

**CITRUS
HEIGHTS
WATER
DISTRICT**

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Citrus Heights
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**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT
AUGUST 11, 2015 beginning at 6:30 PM**

****** NOTE CHANGE IN MEETING LOCATION ****
DISTRICT TEMPORARY ADMINISTRATIVE OFFICE
7011 SYLVAN ROAD, SUITE E, 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 Assistant General Manager or Human Resources Specialist 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 General Manager.

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, subject to reasonable time limitation of each 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 – July 14, 2015.
- CC-2. Assessor/Collector's Report for July 2015.
- CC-3. AR Analysis Report for July 2015
- CC-4. Assessor/Collector's Roll Adjustments for July 2015.
- CC-5. Treasurer's Report for July 2015.
- CC-6. Funds and Reserves Report for July 2015.
- CC-7. Operations Budget Analysis for July 2015.
- CC-8. Capital Improvements for July 2015.
- CC-9. Payables for July 2015.
- CC-10. CAL-Card Purchases – July 2015.
- CC-11. Summary of 2015 Directors, Officers and Employees Training, Seminars and Conference Expenses.

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

ADJOURN TO CHWD FINANCING CORPORATION:

See Financing Corporation Agenda

RECONVENE AS CHWD BOARD OF DIRECTORS:

OLD BUSINESS:

- 0-1. San Juan Water District / Sacramento Suburban Water District Reorganization (I/D)
Discuss the status of reorganizing San Juan Water District and Sacramento Suburban Water District.
- 0-2. Antelope Pump-Back Booster Pump Station Project (I)
Discuss the Antelope Pump-Back Booster Pump Station Project between San Juan Water District and Sacramento Suburban Water District.
- 0-3. Administration Building Improvements (I)
Receive a status report on the construction phase of the project.
- 0-4. Skycrest Well Equipping (I)
Receive a status report on equipping the Skycrest Well site.

NEW BUSINESS:

- N-1. Training/Continued Education /Meetings (I)
Discuss training, continued education, and meeting opportunities.
- N-2. 6350 Fountain Square Drive Annexation (A)
Consider adoption of Resolution 19-2015 approving the annexation of the Citrus Heights City Hall property at 6350 Fountain Square Drive in Citrus Heights to the Citrus Heights Water District.
- N-3. Extended Public Outreach Plan (A)
Provide direction regarding a Regional Water Authority (RWA) request for additional funding for RWA's enhanced Drought Response Public Education and Information program.
- N-4. Amendments to Other Compensation Policy (A)
Consider approving amendments to District Human Resources Policy 4101.A2 – Other Compensation.
- N-5. San Juan High School 24-Inch Transmission Main Installation Bids (A)
Consider acceptance of a bid to install a 24" transmission main adjacent to the north property line of San Juan High School.

N-6. ACWA Region 4 Board of Directors (A)
Consider casting a ballot for the ACWA Region 4 Board of Directors.

N-7. 2016 Budget Workshop Special Meeting (A)
Call for a 2016 Budget Workshop for 6:00 PM on August 25, 2015 at the District's Temporary Meeting Room.

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. 2015 Water Consumption.
- OM-3. Water Supply.

RECESS: The Meeting will have a brief recess.

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

- D-1. Regional Water Authority (Dains, Churchill).
 - a. Executive Committee.
- 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 (Straus).
- D-9. Other Reports:

ASSISTANT GENERAL MANAGER'S REPORTS (I):

- AGM-1. Water Efficiency Program Update.
- AGM-2. Drought Response Plan Update.
- AGM-3. Water Forum Update.
- AGM-4. Finance.
- AGM-5. Risk Management.
- AGM-6. Information Technology.

GENERAL MANAGER'S REPORTS (I):

- GM-1. Employee Recognition.
- GM-2. General Manager's Task List.
- GM-3. General Manager's Retirement.

CORRESPONDENCE:

- C-1. Letter from Cucamonga Valley Water District requesting support for Kathleen Tiegs as ACWA President.

CLOSED SESSION:

None

OPEN SESSION:

CL-1. Report from Closed Session.

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

August 25, 2015	6:00 PM	Special Meeting
September 8, 2015	6:30 PM	Regular Meeting
October 13, 2015	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

I do hereby declare and certify that this agenda for the regular meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the Temporary District Administrative Office Building, 7011 Sylvan Road, Suite E, Citrus Heights, CA 95610 at least 72 hours prior to the regular meeting in accordance with Government Code Section 54954.2.



HILARY M. STRAUS, Deputy Secretary

Dated: August 5, 2015

July 14, 2015
Board of Directors Meeting

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
July 14, 2015

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

Allen B. Dains, President
Caryl F. Sheehan, Vice President
Raymond A. Riehle, Director
Hilary M. Straus, Assistant General Manager
John J. Townsel, Operations Manager
Paul A. Dietrich, Project Manager
Susan Sohal, Accounting Supervisor
Rex W. Meurer, Water Efficiency Coordinator

VISITORS

John Moore, 8429 Victory Way, Citrus Heights, CA 95610
Matthew Carroll, Paladin, Private Security, 320 Commerce Circle, Sacramento, CA 95815

PLEDGE OF ALLEGIANCE

Director Dains led the Pledge of Allegiance.

PUBLIC COMMENT

No public comment.

CONSENT CALENDAR

President Dains asked for a motion on the Consent Calendar.

Motion: It was moved by Director Riehle and seconded by Director Sheehan to accept the Consent Calendar consisting of:

1. Minutes of the Regular Meeting of June 2, 2015
- 2a. Assessor/Collector's Report for May 2015.
- 2b. Assessor/Collector's Report for June 2015.
- 3a. Assessor/Collector's Roll Adjustments for May 2015.
- 3b. Assessor/Collector's Roll Adjustments for June 2015.
- 4a. Treasurer's Report for May 2015.
- 4b. Treasurer's Report for June 2015.
- 5a. Payables for May 2015.
- 5b. Payables for June 2015.

July 14, 2015
Board of Directors Meeting

- 6a. CAL-Card Purchases – May 2015.
- 6b. CAL-Card Purchases – June 2015.
7. Summary of 2015 Directors, Officers and Employees Training, Seminars and Conference Expenses.
8. Citrus Town Center Easements and Quitclaim Deed—Consider adoption of Resolutions 2015-16 and 2015-17 accepting easements and Resolution 2015-18 approving a Quitclaim Deed within the Citrus Town Center commercial complex.

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

ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS CITRUS HEIGHTS WATER DISTRICT Month of May 31, 2015		
BEGINNING ACCOUNTS RECEIVABLE BALANCE		\$1,099,311
ACCRUED REVENUE		
Penalties & Costs	\$4,962	
Fire Protection Services Charge	\$3,993	
Backflow Service Charge	\$4,220	
Dom - Commercial - Cons	\$18,328	
Dom - Residential - Cons	\$134,269	
Dom - Public Agency - Cons	\$1,922	
Construction Meters - Cons	\$11	
Irrigation - Cons	\$1,104	
Irrg - Commercial - Cons	\$4,133	
Irrg - Residential - Cons	\$5,235	
Irrg - Public Agency - Cons	\$1,373	
Dom - Commercial - SvcChg	\$20,917	
Dom - Residential - SvcChg	\$439,477	
Dom - Public Agency - SvcChg	\$1,800	
Construction Meters - SvcChg	\$119	
Irrg - Commercial - SvcChg	\$3,879	
Irrg - Residential - SvcChg	\$8,157	
Irrg - Public Agency - SvcChg	\$1,620	
Tax Fees	\$11,525	
Surplus and Repair (S & R)	\$2,200	
S & R Inspection	\$14,783	
S&R Pbn Check Fees	\$1,798	
Turn-off Fees	\$6,935	
Connection Fees	\$63,437	
Miscellaneous Income	\$12,043	
New Asset Setup	\$2,160	
Tollet/Rebate RWA Reimbursement	\$1,000	
Misc Reimbursements	\$11,200	
Small Tools & Supplies - Ice/Off tools	\$25	
Cobra Insurance reimbursement	\$1,461	
	TOTAL REVENUE	\$783,097
ADJUSTMENTS		
Total Cash Receipts	\$902,740	
Tollet/Rebate Credits Applied	\$419	
Deposits refunded to asset	\$3,400	
Deposit Interest returned to asset	\$9	
Web payments applied but not settled by Bank	\$766	
Transmitter in Transit	(\$18,403)	
Payments received for other Receivables	(\$81)	
Web payments settled but applied prior Month	(\$1,695)	
Cash Receipts to Payments	(\$3,055)	
Customer Refunds	(\$3,933)	
Returned Checks	(\$799)	
	TOTAL ADJUSTMENTS	(\$879,367)
	TOTAL RECEIVABLES	\$1,003,040
	LESS UNAPPLIED PAYMENTS	(\$118,177)
	TOTAL NET ACCOUNTS RECEIVABLE	\$884,864
BEGINNING LIENS RECEIVABLE BALANCE		\$268
Liens Assessed	\$0	
Liens Redemmed	\$0	
	TOTAL LIENS RECEIVABLE	\$268
BEGINNING GRANTS RECEIVABLE BALANCE		\$1,173
Grants Submitted	\$0	
Grants Funds Received	\$0	
	TOTAL GRANTS RECEIVABLE	\$1,173
	TOTAL RECEIVABLES	\$886,306

I, Susan K. Sohal, Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT, do hereby swear that the foregoing report is true and correct to the best of my knowledge and belief.

SUSAN K. SOHAL, Assessor/Collector

RECEIPT OF TREASURER: I hereby acknowledge the receipt from the Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT of the sums set forth in the above report.

Filed: July 14, 2015

HILARY M. STRAUS, Treasurer

HILARY M. STRAUS, Deputy Secretary

ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS
CITRUS HEIGHTS WATER DISTRICT
Month of June 30, 2015

BEGINNING ACCOUNTS RECEIVABLE BALANCE		\$1,002,924
ACCRUED REVENUE		
Penalties & Costs	\$4,529	
Fire Protection Services Charge	\$7,087	
Backflow Service Charge	\$4,715	
Dom - Cons	\$444	
Dom - Commercial - Cons	\$29,257	
Dom - Residential - Cons	\$212,132	
Dom - Public Agency - Cons	\$4,339	
Construction Meters - Cons	\$816	
Irrigation - Cons	\$2,480	
Irg - Commercial - Cons	\$4,152	
Irg - Residential - Cons	\$9,514	
Irg - Public Agency - Cons	\$3,410	
Dom - Commercial - SvcChg	\$31,842	
Dom - Residential - SvcChg	\$476,307	
Dom - Public Agency - SvcChg	\$2,320	
Construction Meters - SvcChg	\$1,684	
Irg - Commercial - SvcChg	\$5,213	
Irg - Residential - SvcChg	\$7,552	
Irg - Public Agency - SvcChg	\$2,043	
FS - Fire Service - SvcChg	\$168	
Tap Fees	\$910	
Surplus and Repair (S & R)	\$773	
S & R Inspection	\$3,412	
S&R Plan Check Fees	\$685	
Turn-off Fees	\$10,756	
Connection Fees	\$6,189	
Miscellaneous Irons	\$4,087	
New Acct Setup	\$3,000	
Misc Reimbursements	\$249	
Small Tools & Supplies - lock off tools	\$15	
Continued Education	\$110	
Coltn Insurance reimbursement	\$1,461	
TOTAL REVENUE		\$841,570
ADJUSTMENTS		
Total Cash Receipts	\$802,557	
Deposits refunded to acct	\$4,245	
Deposit Interest refunded to acct	\$9	
Web pmts applied but not settled by Bank	\$958	
Account Adjustments	\$25	
Transactions in Transit	\$8,520	
Payments received for other Receivables	(\$81)	
Web pmts settled but applied prior Month	(\$766)	
Cash Receipts to Deposits	(\$8,070)	
Customer Refunds	(\$5,554)	
Returned Checks	(\$1,560)	
TOTAL ADJUSTMENTS		(\$800,282)
TOTAL RECEIVABLES		\$1,044,212
LESS UNAPPLIED PAYMENTS		(\$117,775)
TOTAL NET ACCOUNTS RECEIVABLE		\$926,436
BEGINNING LIENS RECEIVABLE BALANCE		
Liens Assessed	\$0	\$268
Liens Redeemed	\$0	
TOTAL LIENS RECEIVABLE		\$268
BEGINNING GRANTS RECEIVABLE BALANCE		
Grants Submitted	\$0	\$1,173
Grants Funds Received	\$0	
TOTAL GRANTS RECEIVABLE		\$1,173
TOTAL RECEIVABLES		\$927,878

I, Susan K. Sohal, Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT, do hereby swear that the foregoing report is true and correct to the best of my knowledge and belief.

SUSAN K. SOHAL, Assessor/Collector

RECEIPT OF TREASURER: I hereby acknowledge the receipt from the Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT of the sums set forth in the above report.

Filed: July 14, 2015

HILARY M. STRAUS, Treasurer

ROBERT CHURCHILL, Secretary

ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR
May 31, 2015

Board Of Directors
Citrus Heights Water District

Pursuant to Policy No. 7315 the following charges have been cancelled.

LID	CID	Charge Type	Date	Reason For Cancellation	Amount
12753	0011296	3-DAY DOOR HANG	5/12/2015	Payment made prior to NOIT Del'y	\$25.00
01039	0000880	3-DAY DOOR HANG	5/12/2015	Payment made prior to NOIT Del'y	\$25.00
02798	0032285	3-DAY DOOR HANG	5/14/2015	Payment made prior to NOIT Del'y	\$25.00
09054	0002355	3-DAY DOOR HANG	5/18/2015	One time Courtesy	\$25.00
03563	0003257	3-DAY DOOR HANG	5/18/2015	Payment made prior to NOIT Del'y	\$25.00
03978	0031785	3-DAY DOOR HANG	5/26/2015	Payment made prior to NOIT Del'y	\$25.00
09328	0032151	3-DAY DOOR HANG	5/26/2015	Payment made prior to NOIT Del'y	\$25.00
17364	0022227	3-DAY DOOR HANG	5/27/2015	Miappled Payment	\$25.00
04279	0031988	DEFAULT	5/12/2015	Payment made prior to NOIT Del'y	\$3.15
11278	0027061	DEFAULT	5/13/2015	Post office error	\$3.15
05358	0005881	DEFAULT	5/18/2015	One time Courtesy	\$5.21
00593	0000556	DEFAULT	5/18/2015	One time Courtesy	\$19.41
13534	0022231	DEFAULT	5/19/2015	One time Courtesy	\$1.84
06809	0026480	DEFAULT	5/20/2015	One time Courtesy	\$3.46
01146	0022636	DEFAULT	5/21/2015	Miappled Payment	\$3.56
01146	0022636	DEFAULT	5/21/2015	Miappled Payment	\$3.46
10811	0009589	DEFAULT	5/26/2015	One Time Courtesy	\$3.39
07899	0007078	DEFAULT	5/26/2015	One Time Courtesy	\$4.38
17364	0022227	DISCONNECT CHG	5/27/2015	Miappled Payment	\$58.00
					\$309.01

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR June 30, 2015

Board Of Directors
Citrus Heights Water District

Pursuant to Policy No. 7315 the following charges have been cancelled.

LID	CID	Charge Type	Date	Reason For Cancellation	Amount
02930	0002675	3-DAY DOOR HANG	6/4/2015	Pmt made prior to del'y of NOIT	\$25.00
01788	0005130	3-DAY DOOR HANG	6/4/2015	One Time Courtesy	\$25.00
02346	0018439	3-DAY DOOR HANG	6/8/2015	Misapplied Payment	\$25.00
08227	0007359	3-DAY DOOR HANG	6/11/2015	Misapplied Payment	\$25.00
07576	0018823	3-DAY DOOR HANG	6/11/2015	Pmt made prior to del'y of NOIT	\$25.00
06575	0030704	3-DAY DOOR HANG	6/11/2015	New Owner	\$25.00
03520	0003215	3-DAY DOOR HANG	6/15/2015	Pmt made prior to del'y of NOIT	\$25.00
15708	0016280	3-DAY DOOR HANG	6/22/2015	One Time Courtesy	\$25.00
18227	0016278	3-DAY DOOR HANG	6/22/2015	Pmt made prior to del'y of NOIT	\$25.00
11648	0010675	3-DAY DOOR HANG	6/24/2015	Misapplied Payment	\$25.00
16170	0031575	3-DAY DOOR HANG	6/25/2015	One Time Courtesy	\$25.00
03398	0018954	DEFAULT	6/1/2015	One Time Courtesy	\$3.65
15782	0013915	DEFAULT	6/1/2015	One Time Courtesy	\$2.96
09899	0032403	DEFAULT	6/2/2015	One Time Courtesy	\$3.76
01105	0000939	DEFAULT	6/3/2015	One Time Courtesy	\$3.74
01788	0005130	DEFAULT	6/4/2015	One Time Courtesy	\$4.34
02346	0018439	DEFAULT	6/8/2015	Misapplied Payment	\$3.96
08055	0032395	DEFAULT	6/10/2015	One Time Courtesy	\$3.61
12740	0030387	DEFAULT	6/10/2015	One Time Courtesy	\$3.84
19682	0030685	DEFAULT	6/11/2015	One Time Courtesy	\$3.19
08227	0007359	DEFAULT	6/11/2015	Misapplied Payment	\$3.35
08227	0007359	DEFAULT	6/11/2015	Misapplied Payment	\$3.42
10909	0028876	DEFAULT	6/11/2015	One Time Courtesy	\$3.65
06575	0030704	DEFAULT	6/15/2015	Misapplied Payment	\$2.27
17633	0015555	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.15
17985	0015863	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.76
02725	0024967	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.19
06574	0026314	DEFAULT	6/16/2015	Pmt made prior to notice del'y	\$3.99
02388	0032602	DEFAULT	6/16/2015	One Time Courtesy	\$0.94
18766	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$20.15
18767	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.32
18768	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$14.09
18769	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$8.26
18770	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$8.52
18771	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.40
18772	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.56
18773	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.94
18774	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.48
18775	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$15.39
18776	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$22.13
18777	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.92
18778	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.17
18779	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.63
18780	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.32
18781	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$8.68
18782	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$17.46
18783	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.83
18784	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$11.55
18785	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$12.13
19906	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$2.93
06152	0005467	DEFAULT	6/16/2015	One Time Courtesy	\$3.80
18786	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$13.93
18787	0001574	DEFAULT	6/16/2015	One Time Courtesy	\$17.34
00976	0000820	DEFAULT	6/16/2015	payment received before notice went out	\$3.38
10428	0009226	DEFAULT	6/16/2015	received payment before notice	\$3.30
16754	0008785	DEFAULT	6/16/2015	received payment before notice went out	\$3.19
09612	0032106	DEFAULT	5/16/2015	received pmt before notice went out	\$3.19
08351	0028142	DEFAULT	6/16/2015	Received pymt before notice went out	\$3.11
05777	0026195	DEFAULT	6/16/2015	received pymt before notice went out	\$3.84
06201	0023397	DEFAULT	6/16/2015	received pymt before notice went out	\$3.96
11260	0030150	DEFAULT	6/17/2015	One Time Courtesy	\$2.15
06583	0005871	DEFAULT	6/17/2015	One Time Courtesy	\$3.52
09284	0029293	DEFAULT	6/22/2015	One Time Courtesy	\$3.27
18860	0006315	DEFAULT	6/22/2015	Misapplied Payment	\$2.96
12407	0010991	DEFAULT	6/23/2015	Misapplied Payment	\$2.11
16639	0014655	DEFAULT	6/24/2015	One Time Courtesy	\$3.38
11648	0010675	DEFAULT	6/24/2015	Misapplied Payment	\$1.97
11648	0010675	DEFAULT	6/24/2015	Misapplied Payment	\$2.38
16399	0005125	DEFAULT	6/25/2015	Misapplied Payment	\$2.46
12289	0010889	DEFAULT	6/30/2015	One Time Courtesy	\$2.15
17384	0015342	DEFAULT	6/30/2015	One Time Courtesy	\$3.76
15511	0013695	DEFAULT	6/30/2015	One Time Courtesy	\$3.00
05055	0032466	DEFAULT	6/30/2015	One Time Courtesy	\$3.38
					<u>\$695.16</u>

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

MAY 31, 2015 PAYABLES

Check #	Vendor	Description	Amount
59101	Sylvan Professional Plaza LLC	Fixed Assets	\$2,750.00
59102	ACWA	Dues & Subscriptions	\$670.00
59103	A&A Stepping Stone Manufacturing	Supplies-Field	\$119.72
59104	ABA DABA Rentals & Sales	Supplies-Field	\$136.03
59105	AFLAC	Employee Paid Ins.	\$330.86
59106	Airgas NCN	Supplies-Field	\$130.59
59107	Alexander's Contract Services	Contract Services-Meter Read	\$6,529.98
59108	Kevin D or Joann S Athey	Overpayments	\$27.05
59109	Lloyd A Augman Jr	Overpayments	\$42.09
59110	Clea Bamba	Water Conservation-Other	\$50.00
59111	Dana Bayless	Water Conservation-Other	\$100.00
59112	Felipe Bernal	Toilet Rebate Programram	\$150.00
59113	BSK Associates	Water Analysis	\$48.00
59114	California State Disbursement Unit	Garnishment	\$184.61
59115	California State Disbursement Unit	Garnishment	\$109.61
59116	Caela Carpenter	Water Conservation-Other	\$200.00
59117	Robin Cope	Health Insurance	\$397.00
59118	Corix Water Products, Inc	Material	\$10,623.04
59119	VOID	VOID	\$0.00
59120	Dawson Oil Company	Gas & Oil	\$1,301.70
59121	Siavash Djahangirian or Mahnaz Navabi	Overpayments	\$101.17
59122	Downtown Ford Sales	Fixed Assets	\$74,066.03
59123	FP Mailing Solutions	Equipment Rental - Office	\$361.80
59124	Scott Hewett	Toilet Rebate Program	\$75.00
59125	Tahssen K or Ghada Hindy	Overpayments	\$38.80
59126	Hines EDM Inc	Contract Services-Other	\$124.50
59127	Mary K Holland	Overpayments	\$94.20
59128	J4 Systems	Contract Services-Other	\$2,830.00
59129	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$169,169.47
59130	KASL Consulting Engineers	Contract Services-Engineering	\$3,468.00
59131	William or Erika Keim	Overpayments	\$10.11
59132	Mae N Kellim c/o James Kellim	Overpayments	\$9.70
59133	Fabrice or Brandy Kunakey	Overpayments	\$112.75
59134	Douglas A MacTaggart	Contract Services- Paving/Concrete	\$4,206.00
59135	Mason Martell	Water Conservation-Other	\$50.00
59136	Moonlight BPO	Contract Services- Bill Print/Mail	\$1,848.32
59137	William G Otton	Overpayments	\$93.15
59138	Pace Supply Corp	Material	\$1,740.01
59139	Robert E or C Jolene Perrin	Overpayments	\$53.92

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59140	Missy Pieri	Continued Education	\$209.51
59141	R E Smith Contractor Inc	Contract Services-Wells	\$163,162.83
59142	Rawles Engineering Inc	Contract Services-Miscellaneous	\$161,773.37
59143	Wendy C. Reed	Toilet Rebate Program	\$75.00
59144	Republic Services #922	Utilities	\$204.77
59145	RW Trucking	Contract Services-Miscellaneous	\$1,620.00
59146	Sacramento County	Permit Fees	\$1,473.25
59147	Susanne Slayton	Water Conservation-Other	\$200.00
59148	SMUD	Utilities	\$11,428.76
59149	Sophos Solutions	Contract Services-Other	\$10,540.00
59150	James R Steelman	Toilet Rebate Program	\$75.00
59151	Connie Sweet	Toilet Rebate Program	\$150.00
59152	Titan Workforce LLC	Contract Services-Temporary Labor	\$920.00
59153	Total Real Estate Solutions	Overpayments	\$50.65
59154	US Bank I.M.P.A.C. Government Services	See May Agenda Item CC:6	\$8,327.98
59155	Verizon Wireless	Telephone- Wireless	\$1,176.76
59156	Kathleen R Johnson	Overpayments	\$25.71
59157-			
59187	VOID- Printer Error	VOID- Printer Error	\$0.00
59188	ACWA/JPIA Health Benefits Authority	Disability & Life Insurance	\$3,895.25
59189	AnswerNet	Telephone-Answering Service	\$178.70
59190	Arcade Creek Properties	Overpayments	\$17.06
59191	Amber M Bane	Overpayments	\$111.40
59192	Bart/Riebes Auto Parts	Repair-Trucks	\$21.59
59193	Danny J Cahoon	Overpayments	\$9.58
59194	Robert or Sue Carter	Overpayments	\$211.02
59195	Comcast	Equipment Rental - Office	\$327.53
59196	Consolidated	Telephone-Local/Long Distance	\$888.75
59197	Corelogic Information Solutions Inc	Dues & Subscriptions	\$304.80
59198	Corix Water Products, Inc	Material	\$81.54
59199	Coverall North America Inc	Janitorial	\$399.00
59200	Void	Void	\$0.00
59201	Ditch Witch	Fixed Assets	\$285.65
59202	Gaynor Telesystems Incorporated	Fixed Assets	\$470.00
59203	William Givan III	Overpayments	\$168.79
59204	Groeniger & Company	Material	\$2,494.00
59205	Roderick M Hansen	Overpayments	\$16.91
59206	Indoor Environmental Services	Maintenance Agreement-Equipment	\$590.00
59207	Jack or Asdghig Kitay	Overpayments	\$84.74
59208	Ryan J or Amber Mahoney	Overpayments	\$6.22
59209	Moonlight BPO	Contract Services- Bill Print/Mail	\$3,391.02
59210	Void	Void	\$0.00
59211	One Print Source & Graphics	Printing	\$578.83

