

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 20, 2022

The Regular Meeting of the Board of Directors was called to order at 8:23 p.m. by President Sheehan

Caryl F. Sheehan, President
Raymond A. Riehle, Vice President
David C. Wheaton, Director

Staff:

Steve Anderson, General Counsel
Timothy Katkanov, Engineering/ GIS Technician
Brittney Moore, Senior Management Analyst/ Deputy Board Clerk
Lea Park-Kim, Communications & Public Engagement Manager
Melissa Pieri, Director of Engineering/ District Engineer
Rebecca Scott, Director of Operations
Sheila Shah, Management Technician
Hilary Straus, General Manager
Susan Talwar, Director of Finance and Administrative Services

PUBLIC COMMENT:

None

CONSENT CALENDAR:

President Wheaton requested CC-19 be pulled from Consent Calendar for discussion.
President Wheaton moved to add CC-19 back to Consent Calendar after discussion.

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

CC-1a. Minutes of the Special Meeting – March 16, 2022 (A)

CC-1b. Minutes of the Regular Meeting – March 16, 2022 (A)

Recommendation:

Approve the minutes of the March 16, 2022 Special and Regular Meetings.

CC-2. Revenue Analysis Report for March 2022 (I)

CC-3. Assessor/Collector's Roll Adjustment for March 2022 (I)

CC-4. Treasurer's Report for March (I)

CC-5. Treasurer's Report of Fund Balances for March 2022 (I)

CC-6. Operating Budget Analysis for March 2022 (I)

CC-7. Capital Projects Summary for March 2022 (I)

CC-8. Warrants for March 2022 (I)

CC-9. Purchase Card Distributions for March 2022 (I)

CC-10. Employee Recognitions (I)

- CC-11. Long-Range Agenda (I)
CC-12. Engineering Department Report (I)
CC-13. Operations Department Report (I)
CC-14. 2022 Water Supply (I)
CC-15. Water Supply Reliability (I)
CC-16. Water Efficiency and Safety Program Update (I)
CC-17. Discussion and Possible Action to Extend Resolution 07-2021 Authorizing Remote Public Meetings (A)
Recommendation:
Extend Resolution 07-2021 to permit future hybrid remote public meetings by the Board of Directors.
- CC-18. Discussion and Possible Action to Amend Policy 5700: Records Retention and Destruction and 5700A: Records Retention Schedule (A)
Recommendation:
Amend District Policy 5700: Records Retention and Destruction and District Policy 5700.A: Records Retention Schedule
- CC-19. Discussion and Possible Action to Approve Agreement with All Phase Construction & Engineering, Inc. for the Mesa Verde High School and Carriage Drive Water Main Project (A)
Recommendation:
Accept the bid of All Phase Construction and Engineering, Inc. in the amount of \$728,866.80 and establish a contingency fund in the amount of \$72,888.00 (10%), for a total amount of \$801,774.80. Authorize the General Manager to execute an agreement with All Phase Construction and Engineering, Inc.
- CC-20. 2022 Strategic Plan Update (A)
Recommendation:
Receive and file an update of the 2022 Strategic Plan.
- CC-21. Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Executive Committee Special Election (A)
Recommendation:
Authorize ACWA JPIA Director Representative, David Wheaton to cast a vote for the Special Executive Committee election to be held on May 2, 2022. If Director Wheaton is not available to cast a vote, and CHWD's Alternate Director Riehle is present, the recommended action includes authorizing Director Riehle to cast a vote for CHWD.

ACTION:

Director Wheaton moved and Vice President Riehle seconded a motion to approve the consent calendar.

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

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

- D-1. Regional Water Authority (Sheehan/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District (All).
- D-4. Association of California Water Agencies (Wheaton).
- D-5. ACWA Joint Powers Insurance Authority (Wheaton/Moore).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Park-Kim/Talwar).
- D-8. RWA Legislative and Regulatory Affairs Update (Talwar/Park-Kim).
- D-9. Customer Advisory Committee (Riehle/Park-Kim).
- D-10. Other Reports.

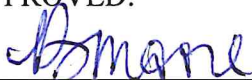
CLOSED SESSION:

None.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 8:49 p.m.

APPROVED:



BRITTNEY C. MOORE
Deputy Board Clerk
Citrus Heights Water District



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