. The District sent letters prepared by Environmental Planning Partners, Inc. offering consultation to three Tribes that had requested notice. A single response was received from the United Auburn Indian Community (UAIC) requesting consultation. The other two tribes did not respond to the District's offer. The UAIC response requested additional information and copies of reports on the Project, and also requested that the UAIC be informed should new information come to light on existing or newly-discovered cultural resources within the Project area.

Environmental Planning Partners, Inc. assisted the District in its consultation activities, including the drafting of a response to the UAIC, the production of the requested reports and information, and an offer to meet with UAIC representatives to discuss the Project and continue consultation at a May 7, 2018 meeting. The District has concluded its consultation with the UAIC, having complied with all requirements of AB 52.

Because the tribal consultation process was completed after circulation of the draft IS/MND,

Environmental Planning Partners, Inc. included the findings of the tribal consultation as Additional Information to the Mitigated Negative Declaration.

The two items highlighted above will be included in future well development environmental reviews. Moreover, as presented at the May 16, 2018 District Board Meeting, the District will not have to perform additional CEQA analysis outside of the documentation identified and approved in this study. By including ASR to this CEQA analysis the District will avoid additional staff time and costs of performing a separate CEQA analysis in the future.

Staff recommended the Board amend the contract with Environmental Planning Partners, Inc. in the amount of \$6,257.50 for additional work preparing the Ella Way Well Project's California Environmental Quality Act compliance documents. The funding source is account number C18-106, Groundwater Well Development.

Discussion and Possible Action to Consider Acceptance of Completion of Highland Ave and Rosa Vista Lane Water Main Replacement Project (A)

Staff requested the Board consider Acceptance of the Highland Avenue and Rosa Vista Lane Water Main Replacement Project (C15-133), and authorize execution and recording of a Notice of Completion for the Project.

On January 31, 2018, a contract was executed with Lund Construction, Inc. for installing and connecting approximately 1,322 linear feet of 8-inch water main, 24 linear feet of 6-inch water main, six (6) 8-inch gate valves, one (1) 6-inch gate valve, one (1) steamer fire hydrant, six (6) 1-inch metered water services, and sixteen (16) 1-inch water services with curb stops along Highland Avenue and Rosa Vista Lane in the City of Citrus Heights.

The original construction contract amount was \$377,792.20 with a contingency fund in the amount of \$36,589.80 (8.8%). The final amount paid to the contractor is \$377,984.60 for material, labor and equipment. The final construction cost from the original bid amount includes variations between the bid item estimates and the actual totals measured, including different pipe material installed. The variations total an additional cost of \$192.40.

Staff recommended the Board adopt Resolution 11-2018 Highland Avenue and Rosa Vista Lane Water Main Replacement Project (C15-133), and authorize the District Secretary to execute and record a Notice of Completion for the Project.

Discussion and Possible Action to Adopt Resolution 12-2018 Amending Resolution 09-2018 Calling For a November 2018 Election in Sacramento County (A)

Staff requested the Board consider adoption of Resolution 12-2018 amending Resolution 09-2018 to state that Candidates are to pay the Sacramento County Voter Registration and Elections Office for their voluntary Candidate's Statement.

At the May 16, 2018 Board Meeting, the Citrus Heights Water District Board of Directors adopted Resolution 09-2018 Calling for a November 2018 Election in Sacramento County.

Resolution 09-2018 stated that candidates could prepay the District for the publication of the voluntary Candidate's Statement, pursuant to Elections Code § 13307. However, County elections staff has advised that candidates are required to pay the Sacramento County Voter Registration and Elections Office for the publication of the voluntary Candidate's Statement directly. Resolution 12-2018 cures and corrects Resolution 09-2018 to account for this change in procedure.

Staff recommended the Board adopt Resolution 12-2018 amending Resolution 09-2018 to state that Candidates are to pay the Sacramento County Voter Registration and Elections Office for their voluntary Candidate's Statement.

ACTION: Director Dains moved and Director Sheehan seconded a motion to accept the Consent Calendar.

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

PRESENTATIONS:

None.

STUDY SESSIONS:

None.

BUSINESS:

Comprehensive Annual Financial Report (CAFR) Review (I/D)

Senior Accountant Preciado requested the Board receive and file Citrus Heights Water District's (District) Comprehensive Annual Financial Report for the Years Ended December 31, 2017 and 2016.