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59212	Pace Supply Corp	Material	\$664.25
59213	SHI International Corp	Maintenance Agreement-Software	\$2,569.33
59214	SureWest Directories	Telephone-Local/Long Distance	\$49.00
59215	Theis Engineering Inc	Overpayments	\$1,535.30
59216	Titan Workforce LLC	Contract Services-Temporary Labor	\$690.00
59217	Wallace Kuhl & Associates Inc	Contract Services-Miscellaneous	\$1,736.50
59218	Zane Dezyn	Water Conservation-Contract	\$56.16
59220	Tuan T Bui	Overpayments	\$63.40
59221	Integrity Administrators Inc	Health Insurance	\$5,000.00
59222	Lilly Nguyen	Toilet Rebate Program	\$150.00
59223-			
59252	VOID- Printer Error	VOID- Printer Error	\$0.00
59253	Chad J or Bethany Angulo	Overpayments	\$7.74
59254	Area West Engineers Inc	Contract Services-Engineering	\$6,036.25
59255	Burketts	Office Expense	\$23.03
59256	California State Disbursement Unit	Garnishment	\$184.61
59257	California State Disbursement Unit	Garnishment	\$109.61
59258	California Surveying & Drafting Supply	Small Tools	\$5.00
59259	Canon Solutions America, Inc.	Maintenance Agreement-Equipment	\$57.05
59260	City of Citrus Heights	Permit Fees	\$35.00
59261	Allen B Dains	Overpayments	\$51.40
59262	Ditch Witch	Fixed Assets	\$359.93
59263	David J Easterla	Overpayments	\$56.36
59264	Grainger	Small Tools	\$41.25
59265	Integrity Administrators Inc	Health Insurance	\$264.00
59266	J4 Systems	Contract Services-Other	\$490.00
59267	Kaiser Foundation Health Plan, Inc	Health Insurance	\$13,288.03
59268	Michelle L McMillan Wilson	Overpayments	\$104.27
59269	Paula or Michael Meierle	Toilet Rebate Program	\$7.29
59270	Moonlight BPO	Contract Services- Bill Print/Mail	\$1,954.64
59271	Christopher J Obmann	Overpayments	\$91.32
59272	Office Depot	Office Expense	\$140.54
59273	One Print Source & Graphics	Printing	\$88.56
59274	Pace Supply Corp	Material	\$1,502.93
59275	Sacramento County	Permit Fees	\$1,166.32
59276	Beryl Schantz	Overpayments	\$59.76
59277	Sylvan Supply	Repair-Trucks	\$612.54
59278	TriFresh Technologies, Inc.	Wells Maintenance	\$1,117.50
59279	Unum Life Insurance Co of America	Disability & Life Insurance	\$1,788.84
59280	Void	Void	\$0.00
59281	Voyager Fleet Systems Inc	Gas & Oil	\$3,578.72
59282	Vera or Aleksandr Zhelezoglo	Overpayments	\$142.92
59283	ABA DABA Rentals & Sales	Supplies-Field	\$132.75

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59284	AFLAC	Employee Paid Insurance	\$330.86
59285	AIA Services, LLC	Water Conservation-Materials	\$4,990.68
59286	Alexander's Contract Services	Contract Services-Meter Read	\$4,124.93
59287	AREA Restroom Solutions	Equip Rental-Field	\$106.20
59288	Samuel M Baer Jr	Overpayments	\$89.15
59289	Blackbird Associates	Contract Services-Engineering	\$7,092.50
59290	BSK Associates	Water Analysis	\$308.00
59291	Burketts	Office Expense	\$419.04
59292	California Urban Water Conservation Council	Water Conservation-Other	\$3,346.83
59293	Caltronics Business System	Small Office Equip	\$879.12
59294	Central Valley Engineering & Asphalt, Inc.	Contract Services- Paving/Concrete	\$8,548.05
59295	Robert A Churchill	Continued Education	\$20.00
59296	Jacqueline Z Collier	Overpayments	\$173.30
59297	Connected Document Solutions	Maintenance Agreement-Equipment	\$327.31
59298	Cooks Truck Body Mfg Inc	Repair-Trucks	\$3,961.88
59299	Cybex	Equipment Rental - Office	\$129.12
59300	Amy Lore Dormeyer	Overpayments	\$21.36
59301	William B or Shirley A Eley	Overpayments	\$23.46
59302	FedEx	Postage	\$28.22
59303	Sandra J Gimbel	Overpayments	\$51.24
59304	Groeniger & Company	Material	\$2,476.36
59305	Brian M Hensley	Continued Education	\$348.19
59306	J4 Systems	Contract Services-Other	\$315.00
59307	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$134,952.54
59308	Mark or Teresa Koslosky	Overpayments	\$296.28
59309	Paul A LeBarton	Overpayments	\$11.02
59310	Chris J Miller	Overpayments	\$129.84
59311	Moonlight BPO	Contract Services- Bill Print/Mail	\$1,324.74
59312	Denny Nelson	Toilet Rebate Program	\$7.58
59313	Keith G or Naomi Noakes	Overpayments	\$25.17
59314	Joan E Perry	Overpayments	\$9.62
59315	Pacific Gas & Electric	Utilities	\$16.66
59316	The Phillips Law Offices William R Purrington c/o Kathleen	Legal & Audit	\$3,164.30
59317	Purrington	Overpayments	\$62.91
59318	R E Smith Contractor Inc San Juan Unified School District Planning	Contract Services-Wells	\$140,773.24
59319	Dept	Fixed Assets	\$13,900.00
59320	San Juan Water District	Purchased Water	\$443,833.83
59321	Gerald or Vickie Sharkey	Overpayments	\$10.22
59322	Sonitrol	Equipment Rental - Office	\$149.00
59323	Dean Steele	Overpayments	\$150.52
59324	Titan Workforce LLC	Contract Services-Temporary Labor	\$1,840.00

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59325	John K Wochnick	Overpayments	\$71.25
59326	William Ashbaugh	Toilet Rebate Program	\$75.00
59327	Cary or Sandra Greenberg	Toilet Rebate Program	\$75.00
59328	Groeniger & Company	Material	\$413.12
59329	Jeremy or Kim Kuan	Toilet Rebate Program	\$75.00
59330	Janet A Lamb	Overpayments	\$75.00
59331	Paul or Jeanie Martinson	Toilet Rebate Program	\$75.00
59332	John M or Stephanie M Peri	Toilet Rebate Program	\$75.00
59333	Nancy Russell	Toilet Rebate Program	\$75.00
59334	Gordon or Pamela Zivick	Toilet Rebate Program	\$75.00
			<u>\$1,484,163.92</u>
ACH	VALIC 5/21/15	Deferred Compensation	\$1,570.00
ACH	APRIL 2015 FD	Bank Fee	\$209.97
ACH	APRIL 2015 FEES	Bank Fee	\$336.35
ACH	APRIL 2015 PH	Bank Fee	\$128.58
ACH	APRIL 2015 WEB	Bank Fee	\$2,662.29
ACH	MAY 2015	Equipment Rental - Office	\$1,000.00
ACH	VOYA 5/21/15	Deferred Compensation	\$45.00
ACH	VOYA	Deferred Compensation	\$45.00
ACH	WHA JUNE2015	Health Insurance	\$16,189.78
ACH	5/3/15 PAYROLL	PERS	\$11,916.06
ACH	5/21/15 PAYROLL	PERS	\$9,084.46
ACH	VALIC5/7/15	Deferred Compensation	\$1,470.00
ACH	BOW5/20/15	Bank Fee	\$2,385.01
ACH	VANCO APRIL2015	Contract Services-Other	\$61.10
Total			<u>\$47,103.60</u>
Grand Total			<u><u>\$1,531,267.52</u></u>

May Checks Approved at May Board Meeting

59335	US Bank I.M.P.A.C. Government Services	Continued Education	\$8,144.76
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June 30, 2015 PAYABLES

Check #	Vendor	Description	Amount
59335	US Bank I.M.P.A.C. Government Services	See June Agenda Item CC:6	\$8,144.76
59336	Automate Mailing	Bill Print/Mail	\$5,657.72
59337	BSK Associates	Water Analysis	\$296.00
59338	Burketts	Office Expense	\$150.26

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59339	California State Disbursement Unit	Garnishment	\$184.61
59340	California State Disbursement Unit	Garnishment	\$109.61
59341	Robin Cope	Health Insurance	\$397.00
59342	Coverall North America Inc	Bill Print/Mail	\$399.00
59343	Dawson Oil Company	Gas & Oil	\$1,571.87
59344	Gaynor Telesystems Incorporated	Fixed Assets	\$503.63
59345	GreatAmerica Leasing Corp	Equipment Rental-Office	\$218.79
59346	HD Supply Waterworks LTD	Material	\$194.40
59347	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$7,444.00
59348	Moonlight BPO	Bill Print/Mail	\$1,445.68
59349	Pace Supply Corp	Material	\$5,441.62
59350	Republic Services #922	Utilities	\$203.22
59351	RW Trucking	Contract Services-Miscellaneous	\$1,591.25
59352	The Sacramento Gazette	Publication Notices	\$332.20
59353	Sylvan Professional Plaza LLC	Fixed Assets	\$2,750.00
59354	A. Teichert & Son, Inc.	Road Base	\$1,137.26
59355	Titan Workforce LLC	Contract Services-Temporary Labor	\$460.00
59356	Verizon Wireless	Telephone-Wireless	\$1,174.18
59357	Dana D or Marie M Versteegh	Overpayments	\$169.41
59358	All Star Printing	Printing	\$1,199.88
59359	Groeniger & Company	Material	\$18,765.00
59360	SMUD	Utilities	\$13,818.39
59361	ABA DABA Rentals & Sales	Supplies-Field	\$165.17
59362	Airgas NCN	Supplies-Field	\$340.74
59363	BSK Associates	Water Analysis	\$846.00
59364	Comcast	Equipment Rental-Office	\$427.57
59365	Corix Water Products, Inc	Material	\$2,613.60
59366	Remedios Guess	Overpayments	\$18.36
59367	Integrity Administrators Inc	Health Insurance	\$264.00
59368	J4 Systems	Contract Services-Other	\$2,550.00
59369	Moonlight BPO	Bill Print/Mail	\$3,081.42
59370	Erik Morgensen	Contract Services-Miscellaneous	\$1,120.00
59371	SureWest Directories	Telephone-Local/Long Distance	\$49.00
59372	Sutter Medical Foundation-Corporate	Contract Services-Other	\$438.00
59373	A. Teichert & Son, Inc.	Road Base	\$1,168.40
59374	Titan Workforce LLC	Contract Services-Temporary Labor	\$690.00
59375	Universal Precast Concrete Inc	Fixed Assets	\$772.20
59376	Benjamin Villones	Overpayments	\$65.42
59377	Bradford Wickman	Overpayments	\$10.23
59378	Zane Dezign	Water Conservation-Contract Svs	\$392.16
59379	Alexander's Contract Services	Contract Services-Meter Read	\$1,776.46
59380	AnswerNet	Telephone-Answering Service	\$221.63
59381	Bart/Riebes Auto Parts	Repair-Trucks	\$6.47
59382	Heidi L Bogaert-Rogers	Overpayments	\$177.99

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59383	Darko Borovnica	Overpayments	\$99.81
59384	BSK Associates	Water Analysis	\$2,258.00
59385	California State Disbursement Unit	Garnishment	\$109.61
59386	CirclePoint	Water Conservation-Contract Svs	\$2,540.00
59387	Consolidated	Telephone-Local/Long Distance	\$891.22
59388	Corelogic Information Solutions Inc	Dues & Subscriptions	\$254.83
59389	Cybox	Equipment Rental-Office	\$129.12
59390	Earl W Erne Sr	Overpayments	\$57.50
59391	Steven Glynn	Overpayments	\$414.75
59392	Belinda K Goodenough	Overpayments	\$274.57
59393	Goree & Thompson Real Estate	Overpayments	\$130.23
59394	Grainger	Small Tools	\$760.59
59395	Groeniger & Company	Material	\$243.00
59396	Clair Haggarty Dieter G Hellmann Trust or Jeanette	Overpayments	\$239.11
59397	Dangerio	Overpayments	\$25.98
59398	Elia or Milena P Kentera	Overpayments	\$34.76
59399	Louis or Whitney Mariner	Overpayments	\$67.72
59400	Office Depot	Office Expense	\$110.01
59401	One Print Source & Graphics	Printing	\$62.64
59402	Pacific Gas & Electric	Utilities	\$12.90
59403	Powerplan	Repair-Trucks	\$93.55
59404	Keith Rose	Overpayments	\$71.74
59405	Sac-Val Janitorial Supply	Supplies-Field	\$281.59
59406	Yong Cha Talbert	Overpayments	\$64.11
59407	A. Teichert & Son, Inc.	Road Base	\$2,911.20
59408	Titan Workforce LLC	Contract Svs-Temporary Labor	\$920.00
59409	Shelly L or Joseph M Torrano Jr	Overpayments	\$6.55
59410	Valley Rubber & Gasket Co., Inc.	Supplies-Field	\$709.02
59411	Josh or Valerie Veblen	Toilet Rebate Program	\$95.10
59412	Wallace Kuhl & Associates Inc	Contract Services-Miscellaneous	\$1,417.50
59413	California State Disbursement Unit	Garnishment	\$184.61
59414	A. Teichert & Son, Inc.	Road Base	\$1,513.02
59415- 59637	Printer Error		
	Void	Void	\$0.00
59638	Alexander's Contract Services	Contract Services-Meter Read	\$2,739.70
59639	Patrick Anderson	Overpayments	\$48.07
59640	AREA Restroom Solutions	Equip Rental-Field	\$106.20
59641	Raed Bakir	Overpayments	\$132.77
59642	Burketts	Office Expense	\$60.48
59643	Sam J Comento or Dianna G Booth	Overpayments	\$76.16
59644	Connected Document Solutions	Maintenance Agreement-Equipment	\$336.82
59645	Corporate Design Group Inc	Contract Services-Other	\$650.00
59646	Melissa Corpuz	Overpayments	\$6.99

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

59647	County of Sacramento-Real Estate Division	Fixed Assets	\$7,500.00
59648	Dawson Oil Company	Gas & Oil	\$1,087.84
59649	Teddy T or Nancy R Densmore	Overpayments	\$78.39
59650	James G Ervin	Overpayments	\$58.39
59651	Gaymond Lee Realtors	Overpayments	\$25.00
59652	Gurnee S H & L F Family Trust	Overpayments	\$86.61
59653	Donald R or Lottie Mae Hay	Overpayments	\$65.41
59654	Louise V or Charles E Honner	Overpayments	\$92.30
59655	J4 Systems	Contract Services-Other	\$140.00
59656	Bruins Legal Document Preparation	Office Miscellaneous	\$45.00
59657	Richard C Jewell Trust	Overpayments	\$12.70
59658	Kraft Real Estate	Overpayments	\$54.50
59659	Liebert Cassidy Whitmore	Legal & Audit	\$357.50
59660	Zhao H Lin or Juan Zheng	Overpayments	\$7.10
59661	William or Sharon Mahar	Overpayments	\$75.60
59662	David W or Hilary A McCormick	Overpayments	\$188.27
59663	Moonlight BPO	Bill Print/Mail	\$2,563.10
59664	Kristina M or Jeffrey S Morgan	Overpayments	\$40.72
59665	Erin Pedicini	Overpayments	\$61.77
59666	Void	Void	\$0.00
59667	Brian C Romani	Overpayments	\$15.01
59668	Gary L Scarborough Trust/Margaret A Gambill Trustee	Overpayments	\$69.25
59669	Sonitrol	Equipment Rental-Office	\$305.23
59670	Sophos Solutions	Contract Services-Other	\$6,045.00
59671	Rachel B Stewart	Overpayments	\$142.97
59672	SWRCB	Dues & Subscriptions	\$3,726.08
59673	Foroughzaman Tehransadygorgi	Overpayments	\$139.93
59674	A. Teichert & Son, Inc.	Road Base	\$1,144.82
59675	Titan Workforce LLC	PC-Temporary Labor	\$851.00
59676	Marlene E or Mike Titus	Overpayments	\$33.76
59677	Unum Life Insurance Co of America	Disability & Life In	\$1,822.38
59678	Voyager Fleet Systems Inc Rosemary D Whitnack c/o Charleen	Gas & Oil	\$1,625.84
59679	Schwane	Overpayments	\$17.26
59680	BSK Associates	Water Analysis	\$582.00
Total			<u>\$141,156.82</u>
ACH	VANCO 6/1/2015	Bank Fee	\$66.50
ACH	VALIC 6/18/2015	Deferred Compensation	\$1,670.00
ACH	PERS 6/18/15	PERS	\$9,104.96
ACH	VALIC 6/4/2015	Deferred Compensation	\$1,570.00
ACH	PERS 6/4/15	PERS	\$9,104.96
ACH	WHA JUNE 2015	Health Insurance	\$16,189.78

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

ACH	Bank of the West MAY 2015	Bank Fee	\$2,644.88
ACH	MAY 2015 PH	Bank Fee	\$83.40
ACH	MAY 2015 WEB	Bank Fee	\$3,156.30
ACH	VOYA 6/4/15	Deferred Compensation	\$45.00
ACH	MAY 2015 FD	Bank Fee	\$182.82
ACH	VOYA 6/18/15	Deferred Compensation	\$45.00
ACH	MAY2015 2015052800	Contract Services-Other	\$407.55
Total			<u>\$44,271.15</u>

Grand Total \$185,427.97

July Checks Approved at July Board Meeting

59729	Blackbird Associates	Contract Services-Engineer	\$8,058.20
59743	SMUD	Utilities	\$10,792.42
59737	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$11,985.00
59725	ACWA/JPIA	Workers Comp Insurance	\$12,695.00
59727	Albietz Law Firm	Legal & Audit	\$13,945.05
59731	Corix Water Products, Inc	Material	\$17,320.50
59738	Miles Treaster & Associates	Office Expense	\$25,348.12
59740	Preston Pipelines Inc	Contract Services-Engineering	\$50,162.96
59735	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$84,262.11
			<u>\$234,569.36</u>

US BANK - CAL-Card Distributions
May 2015
(Users/ep/CalCard/(current year) - Distribution for monthly payment.xls)

TOTAL	11180-00	54210	54211	54241-01	54241-02	54242	56200	56230	56240	56830	56880-01	56880-02
	Fixed Asset/Office Equip	Tools	Supplies	Repair Truck	Repair - Equip/Hardw are	Gas & Oil	Office Exp	Postage	Printing	C.E.	Office Misc. Distric Event	Mtg Accom
\$8,144.76												
Churchill	\$ 812.78							38.88	11.90	66.00	696.00	
Gutler	\$ 280.58		106.71			73.50	100.37					
Dalme	\$ -											
Dietrich	\$ 52.36								20.00	32.36		
Evans	\$ 5,957.22		2,516.07	1,589.01	1,675.55	122.59	54.00					
Hensley	\$ 61.96		47.96							14.00		
Smoot	\$ 65.00							25.00		40.00		
Straus	\$ 77.67					51.17				26.50		
Townsel	\$ 837.19		620.96							12.68	200.04	3.51
	\$ -											
	\$ -											
	\$ 8,144.76	\$ 2,516.07	\$ 2,364.64	\$ 1,675.55	\$ 122.59	\$ 124.67	\$ 193.25	\$ 38.90	\$ 20.00	\$ 191.54	\$ 866.04	\$ 3.51

V#: _____
Date: 5/31/15

Doc #:		
54210	Tools	\$ 2,516.07
54211	Supplies	\$ 2,364.64
54241-01	Rep. Truck	\$ 1,675.55
54241-02	Rep. Equip/Hardw are	\$ 122.59
54242	Gas & Oil	\$ 124.67
56200	Off Exp	\$ 193.25
56230	Postage	\$ 38.90
56240	Printing	\$ 20.00
56830	C.E.	\$ 191.54
56880-01	Off Misc - Dist Event	\$ 866.04
56880-02	Mtg Accom	\$ 3.51

JUNE 2, 2015 - AGENDA ITEM CC-6

Agenda Item CC-1

**July 14, 2015
Board of Directors Meeting**

**US BANK - CAL-Card Distributions
June 2015**

\\users\hpl\CalCard(current year) - Distribution for monthly payment.xls

TOTAL	11180-00	11181-00	52300-02	54210	64211	1-54211-00	54241-01	54242	56200	56220	56230	56830	56890-01	56890-02	
BILL															
\$5,867.79	Fixed Asset/Cbse Equip	Fixed Asset/Field Equip	Wells Maint	Tools	Supplies	Off/Supplies	Repair	Truck	Gas & Oil	Office Exp	Dirac & Sub	Postage	C.E.	Office Misc, District Event	Mtg Accom
Churchill	\$ 29.00					211.07		23.74	172.56	10.25				29.00	
Culter	\$ 417.95														
Dains	\$ -														
Dietrich	\$ 587.33													587.33	
Evans	\$ 2,987.21				988.85	496.32		1,312.04						200.00	
Hensley	\$ 665.82	194.32	317.50							154.00					
Straus	\$ 185.09								75.09	110.00				10.00	
Smoot	\$ 485.69										85.85			399.83	
Townsel	\$ 510.00					14.39								491.63	3.98
\$ -															
\$ -															
\$ -	\$ 5,867.79	\$ 194.32	\$ 317.50	\$ 988.85	\$ 707.39	\$ 14.39	\$ 1,335.78	\$ 247.65	\$ 184.29	\$ 110.00	\$ 85.85	\$ 1,206.16	\$ 491.63	\$ 3.98	

VW:

Date: 6/30/15

Doc #:

11181-00	Fix Asset Equip	\$ 194.32
52300-02	Wells Maint	\$ 317.50
52400	Off Supplies	\$ -
54200-03	Field Misc	\$ -
54210	Tools	\$ 988.85
54211	Supplies	\$ 707.39
54241-01	Rep/Track	\$ 1,335.78
54242	Gas & Oil	\$ 247.65
56200	Off Exp	\$ 184.29
56220	Dirac & Sub	\$ 110.00
56230	Postage	\$ 85.85
56830	C.E.	\$ 1,206.16
56890-01	Off Misc - Dist Event	\$ 491.63
56890-02	Mtg Accom	\$ 3.98

**Citrus Heights Water District
2016 Director Training Courses/Seminars/Conferences**

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Notes	Airfare	Cu. Rental	Meals	Parking/Taxi phone
5/8/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Al Davis	875.00	600.00				110.00	
6/8/15-6/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Ray Riehe	875.00	600.00				110.00	
9/8/15-9/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Carol Shaethan	800.00	600.00					
Grand Total						1,950.00						

**Citrus Heights Water District
2015 Employee Training Courses/Seminars/Conferences**

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Notes	Airfare	Cu. Rental	Meals	Parking/Taxi phone
7/15/15-7/23/15	4	ESRI User Conference	ESRI	San Diego	Bory Swing	1,269.17		965.17	314.00			
8/1/15-8/10/15	3	AWWA Annual Conference	AWWA	Anaheim	Paul Dietrich	1,070.66	845.00	290.00	264.20		201.36	80.00
6/8/15-6/7/15	1	Sacramento Valley Chapter Meeting	CSWFO	Yuba City	Susan Sobel	39.00						
						9.00						
						6.00						
						6.00						
						8.00						
						0.00						
						0.00						
						0.00						
Grand Total						2,980.73	845.00	1,256.17	580.20	0.00	201.36	80.00

Citrus Town Center Easements and Quit Claim Deed

The reconfiguration of the Citrus Town Center commercial complex necessitated relocation of several water mains within the complex. Work was completed and easements were granted at no cost to Citrus Heights Water District. A vicinity map along with copies of the easements and plats and a copy of the quitclaim deed and plat were provided.

As part of the approval of the Consent Agenda, of which this item was apart, the Board

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adopted Resolutions 2015-16 and 2015-17, accepting easements and Resolution 2015-18 approving a Quitclaim Deed within the Citrus Town Center commercial complex.

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 16-2015

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
KEITH W. SIPPOLA, THEODORE C. MITCHELL, ET AL
FOR WATER DISTRIBUTION FACILITIES WITHIN THE
SOUTHEAST CORNER OF ARCADIA DRIVE AND GREENBACK LANE

Whereas Keith W. Sippola and Theodore C. Mitchell, as Co-Trustees of the "Keith W. Sippola Separate Property Revocable Trust", dated April 7, 1994, as amended and restated on September 30, 1998; Theodore C. Mitchell and Keith W. Sippola as trustees of the "Keith W. Sippola Exempt Full Share Trust" dated March 9, 1985, formerly known as the Iris Mitchell Sippola trust and/or "trust Agreement and Declaration of Trust" dated March 9, 1985; Gunnar K. Sippola; Johanna Clara Sippola; Keith W. Sippola, as custodian for Kaarl W. Sippola until age 21 under the California Uniform Transfer Minors Act; Keith W. Sippola, as custodian for Evaliisa M. Sippola until age 21 under the California Uniform Transfer Minors Act; Betsy Shepherd, also known as Betsy Hale Shepherd, a married woman, as her sole and separate property; Louise Mitchell, also known as Louise Ann Mitchell, an unmarried woman; James Mitchell, also known as James Malcolm Mitchell, a married man as his sole and separate property; Theodore C. Mitchell and James M. Mitchell, as Co-Trustees under the "Theodore C. Mitchell Trust Agreement and Declaration of Trust", dated May 9, 1985; Theodore C. Mitchell, James M. Mitchell and Keith W. Sippola, as Trustees of the "Bernice Mitchell Exempt Administrative Trust," UTA dated May 9, 1985, formerly known as the Bernice Mitchell Trust and/or "Trust Agreement and Declaration of Trust dated May 9, 1985"; Cameron Shepherd; Matthew Shepherd; Kylie Mitchell; and Janet Louise Mitchell Engelhardt, who acquired title as Janet Mitchell ALL AS THEIR RESPECTIVE INTERESTS MAY APPEAR OF RECORD

for a valuable consideration, receipt of which is hereby acknowledged, does hereby grant to CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, a right-of-way and easement to construct, reconstruct, operate, maintain and/or repair water pipelines together with any and all appurtenances appertaining thereto; together with the perpetual right of ingress thereto and egress there from for the purpose of exercising and performing all of the rights and privileges granted herein; said pipelines and appurtenances to be of such size(s) and character as the grantee may determine, on, over, across and under all that certain real property, situate in the City of Citrus Heights, County of Sacramento, State of California particularly described as follows:

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A portion of Parcel 5 as said parcel is shown and so designated on that certain Parcel Map entitled, "Sunrise Festival II Shopping Center" filed in Book 148 of Parcel Maps, Page 5, Sacramento County Records, more particularly described as follows:

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet westerly and ten (10) feet easterly of the following described line:

BEGINNING at a point on the south line of said Parcel 5 from which the southwest corner thereof bears South 88°40'40" West 37.29 feet; thence from the point of beginning, leaving said south line, North 01°31'13" West 109.13 feet to the centerline of that certain water line easement described in that certain document entitled "Grant of Easement to Citrus Heights Water District", recorded October 22, 1999 in Book 19991022, Page 280, Sacramento County Official Records, and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at the south line of said Parcel 5.

NOW THEREFORE, BE IT RESOLVED that CITRUS HEIGHTS WATER DISTRICT accepts said Grant of Easement and conveyance and that a certified copy of this Resolution be provided to the County of Sacramento to be attached to and recorded with said Grant of Easement in the Office of the County Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 14th day of July 2015 by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:
ABSTAIN: Directors:
ABSENT: Directors:

SEAL

/s/
ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

ATTEST:

/s/
ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

July 14, 2015
Board of Directors Meeting

CERTIFICATION:

I, ROBERT A. CHURCHILL, hereby certify and acknowledge that Resolution 16-2015 was adopted by the Board of Directors of Citrus Heights Water District at a duly called and noticed regular meeting of said Board on the 14th day of July 2015.

