

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
August 21, 2019

The Regular Meeting of the Board of Directors was called to order at 7:22 p.m. by President Sheehan and roll was called. Present were:

Caryl F. Sheehan, President  
Raymond A. Riehle, Vice President  
David 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  
Brittney Moore, Customer Service Technician II  
Alberto Preciado, Accounting Supervisor  
Paul Dietrich, Project Manager  
Josh Nelson, Assistant General Counsel

**PLEDGE OF ALLEGIANCE:**

Board President Caryl Sheehan led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**ADJOURNED TO SPECIAL MEETING:**

President Sheehan temporarily adjourned the meeting at 7:23pm, in order to go into the Special Meeting.

**REOPEN REGULAR MEETING:**

President Sheehan reopened the meeting at 7:28pm.

**CONSENT CALENDAR:**

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

- CC-1a. Minutes of the Regular Meeting – July 17, 2019 (A)
- CC-1b. Minutes of the Special Meeting – July 23, 2019 (A)
- CC-2. Revenue Analysis Report for July 2019 (I)
- CC-3. Assessor/Collector's Roll Adjustment for July 2019 (I)
- CC-4. Treasurer's Report for July 2019 (I)
- CC-5. Treasurer's Report of Fund Balances for July 2019 (I)
- CC-6. Operating Budget Analysis for July 2019 (I)
- CC-7. Capital Projects Summary July 2019 (I)

- CC-8. Warrants for July 2019 (A)
- CC-9. CAL–Card Distributions for July 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. Award of Contract for Old Auburn Road, Patton Avenue and Watson Way Water Main Replacement Project (A)

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

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

**PRESENTATIONS:**

None.

**STUDY SESSIONS:**

- S-1. Review of Updates to the Long-Range Financial Plan for the District (I)

The Board provided consensus direction for staff to present at the September 18, 2019 Budget Workshop the proposed 2020 funding options based on updated composition rates presented in the Financial Model

**BUSINESS:**

- B-1. Discussion and Possible Action to Approve Human Resources Policy Updates (A)

ACTION: Vice President Riehle moved and Director Wheaton seconded a motion to:

1. Approve updates to the District’s Human Resources Policies as amended at the August 21 Board Meeting
2. Adopt Resolution 10-2019 Relating to Employer-Employee Organization Relations
3. Adopt Resolution 11-2019 Adding Matching Contributions to the Eligible Governmental Employer 457(B) Deferred Compensation Plan
4. Direct Staff to research Policy 4501.00 STANDARDS OF CONDUCT – and provide a policy briefing/options at a future Board Meeting

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

B-2. Proposed Amendments to Policy 4101.A1: Salary Schedule –Classification and Salary Range Changes (A)

ACTION: Vice President Riehle moved and Director Wheaton seconded a motion to approve amendments to Policy 4101.A1 effective August 21, 2019 .

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

**MANAGEMENT SERVICES REPORTS (I):**

MS-1. Meter Replacement Study Update

**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.

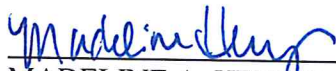
**CLOSED SESSION:**

None.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 9:53 pm.

APPROVED:



MADELINE A. HENRY  
Deputy Secretary  
Citrus Heights Water District



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