In prior years, the District has issued Basic Financial Statements (BFS), which include the Independent Auditors' Report, the Management's Discussion and Analysis, and the District's financial statements. The Board approved the BFS at its May 16, 2018 meeting. This year, District staff, with the assistance of the District's auditors, Maze and Associates, prepared a CAFR in accordance with guidelines established by the Government Finance Officers Association (GFOA). A CAFR is dated for two fiscal periods; the main focus is the most recent fiscal year, hence its position as the first year referenced; the immediately preceding year is also included for comparative purposes. David Alvey, CPA, of Maze and Associates, presented the CAFR.

The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports in the interest of providing greater transparency and disclosure. Staff intends to submit the District's CAFR to the GFOA CAFR Program for consideration for the Certificate of Achievement. This is the first time in the District's history that a CAFR has been prepared, and the additional effort

required helps to raise the District's financial statements to the next level in terms of financial reporting, transparency, and accountability.

A CAFR presentation differs from the previous financial statement reports in that it includes the following sections, in addition to the financial section:

- *Introductory Section* – introduces the basic financial statements, and provides an analytical overview of the District's activities. This expanded analysis is useful in assessing regional economic and social conditions that may impact the District's financial outlook.
- *Statistical Section* – comprises ten years of comparative statistical data that includes information on financial trends, revenue capacity, debt capacity, socioeconomic factors, and water system resources.

Due to the additional information required, staff elected to first issue basic financial statements, and then issue the CAFR and present it to the Board at the June Board Meeting. In future years, the BFS and CAFR will be combined and presented together to the Board.

Staff recommended the Board receive and file the Comprehensive Annual Financial Statements for the Years Ended December 31, 2017 and 2016.

ACTION: Director Sheehan moved and Director Dains seconded a motion to receive and file the Comprehensive Annual Financial Statements for the Years Ended December 31, 2017 and 2016.

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

Discussion and Possible Action to Authorize a Notice of Completion for Corporation Yard Safety Improvement Project (A)

Engineering Manager Pieri requested the Board consider approving the acceptance of the Corporation Yard Safety Improvements Project (C15-102), and authorize execution and recording of a Notice of Completion for the Project.

On July 24, 2017, the Board of Directors authorized the award of a contract with PnP Construction, Inc for construction of site improvements, including extensive underground work, and for the installation of one (1) Material Storage Facility, two (2) Vacuum Excavation Spoils Disposal Basins, and one (1) Vehicle Wash Station at the Citrus Heights Water District's Corporation Yard.

The Corporation Yard Safety Improvements Project was intended to address three primary goals: 1) improve employee safety and reduce liability; 2) ensure environmental compliance of operations at the Corporation Yard; and 3) improve operational efficiency.

An initial assessment of the impact the improvements have had on operations is positive. For example, the turn-around time for field operations staff from spoils dump-to-vehicle wash-to-back-in-the-field time has reduced from an average of 45 minutes down to 15 minutes.

The total project budget was \$2,632,327 which includes design and construction, equipment, material and labor. All of the invoices and other project expenses have been accounted for with this project. The total amount spent on this project is \$2,317,142. The amount remaining is \$315,185. A summary of the project budget is summarized in Table 1.

**TABLE 1
 PROJECT BUDGET SUMMARY**

Description	Budget Amount	Amount Spent	Cost Savings
Design & Construction	\$2,362,478	\$2,107,424	\$255,054
Equipment, Materials & Labor	\$269,849	\$209,718	\$60,131
TOTAL	\$2,632,327	\$2,317,142	\$315,185

Within the overall project budget as highlighted above, the construction contract amount was \$1,764,474 with a contingency fund in the amount of \$176,447 (10.0%). Traditionally, contingency is considered part of the project budget, not supplemental. The final construction cost from the original bid amount includes various modifications/additional improvements to the project, including additions and reductions. These items along with the associated cost are summarized below in Table 2.