/s/

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

**CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 17-2015**

**RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
ACCEPTING AN EASEMENT FROM
KEITH W. SIPPOLA, THEODORE C. MITCHELL, ET AL
FOR WATER DISTRIBUTION FACILITIES WITHIN THE
NORTHEAST CORNER OF SUNRISE BOULEVARD AND GREENBACK LANE**

Whereas Keith W. Sippola and Theodore C. Mitchell, as Co-Trustees of the "Keith W. Sippola Separate Property Revocable Trust", dated April 7, 1994, as amended and restated on September 30, 1998; Theodore C. Mitchell and Keith W. Sippola as trustees of the "Keith W. Sippola Exempt Full Share Trust" dated March 9, 1985, formerly known as the Iris Mitchell Sippola trust and/or "trust Agreement and Declaration of Trust" dated March 9, 1985; Gunnar K. Sippola; Johanna Clara Sippola; Keith W. Sippola, as custodian for Kaarl W. Sippola until age 21 under the California Uniform Transfer Minors Act; Keith W. Sippola, as custodian for Evaluisa M. Sippola until age 21 under the California Uniform Transfer Minors Act; Betsy Shepherd, also known as Betsy Hale Shepherd, a married woman, as her sole and separate property; Louise Mitchell, also known as Louise Ann Mitchell, an unmarried woman; James Mitchell, also known as James Malcolm Mitchell, a married man as his sole and separate property; Theodore C. Mitchell and James M. Mitchell, as Co-Trustees under the "Theodore C. Mitchell Trust Agreement and Declaration of Trust", dated May 9, 1985; Theodore C. Mitchell, James M. Mitchell and Keith W. Sippola, as Trustees of the "Bernice Mitchell Exempt Administrative Trust," UTA dated May 9, 1985, formerly known as the Bernice Mitchell Trust and/or "Trust Agreement and Declaration of Trust dated May 9, 1985"; Cameron Shepherd; Matthew Shepherd; Kylie Mitchell; and Janet Louise Mitchell Engelhardt, who acquired title as Janet Mitchell ALL AS THEIR RESPECTIVE INTERESTS MAY APPEAR OF RECORD

for a valuable consideration, receipt of which is hereby acknowledged, does hereby grant to CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of

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California formed pursuant to Division 11 of the Water Code, a right-of-way and easement to construct, reconstruct, operate, maintain and/or repair water pipelines together with any and all appurtenances appertaining thereto; together with the perpetual right of ingress thereto and egress there from for the purpose of exercising and performing all of the rights and privileges granted herein; said pipelines and appurtenances to be of such size(s) and character as the grantee may determine, on, over, across and under all that certain real property, situate in the City of Citrus Heights, County of Sacramento, State of California particularly described as follows:

A portion of that certain tract of land described in that certain document entitled, "Lot Line Adjustment LLA-00-01" recorded in Book 20000801, Page 183, Sacramento County Official Records, described as follows:

Parcel 1

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet westerly and ten (10) feet easterly of the following described line:

BEGINNING at a point on the north line of the above referenced tract of land from which the northwest corner thereof bears South 88°40'40" West 37.29 feet; thence from the point of beginning, leaving said north line, South 01°31'13" West 10.71 feet; thence South 45°09'28" West 3.62 feet to a point hereinafter referred to as Point "A"; thence continuing South 45°09'28" West 48.43 feet to a point on the west line of the above referenced tract of land, hereinafter referred to as Point "B", and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at the north and west lines of said tract of land.

Parcel 2

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet easterly and northerly and ten (10) feet westerly and southerly of the following described line:

BEGINNING at said Point "A"; thence from the point of beginning South 28°21'55" East 67.93 feet; thence North 88°38'22" East 13.28 feet to a point hereinafter referred to as Point "C" and the terminus of the herein described easement.

Parcel 3

A strip of land the uniform width of fifteen (15) feet, lying five (5) feet northerly and ten (10) feet southerly of the following described line:

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BEGINNING at a point from which the above referenced Point "C" bears North 01°21'38" West 11.51 feet; thence from the point of beginning South 88°38'22" West 79.64 feet to a point on the west line of the above referenced tract of land, hereinafter referred to as Point "D" and the terminus of the herein described easement.

The sidelines of said strip shall be lengthened or shortened to terminate at the west line of said Tract.

Parcel 4

A strip of land the uniform width of 12.5 feet, the westerly line of which is described as follows:

BEGINNING at the above referenced Point "D"; thence from the point of beginning, along the west line of said tract of land North 00°48'18" West 38.71 feet to said Point "B" and the terminus of the herein described easement.

NOW THEREFORE, BE IT RESOLVED that CITRUS HEIGHTS WATER DISTRICT accepts said Grant of Easement and conveyance and that a certified copy of this Resolution be provided to the County of Sacramento to be attached to and recorded with said Grant of Easement in the Office of the County Recorder of Sacramento County.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 14th day of July 2015 by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:
ABSTAIN: Directors:
ABSENT: Directors:

SEAL

/s/
ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

ATTEST:

/s/
ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

July 14, 2015
Board of Directors Meeting

CERTIFICATION:

I, ROBERT A. CHURCHILL, hereby certify and acknowledge that Resolution 17-2015 was adopted by the Board of Directors of Citrus Heights Water District at a duly called and noticed regular meeting of said Board on the 14th day of July 2015.

/s/

ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 18-2015

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
APPROVING A QUITCLAIM DEED
TO

THEODORE C. MITCHELL AND KEITH W. SIPPOLA AS TRUSTEES OF
THE "KEITH W. SIPPOLA EXEMPT FULL SHARE TRUST", ET AL
AT 7900 ARCADIA DRIVE

WHEREAS, THEODORE C. MITCHELL; THEODORE C. MITCHELL AND KEITH W. SIPPOLA AS TRUSTEES OF THE "KEITH W. SIPPOLA EXEMPT FULL SHARE TRUST" DATED MARCH 9, 1985, FORMERLY KNOWN AS THE IRIS MITCHELL SIPPOLA TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MARCH 9, 1985; THEODORE C. MITCHELL, JAMES M. MITCHELL AND KEITH W. SIPPOLA, AS TRUSTEES OF THE "BERNICE MITCHELL EXEMPT ADMINISTRATIVE TRUST," UTA DATED MAY 9, 1985, FORMERLY KNOWN AS THE BERNICE MITCHELL TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MAY 9, 1985; LOUISE ANN MITCHELL; BETSY SHEPHERD; KEITH SIPPOLA, AS EXECUTOR OF THE ESTATE OF CALVIN JOHN SIPPOLA, DECEASED, are the owners of that certain property identified by Sacramento County Assessor's Parcel Number 243-0081-027, further known as 7900 Arcadia Drive; and

WHEREAS, CITRUS HEIGHTS WATER DISTRICT, has no interest in an easement previously granted to the District as referenced below.

NOW THEREFORE BE IT RESOLVED that, for a valuable consideration and easement substitution, receipt of which is hereby acknowledged, CITRUS HEIGHTS WATER DISTRICT, a political subdivision of the State of California formed pursuant to Division 11 of the Water Code, does hereby remise, release and forever QUITCLAIM to THEODORE C. MITCHELL; THEODORE C. MITCHELL AND KEITH W. SIPPOLA AS TRUSTEES OF THE "KEITH W. SIPPOLA EXEMPT FULL SHARE TRUST" DATED MARCH 9, 1985, FORMERLY KNOWN AS THE IRIS MITCHELL

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SIPPOLA TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MARCH 9, 1985; THEODORE C. MITCHELL, JAMES M. MITCHELL AND KEITH W. SIPPOLA, AS TRUSTEES OF THE "BERNICE MITCHELL EXEMPT ADMINISTRATIVE TRUST," UTA DATED MAY 9, 1985, FORMERLY KNOWN AS THE BERNICE MITCHELL TRUST AND/OR "TRUST AGREEMENT AND DECLARATION OF TRUST DATED MAY 9, 1985; LOUISE ANN MITCHELL; BETSY SHEPHERD; KEITH SIPPOLA, AS EXECUTOR OF THE ESTATE OF CALVIN JOHN SIPPOLA, DECEASED, all right, title and interest in real property in the, City of Citrus Heights, County of Sacramento, State of California, particularly described as follows:

A portion of Parcel 5, as said parcel is shown and so designated on that certain Parcel Map entitled, "Sunrise Festival II Shopping Center" filed in Book 148 of Parcel Maps, Page 5, Sacramento County Records, more particularly described as follows:

A strip of land the uniform width of fifteen (15) feet, the centerline of which is described as follows:

COMMENCING at the southwesterly corner of said Parcel 5, thence along the southerly line of said Parcel 5, North $88^{\circ}40'40''$ East 51.07 feet to the POINT OF BEGINNING; thence leaving said southerly line, North $51^{\circ}22'21''$ East 8.25 feet to a point hereinafter referred to as Point "A" said point being 5.00 feet northerly and perpendicularly distant from the southerly line of said Parcel 5; thence continuing North $51^{\circ}22'21''$ East 54.26 feet; thence North $00^{\circ}48'18''$ West 59.66 feet to the terminus of said centerline. The sidelines of said description to be lengthened or shortened to begin on the southerly line of said Parcel 5.

TOGETHER WITH a strip of land the uniform width of ten (10) feet, the centerline of which is described as follows:

BEGINNING at above mentioned Point "A"; thence from the point of beginning along a line parallel with and 5.00 feet northerly of and perpendicularly distant from the southerly line of said Parcel 5 North $88^{\circ}40'40''$ East 30.50 feet to the terminus of said centerline.

BE IT FURTHER RESOLVED that the President of the Board of Directors is hereby authorized to execute said Quitclaim Deed on behalf of the District.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT, this 14th day of July 2015, by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:

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ABSTAIN: Directors:
ABSENT: Directors:

SEAL

/s/
ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

ATTEST:

s/
ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

CERTIFICATION:

I, ROBERT A. CHURCHILL, hereby certify and acknowledge that Resolution 18-2015 was adopted by the Board of Directors of Citrus Heights Water District at a duly called and noticed regular meeting of said Board on the 14th day of July 2015.

/s/
ROBERT A. CHURCHILL, Secretary
Citrus Heights Water District

The Board of Directors adjourned the meeting to the Citrus Heights Financing Corporation at 6:36 PM.

The Board of Directors reconvened the Board Meeting of the Citrus Heights Water District at 6:47 PM.

OLD BUSINESS

San Juan Water District / Sacramento Suburban Water District Reorganization

AGM Straus provided a verbal report that touched on many of the issues covered in GM Churchill's written Board Agenda Report. GM Churchill's Agenda Report stated that the Board of Directors of San Juan Water District (SJWD) and Sacramento Suburban Water District (SSWD) convened in joint session on at 6:00 p.m. on June 25, 2015 at the Citrus Heights Community Center. In attendance from the District were Directors Dains and Riehle, GM Churchill, AGM Straus and Legal Counsel Albietz.

SSWD voted 4-1 to not accept the Interim Phase 2A Report and SJWD voted 4-0 (Director Rich was absent) to accept the Report.

In anticipation of a Phase 2B Study, GM Churchill addressed the Boards and thanked the

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authors for incorporating most of the District's edits to the 2A Report. GM Churchill also noted that he had provided additional edits for consideration at the June 24th SJWD Board of Directors Meeting and had those comments delivered to SSWD the morning of the joint meeting. GM Churchill commented on the proposed \$300,000 budget to complete the Phase 2 work, and recommended that the dollars be reallocated to areas of finance, operations and human resources issues rather than \$120,000 for additional public outreach. Director Riehle also spoke to the Boards.

After GM Churchill's comments, he was made aware of a Facebook post offering to pay individuals \$40 to speak in favor of the merger. He brought this to the attention of SJWD Board President Costa, who then publicly requested individuals not to speak if they were responding to said offer.

At this point in time further consideration of the Reorganization is unknown.

Board President Dains stated that the focus should shift to water supply agreements that the San Juan Wholesale Agency maintains with agencies such as CHWD.

Antelope Pump-Back Booster Pump Station Project

AGM Straus reported for GM Churchill that a meeting has been tentatively scheduled for July 23rd with SJWD AGM Keith Durkin to continue discussion on the utilization of the Cooperative Transmission Pipeline (CTP) to facilitate water deliveries from the Antelope Pump-Back Booster Pump Station Project. Key to the discussion will be a review of the CTP Ownership, Operations and Maintenance Agreement between SJWD, CHWD, FOWD, OVWC and SSWD and whether the Agreement needs to be amended to facilitate the Project.

Administration Building Improvements

AGM Straus reported for GM Churchill on the status of the Administration Building Improvements. AGM Straus referenced GM Churchill's Agenda Report that on December 9, 2014, the Board of Directors accepted the Bid of Kaler/Dobler Construction, Inc. in the amount of \$743,200 for construction of the Administration Building Expansion and Renovation Project. Subsequently, as authorized, the General Manager executed an Agreement for Construction Services with the Contractor. A project contingency amount of \$50,000 was also authorized for change orders.

Construction began on Tuesday January 20, 2015. The construction efforts are ahead of the original project schedule that forecast completion by September 22, 2015. Completion of the Project is now estimated to be August 13, 2015. The project is estimated at 83% complete.

The amount paid to the contractor to date is \$578,915.61. This amount is inclusive of

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\$34,717 in change orders as approved for addressing unknown conditions (\$8,992) and for additional work, including replacement and upgrading existing insulation, kitchen exhaust fan, complete exterior painting, electrical changes and asphalt sealing (\$25,725).

Tasks undertaken and underway by the Contractor since the June 2, 2015 report to the Board of Directors are as follows:

Site Work:

Asphalt Sealcoat and Striping

Building:

Stucco Brown, Finish and Painting
Storefront System
Ceiling Grid, Tile and Registers
Ceramic Tile
Glazing (75%)
Lighting
Plumbing Finish
Restroom Partitions / Accessories
Interior and Exterior Doors and Hardware

Tasks remaining to be completed per the contract schedule are as follows:

Site Work:

East Alcove Pavers
East Irrigation System and Landscaping

Building:

Casework
Window Blinds
Flooring
Computer Room Wall and Finishes
Equipment and System Startups

Furnishing purchased through Miles-Treaster & Associates are tentatively expected to arrive around August 14, 2015.

Skycrest Well Equipping

Operations Manager Townsel provided an update on the Skycrest Well development project.

At the January 13, 2015 Board Meeting the Board accepted the bid of R.E. Smith Contractor, Inc. in the amount of \$1,822,000.00 and established a change order

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contingency fund in the amount of \$90,000.00 (4.94%) for equipping the Skycrest Well. This work includes the pump, motor, building, electrical and mechanical components, water and storm drain piping, fencing and other site improvements.

An Agreement for Construction Services between the District and R.E. Smith Contractor, Inc. was executed on February 23, 2015. Completion is expected by October 1, 2015. Construction of the site has begun. Rough grading has been completed and the trenching for the 12-inch piping is complete. The bore under the Brooktree Creek is complete. Underground drainage pipe installation is complete. Layout for the block building is in progress. The concrete pad of the building has been poured with block wall construction pending.

NEW BUSINESS

General Manager Robert Churchill arrived to the Board meeting at 6:53 PM upon returning from Montana and Oregon.

Training/Continued Education/Meetings

The Board was informed of various upcoming training, continued education opportunities and meetings.

Accounting Supervisor Sohal left the meeting at approximately 7:10 PM.

Water Waste Monitoring Services

WEC Meurer reported that at the May 12th CHWD Board of Directors meeting, the Board approved a Drought Response Plan and budget amendment to implement the Plan. This action was in response to the State Water Resources Control Board's (SWRCB) drought mandates issued in early May 2015. One of the items included in the Drought Response Plan was water waste monitoring through a private security company. The District issued a Request for Proposals (RFP) to three private security companies (Dnestr, First Security and Paladin Private Security) and received proposals from all three firms. A team of Board President Dains, AGM Straus, WEC Meurer and Temporary Conservation Specialist Leatham reviewed the firms' proposals and interviewed the three firms on June 30, 2015. The team is recommending Paladin Private Security Company due to that firm's relevant experience with the City of Roseville and experience with Sacramento Suburban and San Juan Water Districts. Further, Paladin's reporting and case management software and assigned personnel were deemed to be the best fit for the District's requirements. Some of the specifics of the Paladin proposal include:

1. Patrolling neighborhoods and commercial areas within the Citrus Heights Water District's Service Area for: 1) water waste monitoring; 2) reporting leaks and broken irrigation equipment; 3) reporting water theft from the District's fire

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hydrants. The work performed will occur primarily during night time hours, between dusk and dawn, however there is flexibility in deployment as actual hours will be determined by the District.

2. Providing a daily report to be submitted within 12 hours of the last incident reported.
3. Providing a location on Paladin's marked vehicle for CHWD branding should the District wish to exercise that option. Should the District chose to brand the patrol vehicle, decals will be fabricated at the District's expense.
4. Providing a patrol schedule of up to 4 nights per week and 8 hours per shift based during a 24 hour period on a rotating day-of-the-week schedule as determined by the District. Note—The District intends to begin with a 2-day per week schedule and expand up to 4 days per week if needed. 12.0

Services provided under this Agreement will be billed based on an hourly rate of work performed of \$33 per hour. This hourly rate is all inclusive, and not subject to change based on the firm's staff's rank assigned to patrol the District. The maximum monthly cost is as follows:

Hourly Rate	FT/Mo. Hrs.	PT/Mo. Hours	Mo. Total	Contingency	Monthly Total
\$33.00	173.33	0.8 = 138.66	\$4,576	Approx. 9%	\$5,000 per mo.

While there is no cap on the total cost of the Agreement (as the Agreement's term is open-ended based on drought conditions and the District's need), there is a monthly cap on patrol services not-to-exceed \$5,000 per month. There are sufficient funds budgeted in FY 2015 (through the May 12, 2015 Drought Response Plan budget amendment) to cover the cost of the agreement through the end of the budget year. It is anticipated that an additional budget/funding request for the services under this Agreement will be included in the FY 2016 District operating budget to be presented to the Board later this year.

5. The term of this Agreement will begin upon Board approval of the Agreement, and can be ended by either party (District or Paladin) upon issuing a 30-day notice to terminate.

Matthew Carroll, Vice President with Paladin Private Security, provided an overview of his company, the scope of services that Paladin has agreed to perform and the staff who will be assigned to patrol the District.

President Dains inquired if there would be overlap of Paladin staff who is assigned to the Sunrise Recreation and Park District. Mr. Carroll responded that the staff assigned to

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water waste patrolling will be kept separate from the staff assigned to other assignments, such as the Sunrise Recreation and Park District.

Motion: It was moved by Director Sheehan and seconded by Director Riehle to approve a Professional Services Agreement with Paladin Private Security Company as proposed, and approve funding of up \$5,000 per month, subject to available District funding, while the Agreement remains in effect.

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

Matthew Carroll, Paladin Private Security, left the meeting at 7:40 PM. WEC Meurer left the meeting at 7:53 PM.

PROJECT MANAGER'S REPORT

PM Dietrich presented a report on the following activities during the month of June 2015 by the Project Management and Engineering Department.

New values or projects noted in bold italics

PM-1 ACCEPTED WATER SYSTEMS

Recent additions to the District's water distribution system that were constructed by independent State Licensed contractors on behalf of private developers / owners, inspected by the District and formally accepted:

<u>Project</u>	<u>Location</u>	<u>Value</u>
<i>Crunch Fitness Club</i>	<i>7424 Greenback Ln</i>	<i>Property of Owner</i>
<i>99 Cent Store</i>	<i>6124 San Juan Ave</i>	
<i>Replace 6" Fire Sprinkler Service</i>		

PM-2 PROJECTS UNDER CONSTRUCTION BY PRIVATE DEVELOPERS

Water distribution system facilities currently under construction by independent State Licensed contractors on behalf of private developers / owners requiring District inspection:

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<u>Project</u>	<u>Location</u>	<u>Status</u>
The Village at Fair Oaks 55 Condominiums (2014-53)	6800 Madison Ave	90% Complete
California American Water Co. San Juan Avenue Tank (2015-39)	5444 San Juan Ave	Grading Underway
Bubba's Car Wash (2015-51) Stock Ranch Retail - Interior Drive Aisle Improvements (2015-52)	7411 Greenback Ln Auburn Blvd at Stock Ranch Retail Center	Construction Continues 75% Complete
Capitol Nursery Plaza (2015-50)	Sunrise Blvd @ Madison Ave	Grading Underway

PM-3 CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION

<u>Project</u>	<u>Location</u>	<u>Status</u>
Convenience Store	8244 Auburn Blvd	Plans Approved December 23, 2014
Northridge Grove 47 Condominiums (2013-59)	5555 Mariposa Ave	Plans Approved January 29, 2015

PM-4 PROPOSED DISTRICT CAPITAL IMPROVEMENT PROJECTS

Project Plans and Contracts currently under review and development by the Engineering Department:

<u>Project</u>	<u>Location</u>	<u>Status</u>
San Juan High School 24" Water Main Warren Consulting Engineers (2013-30)	Along North Property Line	Preparing to Bid

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<u>Project</u>	<u>Location</u>	<u>Status</u>
Mesa Verde High School 14" Water Main Bennett Engineering Services (2015-30)	Northwest Corner of Property West from Poplar Avenue	<i>Coordinating with Arborist and School</i>

PM-5 PROJECTS CONTRACTED BY CITRUS HEIGHTS WATER DISTRICT

Capital Improvement Projects currently under construction by Citrus Heights Water District contractors requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Mariposa Ave 18" and 8" Water Main Martin General Engineering, Inc. (2014-33)	Sycamore Drive to Pratt Avenue	<i>Submittal Period</i>

PM-6 CITY OF CITRUS HEIGHTS PROJECTS

City of Citrus Heights Projects requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Sunrise Blvd Signalization Teichert Construction	Sungarden Drive	<i>Construction Complete Awaiting Value of</i>
Sunrise Blvd Complete Streets Phase III	Antelope Road to Northern City Limits	Pre-Construction Meeting Complete
Sylvan Road Accessibility & Safety Improvements CHWD Operations Dept. to Complete Water Improvements	6312 to 6448 Sylvan Road	<i>Operations Work Underway</i>

OPERATIONS MANAGER'S REPORT

OM Townsel reported as follows:

1. A total of 316 work orders were performed during the month of June by Field Operations crews, Administration Field crews and District contractors. The results of recent bacteriological testing, a total of 90 samples, have met all California Department of Public Health requirements.
2. District-wide water consumption for the calendar year 2015 through the end of June 2015 was 4,502.72 acre-feet, a decrease of 30.5 percent compared with the water consumption during the same period in 2013.
3. As of midnight on May 26, 2015, storage in Folsom Lake was at 416,360 acre-feet, 43.0 percent of the total capacity of 977,000 acre-feet. This is about 53 percent of historical average for this date. This represents a decrease in storage of 157,923 acre-feet in the past month. CHWD continues to assist with preserving surface water supplies in the lake by operating its groundwater wells. All District wells remain operational and are being operated on a rotational or as-needed basis.

Director Dains called a recess to the meeting at approximately 7:57 PM.

OM Townsel and PM Dietrich left the meeting.

Director Dains reconvened the meeting at approximately 8:00 PM.

DIRECTOR'S AND REPRESENTATIVES REPORTS:

D-1. Regional Water Authority (Sheehan, Churchill)

\$200,000 has been approved by RWA for advertising for drought awareness/public outreach, and a small amount of grant funding through Proposition 84 may become available to RWA member agencies.

D-2. Sacramento Groundwater Authority (Dains)

No report.

D-3. San Juan Water District

No report.

D-4. Association of California Water Agencies (Dains)

No report.

- D-5. ACWA Joint Powers Insurance Authority (Churchill)
No report.
- D-6. Sacramento Local Agency Formation Commission
No report.
- D-7. City of Citrus Heights
No report.
- D-8. Chamber of Commerce Government Issues Committee (Straus)
No report.
- D-9. Other Reports:
None.

ASSISTANT GENERAL MANAGER'S REPORT

AGM Straus reported as follows:

1. Directors were provided with a summary of Water Efficiency Program activities year-to-date through June 2015.
2. The following is a summary of Drought Response Plan activities in June and early July:
 - District staff has made presentations regarding the Drought Response Plan to: 1) the City of Citrus Heights City Council on June 11, 2015 as part of a joint presentation that included Sacramento Suburban Water District and California American Water Company; 2) Neighborhood Area 10 on June 22, 2015; 3) Citrus Heights Rotary Club on June 24, 2015; and 4) a meeting with the City of Citrus Heights on June 23, 2015, to develop a public outreach and education partnership.
 - District staff is working with the top 20% of water consumers in the District, focusing initially on the larger commercial, industrial and institutional (CII) users. District staff met with Mount Vernon Cemetery on July 1, 2015, the San Juan Unified School District on July 8, 2015, Carmichael Recreation and Park District on July 9, 2015, and meetings are planned with the Sylvan Cemetery District, and Sunrise Recreation and Park District in the next few days. At these meetings, District staff are covering the current drought

regulations and requesting that these institutions submit a written irrigation reduction plan.

- Other Drought Response activities implemented in June and early July include:
 - Hired a temporary Water Conservation Specialist
 - Added a dedicated drought hotline for water conservation issues and questions
 - Added a Drought Resource Page to the CHWD website, including a Drought Rate Calculator, a R-GPCD Calculator, and a Water Waste Reporting Form
 - Launched a CHWD Facebook wall and a content management strategy
 - Initiated a selection process to bring on board a private security firm for night time water waste monitoring
- 3. AGM Straus attended a budget/strategic planning committee meeting on Jun 29, 2015 that included Water Forum Successor Effort (WFSE) Executive Director Tom Gohring and representatives from the County of Sacramento, City of Sacramento, the City of Folsom, the Placer County Water Agency (PCWA) and Friends of the River.

AGM Straus also attended the Water Forum's Water Caucus meeting on July 8, 2015. The Water Caucus is one of five standing Water Forum Successor Effort committees that meets regularly. The Water Caucus is made up primarily of water agencies. The group discussed the development of a workable flow standard for the American River given environmental groups' interests, the stress of the dry year and the Bureau of Reclamation's management of Folsom Lake water levels/releases. The group also discussed the on-going Sacramento River Temperature Management Plan and its impact on water flows/availability locally.
- 4. Finance Update: 1) Accounting Supervisor (AS) Sohal will be issuing a Request for Proposals (RFP) to retain a new auditing firm to conduct the annual audit and prepare and submit the annual State Comptroller's Report in late July with a goal of an award of contract with a new accounting firm at the October 2015 Board meeting; 2) AGM Straus and AS Sohal are updating the Financial Plan, which serves as a foundation for the annual budget. The Financial Plan incorporates key revenue drivers (rate revenue and any grant funding) and cost drivers (e.g., capital improvement projects, personnel costs and operations and maintenance costs). A work session with the Board of Directors highlighting the "building blocks" of the

July 14, 2015
Board of Directors Meeting

budget/key assumptions, will be scheduled for late August, followed by an initial budget presentation in September and a presentation of a final draft budget for consideration in November.

