

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
July 17, 2019

The Regular Meeting of the Board of Directors was called to order at 6:31 p.m. by President Sheehan and roll was called. Present were:

Caryl F. Sheehan, President
Raymond A. Riehle, Vice President

Absent:

David C. Wheaton, Director

Staff:

Hilary Straus, General Manager
Susan Talwar, Administrative Services Manager
David Gordon, Operations Manager
Missy Pieri, Engineering Manager
Madeline Henry, Management Services Specialist/Deputy Board Clerk
Rex Meurer, Water Efficiency Supervisor
Tamar Dawson, Assistant Engineer
Paul Dietrich, Project Manager
Steve Anderson, General Counsel
Josh Nelson, Assistant General Counsel

PLEDGE OF ALLEGIANCE:

Board President Caryl Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

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

- CC-1a. Minutes of the Special Meeting – June 6, 2019 (A)
- CC-1b. Minutes of the Special Meeting – June 19, 2019 (A)
- CC-1c. Minutes of the Regular Meeting – June 19, 2019 (A)
- CC-2. Revenue Analysis Report for June 2019 (I)
- CC-3. Assessor/Collector's Roll Adjustment for June 2019 (I)
- CC-4. Treasurer's Report for June 2019 (I)
- CC-5. Treasurer's Report of Fund Balances for June 2019 (I)
- CC-6. Operating Budget Analysis for June 2019 (I)
- CC-7. Capital Projects Summary June 2019 (I)
- CC-8. Warrants for June 2019 (A)

- CC-9. CAL–Card Distributions for June 2019 (I)
- CC-10. Summary of 2019 Employees and Directors Training Courses, Seminars and Conference (I)
- CC-11. Employee Recognitions (I)
- CC-12. Long-Range Agenda (I)
- CC-13. Engineering Department Report (I)
- CC-14. Operations Department Report (I)
- CC-15. 2019 Water Supply – Purchased and Produced (I)
- CC-16. Water Supply Reliability (I)
- CC-17. Water Efficiency and Safety Program Update (I)
- CC-18. Discussion and Possible Action to approve the 2020 Strategic Plan (A)
- CC-19. Discussion and Possible Action to approve a revised Minutes Template (A)

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

The motion carried 2-0 with all Directors voting yes.

PRESENTATIONS:

None.

STUDY SESSIONS:

- S-1. Water District Partnerships/Integration Update (I)

The Board provided consensus direction to continue to participate in the Water District Partnerships/Integration Process.

- S-2. Easement Acquisition Process (I)

The Board provided consensus direction for staff to bring policy updates to the Easement Acquisition Process to a future Board Meeting.

BUSINESS:

- B-1. Discussion and Possible Action to approve an agreement with Williams & Paddon Architects & Planners, Inc. for Pre-Architectural Planning Study for Corporation Yard Master Plan/Build-out Project (A)

ACTION: President Sheehan moved and Director Riehle seconded a motion to authorize the General Manager to execute an agreement with Williams & Paddon Architects & Planners, Inc.

The motion carried 2-0 with all Directors voting yes.

B-2. Discussion and Possible Action to approve an agreement with KASL Consulting Engineers, Inc. for District-wide Annexation Project (A)

ACTION: Director Riehle moved and President Sheehan seconded a motion to authorize the General Manager to execute an agreement with KASL Consulting Engineers, Inc.

The motion carried 2-0 with all Directors voting yes.

B-3. Discussion and Possible Action to approve a task-order agreement with ProProse LLC dba Sagent for Communications and Outreach Services (A)

ACTION: Director Riehle moved and President Sheehan seconded a motion to authorize the General Manager to execute an agreement with ProProse LLC dba Sagent.

The motion carried 2-0 with all Directors voting yes.

B-4. Discussion and Possible Action to Adopt Resolution 09-2019 Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Sacramento County to Collect Such Charges on the Tax Roll (A)

ACTION: Director Riehle moved and President Sheehan seconded a motion to adopt Resolution 09-2019 approving and confirming the report of delinquent utilities charges and requesting the County of Sacramento to collect such charges on the tax roll.

The motion carried 2-0 with all Directors voting yes.

MANAGEMENT SERVICES REPORTS (I):

None.

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

- D-1. Regional Water Authority (Riehle).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. Association of California Water Agencies (Riehle).
- D-4. ACWA Joint Powers Insurance Authority (Wheaton/Henry).
- D-5. City of Citrus Heights (Pieri).
- D-6. Chamber of Commerce Update (Talwar/Henry).
- D-7. RWA Legislative and Regulatory Affairs Update (Talwar/Henry).
- D-8. Customer Advisory Committee (Riehle/Pieri).
- D-9. Other Reports.


CLOSED SESSION:

None.


ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 9:23 pm.

APPROVED:



MADELINE A. HENRY
Deputy Secretary
Citrus Heights Water District



CARYL F. SHEEHAN, President
Board of Directors
Citrus Heights Water District