**TABLE 2
 MODIFICATIONS/ADDITIONAL IMPROVEMENTS
 SUMMARY**

Change Order	Description	Amount
1	Temporary Power (Credit)	(\$1,000)
2	Yard Hydrant Material Change and Additional Reinforcement for the Material Storage Building	\$3,728
3	Aluminum Handrail Credit, 12" Storm Drain Modification, and Additional Asphalt Pavement	\$11,486
4	Add Two Bollards, Column Protection, and Anti-graffiti application on Material Storage Building	\$13,576
5	Revise Site Striping (Credit)	(\$2,023)
6	Remove Winterization/Stabilization (Credit)	(\$19,832)
NET TOTAL		\$5,935

The amount paid to the construction contractor is \$1,770,409 for material, labor and equipment. The variations totaled an additional cost of \$5,935, or 0.34% of the total construction budget; an exceptional outcome given the scope and complexity and non-standard nature of this project. This level of precision is a testament to the team work of our Board and staff both through the project cost estimating phase and throughout the construction phase.

Staff recommended the Board adopt Resolution 13-2018 Corporation Yard Safety Improvements Project (C15-102), and authorize the District Secretary to execute and record a Notice of Completion for the Project.

ACTION: Director Dains moved and Director Sheehan seconded a motion to adopt Resolution 13-2018 Corporation Yard Safety Improvements Project (C15-102), and authorize the District Secretary to execute and record a Notice of Completion for the Project.

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

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS:

None.

DIRECTORS' AND REPRESENTATIVES' REPORTS:

Regional Water Authority (Dains)
No report.

Sacramento Groundwater Authority (Sheehan)
Director Sheehan stated that the Sacramento Groundwater Authority's budget was approved. Adjustments were made for service areas that are only partially included in San Juan Water District.

Operations Manager Gordon informed the Board that Rob Swartz, Sacramento Ground Water Authority's Manager of Technical Services will be giving a presentation on the Groundwater Sustainability Plan development at the July Board Meeting.

San Juan Water District (All)
Administrative Services Manager Sohal informed the Board that San Juan Water District will be having an open house with the neighboring agencies this fall. The open house will be Saturday, October 6 from 11am-3pm. CHWD will be participating in the open house and will advertise the event to our customers.

Association of California Water Agencies (ACWA) (Dains)
No report.

ACWA Joint Powers Insurance Authority (JPIA) (Dains/Castruita)
No report.

City of Citrus Heights (Pieri)
Engineering Manager Pieri stated that CHWD is working closely with the city's contractor on the Sunrise Phase 2a Project to extend water services, relocate them as necessary and ensure our facilities are not compromised.

Chamber of Commerce Government Issues Committee (Gordon/Meurer)

President Riehle stated that he presented on behalf of District and informed the Board that the Chamber will be holding forums for candidates running for local office in November. The Chamber is trying to recruit individuals who are not directly tied to government to attend the Government Issues Committee Meetings, they are focusing on engaging the business community in these meetings.

RWA Lobbying Program Update (Gordon/Meurer)

Operations Manager Gordon informed the Board that RWA is in the final steps of filling the position of Legislative Affairs Manager, which was previously held by Adam Robin. Operations Manager Gordon also provided an update on AB1668/SB606, the Water Efficiency bills, and stated that we have received calls asking how these bills will impact customers.

Customer Advisory Committee (Riehle/Pieri)

Engineering Manager Pieri gave an overview of the PowerPoint provided at the May 29, 2018 Customer Advisory Committee (CAC) meeting. The PowerPoint covered the District's history, budget, and operations.

President Riehle commented on the professionalism and effectiveness of the presentations and displays.

Other Reports

Engineering Manager Pieri gave an update on the InfoMaster Asset Management software system that was presented at the May 16, 2018 Board Meeting. She has received case studies on what other agencies are doing with the software, and will forward them onto the Board. She also stated that staff will move forward with purchasing the software and will be attending an InfoMaster user group in September.

Management Services Specialist Henry stated that the 2019 Strategic Planning Meeting will be on Tuesday, July 17. She scheduled calls between each Board Member and facilitator, Laura Mason-Smith in preparation of the meeting.

MANAGEMENT SERVICES REPORT:

Meter Replacement Program Update

Water Efficiency Supervisor Meurer provided an update to the Board on CHWD's progress in working with several surrounding water districts to develop a multi-agency Water Meter Replacement and Operations Program. The update included status reports on the Memorandum of Understanding (MOU) approvals by the various governing boards of the newly-forming Meter Replacement Consortium and the development and schedule for release of the Request for Proposal (RFP) of the Advanced Planning Study.

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 8:17 pm.

APPROVED:



MADELINE HENRY
Acting Deputy Secretary
Citrus Heights Water District



RAYMOND A. RIEHLE, President
Board of Directors
Citrus Heights Water District