5. Risk Management: The Safety Committee met on July 7, 2015 to discuss the status of policies, issues and projects, including updates to the District's Injury Illness and Prevention Program (IIPP), First Aid/CPR/AED Training and an Emergency Evacuation Plan for the District's campus.

District staff and legal counsel developed a new professional services agreement template and consulted with the District's risk pool, ACWA-JPIA, on the indemnification and insurance provisions.

6. AGM Straus and AS Sohal met with J4 and Sophos Solutions on July 1, 2015 to refocus roles and responsibilities. Specifically, the District already has a Total Care Agreement with J4, but will now be fully utilizing the Total Care scope of services, which includes: server operations and maintenance, workstation maintenance and assistance with the following: 1) Identification of workstation replacements to be included in the 2016 Operating Budget; 2) Acquisition of new workstations funded out of the 2015 Operating Budget (with no mark-up); 3) Identification of a cost-effective Exchange (e-mail server) solution; 4) Identification of cost effective options for high capacity printing. Sophos Solutions will focus on special project work, such as: 1) Working with Finance staff to identify options for finance software that includes utility billing and possibly other modules; 2) Working with the Engineering staff on a file scanning/indexing system that can be extended for use throughout the organization. A meeting of the IT Users' Group (an inter-departmental group that works with IT on long-range planning and current IT issues) will be meeting on July 20th.

GENERAL MANAGER'S REPORT

1. Seventeen District employees received recognition for superior attendance, outstanding customer service and quality of work during the month of June 2015. Directors were provided with a list of the employees and items for which each received recognition.
2. A list of the General Manager's significant assignments and activities was provided.

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES

Dates and locations of upcoming Regular Meetings of the Board of Directors were noted for the calendar.

Agenda Item CC-1

July 14, 2015
Board of Directors Meeting

The Board adjourned to closed session on 8:31 PM, pursuant to Government Code Chapter VI, Section 54957.

Present in the Closed Session were Board Members Dains, Sheehan and Riehle, General Manager Churchill, Assistant General Manager Straus and special counsel Paul Phillips.

The Board adjourned back to open session at 8:57 PM.

Reportable action: None.

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 9:00 PM.

APPROVED:

ROBERT A. CHURCHILL
Secretary
Citrus Heights Water District

ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

**ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS
CITRUS HEIGHTS WATER DISTRICT**

Month of July 31, 2015

CC-2

BEGINNING ACCOUNTS RECEIVABLE BALANCE

\$927,783

ACCRUED REVENUE

Penalties & Costs	\$4,849
Fire Protection Services Charge	\$3,470
Backflow Service Charge	\$3,709
Dom - Commercial - Cons	\$30,808
Dom - Residential - Cons	\$254,049
Dom - Public Agency - Cons	\$1,146
Construction Meters - Cons	\$3,488
Irrigation - Cons	\$1,567
Irrg - Commercial - Cons	\$8,321
Irrg - Residential - Cons	\$10,039
Irrg - Public Agency - Cons	\$4,117
Dom - Commercial - SvcChg	\$20,747
Dom - Residential - SvcChg	\$530,659
Dom - Public Agency - SvcChg	\$1,121
Construction Meters - SrvChg	\$2,104
Irrg - Commercial - SvcChg	\$3,853
Irrg - Residential - SvcChg	\$8,275
Irrg - Public Agency - SvcChg	\$1,502
Inclusion Fees	\$819
Tap Fees	\$1,450
Surplus and Repair (S & R)	(\$1,640)
S & R Inspection	\$8,219
S&R Plan Check Fees	\$1,468
Turn-off Fees	\$8,150
Connection Fees	\$7,736
Miscellaneous Income	\$98
New Acct Setup	\$3,390
Grant Funds	\$1,434
Washing Machine Rebate RWA Reimbursement	\$200
Small Tools & Supplies - lock off tools	\$30
Continued Education	\$19
Cobra Insurance reimbursement	\$1,461
TOTAL REVENUE	\$926,658

ADJUSTMENTS

Total Cash Receipts	\$1,006,163
Toilet Rebate Credits Applied	\$825
Deposits refunded to acct	\$5,810
Deposit Interest refunded to acct	\$32
Web prmts applied but not settled by Bank	\$182
Transactions in Transit	\$98
Web prmts settled but applied prior Month	(\$958)
Cash Receipts to Deposits	(\$16,270)
Customer Refunds	(\$6,215)
Returned Checks	(\$680)
TOTAL ADJUSTMENTS	(\$988,988)

TOTAL RECEIVABLES

\$865,454

BEGINNING LIENS RECEIVABLE BALANCE

Liens Assessed	\$0
Liens Redeemed	\$0
TOTAL LIENS RECEIVABLE	<u>\$268</u>


BEGINNING GRANTS RECEIVABLE BALANCE

Grants Submitted	\$0
Grants Funds Received	\$0
TOTAL GRANTS RECEIVABLE	<u>\$1,173</u>

TOTAL RECEIVABLES

\$866,896

I, **Susan K. Sohal**, Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT, do hereby swear that the foregoing report is true and correct to the best of my knowledge and belief.


SUSAN K. SOHAL, Assessor/Collector

RECEIPT OF TREASURER: I hereby acknowledge the receipt from the Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT of the sums set forth in the above report.

Filed: August 11, 2015


HILARY M. STRAUS, Treasurer


HILARY M. STRAUS, Deputy Secretary

CIRUS HEIGHTS WATER DISTRICT
2015 ACCOUNTS RECEIVABLE ANALYSIS

Mo-Yr	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Est. Revenue	To Date	Balance	% Collected
Metered Service Charges	440,514	541,975	542,444	670,735	475,969	527,128	568,261						6,674,668	3,767,027	2,907,641	56.4%
Metered Water Deliveries	122,655	186,081	156,132	221,021	166,384	266,544	313,535						4,594,209	1,432,353	3,161,856	31.2%
Penalties	13,786	13,820	12,831	11,020	11,897	15,285	12,999						215,600	91,637	123,963	42.5%
Interest	4,180	9	9	9	4,195	0	18						0	8,420	-8,420	0.0%
New Acct, Fire & Backflow Fees	8,502	14,694	8,570	17,613	10,373	14,802	10,569						115,243	85,124	30,119	73.9%
WS Install & S&R	4,428	44,319	9,630	1,196	29,308	5,780	9,497						26,626	104,157	-77,531	391.2%
Grant Funds	5,000	0	0	0	1,000	0	1,634						0	7,634	-7,634	0.0%
Misc*	1,590	278,568	41,905	26,207	88,165	12,031	10,163						120,510	458,629	-338,119	380.6%
Wheeling Water	6,171	0	0	0	0	0	0						4,429	6,171	-1,742	139.3%
Total	606,826	1,079,467	771,522	947,801	787,292	841,570	926,676	0	0	0	0	0	11,751,285	5,961,153	5,790,132	50.7%

* Includes Assessments, Inclusions, Back Charges, Capacity Fees and other Miscellaneous Revenue Sources

Assessor/Collector Roll Adjustment		
July-15		
	Dollar	Count
3-DAY DOOR HANG		
One Time Courtesy	\$ 75.00	3
New Owner	\$ 75.00	3
Payment rec'd prior to NOIT del'y	\$ 25.00	1
3-DAY DOOR HANG Total	175.00	7
DEFAULT		
One Time Courtesy	\$ 47.67	15
Misapplied payment	\$ 14.17	3
New Owner	\$ 17.37	3
Payment Misapplied	\$ 2.31	1
System Error	\$ 2.85	1
sold in middle of service period	\$ 3.34	1
DEFAULT Total	87.71	24
DISCONNECT CHG		
Payment Misapplied	\$ 58.00	1
Paid in Office prior to crew departure	\$ 116.00	2
DISCONNECT CHG Total	\$ 174.00	3
NSF		
One Time Courtesy	\$ 40.00	2
NSF Total	\$ 40.00	2
Grand Total	\$ 476.71	36

**ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR
July 31, 2015**

Board Of Directors
Citrus Heights Water District

Pursuant to Policy No. 7315 the following charges have been cancelled.

LID	CID	Charge Type	Date	Reason For Cancellation	Amount
09211	0031671	3-DAY DOOR HANG	7/1/2015	New Owner	\$25.00
13463	0011950	3-DAY DOOR HANG	7/1/2015	Payment rec'd prior to NOIT del'y	\$25.00
06968	0031188	3-DAY DOOR HANG	7/6/2015	One Time Courtesy	\$25.00
08249	0007379	3-DAY DOOR HANG	7/7/2015	One Time Courtesy	\$25.00
11791	0032543	3-DAY DOOR HANG	7/8/2015	One Time Courtesy	\$25.00
16608	0028661	3-DAY DOOR HANG	7/9/2015	New Owner	\$25.00
04990	0032626	3-DAY DOOR HANG	7/21/2015	New Owner	\$25.00
14151	0012555	DEFAULT	7/1/2015	One Time Courtesy	\$1.96
19229	0018783	DEFAULT	7/6/2015	New Owner	\$10.23
14223	0028411	DEFAULT	7/7/2015	Misapplied payment	\$7.10
00321	0000287	DEFAULT	7/7/2015	One Time Courtesy	\$1.53
03124	0007811	DEFAULT	7/7/2015	One Time Courtesy	\$2.42
11791	0032543	DEFAULT	7/8/2015	Payment Misapplied	\$2.31
16608	0028661	DEFAULT	7/9/2015	New Owner	\$4.53
06379	0024973	DEFAULT	7/9/2015	Misapplied payment	\$3.27
19227	0018783	DEFAULT	7/13/2015	One Time Courtesy	\$1.92
19228	0018783	DEFAULT	7/13/2015	One Time Courtesy	\$1.84
14000	0012419	DEFAULT	7/14/2015	One Time Courtesy	\$8.25
09557	0028580	DEFAULT	7/14/2015	System Error	\$2.85
14085	0012494	DEFAULT	7/16/2015	One Time Courtesy	\$0.84
08482	0007592	DEFAULT	7/16/2015	One Time Courtesy	\$2.85
02523	0026582	DEFAULT	7/16/2015	sold in middle of service period	\$3.34
15758	0013891	DEFAULT	7/20/2015	One Time Courtesy	\$3.30
03879	0021202	DEFAULT	7/20/2015	One Time Courtesy	\$1.88
11925	0027703	DEFAULT	7/20/2015	One Time Courtesy	\$3.34
01591	0012226	DEFAULT	7/20/2015	Misapplied payment	\$3.80
19232	0029979	DEFAULT	7/20/2015	One Time Courtesy	\$2.92
15463	0019931	DEFAULT	7/27/2015	One Time Courtesy	\$3.57
15425	0006788	DEFAULT	7/28/2015	One Time Courtesy	\$4.03
14161	0025053	DEFAULT	7/29/2015	One Time Courtesy	\$7.02
09153	0008168	DEFAULT	7/30/2015	New Owner	\$2.61
11791	0032543	DISCONNECT CHG	7/8/2015	Payment Misapplied	\$58.00
02456	0024759	DISCONNECT CHG	7/22/2015	Paid in Office prior to crew departure	\$58.00
04847	0004313	DISCONNECT CHG	7/28/2015	Paid in Office prior to crew departure	\$58.00
02351	0016373	NSF	7/6/2015	One Time Courtesy	\$20.00
14818	0017403	NSF	7/6/2015	One Time Courtesy	\$20.00
					<u>\$476.71</u>

**TREASURER'S REPORT TO THE BOARD OF DIRECTORS
CITRUS HEIGHTS WATER DISTRICT**

Month of July 31, 2015

RECEIPTS:

Received from Collector		1,006,163.00
Interest on Accounts		
2010 COP Reserve Account	8.91	
Money Mkt Activity Acct	8.86	
Total Interest		17.77
Voided Checks		0.00
Total Receipts		\$1,006,180.77
Balance from Last Report		\$9,509,278.84
Total		\$10,515,459.61

DISBURSEMENTS:

Checks Issued / ACH Payments	1,022,589.38	
Bank Adj		
Employee Payroll & Taxes	280,319.85	
Director's Payroll	1,450.00	
Returned Checks	619.56	
		\$ 1,304,978.79

TOTAL BALANCE

\$9,210,480.82

RECONCILEMENT:

Bank of the West (General Account)		1,665,933.70
Local Agency Investment Fund		6,532,159.24
COP Reserve Account		533,354.32
COP 2010 Delivery Cost Fund		0.03
Money Mkt Activity Account		530,408.58
Total		\$ 9,261,855.87
Less Outstanding Checks - Bank of the West		\$ (60,839.98)
Bank Adj		\$ 0.40
Deposits in Transit		\$ 9,464.53

TOTAL BALANCE

\$ 9,210,480.82

CASH & INVESTMENT SUMMARY

Bank of the West (General Account)		1,614,558.65
Local Agency Investment Fund		6,532,159.24
COP 2010 Reserve Account		533,354.32
COP 2010 Delivery Cost Fund		0.03
Money Mkt Activity Account		530,408.58
Total		\$ 9,210,480.82

INSTITUTION	MATURITY DATE	INT RATE	DEPOSIT AMOUNT	DATE OF LAST TRANSACTION
Local Agency Investment Fund	Daily	0.26%	4,186.45	5/15/2015

I certify that this report accurately reflects all pooled investments and is in compliance with applicable State of California Government Codes and is in conformity with Investment of District Funds Policy 6300. As Treasurer of the Citrus Heights Water District, I hereby certify that sufficient investment liquidity and anticipated revenue are available to meet the next six months' estimated expenditures.



HILARY M. STRAUS, Treasurer



HILARY M. STRAUS, Deputy Secretary

TREASURER'S REPORT OF FUND BALANCES

July 31, 2015

	Beginning Balance 1/1/2015	Year to Date Transfers In / Collections	Year to Date Transfers Out	Current Month Transfers In / Collections	Current Month Transfers Out	06/30/2015 Ending Balance	2015 Target Balance per Policy
Connection Fund	\$ -	\$ 660,032	\$ -			\$ 660,032	N/A
Operating Fund	\$ 2,733,934	\$ 6,349,748	\$ (7,626,839)	\$ 802,722	\$ (384,519)	\$ 1,875,046	\$1,918,930
Operating Reserve	\$ 2,835,988	\$ -	\$ -			\$ 2,835,988	N/A
Rate Stabilization Fund	\$ 1,000,000	\$ -	\$ -			\$ 1,000,000	\$1,000,000
Depreciation Reserve	\$ 983,540	\$ 700,000	\$ (776,416)			\$ 907,124	\$2,448,932
Capital Improvement Reserve	\$ 656,209	\$ 850,000	\$ (408,441)			\$ 1,097,768	\$2,539,123
Restricted for Debt Service	\$ 536,963	\$ -	\$ -			\$ 536,963	N/A
Fleet Equipment Reserve	\$ 290,635	\$ -	\$ -			\$ 290,635	\$290,444
Employment-Related Benefits Reserve	\$ 316,967	\$ -	\$ (11,244)			\$ 305,723	\$864,229
	<u>\$ 9,354,236</u>	<u>\$ 8,559,780</u>	<u>\$ (8,822,940)</u>	<u>\$ 802,722</u>	<u>\$ (384,519)</u>	<u>\$ 9,509,279</u>	

H.M.S.

HILARY M. STRAUS, Treasurer

TREASURER'S REPORT OF FUND BALANCES
July 31, 2015

Fund Transfers Summary:

The Operating Fund received:	<u>\$ 802,722.11</u> <u>\$ 802,722.11</u>	from funds collected in June 2015 per Treasurer's Report
The Operating Fund transferred:	<u>\$ (384,519.43)</u> <u>\$ (384,519.43)</u>	disbursements made in June 2015 per Treasurer's Report

CITRUS HEIGHTS WATER DISTRICT
 2015 OPERATING EXPENDITURE VS BUDGET
 July 31, 2015

Account	Description	2015 MTD Expense	2015 YTD Expense	2015 Budget	Variance \$	Variance %
Water Demand Management						
0000-51000-01	WATER DEMAND MANAGEMENT - POSTAGE	5,756.05	5,756	13,390	7,634	43.0%
0000-51000-02	WATER DEMAND MANAGEMENT - PRINTING	1,466.98	5,745	7,004	1,259	82.0%
0000-51000-03	WATER DEMAND MANAGEMENT - MATERIALS AND SUPPLIES	3,228.09	8,593	8,137	(456)	105.6%
0000-51000-04	WATER DEMAND MANAGEMENT - CONTRACT SERVICES	14,456.60	34,342	71,032	36,690	48.3%
0000-51000-05	WATER DEMAND MANAGEMENT - OTHER	155.00	4,102	7,132	3,030	57.5%
0000-51000-06	WATER DEMAND MANAGEMENT - INCENTIVE PROGRAMS	776.00	9,301	27,500	18,199	33.8%
0000-51000-11	WATER DEMAND MANAGEMENT - DROUGHT RESPONSE	6,652.44	19,212	146,000	126,788	13.2%
		32,491	87,051	280,195	193,144	31.1%
Operations						
0000-52000-00	PURCHASED WATER	502,135.26	1,408,240	2,295,483	887,243	61.3%
0000-52050-00	COOPERATIVE TRANSMISSION PIPELINE MAINTENANCE	-	-	5,000	5,000	0.0%
0000-52300-01	POWER TO WELLS	7,756.10	58,929	177,495	118,566	33.2%
0000-52300-02	WELLS - REPAIR / MAINTENANCE	24.83	2,249	23,228	20,979	9.7%
0000-52400-00	WATER QUALITY ANALYSIS	1,416.00	11,850	19,432	7,582	61.0%
0000-54200-01	FIELD MISCELLANEOUS - DUMP FEES	-	961	-	(961)	0.0%
0000-54200-03	FIELD MISCELLANEOUS - OTHER	14.99	54	500	446	10.8%
0000-54210-00	SMALL TOOLS - FIELD	795.38	17,925	15,000	(2,925)	119.5%
0000-54211-00	SUPPLIES - FIELD	1,659.64	18,010	18,000	(10)	100.1%
0000-54220-00	MATERIALS	14,237.82	151,771	35,000	(116,771)	433.6%
0002-54220-00	MATERIALS (Allocation to CIP)	(36,061)	(169,810)	-	-	0.0%
0000-54222-00	ROADBASE	-	13,965	35,000	21,035	39.9%
0000-54231-01	MAINTENANCE AGREEMENTS - EQUIPMENT	27.95	1,260	6,670	5,410	18.9%
0000-54231-02	MAINTENANCE AGREEMENTS - SOFTWARE	2,899.87	116,741	114,037	(2,704)	102.4%
0000-54241-01	REPAIR - FLEET EQUIPMENT	552.89	18,622	32,000	13,378	58.2%
0000-54241-02	REPAIR - TOOLS AND EQUIPMENT	660.60	2,573	12,000	9,427	21.4%
0000-54242-00	GAS AND OIL	2,449.36	21,514	51,000	29,486	42.2%
0000-54243-01	EQUIPMENT RENTAL - FIELD	106.20	1,479	3,000	1,521	49.3%
0000-54243-02	EQUIPMENT RENTAL & MAINT - OFFICE & BUILDING EQUIP	1,077.95	9,877	11,580	1,703	85.3%
0000-54250-03	PERMIT FEE - AIR QUALITY / HAZ MAT	2,401.50	5,301	4,800	(501)	110.4%
0000-54250-04	PERMIT FEE - STATE WATER RESOURCES CONTROL BOARD (SWRCB)	-	3,726	14,000	10,274	26.6%
0000-54250-05	PERMIT FEE - ENCROACHMENT PERMITS	2,052.30	22,021	29,000	6,979	75.9%
		504,208	1,717,260	2,902,225	1,015,155	59.2%
Professional & Contract Services						
0000-56840-01	PROFESSIONAL / CONTRACT SERVICES - ENGINEERING	5,832.52	18,855	13,000	(5,855)	145.0%
0000-56840-02	PROFESSIONAL / CONTRACT SERVICES - TEMPORARY LABOR	4,370.00	22,931	5,000	(17,931)	458.6%
0002-56840-02	PROFESSIONAL / CONTRACT SERVICES - TEMPORARY LABOR (Allocation to CIP)	(2,453)	(10,824)	-	-	0.0%
0000-56840-03	PROFESSIONAL / CONTRACT SERVICES - WELLS	-	-	10,000	10,000	0.0%
0000-56840-04	PROFESSIONAL / CONTRACT SERVICES - OFFICE LABOR	-	-	-	-	0.0%
0000-56840-05	PROFESSIONAL / CONTRACT SERVICES - METER READING	8,540.35	61,228	108,960	47,732	56.2%
0000-56840-06	PROFESSIONAL / CONTRACT SERVICES - BILL PRINT/MAIL	-	15,073	26,400	11,327	57.1%
0000-56840-08	PROFESSIONAL / CONTRACT SERVICES - FINANCIAL	-	-	-	-	0.0%
0000-56840-09	PROFESSIONAL / CONTRACT SERVICES - OTHER	-	31,619	312,169	280,551	10.1%
0000-54223-01	CONTRACT SERVICES - CONCRETE	560.00	6,849	10,000	3,151	68.5%
0000-54223-02	CONTRACT SERVICES - MISC FIELD / O&M	2,595.00	15,313	30,400	15,088	50.4%
0000-54223-03	CONTRACT SERVICES - OFFICE REPAIRS / MAINT	-	-	2,000	2,000	0.0%
0000-54223-04	CONTRACT SERVICES - PAVING	480.42	8,820	25,000	16,180	35.3%
		19,926	169,863	542,929	362,243	31.3%
Administration & General Services						
0000-56120-00	JANITORIAL	399.00	3,294	9,313	6,019	35.4%
0000-56150-00	BANK FEES	5,060.05	34,007	71,000	36,993	47.9%
0000-56200-00	OFFICE EXPENSE	1,018.47	7,136	15,000	7,864	47.6%
0000-56210-00	SMALL OFFICE EQUIPMENT	-	-	2,000	2,000	0.0%
0000-56220-00	DUES & SUBSCRIPTIONS	34,028.72	87,915	102,210	14,295	86.0%
0000-56230-00	POSTAGE	8,385.85	59,122	98,500	39,378	60.0%
0000-56240-00	PRINTING	498.10	3,258	6,000	2,742	54.3%
0000-56250-01	TELEPHONE - WIRELESS	-	6,841	11,244	4,403	60.8%
0000-56250-02	TELEPHONE - LOCAL / LONG DISTANCE	941.18	6,587	16,220	9,633	40.6%
0000-56250-04	TELEPHONE - ANSWERING SERVICE	245.85	1,287	2,400	1,113	53.6%
0000-56251-00	UTILITIES	2,100.99	16,267	18,720	2,453	86.9%

CITRUS HEIGHTS WATER DISTRICT
 2015 OPERATING EXPENDITURE VS BUDGET
 July 31, 2015

Account	Description	2015 MTD Expense	2015 YTD Expense	2015 Budget	Variance \$	Variance %
0000-56810-00	LEGAL & AUDIT	8,406.50	43,368	57,680	14,312	75.2%
0000-56830-00	CONTINUED EDUCATION	3,042.08	12,372	31,580	19,208	39.2%
0000-56846-00	PUBLICATION NOTICES	-	-	1,236	1,236	0.0%
0000-56890-01	OFFICE MISC - DISTRICT EVENTS	237.97	3,665	4,903	1,238	74.8%
0000-56890-02	OFFICE MISC - MEETING ACCOMODATIONS	5.00	140	309	169	45.2%
0000-56890-03	OFFICE MISC - OTHER	221.00	6,807	1,200	(5,607)	567.3%
0000-56890-04	OFFICE MISC - MILESTONE EVENTS	-	-	2,100	2,100	0.0%
0000-56950-00	COMPUTER SOFTWARE	-	-	3,605	3,605	0.0%
		64,591	292,068	455,220	163,152	64.2%
Administration Other						
0000-56845-00	ELECTION EXPENSE	-	-	-	-	0.0%
0000-54110-00	DIRECTORS MEETING COMPENSATION	1,450.00	10,150	20,300	10,150	50.0%
0000-54110-01	RETIREE HEALTH CARE BENEFIT	2,536.70	17,749	41,565	23,816	42.7%
		3,987	27,899	61,865	33,966	45.1%
Salary & Benefits						
0000-54120-01	SALARY - GENERAL MANAGER	20,803.20	101,999	186,302	84,302	54.7%
0000-54120-02	SALARY - ASSISTANT GENERAL MANAGER	15,691.86	82,136	141,960	59,824	57.9%
0000-54120-03	SALARY - OFFICE (6 authorized positions)	39,863.14	198,791	348,136	149,345	57.1%
0000-54120-04	SALARY - WATER DEMAND MANAGEMENT (2 authorized positions)	16,274.25	82,048	145,936	63,887	56.2%
0002-54120-00	SALARY -ADMIN (Allocation to CIP)	(1,507)	(19,163)	-	19,163	0.0%
0000-54130-01	SALARY - OPERATIONS MANAGER	15,528.00	77,116	141,522	64,405	54.5%
0000-54130-02	SALARY - FIELD / O&M (15 authorized positions)	116,776.54	581,734	1,069,222	487,488	54.4%
0000-54130-03	STANDBY DUTY	1,920.00	9,600	16,640	7,040	57.7%
0002-54130-00	SALARY - OPERATIONS (Allocation to CIP)	(30,595)	(193,209)	-	193,209	0.0%
0001-54140-01	SALARY - PROJECT MNGMT & ENGINEERING	39,670.83	195,459	-	-	0.0%
0002-54140-01	SALARY - PROJECT MNGMT & ENGINEERING (Allocation to CIP)	(12,707)	(84,406)	-	-	0.0%
0000-56400-01	EMPLOYEE BENEFIT - VISION INSURANCE	843.82	2,804	5,040	2,236	55.6%
0000-56400-02	EMPLOYEE BENEFIT - DENTAL INSURANCE	6,717.22	27,002	41,258	14,257	65.4%
0000-56400-03	EMPLOYEE BENEFIT - HEALTH INSURANCE	40,636.89	225,248	351,272	126,024	64.1%
0000-56400-04	EMPLOYEE BENEFIT - PERS RETIREMENT	175,258.83	462,712	591,083	128,371	78.3%
0000-56400-05	EMPLOYEE BENEFIT - SOCIAL SECURITY	16,707.24	85,942	144,642	58,700	59.4%
0000-56400-06	EMPLOYEE BENEFIT - MEDICARE	3,907.35	20,100	33,827	13,728	59.4%
0000-56400-07	EMPLOYEE BENEFIT - UNEMPLOYMENT INSURANCE	78.96	5,327	6,825	1,498	78.0%
0000-56400-08	EMPLOYEE BENEFIT - HEALTH INSURANCE REIMBURSEMENT	2,212.76	13,593	26,000	12,407	52.3%
0000-56402-00	EMPLOYEE SALARY AND BENEFITS - (Allocation to CIP)	(26,939)	(170,561)	(629,907)	(459,346)	27.1%
		441,143	1,704,273	2,619,757	1,026,537	65.1%
Insurance						
0000-56310-01	INSURANCE - LIABILITY & COMPREHENSIVE	60,198.00	52,245	68,845	16,601	75.9%
0000-56310-02	INSURANCE - DISABILITY & LIFE	3,663.19	17,544	28,300	10,756	62.0%
0000-56310-03	INSURANCE - WORKER'S COMPENSATION	-	-	54,319	54,319	0.0%
		63,861	69,789	151,464	81,675	46.1%
Reserves & Debt Services						
0000-28200-00	RATE STABILIZATION RESERVE	-	-	1,000,000	1,000,000	0.0%
0000-28300-00	DEPRECIATION RESERVE	-	776,416	949,000	172,584	81.8%
0000-28400-00	CAPITAL IMPROVEMENT RESERVE	-	408,441	1,000,000	591,559	40.8%
0000-28800-00	EMPLOYMENT-RELATED BENEFITS RESERVE	-	11,244	120,000	108,756	9.4%
0000-59000-01	DEBT SERVICE - COP SERIES 2010	-	63,213	569,200	505,987	11.1%
0000-59010-01	DEBT SERVICE - COP SERIES 2012	48,643.75	64,858	167,288	102,429	38.8%
		48,643.75	1,324,171.95	3,805,487.50	2,481,315.55	34.8%
		\$ 1,178,850	\$ 5,392,374	\$ 10,819,142	\$ 5,357,187	49.84%

Chrus Heights Water District
 Capital Projects Summary
 Fiscal Period End as of July 2015

Project No.	Description	Budget		Remaining Commitments	Amounts Paid		Remaining Projections
		Total Project	Expenditures to 12/31/14		Year to Date	Project to date	
2014-30	Sonora Way 8" and Henson Avenue 6" Water Main Replacement Project	517,094	56,427	482,192	289	319,691	376,118
2015-31	Baird Way 12" Water Main Replacement Project	510,255	-	510,255	-	-	471,648
2015-32	Graham Circle 6" and Circuit Drive 8" Water Main Replacement Project	46,262	-	46,262	-	-	46,262
2015-33	Highland Avenue 8" Main Replacement and Rosa Vista Avenue 8" Main Installation Project	33,469	-	33,469	-	-	33,469
2015-34	Michigan Drive 8" / 6" Water Main Replacement Project	255,821	-	255,821	-	-	20,049
2015-35	Sunrise Blvd Streetscape Phase III	165,067	-	165,067	117	117	117
2015-36	Sylvan Road Street Improvements	67,948	-	67,948	271	271	271
2012-03	Auburn Blvd - Watson Way 8" Distribution Main Replacement	592,103	647,154	(55,051)	583	583	647,737
2013-31	Park Drive/Poplar 8" Distribution Main Replacement	835,599	531,063	304,536	240	92,269	623,332
2015-14	Distribution Mains - Replacement	3,023,617	1,134,644	1,788,973	1,501	412,931	1,647,575
2015-14	Fire Hydrants - Replacements / Upgrades / Infill / New	173,738	-	173,738	31,115	36,272	36,272
2015-02	Fire Hydrants - Replacements/Upgrades/New	173,738	-	173,738	31,115	36,272	36,272
2015-03	Annual Corporation Yard Improvements/Replacements	109,500	-	109,500	-	-	-
2015-03	Annual Fleet and Field Operations Equipment Improvements/Replacements	174,000	-	174,000	-	-	-
2015-04	Annual Technology Hardware and Software Improvements/Replacements	503,500	-	503,500	-	-	450,000
2015-10	Water Main Pipeline Replacements	20,877	-	20,877	-	961	961
2015-11	Water Valve Replacements	100,976	-	100,976	812	2,058	2,058
2015-12	Water-Service Replacements	678,080	-	678,080	75,837	136,409	136,409
2015-38	Mariposa Avenue 12" Water Main Replacement Project	28,073	-	28,073	-	-	-
2015-39	Cal-Am Water Lincoln Oaks Water Tank 8" Interconnection Project	58,582	-	58,582	-	-	-
2015-40	Other City Partnership Opportunities	100,000	-	100,000	-	-	-
2015-41	Other Miscellaneous Infrastructure Projects	100,000	-	100,000	-	-	-
2015-41	Miscellaneous Projects	1,873,588	-	1,873,588	76,549	139,428	450,000
2015-13	Administration Building Expansion / Renovation Project	1,131,872	119,246	1,012,626	964	1,019,992	1,139,238
2015-01	Miscellaneous Projects - Facilities	1,131,872	119,246	1,012,626	964	1,019,992	1,139,238
2015-01	Annual Non-Project Specific Project Management & Engineering Salaries & Benefits	291,761	-	291,761	-	-	-
2015-01	Miscellaneous Projects - Miscellaneous CIP	291,761	-	291,761	-	-	-
2013-30	Miscellaneous Projects - Miscellaneous CIP	291,761	-	291,761	-	-	-
2013-30	San Juan High School 24" North Property Line Transmission Main Installation	544,364	17,277	527,087	7,580	9,648	26,925
2014-36	San Juan Park 12" Water Main Installation - 5555 Mariposa Avenue to UC Davis Medical Center	378,304	123	378,181	934	29,217	29,340
2015-30	Poplar Avenue 14" Transmission Main Installation	142,325	-	142,325	790	790	790
2015-30	Transmission Mains - New	1,064,993	17,400	1,047,593	9,309	39,654	57,054
2014-33	Mariposa Avenue 18" & 8" Sycamore Drive to Pratt Avenue	471,102	12,853	458,249	3,101	10,720	23,573
2014-32	Sunrise Blvd./Highwood 12" Pipeline Replacement	79,879	139,237	2,211	-	56,575	195,812
2015-32	Transmission Mains - New and Distribution Mains - Replacement	550,981	157,090	406,460	3,101	67,296	219,366
2015-13	Water Meters Replacements	28,441	-	28,441	14,347	14,347	14,347
2011-01	Water Meters	28,441	-	28,441	14,347	14,347	14,347
2012-09	Fat Way 12" x 8" Interconnection w/ RV	76,128	-	76,128	-	-	47,723
2012-10	Blossom Hill Drive 6" x 10" Interconnection w/ RV	25,655	-	25,655	-	471,101	471,101
2012-10	Crestmont Avenue 6" Interconnection w/ RV	20,155	-	20,155	-	228,709	228,709
2012-11	Skycrest Well No. 13 Construction	316,483	327,209	(10,726)	283	(845)	326,364
2013-21	Skycrest Well No. 13 Construction	51,829	487,554	1,594,015	2,065	579,919	1,067,473
2015-37	Groundwater Well Improvements	300,000	-	300,000	-	840	840
2015-37	C-Bar-C Pressure Control Station	300,000	-	300,000	-	-	300,000
2015-37	Water Meters - Emergency Interim Water Meters	2,871,819	814,763	2,057,056	10,538	1,279,723	2,094,486
Grand Total		11,010,809	2,338,143	8,754,235	85,934	3,009,643	1,498,796

July 31, 2015 PAYABLES

59681	Aldea Homes, Inc.	Overpayments	\$46.40
59682	Alexander's Contract Services	Contract Services-Meter Read	\$2,391.25
59683	Aqua Sierra Controls	Wells Maintenance	\$632.00
59684	Bart/Riebes Auto Parts	Repair-Trucks	\$41.04
59685	Steven J or Rosario C Brazis	Overpayments	\$100.98
59686	Patricia L Brown	Overpayments	\$218.07
59687	BSK Associates	Water Analysis	\$24.00
59688	California State Disbursement Unit	Garnishment	\$184.61
59689	California State Disbursement Unit	Garnishment	\$109.61
59690	Canon Solutions America, Inc.	Maintenance Agreement-Equipment	\$21.65
59691	Susan Carlson	Toilet Rebate Program	\$75.00
59692	Robin Cope	Health Insurance	\$397.00
59693	Sacramento County Utilities	Utilities	\$163.35
59694	Melanie Ferguson	Overpayments	\$100.18
59695	FP Mailing Solutions	Equipment Rental-Office	\$165.24
59696	Vehicle Registration Collections	Garnishment	\$294.00
59697	Mary K Frontiera	Toilet Rebate Program	\$75.00
59698	Future Ford Fleet Service Center	Repair-Trucks	\$125.75
59699	GreatAmerica Leasing Corp	Equipment Rental-Office	\$218.79
59700	Danny or Mary Gregory	Toilet Rebate Program	\$150.00
59701	HD Supply Waterworks LTD	Material	\$896.40
59702	Marvin D Hunt	Overpayments	\$19.96
59703	J4 Systems	Contract Services-Other	\$730.00
59704	John C Johnson Trust	Overpayments	\$8.89
59705	William E Jones	Toilet Rebate Program	\$150.00
59706	KASL Consulting Engineers	Contract Services-Engineering	\$2,379.00
59707	Bette L Koenig	Toilet Rebate Program	\$4.75
59708	Moonlight BPO	Contract Services-Bill Print	\$4,327.59
59709	Andrew R Morris	Overpayments	\$96.98
59710	New Start Property Investments c/o Shannon Wable	Overpayments	\$26.33
59711	Pace Supply Corp	Material	\$193.69
59712	Nicholas Rogers	Overpayments	\$165.42
59713	Rotary Club of Citrus Heights	Continued Education	\$840.00
59714	Shelter Properties Inc c/o John L Reynen	Overpayments	\$49.58
59715	Sylvan Professional Plaza LLC	Fixed Assets	\$2,750.00
59716	A. Teichert & Son, Inc.	Road Base	\$779.01
59717	Timewise Enterprises	Overpayments	\$19.11
59718	Ned Tompkins	Toilet Rebate Program	\$150.00
59719	Union Bank Trust Department-Fees	Small Office Equip	\$270.15
59720	US Bank I.M.P.A.C. Government Services	See July Agenda Item CC:10	\$5,867.79
59721	Billy J Vossler	Toilet Rebate Program	\$225.00
59722	Mark Winter	Toilet Rebate Program	\$75.00
59723	Thomas or Jeannie McBride Walla	Overpayments	\$215.88
59724	Zane Deziign	Contract Services-Water Conservatio	\$352.96
59725	ACWA/JPIA	Workers Comp-Insurance	\$12,695.00
59726	AFLAC	Employee Paid Insurance	\$330.86
59727	Albietz Law Firm	Legal & Audit	\$13,945.05
59728	Bart/Riebes Auto Parts	Repair-Trucks	\$12.94
59729	Blackbird Associates	Contract Services-Engineering	\$8,058.20
59730	Burketts	Office Expense	\$419.04
59731	Corix Water Products, Inc	Material	\$17,320.50

59732	Employee Relations Inc	Contract Services-Other	\$51.10
59733	Groeniger & Company	Material	\$552.96
59734	Hodge Products	Supplies-Field	\$392.59
59735	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$84,262.11
59736	L and D Landfill	Contract Services-Miscellaneous	\$313.60
59737	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$11,985.00
59738	Miles Treaster & Associates	Office Expense	\$25,348.12
59739	Office Depot	Office Expense	\$100.74
59740	Preston Pipelines Inc	Contract Services-Engineering	\$50,162.96
59741	Protection One Alarm Monitoring	Equipment Rental-Office	\$1,321.50
59742	Republic Services #922	Utilities	\$204.39
59743	SMUD	Utilities	\$10,792.42
59744	Titan Workforce LLC	Contract Services-Temporary Labor	\$2,805.95
59745	Traffic Management Inc.	Field Miscellaneous	\$1,382.50
59746	Tree Pros, Inc	Contract Services-Miscellaneous	\$1,000.00
59747	Verizon Wireless	Telephone-Wireless	\$1,175.46
59748	J4 Systems	Contract Services-Other	\$2,550.00
59749	Regional Water Authority	Dues & Subscriptions	\$35,549.00
59750	Sacramento Groundwater Authority	Dues & Subscriptions	\$27,689.00
59751	Kaiser Foundation Health Plan, Inc	Health Insurance	\$13,288.03
59752	ABA DABA Rentals & Sales	Supplies-Field	\$265.92
59753	ACWA/JPLA Health Benefits Authority	Disability & Life Insurance	\$4,311.51
59754	Alexander's Contract Services	Contract Services-Meter Read	\$3,890.33
59755	AnswerNet	Telephone-Answering Service	\$245.85
59756	Bart/Riebes Auto Parts	Repair-Trucks	\$48.55
59757	Linda R Bristow	Overpayments	\$329.48
59758	Burketts	Office Expense	\$372.53
59759	Paul Burnsed	Overpayments	\$28.31
59760	California State Disbursement Unit	Garnishment	\$184.61
59761	California State Disbursement Unit	Garnishment	\$109.61
59762	David A or Kathryn A Canan	Overpayments	\$18.05
59763	William R Carpini	Overpayments	\$7.10
59764	Frank A or Jeanne Cassel c/o Theresa Larson Successor	Toilet Rebate Program	\$33.67
59765	CirclePoint	Contract Services-Water Conservati	\$1,340.60
59766	Comcast	Equipment Rental-Office	\$327.61
59767	Consolidated	Telephone-Local/Long Distance	\$892.18
59768	Corelogic Information Solutions Inc	Dues & Subscriptions	\$442.08
59769	Coverall North America Inc	Janitorial	\$399.00
59770	Doanld Davis	Overpayments	\$59.25
59771	Dawson Oil Company	Gas & Oil	\$1,105.40
59772	Ditch Witch	Fixed Assets	\$237.04
59773	Ryan D Farrell or Ilse J Farrell	Overpayments	\$12.95
59774	Kelley M Houpt or Kelley M Kubitz-Trustee	Overpayments	\$22.49
59775	Independent Business Forms Inc	Printing	\$498.10
59776	Integrity Administrators Inc	Health Insurance	\$264.00
59777	James C or Donett E Iwank	Overpayments	\$46.77
59778	Carol E Link Trust or Miyuki Martin	Overpayments	\$121.53
59779	Moonlight BPO	Contract Services-Bill Print	\$6,713.06
59780	Occu-Med	Office Miscellaneous	\$221.00
59781	Office Depot	Office Expense	\$59.35
59782	Protection One Alarm Monitoring	Equipment Rental-Office	\$160.00
59783	Red Wing Shoe Store	Small Tools	\$360.00
59784	RW Trucking	Contract Services-Miscellaneous	\$2,595.00
59785	Sharon C Sabin or Michelle Wheeler	Overpayments	\$25.22
59786	Sacramento Wire Rope & Supply	Material	\$606.33

59787	SureWest Directories	Telephone-Local/Long Distance	\$49.00
59788	A. Teichert & Son, Inc.	Road Base	\$766.67
59789	Titan Workforce LLC	Contract Services-Temporary Labor	\$3,692.72
59790	United States Treasury	Health Insurance	\$63.44
59791	Unum Life Insurance Co of America	Disability & Life Insurance	\$1,741.82
59792	Varani Nasser or Samadi Ashena	Overpayments	\$165.56
59793	R E Smith Contractor Inc	Contract Services-Wells	\$134,211.75
59794	Rawles Engineering Inc	Contract Services-Miscellaneous	\$15,707.83
59795	Roger P/Shirley A Caetano	Overpayments	\$7.32
59796	Cleon B/Lexie A Tanner	Overpayments	\$47.19
59797	Kevin M Yost	Overpayments	\$68.85
59798	Ralph C/Edna J Huls	Overpayments	\$124.84
59799	Dennis L Williamson	Overpayments	\$49.42
59800	James Poulos Trust	Overpayments	\$8.67
59801	Isabelle J McCullough	Overpayments	\$65.18
59802	Jased Investments LLC	Overpayments	\$8.70
59803	ABA DABA Rentals & Sales	Supplies-Field	\$249.46
59804	AIA Services, LLC	Water Conservation-Supplies	\$3,228.09
59805	Alexander's Contract Services	Contract Services-Meter Read	\$2,638.96
59806	Altisource Solutions Inc	Overpayments	\$37.92
59807	AREA Restroom Solutions	Equip Rental-Field	\$106.20
59808	Ronald D or Mary J Arneson	Overpayments	\$29.69
59809	Automate Mailing	Contract Services-Bill Print	\$7,223.03
59810	Daniel R Bergendahl	Overpayments	\$85.75
59811	Patrick R Bergin or Christianne M Klein	Overpayments	\$17.89
59812	Blackbird Associates	Contract Services-Engineering	\$2,837.00
59813	David A or Virginia K Blottie	Overpayments	\$125.71
59814	BSK Associates	Water Analysis	\$660.00
59815	Carlton Funding LLC	Overpayments	\$22.01
59816	Connected Document Solutions	Maintenance Agreement-Equipment	\$27.95
59817	Cybex	Equipment Rental-Office	\$129.12
59818	Dougherty William or Wendy	Overpayments	\$6.18
59819	Equity Smarts Investments LP	Overpayments	\$58.41
59820	Howard or Rene Favichia	Overpayments	\$156.75
59821	Groeniger & Company	Material	\$6,908.33
59822	Leslie E Groscup	Overpayments	\$6.18
59823	Craig E or Laura A Hartog	Overpayments	\$279.39
59824	Oleksandr Huzovatyy	Overpayments	\$47.90
59825	Innovyze	Maintenance Agreement-Softwaree	\$1,500.00
59826	Kaiser Foundation Health Plan, Inc	Health Insurance	\$13,288.03
59827	Liebert Cassidy Whitmore	Legal & Audit	\$2,969.00
59828	Moonlight BPO	Contract Services-Bill Print	\$3,609.75
59829	Casey M O'Callaghan	Overpayments	\$55.36
59830	Pace Supply Corp	Material	\$1,438.37
59831	Pacific Gas & Electric	Utilities	\$9.51
59832	Protection One Alarm Monitoring	Equipment Rental-Office	\$413.81
59833	Rotary Club of Citrus Heights	Continued Education	\$840.00
59834	Penny C Snider	Overpayments	\$168.19
59835	Sonitrol	Equipment Rental-Office	\$305.23
59836	Sophos Solutions	Contract Services-Other	\$5,812.50
59837	Underground Service Alert	Dues & Subscriptions	\$859.44
59838	WaterWise Consulting, Inc	Contract Services-Water Conservatio	\$7,250.00
59839	William or Sandra Ashbaugh	Toilet Rebate Program	\$75.00
59840	Charles or Regina Berglund	Toilet Rebate Program	\$300.00
59841	Kay Castle	Toilet Rebate Program	\$150.00

59842	John M or Robin A Emmond	Toilet Rebate Program	\$150.00
59843	Gerald C or Rebecca L Kenny	Toilet Rebate Program	\$75.00
59844	Antonio J Pereira	Toilet Rebate Program	\$75.00
59845	Lucy Watkins	Toilet Rebate Program	\$300.00
59846	City of Citrus Heights	Permit Fees	\$1,310.00
59847-59879	Void	Void	\$0.00
59901	Henry J/Julie M Woodley Trust	Overpayments	\$46.25
59902	Harry/Dorlyn Pelliccione	Overpayments	\$64.56
59903	Gervase G/Patricia P Strucel	Overpayments	\$15.04
59904	Mary E Shaw	Overpayments	\$51.35
59905	Peter P Bollinger	Overpayments	\$35.82
59906	Jose M/Maria E Sanchez	Overpayments	\$80.55
59907	Estate of Elisabeth Graff	Overpayments	\$47.50
59908	Caroline Hoffman	Overpayments	\$86.63
59909	Donald C/Kathryn L Haverkamp	Overpayments	\$165.27
59910	Austin Merritt	Overpayments	\$94.89
59911	Lisa Agheli	Overpayments	\$50.00
59912	Toro Engineering Inc	Overpayments	\$1,491.90
59913	Dan Martin	Overpayments	\$9.84
59914	Joe Villegas	Overpayments	\$1,532.01
59915	ABA DABA Rentals & Sales	Supplies-Field	\$96.14
59916	ACWA/JPIA Health Benefits Authority	Disability & Life Insurance	\$3,895.25
59917	Alexander's Contract Services	Contract Services-Meter Read	\$2,456.11
59918	Bart/Riebes Auto Parts	Repair-Trucks	\$12.18
59919	BSK Associates	Water Analysis	\$492.00
59920	California State Disbursement Unit	Garnishment	\$184.61
59921	California State Disbursement Unit	Garnishment	\$109.61
59922	City of Citrus Heights	Permit Fees	\$2,052.30
59923	Connected Document Solutions	Maintenance Agreement-Equipment	\$303.84
59924	Corporate Design Group Inc	Contract Services-Other	\$5,521.25
59925	County of Sacramento	Permit Fees	\$679.00
59926	Ditch Witch	Fixed Assets	\$237.04
59927	GreatAmerica Leasing Corp	Equipment Rental-Office	\$218.79
59928	Integrity Administrators Inc	Health Insurance	\$2,500.00
59929	Moonlight BPO	Contract Services-Bill Print	\$5,523.91
59930	Regional Water Authority	Dues & Subscriptions	\$80.00
59931	Borey Swing	Continued Education	\$1,175.27
59932	Titan Workforce LLC	Contract Services-Temporary Labor	\$3,889.30
59933	US Bank I.M.P.A.C. Government Services	Continued Education	\$3,143.00
59934	Placer County Water Agency	Contract Services-Engineering	\$5,832.52
Total			<u>\$640,979.71</u>
ACH	VALIC 7/16/15	Deferred Compensation	\$1,770.00
ACH	VALIC 7/30/15	Deferred Compensation	\$1,895.00
ACH	WHA AUG 2015	Health Insurance	\$17,018.22
ACH	VALIC 7/1/15	Deferred Compensation	\$1,670.00
ACH	BANK OF THE WEST JUNE 2015	Bank Fee	\$2,196.59
ACH	VANCO JUNE 2015	Bank Fee	\$57.70
ACH	PERS 7/1/15	PERS	\$9,104.96
ACH	PERS 7/15 -6/16	PERS	\$282,443.00
ACH	VOYA 7/30/15	Deferred Compensation	\$45.00
ACH	VOYA 7/1/15	Deferred Compensation	\$45.00
ACH	VOYA 7/16/15	Deferred Compensation	\$45.00

ACH	ELAVON 2015PH
ACH	UNION BANK 2015 INTEREST PYMT
ACH	ELAVON 2015FD
ACH	ELAVON 2015WEB
ACH	PAYCHEX 7/10/15
ACH	PERS 7/16/15
Total	

Bank Fee	\$162.72
COP Debt Service	\$48,643.75
Bank Fee	\$213.99
Bank Fee	\$2,486.75
Contract Services-Other	\$343.85
PERS	\$13,468.14
	<u>\$381,609.67</u>

Grand Total\$1,022,589.38**August Checks Approved At August Board Meeting**

59964	SMUD
59953	Douglas A MacTaggart
59952	KASL Consulting Engineers
59944	Central Valley Engineering & Asphalt, Inc.
59960	Regional Water Authority
59951	Kaler/Dobler Construction Inc
59958	R E Smith Contractor Inc
59962	San Juan Water District

Utilities	\$9,471.41
Contract Services-Paving/Concrete	\$9,637.00
Contract Services-Engineering	\$10,543.00
Contract Services-Paving/Concrete	\$10,964.88
Dues & Subscriptions	\$23,232.00
Contract Services-Engineering	\$59,170.57
Contract Services-Wells	\$76,243.39
Purchased Water	\$502,135.26
	<u>\$701,397.51</u>

US BANK - CAL-Card Distributions

July 2015

i:/users/ap/CalCard/(current year) -Distribution for monthly payment.xls

TOTAL
BILL

11180-00	52300-02	54200-03	54210	54211	54220	54241-01	54242	56200	56230	56830	56890-01	56890-02	
	Fixed Asse/Office Equip	Wells Main	Offic Misc	Tools	Supplies	Material	Repair Truck	Gas & Oil	Office Exp	Postage	C.E.	Office Misc, District Event	Mtg Accom

\$3,143.00

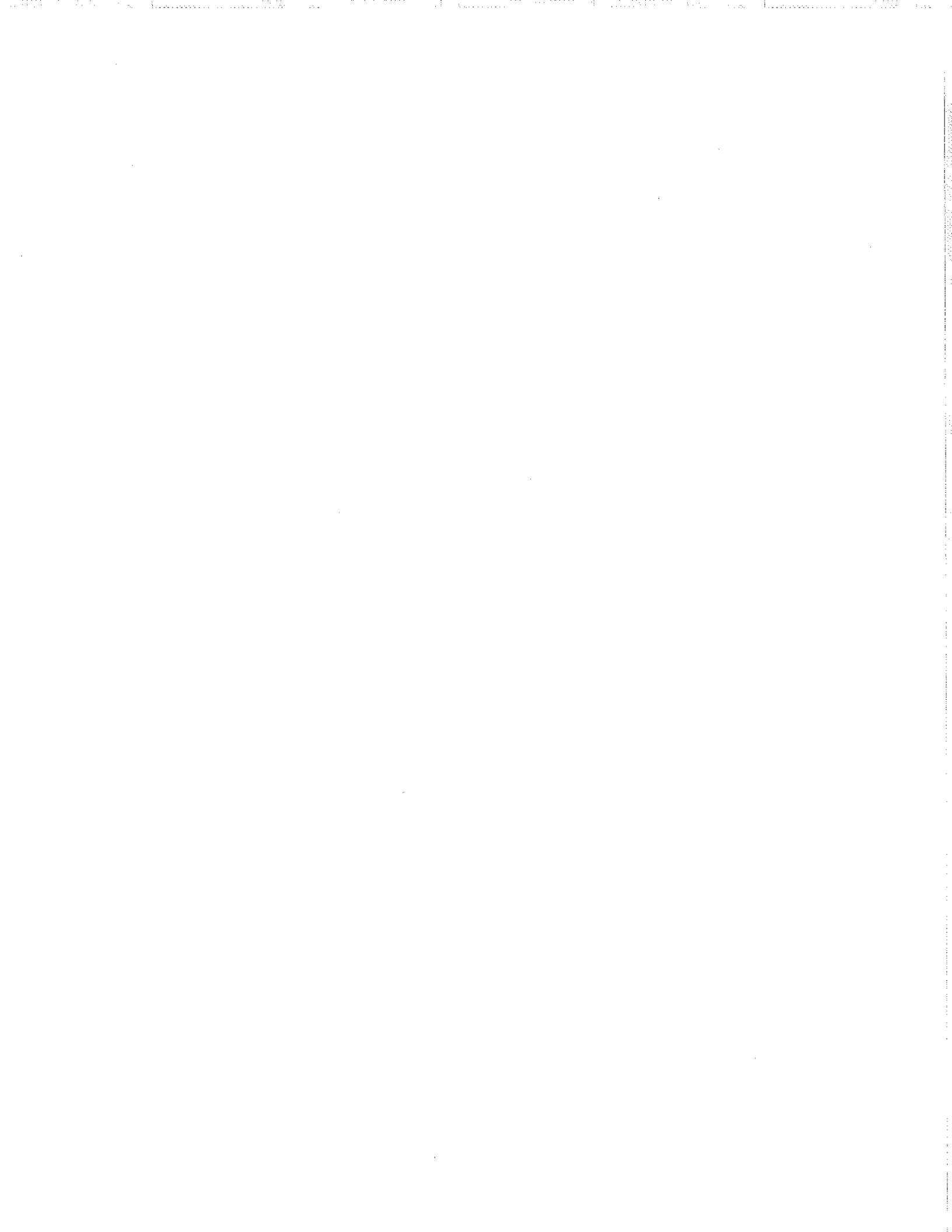
	98.00	716.45	14.99	293.69	303.75	9.46	109.55	98.00	94.40	55.55	237.97	5.00
Churchill	\$											
Culler	\$											
Dains	\$											
Dietrich	\$											
Evans	\$											
Hensley	\$											
Straus	\$											
Smoot	\$											
Townsel	\$											

\$	3,143.00	\$	-	\$	24.83	\$	14.99	\$	465.38	\$	366.70	\$	400.26	\$	9.46	\$	107.17	\$	400.29	\$	55.55	\$	1,055.40	\$	237.97	\$	5.00
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V#: _____ Date: 7/31/15 Doc #: _____

	24.83	14.99	465.38	366.70	400.26	9.46	107.17	400.29	55.55	1,055.40	237.97	5.00
52300-02	Wells Main											
52400	Wtr Analysis											
54200-03	Field Misc											
54210	Tools											
54211	Supplies											
54220	Material											
54241-01	Rep-Truck											
54242	Gas & Oil											
56200	Off Exp											
56230	Postage											
56830	CE											
56890-01	Off Misc - Dist Event											
56890-02	Mtg Accom											

3,143.00 Double check by Acct ID



Citrus Heights Water District
 2015 Director Training Courses/Seminars/Conferences

as of 8/6/2015
 I:\users\Continued Ed\Continued Ed-2015.xls

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/phone
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Al Dalms	670.00	560.00				110.00	
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Ray Riehle	670.00	560.00				110.00	
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Caryl Sheehan	600.00	600.00					
Grand Total						1,940.00						

Citrus Heights Water District
 2015 Officer Training Courses/Seminars/Conferences

as of 8/6/2015

1:/Users/Continued Ed/Continued Ed-2009.xls

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/phone
5/4/15-5/7/15	4	ACWA Spring Conference	ACWA	Sacramento	Robert Churchill	695.00	695.00					
5/4/15-5/7/15	4	ACWA Spring Conference	ACWA	Sacramento	Hilary Strauss	695.00	695.00					

Citrus Heights Water District
 2015 Employee Training Courses/Seminars/Conferences
 as of 8/6/2015

I:/Users/Continued Ed/Continued Ed 2009.xls

Date	Days	Topic	Sponser	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/ phone
7/19/15-7/23/15	4	ESRI User Conference	ESRI	San Diego	Borey Swing	1,489.27		942.16	314.00		175.11	58.00
8/7/15-8/10/15	3	AWWA Annual Conference	AWWA	Anaheim	Paul Dietrich	1,670.56	845.00	290.00	254.20		201.36	80.00
06/24/15	1	Sacramento Valley Chapter Meeting	CSMFO	Yuba City	Susan Sohal	30.00	30.00					
07/24/15	1	Intermediate Government Accounting	CSMFO	Menlo Park	Susan Sohal	369.83	150.00	219.83				
10/06/15	4	WaterSmart	Watersmart	Las Vegas	Rex Meurer	1,027.60	430.00	369.60	228.00			
10/25/15	3	CalPERS Yearly Conference	CalPERS	San Jose	Lisa Smoot	1,054.00	399.00	655.00				
						0.00						
						0.00						
						0.00						
						0.00						
Grand Total						5,641.26	1854.00	2476.59	796.20	0.00	376.47	138.00

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : SAN JUAN WATER DISTRICT / SACRAMENTO SUBURBAN WATER
DISTRICT REORGANIZATION

STATUS : Information/Discussion Item

REPORT DATE : August 4, 2015

PREPARED BY : Robert A. Churchill, General Manager
Hilary Straus, Assistant General Manager

OBJECTIVE:

Receive information regarding Reorganizing San Juan Water District and Sacramento Suburban Water District.

BACKGROUND AND ANALYSIS:

On July 28th, General Manager Churchill and Assistant General Manager Straus met with Sacramento Suburban Water District (SSWD) General Manager Robert Roscoe at Mr. Roscoe's request. The SSWD Board of Directors directed General Manager Roscoe to meet with representatives of San Juan Wholesale customer agencies to identify specific issues of concern about the potential merger between San Juan Water District (SJWD) and SSWD. At the meeting, CHWD staff reiterated concerns already submitted in writing to SSWD and to SJWD.

Mr. Roscoe also informed CHWD staff that the SSWD Board is placing further consideration of a merger on hold until SSWD can evaluate its independent research conducted on San Juan Water District's water rights.

A copy of SSWD General Manager Roscoe's request to meet with CHWD staff accompanies this Board agenda report.

At this point, CHWD staff does not have additional information concerning the potential merger, and does not know if additional steps beyond those listed above by either agency will be taken. Staff will continue to monitor any developments and keep the CHWD Board informed.

RECOMMENDATION:

None – for information and discussion only.

General Manager

Robert S. Roscoe, P. E.



Board of Directors

President - Neil W. Schild
Vice President - Kevin M. Thomas
Frederick A. Gayle
Craig M. Locke
Robert P. Wichert

Attachment

July 15, 2015

Handwritten: 7/20/2015

Citrus Heights Water District
Attn: Bob Churchill
7011 Sylvan Road, Suite D
Citrus Heights, CA 95610

Re: Reorganization Discussion – Sacramento Suburban Water District and San Juan Water District

Mr. Churchill,

The Sacramento Suburban Water District (SSWD) and San Juan Water District (SJWD) have been analyzing a potential reorganization of the two districts for approximately four years. There have been 2X2 Water Management Ad Hoc Committee Meetings and Joint Board Meetings during the process. At the June 25, 2015 Joint Board Meeting, the SSWD Board of Directors made a decision to suspend work on the reorganization analysis until SSWD staff can coordinate with the SJWD Wholesale Customers to identify specific issues of concern and the SSWD Board can evaluate the independent research on SJWD water rights that SSWD commissioned.

I would encourage a meeting be set between Citrus Heights Water District staff and SSWD staff with the goal of creating a specific list of concerns associated with the SSWD/SJWD reorganization discussions. Please contact me at 679-3994, or rroscoe@sswd.org, and we will find a mutually agreeable time to meet. If I am unavailable, Christine Bosley at 679-3974 can arrange a time.

Sincerely,

A handwritten signature in cursive script that reads "Bob".

Robert S. Roscoe, P.E.
General Manager

cc: Shauna Lorange, San Juan Water District

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : ANTELOPE PUMP-BACK BOOSTER PUMP STATION PROJECT
STATUS : Information Item
REPORT DATE : July 8, 2015
PREPARED BY : Robert A. Churchill, General Manager

OBJECTIVE:

Discuss the Antelope Pump-Back Booster Pump Station Project between San Juan Water District (SJWD) and Sacramento Suburban Water District (SSWD).

BACKGROUND AND ANALYSIS:

A meeting tentatively scheduled for July 23 with SJWD AGM Keith Durkin to continue discussion on the utilization of the Cooperative Transmission Pipeline (CTP) to facilitate water deliveries from the Antelope Pump-Back Booster Pump Station Project did not occur due to conflicts with other activities. We are coordinating schedules for a meeting either on August 17, 18 or 20. Key to the discussion will be a review of the CTP Ownership, Operations and Maintenance Agreement between SJWD, CHWD, FOWD, OVWC and SSWD and whether the Agreement needs to be amended to facilitate the Project.

RECOMMENDATION:

Discuss the Antelope Pump-Back Booster Pump Station Project.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : ADMINISTRATION BUILDING IMPROVEMENTS
 STATUS : Information Item
 REPORT DATE : July 30, 2015
 PREPARED BY : Robert A. Churchill, General Manager

OBJECTIVE:

Receive a status report on the construction phase of the Administration Building Expansion and Renovation Project.

BACKGROUND AND ANALYSIS:

On December 9, 2014, the Board of Directors accepted the Bid of Kaler/Dobler Construction, Inc. in the amount of \$743,200 for construction of the Administration Building Expansion and Renovation Project. Subsequently, as authorized, the General Manager executed an Agreement for Construction Services with the Contractor. A project contingency amount of \$50,000 was also authorized for change orders.

Construction began on Tuesday January 20, 2015. The construction efforts are ahead of the original project schedule that forecast completion by September 22, 2015. Completion of the Project is now estimated to be September 4, 2015. The project is estimated at 91% complete.

The amount paid to the contractor to date is \$638,086.18. This amount is inclusive of \$34,717 in change orders as approved for addressing unknown conditions (\$8,992) and for additional work, including replacement and upgrading existing insulation, kitchen exhaust fan, complete exterior painting, electrical changes and asphalt sealing (\$25,725).

Tasks undertaken and underway by the Contractor since the last report to the Board of Directors are as follows:

- Site Work:
 - East Alcove Pavers
 - East Irrigation System and Landscaping
- Building:
 - Storefront System
 - Computer Room Wall and Finishes

Tasks remaining to be completed per the contract schedule are as follows:

- Building:
 - Casework/Millwork
 - Glazing (25%)
 - Signage
 - Window Blinds
 - Flooring
 - Equipment and System Startups

Furnishing purchased through Miles-Treaster & Associates are tentatively expected to arrive August 18, 2015.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : SKYCREST WELL EQUIPPING
STATUS : Information Item
REPORT DATE : August 3, 2015
PREPARED BY : John Townsel, Operations Manager

OBJECTIVE:

Receive a status report on the building and equipping phase of the project.

BACKGROUND AND ANALYSIS:

At the January 13, 2015 Board Meeting the Board accepted the bid of R.E. Smith Contractor, Inc. in the amount of \$1,822,000.00 and established a change order contingency fund in the amount of \$90,000.00 (4.94%) for equipping the Skycrest Well. This work includes the pump, motor, building, electrical and mechanical components, water and storm drain piping, fencing and other site improvements.

An Agreement for Construction Services between the District and R.E. Smith Contractor, Inc. was executed on February 23, 2015. Completion is expected by October 1, 2015.

Construction at the site continues. Rough grading has been completed and the installation of the 12-inch piping is nearly complete.

The concrete pad of the building has been poured and the block wall construction is nearly complete.

The roof for the block building is pending.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : TRAINING / CONTINUED EDUCATION / MEETINGS
 STATUS : Information Item
 REPORT DATE : July 30, 2015
 PREPARED BY : Robert A. Churchill, General Manager

Upcoming training, continued education and meeting opportunities for Directors and Management Staff for consideration. New items are noted in *bold italics*.

Common Abbreviations:	ACWA	Association of California Water Agencies
	ASCE	American Society of Civil Engineers
	AWWA	American Water Works Association
	CSDA	California Special Districts Association
	JPIA	Joint Powers Insurance Authority
	WEF	Water Education Foundation

A. Oct 11-14 ASCE Annual Conference
New York, NY

Recommended Attendees: None

B. Oct 26-29 AWWA Ca/NV Section
Las Vegas, NV

Recommended Attendees: General Manager

C. Nov 30-Dec 1 ACWA-JPIA Fall Conference
Indian Wells, CA

Recommended Attendees: Directors, Assistant General Manager

D. Dec 1-4 ACWA Fall Conference
Indian Wells, CA

Recommended Attendees: Directors, Assistant General Manager

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : 6350 FOUNTAIN SQUARE DRIVE ANNEXATION
STATUS : Action Item
REPORT DATE : July 28, 2015
PREPARED BY : Robert A. Churchill, General Manager

OBJECTIVE:

Consider adoption of Resolution 19-2015 approving the annexation of the Citrus Heights City Hall property at 6350 Fountain Square Drive in Citrus Heights to the Citrus Heights Water District.

BACKGROUND AND ANALYSIS:

Development of new City Hall for the City of Citrus Heights on 12.80 acres of property on Fountain Square Drive is underway. The property is within the sphere of influence of the District but the site has never been formally annexed to the District. Annexation Fees in the amount of \$23,339.20 have been paid to the District by the property developer. The annexation documents have been properly executed and approved by Sacramento LAFCo.

RECOMMENDATION:

Adopt Resolution 19-2015 approving the annexation of the Citrus Heights City Hall property at 6350 Fountain Square Drive in Citrus Heights to the Citrus Heights Water District.

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

INCLUS

2

7/26
4/35

03-99

12-02

12-20

6-87

12-02

OUT

12-02

TERRITORY TO BE ANNEXED

4-93

STODDARD LN.

4-77

12-77

SHUMAN LN (PVT.)

11-60

11-60

GREENBACK

1-93

CHTREE AVE.

BRYTREE AVE.

Y CREEK CT.

PEORIA DRIVE

TERRELL DRIVE

SHUPE DRIVE

12-20

10-73

11-63

MINDAN WAY

LEVEL

RESOLUTION 19-2015

RESOLUTION OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT
FOR ANNEXATION OF
6350 FOUNTAIN SQUARE DRIVE

WHEREAS, CP CITY HALL, LLC, has filed with the District a for Inclusion of certain territory described below into the CITRUS HEIGHTS WATER DISTRICT, and

WHEREAS, CP CITY HALL, LLC, has paid an inclusion fee of \$28,339.20, and

WHEREAS, the SACRAMENTO LOCAL AGENCY FORMATION COMMISSION, pursuant to Government Code No. 56261, has duly approved such annexation by Resolution No. LAFC 2015-07-0401-01-15 and has authorized the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT to annex such territory without notice of hearing by the Board of Directors, without election, and

WHEREAS, the proposed annexation will be for the interest of land owners present and future inhabitants within the District and within the territory to be annexed to the CITRUS HEIGHTS WATER DISTRICT.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT that the territory described below be, and it is, annexed to the CITRUS HEIGHTS WATER DISTRICT, and the District's sphere of influence is amended to include same.

Said territory is described as follows:

All that certain real property situated in the City of Citrus Heights, County of Sacramento, State of California, described as follows:

All that portion of Parcel 3 as said parcel is shown and so designated on that certain Parcel Map filed in Book 93 of Parcel Maps, Page 19, Sacramento County Records, described as follows:

BEGINNING at the southeasterly corner of Lot 100 as said Lot is shown on the Plat of "Stock Village Unit No. 2" filed in Book 252 of Maps, Map No. 3, Sacramento County Records; thence from said POINT OF BEGINNING, along the easterly boundary of said "Stock Village Unit No. 2" the following three (3) courses:

- (1) North 01°00'49" West 62.55 feet,
- (2) Northeasterly along the arc of a tangent curve to the right, concave to the

- southeast, having a radius of 1,200.00 feet and being subtended by a chord bearing North $14^{\circ}14'58''$ East 631.80 feet, and
- (3) North $29^{\circ}30'45''$ East 45.86 feet to the most southerly corner of Lot 80 as said Lot is shown on the Plat of "Stock Village Unit No. 1" filed in Book 249 of Maps, Map No. 4, Sacramento County Records.

Thence along the southeasterly boundary of said "Stock Village Unit No. 1" the following three (3) courses:

- (1) North $29^{\circ}30'45''$ East 90.13 feet,
- (2) Northeasterly along the arc of a tangent curve to the right, concave to the southeast, having a radius of 405.00 feet and being subtended by a chord bearing North $41^{\circ}05'03''$ East 162.48 feet, and
- (3) North $52^{\circ}39'20''$ East 70.20 feet to a point on the southwest right-of-way line of Stock Ranch Road, a public road, as said Road is shown on that certain Parcel Map filed in Book 148 of Parcel Maps at Page 4, Sacramento County Records.

Thence along said right-of-way line the following five (5) courses:

- (1) Southeasterly along the arc of a non-tangent curve to the left, concave to the northeast, having a radius of 1,030.00 feet and being subtended by a chord bearing South $39^{\circ}07'56''$ East 64.27 feet,
- (2) South $40^{\circ}55'12''$ East 264.98 feet,
- (3) Southeasterly along the arc of a tangent curve to the right, concave to the southwest, having a radius of 1,170.00 feet and being subtended by a chord bearing South $33^{\circ}11'21''$ East 314.77 feet,
- (4) South $25^{\circ}27'31''$ East 171.63 feet, and
- (5) Southeasterly along the arc of a tangent curve to the left, concave to the northeast, having a radius of 530.00 feet and being subtended by a chord bearing South $26^{\circ}37'59''$ East 21.72 feet to the northwest corner of that certain parcel of land described as Parcel A in a Lot Line Adjustment recorded in Book 930923, Page 937, Official Records of Sacramento County.

Thence along the northwesterly line of said Parcel A, South $62^{\circ}11'33''$ West 74.83 feet; thence along the westerly line of said Parcel A, South $00^{\circ}20'48''$ East 225.00 feet to the south line of said Parcel 3, said south line also being the south line of the North one-half of the Northwest one-quarter of Section 35, Township 10 North, Range 6 East, M.D.B. & M; thence along said south line South $89^{\circ}14'13''$ West 789.17 feet to the POINT OF BEGINNING.

Containing 12.80 gross acres of land more or less.

APN: 243-0010-027-0000

PASSED AND ADOPTED by the Board of Directors of CITRUS HEIGHTS WATER DISTRICT, this 11th day of August, 2015, by the following vote, to wit:

AYES: Directors: Dains, Sheehan, Riehle
NOES: Directors:
ABSENT: Directors:

SEAL

ALLEN B. DAINS, President
Board of Directors
Citrus Heights Water District

ATTEST:

ROBERT A. CHURCHILL, Secretary

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : REGIONAL WATER AUTHORITY'S EXTENDED PUBLIC OUTREACH PLAN
 STATUS : Action Item
 REPORT DATE : August 8, 2015
 PREPARED BY : Rex Meurer, Water Efficiency Coordinator

OBJECTIVE:

Provide direction regarding a Regional Water Authority (RWA) request for additional funding for RWA's enhanced Drought Response Public Education and Information program.

BACKGROUND AND ANALYSIS:

At the July Regional Water Authority (RWA) Executive Board meeting, it was recommended extending the Regional Water Efficiency Program's media time purchase budget (television, radio, and online advertisements) to cover the entire State mandated conservation time frame of June 2015 through February 2016. In past years, RWA has concentrated all of its media time purchasing funding from March through August each year to capture attention during peak outdoor water use months. This means that September 2015 through February 2016 of the State's mandated conservation time frame is currently without any regional media time purchasing funding.

In order to provide additional media time purchasing support, the RWA Executive Committee directed RWA staff to come up with an Emergency Public Outreach Plan that would extend media time purchasing funding from September 2015 through February 2016. The Executive Committee also directed RWA staff to use the member dues structure to assign suggested contributions by agency for the additional cost of extending public outreach funding, estimated at \$150,000. (Attachment 1)

In the event that there are unused funds as result of this subscription program, a majority vote by the participants will determine if funds will be returned to individual participating water provider members or redirected to RWA's regular program advertising buys.

Lastly, it should be noted that the amount requested by RWA falls under the General Manager's expenditure authority and budgeted funds are available. However, given the uniqueness of this request and the high visibility of the drought issue, staff felt that it is important to bring this RWA funding request to the Board's attention, and to request the Board's input in this matter.

RECOMMENDATION:

Provide direction to CHWD staff regarding RWA's request for an additional \$8,478.00 for RWA's enhanced Drought Response Public Education and Information program. If approved, the expenditure would be charged to CHWD's Drought Response Plan budget, and the General Manager would move forward to execute the Extended Public Outreach agreement between CHWD and RWA. (Attachment 2)

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

ATTACHMENT 1
Public Outreach Extended Budget

ATTACHMENT 1

RWA EXTENDED BUDGET

TITLE	ESTIMATE
Project manager/principal(s)/PSAs	\$12,555
Graphic designer (online ads) (5)	\$1,500
Advertising buy direct costs: KXTV	\$50,945
Advertising buy direct costs: Cap Radio	\$40,000
Advertising buy direct costs: Commercial Radio/Save Our Water	\$25,000
Advertising buy direct costs: Facebook	\$15,000
Advertising buy direct costs: Google	\$5,000
TOTAL TASK AMOUNT	\$150,000

MEMBER'S PORTION

Member Agency	Extended Public Outreach Plan Suggested Contribution
California-American	\$13,032
Carmichael Water District	\$4,913
Citrus Heights Water District	\$8,478
City of Folsom	\$7,714
City of Lincoln	\$4,323
City of Roseville	\$13,032
City of Sacramento	\$13,032
City of West Sacramento	\$5,242
Del Paso Manor WD	\$1,106
El Dorado Irrigation District	\$13,032
Elk Grove Water District	\$4,681
Fair Oaks Water District	\$5,842
Golden State Water Company	\$6,442
Orange Vale Water Company	\$1,671
Placer County Water Agency	\$13,032
Rancho Murieta CSD	\$1,648
Rio Linda/Elverta CWD	\$1,671
County of Sacramento	\$13,032
Sacramento Suburban WD	\$13,032
San Juan WD	\$5,047
Totals	\$150,000

ATTACHMENT 2
Extended Public Outreach Agreement

REGIONAL WATER AUTHORITY
Extended Public Outreach Plan
Agency Agreement

THIS AGREEMENT is made and entered into this 11th day of AUGUST 2015, by and between the Regional Water Authority, hereinafter referred to as "RWA", and CITRUS HEIGHTS WATER DISTRICT, hereinafter referred to as "CHWD".

The Sacramento region recognizes the need to continue raising awareness about conserving water during California's severe drought. The Extended Public Outreach Plan addresses this concern by extending RWA's Regional Water Efficiency Program (RWEF) existing advertising buy to September 2015-February 2016 to coincide with the State Water Resources Control Board's mandatory conservation reductions. The current advertising buy ends in August 2015.

Extended Public Outreach Plan:

The proposed Extended Public Outreach Plan is outlined in Attachment A. Final messaging and timing of advertising buys will be determined in consultation with the RWEF Public Outreach Subcommittee. RWEF advertising buys are designed to allow for flexible messaging and timing with the ability to alter messaging within a week or less. The Extended Public Outreach Plan may change based on total amount of funding received.

Extended Public Outreach Plan Budget:

The proposed Extended Public Outreach Plan budget is \$150,000. As a subscription program, the \$150,000 budget has been apportioned to all participating RWEF water provider members based on the existing dues fee structure. Attachment B outlines the suggested Extended Public Outreach Plan fee for each participating RWEF water provider member. In the event there are unused funds as result of this subscription program, a majority vote by the participants will determine if funds will be returned to individual participating RWEF water provider members or redirected to the RWEF for regular program advertising buys.

Extended Public Outreach Plan Payment:

RWA will invoice CHWD for the amount outlined in Attachment B when this Agreement has been signed and received by RWA no later than September 30, 2015.

Regional Water Authority

Citrus Heights Water District

By
John Woodling

By
Robert Churchill

Date

Date

ATTACHMENT A

Regional Water Efficiency Program Extended Public Outreach Plan (September 2015-February 2016) July 22, 2015

OVERVIEW

Raise awareness about the need to conserve water during California's severe drought by continuing the existing advertising buy and partnering with Save Our Water when feasible. Preliminary messages include:

- Reduce sprinklers even more in fall, following your water provider's guidelines
- Turn off sprinklers for winter/keep sprinklers off until spring/let Mother Nature do the watering

As well as promote the following indoor tips that tested best in RWA's public opinion research:

- Limit showers to five minutes or less
- Turn off the water when brushing teeth or shaving
- Check plumbing and appliances for leaks and fix them within 48 hours
- Install high-efficiency WaterSense labeled toilets
- Wash only full loads of clothes

STRATEGY

- Partner with Save Our Water when possible to maximize advertising buy and messaging reach
- Utilize existing materials such as videos produced for RWA by the Water Forum and the 2015 winning Water Spots video
- Connect water efficiency with the weather, as news about the dry weather and drought is a natural tie and provides the "why" for water conservation
- Continue to position the Regional Water Authority as local expert on water efficiency and BeWaterSmart.info as the primary resource for water efficiency information in the Sacramento region
- Work with water providers to convey a consistent regional message on water efficiency
- Recognize audiences for their outstanding water conservation efforts and encourage them to continue conserving water
- Remind audiences that even above-average or normal snow and rainfall will not be enough to end the drought
- Provide a series of actionable tips, whenever possible

PAID ADVERTISING AND PUBLIC SERVICE ANNOUNCEMENTS

Television: KXTV (News 10)

Continue RWA's unique partnership with KXTV (News 10) Chief Meteorologist Monica Woods to deliver weekly Be Water Smart tips connected to local weather programming. Each Wednesday, Woods delivers a Be Water Smart tip (provided by RWA) during the 5 p.m. and 11 p.m. newscasts. These commercial messages continue running Thursday-Saturday. The weekly BWS Tips are also posted to the KXTV Facebook page with a link to BeWaterSmart.info.

Capital Public Radio

Continue running sponsorships on Capital Public Radio (KXJZ-FM and KXPR-FM) targeted at reaching influencers and primary target audiences most likely to take action (college-educated adults age 50+).

Commercial Radio: Partner with Save Our Water

Partner with Save Our Water to help maximize their radio advertising buy on commercial radio stations. Currently, Save Our Water is running radio advertising in CBS, I Heart Media and Entercom.

Online and Social Media (Facebook and Google)

Continue running online advertising on Facebook and Google sites targeted geographically to the RWEP participant area (such as accuweather, KCRA Channel 3, Sacramento Bee and other local news sites). Continue to utilize 30-second "ask the expert" Frequently Asked Question videos produced by the Water Forum, as well as banner advertising.

Public Service Announcements (Television and Radio)

- Expected impressions: 5 million among adults 25+

Distribute and track the existing Water Forum videos with fall/winter tips and Water Spots video on fixing leaks to local television stations. Distribute and track additional television PSAs should they become available from Save Our Water. Create written PSAs for use by radio stations that prefer this format. RWA's PSAs have a strong track record with for return on investment. Total estimated airplays (combined radio and television) for the 2014 PSA campaign, for example, was 2,540 airings for more than 10 million impressions, worth a conservatively estimated total value of \$203,400 had the spots been purchased as advertising.

TITLE	ESTIMATE
Project manager/principal(s)/PSAs	\$12,555
Graphic designer (online ads) (5)	\$1,500
Advertising buy direct costs: KXTV	\$50,945
Advertising buy direct costs: Cap Radio	\$40,000
Advertising buy direct costs: Commercial Radio/Save Our Water	\$25,000
Advertising buy direct costs: Facebook	\$15,000
Advertising buy direct costs: Google	\$5,000
TOTAL TASK AMOUNT	\$150,000

GUIDELINES FOR IMPLEMENTATION

Messaging

Final messaging and timing of advertising buys will be determined in consultation with the Regional Water Efficiency Program (RWEP) Public Outreach Subcommittee. RWEP advertising buys are designed to allow for flexible messaging and timing with the ability to alter messaging within a week or less.

Suggested Advertising Buy Allocation

The following recommendations for allocating advertising buy direct costs allow the region to maximize messaging September through early November, which represents the greatest opportunity for water savings during fall and winter months:

- 70 percent of available funding for direct costs: September through early November
- 5 percent: November
- 5 percent: December
- 10 percent: January
- 10 percent: February

This is a suggestion. Final decisions will be made in consultation with the RWEP Public Outreach Subcommittee.

Additional Guidelines

In the event there are unused funds as result of this subscription program, a majority vote by the RWEP Public Outreach Subcommittee will determine if funds will be returned to individual participating RWEP water provider members or redirected to the RWEP for regular program advertising buys.

###

ATTACHMENT B

Member Agency	Extended Public Outreach Plan Suggested Contribution
California-American	\$13,032
Carmichael Water District	\$4,913
Citrus Heights Water District	\$8,478
City of Folsom	\$7,714
City of Lincoln	\$4,323
City of Roseville	\$13,032
City of Sacramento	\$13,032
City of West Sacramento	\$5,242
Del Paso Manor WD	\$1,106
El Dorado Irrigation District	\$13,032
Elk Grove Water District	\$4,681
Fair Oaks Water District	\$5,842
Golden State Water Company	\$6,442
Orange Vale Water Company	\$1,671
Placer County Water Agency	\$13,032
Rancho Murieta CSD	\$1,648
Rio Linda/Elverta CWD	\$1,671
County of Sacramento	\$13,032
Sacramento Suburban WD	\$13,032
San Juan WD	\$5,047
Totals	\$150,000

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : AMENDMENT TO OTHER COMPENSATION POLICY
 STATUS : Discussion / Action Item
 REPORT DATE : August 4, 2015
 PREPARED BY : Lisa Smoot, Human Resources Specialist
 Hilary Straus, Assistant General Manager

OBJECTIVE:

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

BACKGROUND AND ANALYSIS:

Occasionally, the District needs to temporarily assign an existing employee to perform either a more complex level of work or additional work in an equivalent or subordinate position. This need may arise due to a vacancy created by an extended leave, resignation or retirement. It is common practice for public agencies to assign Out-of-Class Pay to an employee assigned to temporarily perform additional duties in recognition of the increased responsibilities and additional workload.

Proposed amendments to Policy 4101.A2, accompanying this staff report, adding a new section “4101.A2.04, Out-of-Class Pay,” will authorize the General Manager or General Manager’s Designee to approve a 5% increase in base pay to an employee temporarily assigned to work out-of-class. This base pay adjustment will remain in effect until the assignment is complete. The proposed policy applies to all positions that report to and/or are subordinate to the General Manager.

RECOMMENDATION:

Approve the proposed amendment to the following District Human Resources Policy: Policy 4101.A2.04 – Other Compensation

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

CITRUS HEIGHTS WATER DISTRICT
POLICIES AND PROCEDURES MANUAL

POLICY TYPE : HUMAN RESOURCES
POLICY TITLE : COMPENSATION-ATTACHMENT 2: OTHER COMPENSATION
POLICY NUMBER : 4101.A2
DATE ADOPTED : JUNE 1, 1995
DATE AMENDED : AUGUST 11, 2015 ~~APRIL 13, 2010~~
DATE EFFECTIVE : AUGUST 12, 2015 ~~MAY 10, 2010~~
AMENDMENTS : (1) JANUARY 2, 1996; (2) ~~SEPTEMBER 15, 1998~~; (3) DECEMBER 7, 1999;
(4) JANUARY 2, 2001; (5) MARCH 6, 2001; (6) OCTOBER 7, 2003;
(7) DECEMBER 8, 2003; (8) DECEMBER 13, 2005; (9) ~~OCTOBER 14, 2008~~;
(10) APRIL 13, 2010

4101.A2.01 NON-EXEMPT REGULAR EMPLOYEES

In addition to other salaried compensation received, non-exempt Regular-Employees (see Policy 4001) are authorized to receive the following compensation:

Certified California State Water Distribution System Operators (see Policy 4401)

Grade	D1	\$ 20.00 / month
Grade	D2	\$ 40.00 / month
Grade	D3	\$ 60.00 / month
Grade	D4	\$ 80.00 / month
Grade	D5	\$100.00 / month

Certified California State Water Treatment Operators (see Policy 4401)

Grade	T1	\$ 20.00 / month
Grade	T2	\$ 40.00 / month
Grade	T3	\$ 60.00 / month
Grade	T4	\$ 80.00 / month
Grade	T5	\$100.00 / month

Standby Duty (see Policy 4120)

Regular Work Days	\$ 30.00 / day
Friday	\$ 30.00 / day
Saturday	\$ 85.00 / day
Sunday	\$ 85.00 / day
District Holidays	\$ 30.00 / day

4101.A2.02 PART-TIME EMPLOYEES

The following standard hourly wage rate range for Part-Time Employees (see Policy 4001) is:

California Minimum Wage to \$ 22.50 / hour

4101.A2.03 TEMPORARY EMPLOYEES

The following standard hourly wage rate range for Temporary Employees (see Policy 4001) is:

California Minimum Wage to \$ 22.50 / hour

4101.A2.04 OUT-OF-CLASS PAY

At times, the District needs to temporarily assign an existing employee to perform a more complex level of work or additional work in a higher, equivalent or subordinate position. This need may arise due to a vacancy created by an extended leave, resignation or retirement.

In order to qualify for Out-of-Class Pay, an employee must be assigned in writing by the General Manager or General Manager's Designee to perform the duties of another job classification due to a temporary vacancy extending for a period of more than eight (8) working days, holidays excluded. Assigned employees will be compensated at a five percent (5%) increase of their current hourly rate of pay in recognition of the increased responsibilities and additional workload. This Out-of-Class rate of pay increase is temporary in nature and will remain in effect until the assignment is complete.

The maximum duration of the temporary assignment is one year. If the need arises to extend the assignment past one year, written justification must be provided by the General Manager and filed in the employee's personnel file. This written justification must include the completion date of the temporary assignment. This Policy section pertains to all positions that report to and/or are subordinate to the General Manager.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : SAN JUAN HIGH SCHOOL 24-INCH TRANSMISSION MAIN
INSTALLATION BIDS
 STATUS : Action Item
 REPORT DATE : August 5, 2015
 PREPARED BY : Paul Dietrich, Project Manager

OBJECTIVE:

Consider acceptance of a bid to install a 24-inch transmission main adjacent to the north property line of San Juan High School (SJHS) in the City of Citrus Heights.

BACKGROUND AND ANALYSIS:

There is currently a 24-inch transmission main which runs along Greenback Lane, northerly along Mariposa Avenue, and into the SJHS property, presently terminating in right field of the Varsity baseball field. The portion of the transmission main from Mariposa Avenue into the school property was constructed by CHWD concurrent with recent improvements to SJHS. There is a second 24-inch transmission main which terminates at the northwest corner of SJHS. This main was installed along a private roadway some years ago in conjunction with improvements to that area. This main continues westerly across Sylvan Road, along Stock Ranch Road, across the Costco property, and presently terminates on Auburn Boulevard. Each portion of the 2.61 mile long main was constructed in conjunction with improvements of these areas over about a 20-year timespan.

This 24-Inch Transmission Main Project will be to construct the main across the SJHS property and connect these two important transmission mains together. With this connection in place, further emergency redundancy will allow water to flow into the area from a far greater region of the District. This redundancy is an important factor to the District for insuring greater safety and reliability to the community.

Project Plans were prepared by Warren Consulting Engineers, Inc. and the District Engineering Department and distributed to twenty-two contractors and three material suppliers for installing and connecting approximately 1,028 lineal feet (lf) of 24-inch water main and related appurtenances adjacent to the north property line of SJHS in the City of Citrus Heights.

The District received eight (8) sealed proposals on August 5, 2015, at which time proposals were opened and read publicly. The apparent low bidder is Lamon Construction Company, Inc. of Yuba City, CA. Bids received are as follows:

1. Lamon Construction Company, Inc.	\$339,900.00
2. Civil Engineering Construction, Inc.	\$360,595.00
3. McGuire Hester, Inc.	\$367,726.00
4. Preston Pipelines, Inc.	\$383,030.00
5. Tetra Tech, Inc.	\$385,488.00
6. North Star Construction and Engineering, Inc.	\$388,126.00
7. JJM Engineering Constructors, Inc.	\$418,313.00
8. GM Construction and Developers, Inc.	\$543,542.00

The District's budget estimate (Nov 2014) for the Project was \$398,676.00.

The District's final engineering estimate (July 2015) for this Project was \$398,646.00.

RECOMMENDATION:

Accept the bid of Lamon Construction Company, Inc. in the amount of \$339,900.00 and establish a change order contingency fund in the amount of \$34,000.00 (10.0%). Authorize the General Manager to execute the contract.

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : ACWA REGION 4 BOARD OF DIRECTORS
STATUS : Action Item
REPORT DATE : August 4, 2015
PREPARED BY : Robert A. Churchill, General Manager

OBJECTIVE:

Consider casting a ballot for the ACWA Region 4 Board of Directors.

BACKGROUND AND ANALYSIS:

See accompanying information.

RECOMMENDATION:

Concur with the Region 4 Nominating Committee's Recommended Slate.

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

Bob Churchill

From: Ana Torres <AnaT@acwa.com>
Sent: Friday, July 31, 2015 9:11 AM
To: undisclosed-recipients:
Subject: Polls Open! ACWA Region 4 Election Ballot



Sent via email July 31, 2015

TO: ACWA REGION 4 MEMBER AGENCY BOARD PRESIDENT AND GENERAL MANAGER

Ballot for Region 4 Board Election for the 2016-2017 Term

It is time to elect the 2016-2017 ACWA Region 4 officers and board members who will represent and serve the members of Region 4. Attached, you will find the official ballot which includes the Region 4 Nominating Committee's recommended slate as well as individual candidates running for the Region 4 Board.

Your agency is entitled to cast only one vote. Please review the attached ballot and have your agency's authorized representative cast its vote for the slate as recommended by the Region 4 Nominating Committee **or** cast its vote for an individual Region 4 chair, vice chair and three to five board members.

2016-2017 ACWA Region 4 Ballot is located HERE.
Region 4 Rules and Regulations are located HERE.

Submit the electronic ballot to ACWA by September 30, 2015.
(Ballots received after September 30 will **not** be accepted.)

REMEMBER, YOUR VOTE IS IMPORTANT. Region 4 board members are elected to represent the issues, concerns and needs of your region. The Region 4 chair and vice chair will serve on ACWA's board of directors for the next two-year term beginning January 1, 2016. Additionally, the newly elected chair and vice chair will make the Region 4 committee appointment recommendations to the ACWA president for the 2016-2017 term. Also, either the chair or vice chair will hold a seat on the ACWA Finance Committee.

If you have questions, please contact your Regional Affairs Representative, Katie Dahl, at katied@acwa.com or call 916-441-4545.

Thank you for your careful consideration and participation in the Region 4 election process.

OFFICIAL

REGION 4 Board Ballot

2016-2017
TERM

Clear Form



Association
of California
Water Agencies
Since 1910
Leadership • Advocacy
Information • Service

Please return completed
ballot by September 30, 2015

E-mail: anat@acwa.com

Mail: ACWA
910 K Street, Suite 100
Sacramento, CA 95814

General Voting Instructions:

1 You may either vote for the slate recommended by the Region 4 Nominating Committee or vote for individual region board members. Please mark the appropriate box to indicate your decision.

2 Complete your agency information. The authorized representative is determined by your agency in accordance with your agency's policies and procedures.

Nominating Committee's Recommended Slate

I concur with the Region 4 Nominating Committee's recommended slate below.

Chair:

- **Robert S. Roscoe**, General Manager, Sacramento Suburban Water District

Vice Chair:

- **Glen Grant**, Director & Board President, Solano Irrigation District

Board Members:

- **Mike Hardesty**, General Manager, Reclamation District No. 2068
- **Thomas McGurk**, Director, Stockton East Water District
- **John Mensinger**, Director, Modesto Irrigation District
- **Tim O'Halloran**, General Manager, Yolo County Flood Control & Water Conservation District
- **Pamela Tobin**, Director, San Juan Water District

Individual Board Candidate Nominations

I do not concur with the Region 4 Nominating Committee's recommended slate. I will vote for individual candidates below as indicated.

Candidates for Chair: (Choose one)

- Glen Grant**, Director & Board President, Solano Irrigation District
- Robert S. Roscoe**, General Manager, Sacramento Suburban Water District

Candidates for Vice Chair: (Choose one)

- Glen Grant**, Director & Board President, Solano Irrigation District
- Mike Hardesty**, General Manager, Reclamation District No. 2068
- Pamela Tobin**, Director, San Juan Water District

Candidates for Board Members: (Max of 5 choices)

- Glen Grant**, Director & Board President, Solano Irrigation District
- Mike Hardesty**, General Manager, Reclamation District No. 2068
- Thomas McGurk**, Director, Stockton East Water District
- John Mensinger**, Director, Modesto Irrigation District
- Tim O'Halloran**, General Manager, Yolo County Flood Control & Water Conservation District
- Robert S. Roscoe**, General Manager, Sacramento Suburban Water District
- Pamela Tobin**, Director, San Juan Water District

AGENCY NAME

Submit

AUTHORIZED REPRESENTATIVE

DATE

ACWA Region 4
Rules & Regulations

Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association (ACWA Bylaw V, 6.).

Officers

The Region 4 board shall have cooperation and planning responsibility and can make specific recommendations to the region as a whole.

The chair will appoint a secretary to the board if one is deemed necessary.

Meetings

Region 4 will meet at least quarterly; two of those meeting to be held at the ACWA spring and fall conferences.

The Region 4 Board will determine when or if the non-members are invited to regional activities or events.

Attendance

If a region chair or vice chair is no longer allowed to serve on the Board of Directors due to his / her attendance, the region board shall appoint from the existing region board a new region officer. (ACWA Policy & Guideline Q, 1.)

If a region chair or vice chair misses three consecutive region board / membership meetings, the same process shall be used to backfill the region officer position. (ACWA Policy & Guideline Q, 1.)

If a region board member has three consecutive unexcused absences from a region board meeting or general membership business meeting, the region board will convene to discuss options for removal of the inactive board member. If the vacancy causes the board to fail to meet the minimum requirement of five board members, the region must fill the vacancy according to its rules and regulations. (ACWA Policy & Guideline Q, 3.)

Elections

All nominations received for the region chair, vice chair and board positions must be accompanied by a resolution of support from each sponsoring member agency, signed by an authorized representative of the Board of Directors. Only one individual may be nominated from a given agency to run for election to a region board. Agencies with representatives serving on the nominating committees should strive not to submit nominations for the region board from their agency. (ACWA Policy & Guideline P, 2.)

The term for the chair and vice chair shall be limited to one full two-year term.

An elected chair or vice chair shall not be permitted to succeed himself/herself to that office.

Election ballots will be e-mailed to ACWA member agency general managers and presidents.

The nominating committee shall consist of three to five members.

The nominating committee should pursue qualified members within the region to run for the region board, and should consider geographic diversity, agency size and focus in selecting a slate.

Once the nominating committee has decided on a recommended region slate, they shall work with ACWA staff to ensure candidates not chosen for the slate are notified prior to the start of the election.

See current region election timeline for specific dates.

Endorsements

ACWA, as a statewide organization, may endorse potential nominees and nominees for appointment to local, regional, and statewide commissions and boards. ACWA's regions may submit a recommendation for consideration and action to the ACWA Board of Directors to endorse a potential nominee or nominee for appointment to a local, regional or statewide commission or board. (ACWA Policy & Guideline P, 3.)

Committee Recommendations & Representation

All regions are given equal opportunity to recommend representatives of the region for appointment to a standing or regular committee of the Association. If a region fails to provide full representation on all ACWA committees, those committee slots will be left open for the remainder of the term or until such time as the region designates a representative to complete the remainder of the term. (ACWA Policy & Guideline P, 4. A.)

At the first region board / membership meeting of the term, regions shall designate a representative serving on each of the standing and regular committees to serve as the official reporter to and from the committee on behalf of the region to facilitate input and communication. (ACWA Policy & Guideline P, 4. B.)

Tours

ACWA may develop and conduct various tours for the regions. All tour attendees must sign a "release and waiver" to attend any and all region tours. Attendees agree to follow environmental guidelines and regulations in accordance with direction from ACWA staff; and will respect the rights and privacy of other attendees. (ACWA Policy & Guideline P, 6.)

Finances

See "Financial Guidelines for ACWA Region Events" document.

Amending the Region Rules & Regulations

ACWA policies and guidelines can be amended by approval of the ACWA Board of Directors.

The Region 4 Rules & Regulations can be amended by a majority vote of those present at any Region 4 meeting as long as a quorum is present.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : 2016 BUDGET WORKSHOP SPECIAL MEETING
STATUS : Action Item
REPORT DATE : August 4, 2015
PREPARED BY : Robert A. Churchill, General Manager
Hilary Straus, Assistant General Manager

OBJECTIVE:

Call for a 2016 Budget Workshop for 6:00 PM on August 25, 2015 at the District's Temporary Meeting Room.

BACKGROUND AND ANALYSIS:

AGM Straus and AS Sohal are updating the Financial Plan, which serves as a foundation for the annual budget. The Financial Plan incorporates key revenue drivers (rate revenue and any grant funding) and cost drivers (e.g., capital improvement projects, personnel costs and operations and maintenance costs). A work session with the Board of Directors highlighting the "building blocks" of the budget/key assumptions is scheduled for August 25th, followed by an initial budget presentation in September and a presentation of a final draft budget for consideration in November.

RECOMMENDATION:

Call for a 2016 Budget Workshop for 6:00 PM on August 25, 2015 at the District's Temporary Meeting Room.

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

CITRUS HEIGHTS WATER DISTRICT

PROJECT MANAGER’S REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : PROJECT MANAGER’S REPORT
 STATUS : Information Item
 REPORT DATE : August 3, 2015
 PREPARED BY : Paul A. Dietrich, Project Manager

Significant assignments and activities for the Project Manager (PM) and District engineering, construction inspection, and geographical information system maintenance staff are summarized below. I will be available at the meeting to answer questions and/or provide additional details.

New values or projects noted in bold italics

PM-1 ACCEPTED WATER SYSTEMS

Recent additions to the District’s water distribution system that were constructed by independent State Licensed contractors on behalf of private developers / owners, inspected by the District and formally accepted:

<u>Project</u>	<u>Count</u>	<u>Facilities</u>	<u>Value</u>
<i>Sunrise Blvd Signalization Teichert Construction</i>	<i>1</i>	<i>1.5-Inch Metered Water Service</i>	<i>\$5,000.00</i>

PM-2 PROJECTS UNDER CONSTRUCTION BY PRIVATE DEVELOPERS

Water distribution system facilities currently under construction by independent State Licensed contractors on behalf of private developers / owners requiring District inspection:

<u>Project</u>	<u>Location</u>	<u>Status</u>
The Village at Fair Oaks 55 Condominiums (2014-53)	6800 Madison Ave	<i>95% Complete</i>
California American Water Co. San Juan Avenue Tank (2015-39)	5444 San Juan Ave	<i>Construction Continues</i>
Bubba’s Car Wash (2015-51)	7411 Greenback Ln	<i>Construction Continues</i>

Stock Ranch Retail - Interior Drive Aisle Improvements (2015-52)	Auburn Blvd at Stock Ranch Retail Center	<i>Construction Continues</i>
Capitol Nursery Plaza (2015-50)	Sunrise Blvd @ Madison Ave	<i>Pre-Construction Meeting August 3, 2015</i>

PM-3 CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION

<u>Project</u>	<u>Location</u>	<u>Status</u>
Convenience Store	8244 Auburn Blvd	Plans Approved December 23, 2014
Northridge Grove 47 Condominiums (2013-59)	5555 Mariposa Ave	Plans Approved January 29, 2015
<i>Suds Car Wash</i>	<i>7711 Sunrise Blvd</i>	<i>Plans Approved July 22, 2015</i>
<i>Memory Care Facility (2015-56)</i>	<i>6825-33 Sunrise Blvd</i>	<i>Plans Approved July 21, 2015</i>
<i>C. H. Elementary School (2015-63)</i>	<i>7085 Auburn Blvd</i>	<i>Plans Approved July 27, 2015</i>

PM-4 PROPOSED DISTRICT CAPITAL IMPROVEMENT PROJECTS

Project Plans and Contracts currently under review and development by the Engineering Department:

<u>Project</u>	<u>Location</u>	<u>Status</u>
San Juan High School 24" Water Main Warren Consulting Engineers (2013-30)	Along North Property Line	<i>Bid Opening August 5, 2015</i>
San Juan Park 12" Water Main KASL Consulting Engineers, Inc. (2014-36)	5555 Mariposa Avenue to U.C. Davis Medical Center	<i>Public Hearing for Easement Approval August 6, 2015</i>
Mesa Verde High School 14" Water Main Bennett Engineering Services (2015-30)	Northwest Corner of Property West from Poplar Avenue	<i>Coordinating with Arborist and School</i>

PM-5 PROJECTS CONTRACTED BY CITRUS HEIGHTS WATER DISTRICT

Capital Improvement Projects currently under construction by Citrus Heights Water District contractors requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Mariposa Ave 18" and 8" Water Main Martin General Engineering, Inc. (2014-33)	Sycamore Drive to Pratt Avenue	<i>Construction Starts August 10, 2015</i>

PM-6 CITY OF CITRUS HEIGHTS PROJECTS

City of Citrus Heights Projects requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Sunrise Blvd Complete Streets Phase III CHWD Operations Dept. to Complete Water Improvements (2015-35)	Antelope Road to Northern City Limits	Pre-Construction Meeting Complete
Sylvan Road Accessibility & Safety Improvements CHWD Operations Dept. to Complete Water Improvements (2015-36)	6312 to 6448 Sylvan Road	<i>Operations Work Continues</i>

CITRUS HEIGHTS WATER DISTRICT

OPERATIONS MANAGER'S REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : OPERATIONS MANAGER'S REPORT
 STATUS : INFORMATION ITEM
 REPORT DATE : August 03, 2015

ABANDON SERVICE: (1)

July 8, 2015 7544 IRIS DR

BLOW OFF LOCATE: (1)

July 27, 2015 6243 TUPELO DR

BLOW OFF REPLACEMENT: (1)

July 20, 2015 6243 TUPELO DR

HYDRANT INSTALL: (4)

July 14, 2015 6444 SYLVAN RD
 July 15, 2015 222 BRYAN AVE
 July 15, 2015 6348 STODDARD LN
 July 27, 2015 8438 DONALD WAY

HYDRANT MAINTENANCE/PAINT: (73)

July 6, 2015 8200 OLD RANCH RD
 July 6, 2015 8331 OLD RANCH RD
 July 6, 2015 8360 STRENG AVE
 July 6, 2015 8309 OLD RANCH RD
 July 6, 2015 7044 KINGSMILL WAY
 July 6, 2015 8376 OLD RANCH RD
 July 6, 2015 8396 OLD RANCH RD
 July 6, 2015 8460 OLD RANCH RD
 July 6, 2015 8400 CORTADERA DR
 July 6, 2015 8301 VILLA OAK DR
 July 6, 2015 8345 JUGLANS DR
 July 6, 2015 6925 LYONIA WAY
 July 6, 2015 6901 LYONIA WAY
 July 6, 2015 8349 JUGLANS DR
 July 6, 2015 8431 JUGLANS DR
 July 6, 2015 8420 PYRACANTHA CT
 July 6, 2015 6924 ACER WAY
 July 6, 2015 8444 CORTADERA DR
 July 6, 2015 8480 CORTADERA DR
 July 6, 2015 6825 ESCALLONIA DR

July 6, 2015	6861 ESCALLONIA DR
July 6, 2015	6899 ESCALLONIA DR
July 6, 2015	8278 RHODORA CT
July 6, 2015	8326 ESCALLONIA DR
July 6, 2015	6981 ESCALLONIA DR
July 6, 2015	6967 ESCALLONIA DR
July 6, 2015	6839 ESCALLONIA DR
July 6, 2015	6813 MELLODORA DR
July 6, 2015	6845 MELLODORA DR
July 8, 2015	8365 ALATERNA CT
July 8, 2015	6817 LONICERA DR
July 8, 2015	8236 HIGHWOOD WAY
July 8, 2015	8201 HIGHWOOD WAY
July 8, 2015	8324 CRANFORD WAY
July 8, 2015	8368 CRANFORD WAY
July 8, 2015	8457 MANSFIELD DR
July 23, 2015	8374 OAK AVE
July 23, 2015	7143 KENNETH AVE
July 23, 2015	7101 KENNETH AVE
July 23, 2015	7001 KENNETH AVE
July 23, 2015	7226 KENNETH AVE
July 23, 2015	8541 BIRUTA AVE
July 23, 2015	8569 KROGH CT
July 23, 2015	8596 OAK AVE
July 27, 2015	7108 HATFIELD CT
July 27, 2015	8392 CRANFORD WAY
July 27, 2015	7077 KINGSMILL WAY
July 27, 2015	7113 GATESHEAD CT
July 27, 2015	7032 JENNER CT
July 27, 2015	8405 MANSFIELD CT
July 27, 2015	8317 BLADEN CT
July 27, 2015	8349 JORDELL CT
July 27, 2015	72230 BROOKRIDGE CT
July 27, 2015	8429 DALMENY WAY
July 27, 2015	8455 LOS SERRANOS WAY
July 27, 2015	8408 MENKE WAY
July 27, 2015	8355 AMSELL CT
July 27, 2015	8354 CARRICK CT
July 27, 2015	8431 LOS SERRANOS WAY
July 27, 2015	8437 JONQUIL WAY
July 27, 2015	8409 JONQUIL WAY
July 27, 2015	7253 QUAILWOOD WAY
July 27, 2015	7233 QUAILWOOD WAY
July 27, 2015	8456 MENKE WAY
July 27, 2015	7300 ALMOND AVE
July 27, 2015	7201 SUNCREEL WAY

July 27, 2015	8621 PHEASANT CLUB CT
July 27, 2015	8525 MENKE WAY
July 27, 2015	7231 ALMOND AVE
July 27, 2015	7213 ALMOND AVE
July 27, 2015	8678 PARDILLO WAY
July 27, 2015	8649 LA PAENDA WAY
July 27, 2015	8613 LA PIENDA WAY

HYDRANT REPAIR: (1)

July 9, 2015	5344 SONORA WAY
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LEAK INVESTIGATION: (2)

July 6, 2015	7140 MELVA ST
July 15, 2015	8328 OLIVINE AVE

METER BOX MAINTENANCE: (2)

July 20, 2015	6043 TUPELO DR
July 20, 2015	6249 TUPELO DR

METER CHANGE OUT: (7)

July 21, 2015	8028 BRIAR RIDGE LN
July 28, 2015	7807 UPLANDS WAY
July 28, 2015	7799 FARMGATE WAY
July 29, 2015	7925 ARCADIA DR
July 29, 2015	6950 SUNRISE BLVD
July 29, 2015	6091/99 SAN JUAN AVE
July 30, 2015	6825 PURSLANE WAY

RADIO READ METER INSTALL: (10)

July 15, 2015	7725 LIVE OAK WAY
July 27, 2015	5301 SABLEWOOD LN
July 27, 2015	5318 SABLEWOOD LN
July 27, 2015	5314 SABLEWOOD LN
July 27, 2015	5313 SABLEWOOD LN
July 27, 2015	5311 SABLEWOOD LN
July 27, 2015	5309 SABLEWOOD LN
July 27, 2015	5305 SABLEWOOD LN
July 27, 2015	5303 SABLEWOOD LN
July 28, 2015	5316 SABLEWOOD LN

RADIO READ METER REPLACEMENT: (1)

July 1, 2015	8032 TWIN OAKS AVE
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RADIO READ MIU R900 CHANGE OUT: (5)

July 1, 2015	11801 FAIR OAKS BLVD
July 13, 2015	6401 TRAJAN DR
July 29, 2015	7560 LONE OAK DR
July 29, 2015	7819 OLIVIA LN

July 29, 2015

7756 LIVE OAK WAY

REGISTER CHANGE OUT: (15)

July 6, 2015	8168 VILLA OAK DR
July 6, 2015	8040 PHOEBE WAY
July 6, 2015	8454 SILVER ROCK CT
July 7, 2015	7509 FIREWEED CIR
July 7, 2015	7647 WACHTEL WAY
July 7, 2015	8435 CREEKRIDGE CIR
July 7, 2015	8180 SHANE LN
July 9, 2015	6613 CLEAR CREEK CT
July 13, 2015	6886 ESCALLONIA DR
July 13, 2015	6434 SUNRISE BLVD
July 15, 2015	8301 PLUMWOOD CT
July 16, 2015	6231 TRAJAN DR
July 20, 2015	8271 NIESSEN WAY
July 21, 2015	5403 VENTANA PL
July 21, 2015	5405 VENTANA PL

SERVICE REPLACEMENT: (7)

July 7, 2015	6541 THALIA WAY
July 9, 2015	7587 ANTELOPE RD
July 21, 2015	6424 WITTENHAM WAY
July 21, 2015	6428 WITTENHAM WAY
July 23, 2015	8430 APLITE CT
July 28, 2015	8112 GLEN ALTA WAY
July 30, 2015	8430 APLITE CT

SERVICE/SADDLE REPLACEMENT: (41)

July 1, 2015	7872 BEAUPRE WAY
July 1, 2015	7876 BEAUPRE WAY
July 1, 2015	7887 BEAUPRE WAY
July 1, 2015	7883 BEAUPRE WAY
July 1, 2015	8259 SCARLET OAK CIR
July 8, 2015	7879 BEAUPRE WAY
July 8, 2015	7861 BEAUPRE WAY
July 8, 2015	7884 BEAUPRE WAY
July 8, 2015	7880 BEAUPRE WAY
July 8, 2015	7891 BEAUPRE WAY
July 8, 2015	7843 BEAUPRE WAY
July 9, 2015	7588 ORANGE DR
July 13, 2015	7444 WACHTEL WAY
July 15, 2015	7855 BEAUPRE WAY
July 15, 2015	7851 BEAUPRE WAY
July 15, 2015	7839 BEAUPRE WAY
July 15, 2015	7821 BEAUPRE WAY
July 15, 2015	8329 OLIVINE AVE

July 15, 2015	7588 ORANGE DR
July 15, 2015	7817 BEAUPRE WAY
July 16, 2015	8250 CANYON OAK DR
July 20, 2015	7805 BEAUPRE WAY
July 20, 2015	7801 BEAUPRE WAY
July 22, 2015	8032 GLEN CREEK WAY
July 22, 2015	8036 GLEN CREEK WAY
July 22, 2015	8040 GLEN CREEK WAY
July 22, 2015	8044 GLEN CREEK WAY
July 22, 2015	8028 GLEN CREEK WAY
July 22, 2015	8024 GLEN CREEK WAY
July 22, 2015	8020 GLEN CREEK WAY
July 27, 2015	8116 GLEN ALTA WAY
July 28, 2015	7908 CLAYPOOL WAY
July 28, 2015	7904 CLAYPOOL WAY
July 28, 2015	8108 GLEN CREEK WAY
July 28, 2015	8112 GLEN CREEK WAY
July 28, 2015	8104 GLEN CREEK WAY
July 28, 2015	7444 WACHTEL WAY
July 29, 2015	7858 DRACENA DR
July 29, 2015	8173 LAURALYN WAY
July 30, 2015	7807 GARRY OAK DR
July 30, 2015	7801 GARRY OAK DR

Total Count: 171

WATER ANALYSIS REPORTS:

Bacteriological testing has met all California Department of Public Health requirements.
72 samples were collected with no positive results.

**CITRUS HEIGHTS WATER DISTRICT
OPERATIONS MANAGER'S REPORT TO BOARD OF DIRECTORS
AUGUST 11, 2015 REGULAR BOARD MEETING**

SUBJECT : 2015 WATER CONSUMPTION
 STATUS : Information Item
 REPORT DATE : August 3, 2015

OBJECTIVE:

Report on annual water consumption including comparison with prior years and current 32% reduction directive.

Month	2013	2014	2015				Three Year Monthly Average	Year-to-Date Comparison to 2013	
			Surface Water Purchased	Ground Water Produced	Total Water Monthly	Total Water Annual		acre feet	%
	acre feet						acre feet		
Jan	602.52	602.39	502.55	67.50	570.05	570.05	591.65	-32.47	-5.4%
Feb	606.36	450.96	455.27	56.25	511.52	1,081.57	522.95	-127.31	-10.5%
Mar	819.55	612.20	652.03	73.92	725.95	1,807.52	719.23	-220.91	-10.9%
Apr	1,029.73	737.30	678.97	82.05	761.02	2,568.54	842.68	-489.62	-16.0%
May	1,603.43	1,190.07	769.85	99.23	869.08	3,437.62	1,220.86	-1,223.97	-26.3%
Jun	1,816.73	1,548.66	996.70	68.40	1,065.10	4,502.72	1,476.83	-1,975.60	-30.5%
Jul	2,059.21	1,622.10	1,121.89	63.06	1,184.95	5,687.67	1,374.52	-2,849.86	-33.4%
Aug	1,924.28	1,477.49					0.00		
Sep	1,509.82	1,275.11					0.00		
Oct	1,297.42	1,030.74					0.00		
Nov	911.55	682.48					0.00		
Dec	700.94	563.15					0.00		
Total	14,881.54	11,792.65	5,177.26	510.41	5,687.67	5,687.67	6,748.73		
			91.03%	8.97%			-15.72%		

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : WATER SUPPLY
STATUS : Information Item
REPORT DATE : August 3, 2015
PREPARED BY : John Townsel, Operations Manager

OBJECTIVE:

Receive status report on water supplies available to the District.

BACKGROUND AND ANALYSIS:

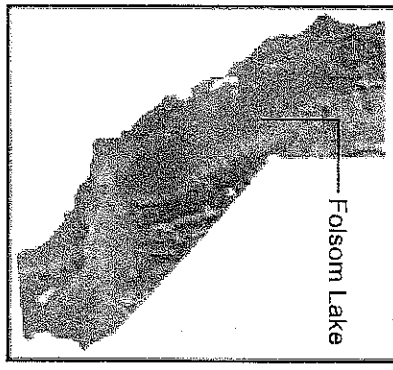
As of noon on August 3rd, 2015, storage in Folsom Lake was at 278,415 acre-feet, 28.5 percent of the total capacity of 977,000 acre-feet. This is about 41 percent of historical average for this date. This represents a decrease in storage of 137,945 acre feet in the past month.

The District's water use during the month of July 2015 (1,184.95 acre-feet) was 42.5% below that of July 2013 (2,059.21 acre-feet).

CHWD continues to assist with preserving surface water supplies in the Lake by operating its groundwater wells. All District wells (Bonita, Mitchell Farms, Palm, Sylvan and Sunrise) remain operational and are being operated on a rotational, or as-needed, basis.

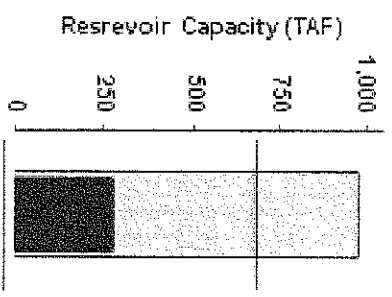


Reservoir Conditions - Folsom Lake



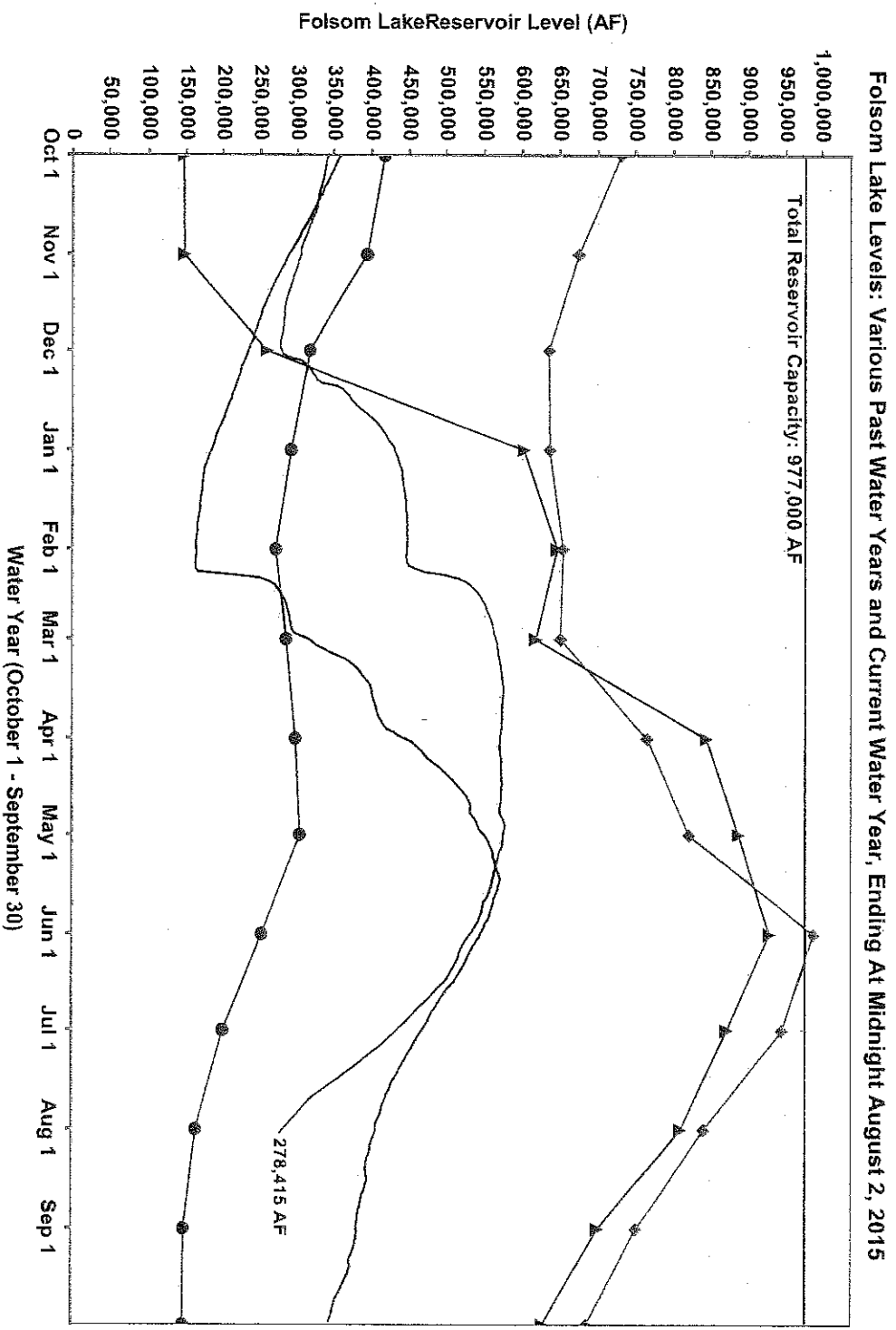
Folsom Lake Conditions

(as of Midnight - August 2, 2015)



Current Level: 278,415 AF
 28% (Total Capacity) | 41% (Historical Avg.)

Data Updated 08/03/2015 03:45 PM



Historical Average — Total Reservoir Capacity —●— 1976-1977 (Driest) —▲— 1977-1978 —◆— 1982-1983 (Wettest) ——— 2013-2014
 — Current: 2014-2015

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : SKYCREST WELL EQUIPPING
STATUS : Information Item
REPORT DATE : August 3, 2015
PREPARED BY : John Townsel, Operations Manager

OBJECTIVE:

Receive a status report on the building and equipping phase of the project.

BACKGROUND AND ANALYSIS:

At the January 13, 2015 Board Meeting the Board accepted the bid of R.E. Smith Contractor, Inc. in the amount of \$1,822,000.00 and established a change order contingency fund in the amount of \$90,000.00 (4.94%) for equipping the Skycrest Well. This work includes the pump, motor, building, electrical and mechanical components, water and storm drain piping, fencing and other site improvements.

An Agreement for Construction Services between the District and R.E. Smith Contractor, Inc. was executed on February 23, 2015. Completion is expected by October 1, 2015.

Construction at the site continues. Rough grading has been completed and the installation of the 12-inch piping is nearly complete.

The concrete pad of the building has been poured and the block wall construction is nearly complete.

The roof for the block building is pending.

CITRUS HEIGHTS WATER DISTRICT

ASSISTANT GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : ACTIVITIES AND PROGRESS REPORT
 STATUS : Information Item
 REPORT DATE : August 3, 2015
 PREPARED BY : Hilary Straus, Assistant General Manager

Significant assignments and activities for the Assistant General Manager (AGM) and District administrative, customer service and water efficiency staff are summarized below.

AGM-1 WATER EFFICIENCY PROGRAM UPDATE

Water Efficiency Program activities during the month of July 2015 included:

- 26 ultra-low-flush toilet rebates for the month of July. A total of \$11,475 in rebates have been provided to customers during 2015 to date.
- For the period of January through July 2015, 16 High Efficiency Clothes Washer (HECW) rebates were processed by SMUD for District customers for a total of \$800 in HECW rebates.
- 188 water waste calls were received during the month of June. 187 contacts (mostly visits to customers' homes and phone calls) have been completed. 56 reports of water wasting have been received from the CHWD's new Drought Resources web page. Paladin night patrol reported 43 incidents for July.
- For the month of July 2015, the District's Residential Gallons Per Capita Per Day (R-GPCD) was 176. For the month of June 2015 the District's R-GPCD was 163. For reference, the May 2015 R-GPCD was 129, the April R-GPCD was 117 the March R-GPCD was 108, February 83, January was 75, December was 84, November was 98, and October was 153. This information is submitted monthly to the State Water Resources Control Board.

AGM-2 DROUGHT RESPONSE PLAN UPDATE

The following is a summary of Drought Response Plan activities in July and early August:

- The District began night time water waste monitoring with Paladin Security. Paladin observed 43 incidents for July.
- Staff has developed a Water Reduction Spreadsheet calculator for the District's Top 20% of water consumers.
- District staff is working with the top 20% of water consumers in the District, focusing initially on the larger commercial, industrial and institutional (CII) users. District staff met with San Juan Unified School District on July 8, 2015, Carmichael Recreation and Park District on July 9, 2015, Sylvan Cemetery District on July 15th, and Sunrise Recreation and Park District on July

20th. At these meetings, District staff covered the current drought regulations and requesting that these institutions submit a written irrigation reduction plan.

- Staff has begun visiting apartment complexes and reviewing their 2015 water use compared to 2013 water use. Staff has also reviewed Stage 4 Water Regulations with property management companies, and requested a written water reduction plan for each apartment property.
- Staff is working with Circlepoint on a weekly basis to update and monitor CHWD's Facebook wall.

AGM-3 WATER FORUM UPDATE

AGM Straus attended the Water Forum Dry Year Conference #4 on July 29th. Topics discussed included: Folsom Lake Storage & Operations Forecast (the group discussed that while the Bureau of Reclamation does not intend to drain water from the lake below 120,000 acre feet, some forecasts predict that due to a variety of factors, the lake could drop below 120,000 acre feet before the winter rain); Fisheries Status (included an update on the temperature management plan for the American River); and, there was a status report on agencies' drought response activities. A meteorologist with the National Weather Service also discussed the status of El Niño and its potential impact on rainfall chances during the coming year. The forecaster concluded that at this point, there is only a fifty percent chance of average or above average rainfall during the coming year.

AGM Straus will be attending another Water Forum Budget Working Group on August 17th to discuss a streamlined strategic planning process for the collaborative.

AGM-4 FINANCE

The following is a summary of current noteworthy Finance activities over and above normal operations:

- Accounting Supervisor (AS) Sohal issued a Request for Proposals (RFP) to retain a new auditing firm to conduct the annual audit and prepare and submit the annual State Comptroller's Report on July 27th. Proposals are due on August 27th, and the plan is to present a proposed contract with a new accounting firm for Board consideration at its October 13th Board meeting;
- AGM Straus and AS Sohal are updating the Financial Plan, which serves as a foundation for the annual budget. The Financial Plan incorporates key revenue drivers (rate revenue and any grant funding) and cost drivers (e.g., capital improvement projects, personnel costs and operations and maintenance costs). A work session with the Board of Directors highlighting the "building blocks" of the budget/key revenue/expense assumptions, is scheduled for August 25th, followed by an initial budget presentation in September and a presentation of a final draft budget for consideration in November.

AGM—5 RISK MANAGEMENT

The Safety Committee met on August 4, 2015 to discuss the status of policies, issues and projects, including updates to the District's Injury Illness and Prevention Program (IIPP), First Aid/CPR/AED Training and an Emergency Evacuation Plan for the District's campus. Many safety policy updates are planned for Board consideration in December. Also, HR Specialist Lisa Smoot is becoming a certified CPR trainer, and will provide classes to all District employees.

AGM—6 INFORMATION TECHNOLOGY

AGM Straus and AS Sohal continue to work with J4 and Sophos Solutions on server operations and maintenance, work station maintenance and many other IT issues, including identification of workstation replacements to be included in the 2016 Operating Budget, and other issues highlighted below. In addition, the IT User's Group (an interdepartmental planning group) met on July 20th to coordinate and plan: 1) Acquisition of new workstations funded out of the 2015 Operating Budget (with no mark-up); 2) Identification of a cost-effective Exchange (e-mail server) solution; 3) Identification of cost effective options for high capacity printing.

Sophos Solutions will focus on special project works, such as: 1) Working with Finance staff to identify options for finance software that includes utility billing and possibly other modules; 2) Working with the Engineering staff on a file scanning/indexing system that can be extended for use throughout the organization.

CITRUS HEIGHTS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : EMPLOYEE RECOGNITION
 STATUS : Information Item
 REPORT DATE : August 4, 2015

The following District employees were recognized for superior attendance, outstanding customer service and quality of work during the month of July 2015.

OPERATIONS and WATER QUALITY DEPARTMENT

James Buford: Superior Attendance
 Work Quality – 6243 Tupelo Drive Blow-off installation – 2015 Jul 20

Tim Cutler: Work Quality* – Emergency water main repair at 6924 Peppercrest Court –
 2015 Jun 29, 4:30 AM

James Ferro: Superior Attendance
 Work Quality – 6243 Tupelo Drive Blow-off installation – 2015 Jul 20

Jarrett Flink: Work Quality – Emergency water main repair at 6924 Peppercrest Court – 2015 Jun
 29, 4:30 AM

Gil Garcia: Superior Attendance

Dan Hesse: Work Quality – Emergency water main repair at 6924 Peppercrest Court –
 2015 Jun 29, 4:30 AM

Rick Jimenez: Superior Attendance

Mike Mariedth: Superior Attendance
 Customer Service – Compliments from customer at 8679 El Sobrante Way
 for being helpful when investigating a leak – 2015 Jul 16

Zachary Powell: Work Quality – Emergency water main repair at 6924 Peppercrest Court –
 2015 Jun 29, 4:30 AM

Ryon Ridner: Work Quality – 6243 Tupelo Drive Blow-off installation – 2015 Jul 20

ADMINISTRATION and WATER DEMAND MANAGEMENT DEPARTMENT

Brady Chambers: Superior Attendance
 Work Quality – Dealing professionally with an abusive and difficult customer –
 2015 Jul 28

Kelly Drake: Superior Attendance

Dana Mellado: Superior Attendance

Rex Meurer: Superior Attendance
Work Quality – Safety Meeting Presentation on “Fireworks Safety” – 2015 Jul 01

Beth Shockley: Superior Attendance
Work Quality – Training Desiree Smith on Move-in/ Move-Out (MIMO) process –
2015 Jul

Desiree Smith: Superior Attendance
Work Quality – Dealing professionally with an abusive and difficult customer –
2015 Jul 28

Susan Sohal: Superior Attendance

PROJECT MANAGEMENT and ENGINEERING DEPARTMENT

David Gordon: Superior Attendance
Work Quality – Volunteered for after-hours work to inspect CHWD facilities during
California American Water Company’s installation of 16” pipeline to water
San Juan Avenue water tank crossing and paralleling CHWD mains – 2015
Jul 07 (11 PM to 3 AM) and 2015 Jul 10 (9 PM to midnight)

Missy Pieri: Superior Attendance

CITRUS HEIGHTS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : GENERAL MANAGER'S TASK LIST
STATUS : Information Item
REPORT DATE : August 4, 2015

Significant assignments and activities for the General Manager (GM) are listed on the attached list. I will be available at the meeting to answer questions and/or provide additional details.

Citrus Heights Water District
 General Manager's Task List
 Date: 8/4/2015

TASK LIST NO. 116 August 11, 2015

Category	Green: Items that are substantially complete, delegated or awaiting action by others	Hrs to Complete	Waiting on or delegated to:	Deadline	Notes
Water Distribution	District Capital Project 2011-02: Beech Ave Metered Interconnection with Orange Vale WC	5	OVWC	1-Oct-2015	Draft Agreement sent to OVWC - awaiting comments

Citrus Heights Water District
 General Manager's Task List
 Date: 8/4/2015

Category	Red: Top Priority Items	Hrs to Complete	Waiting on or delegated to:	Deadline	Notes
Administration	Annexations: Livoli Tract (4 of 8)	40	Churchill	1-Apr-2016	
Administration	Annexations: Sacramento County (4 of 8)	40	Churchill	1-Apr-2016	
Administration	Fiscal Management Policy - Disbursement of Funds	2	Every 3 Years	15-Oct-2015	
District HQ & Corp Yard	Admin Building Improvements & Expansion Project 2012-13 (6 of 8)	40	Kaler/Dobler Construction	1-Sep-2015	
Human Resources	Retire from Citrus Heights Water District	20	Churchill	17-Nov-2016	Planned Date
Water Distribution	Future CIP Projects Summary Binder (2 of 8)	20	GM/Engr Dept	1-Oct-2015	Edit in Progress
Water Distribution	Technology Improvements: Document Management / Project Management / Asset Management / Easements (7 of 8)	30		31-Dec-2015	
Water Supply	Skycrest Well #13 Construction Equipping Project 2013-21:	30	R.E. Smith		
Water Supply	Skycrest (5 of 8)	30	Contractor	1-Oct-2015	
Water Supply	SJWD Shortage Policy Cost Update (1 of 8)	30	SJWD	8-Sep-2015	
Water Supply	SJWD Hydraulic Model Maintenance Agreement	5	Churchill	31-Dec-2015	
Water Supply	District Tour	5	Board Discussion	TBA	Discuss scheduling
	HOURS SUBTOTAL:	242			

**Citrus Heights Water District
General Manager's Task List
Date: 8/4/2015**

Category	Orange: High Priority Items	Hrs to Complete	Waiting on or delegated to:	Deadline	Notes
External Influences	Regional Water Authority Board & Executive Committee: Organize Files	20	Churchill	31-Dec-2015	
Water Distribution	District Capital Project 2011-01 : Fair Way 8" Metered Interconnection with Roseville	20	Roseville	31-Dec-2015	RV Design Review
Water Distribution	District Capital Project 2012-09 : Blossom Hill Dr 6" Metered Interconnection with Roseville	20	Roseville	31-Dec-2015	RV Design Review
Water Distribution	District Capital Project 2012-10 : Crestmont Dr 6" Metered Interconnection with Roseville	20	Roseville	31-Dec-2015	RV Design Review
Water Distribution	District Capital Project 2014-33 : Mariposa Ave 18" Sycamore Dr to Pratt Ave	10	Marfin Engr	1-Nov-2015	Construction Phase
Water Distribution	District Capital Project 2013-30 : SJHS 24"	10	Warren Engr	1-Dec-2015	Construction Phase
Water Distribution	District Capital Project 2013-36 : San Juan Park 12"	30	KASL Engr	1-Sep-2015	Design Phase
Water Quality	Cross Connection Ordinance Update	5	Churchill	15-Sep-2015	
Water Quality	Private Well Policy	5	Townsel	15-Sep-2015	
Water Supply	Cal Am Interconnection Agreements	5	Churchill		
	HOURS SUBTOTAL:	145			

Citrus Heights Water District
 General Manager's Task List
 Date: 8/4/2015

Category	Yellow: Medium Priority Items	Hrs to Complete	Waiting on or delegated to:	Deadline	Notes
Administration	Master Plan Update: RFP for Engineering Services	0	PM/Engr Dept	31-Dec-2015	
Administration	Policies & Procedures: Write Missing Policies	32		ongoing	
Water Distribution	District Capital Project 2015-30: Poplar Avenue 14"	30	PM/Engr Dept	1-Dec-2015	Design Phase
Water Distribution	District Capital Project 2015-31: Baird Way 12"	30	PM/Engr Dept	1-Dec-2015	Design Phase
Water Distribution	District Capital Project 2013-32: Dewey Dr Interconnection w/SSWD & CWD	30	HOLD	1-Jun-2014	Design Phase
Water Distribution	Metering Projects: Meter Installation Policy Coordination with City of CH	2			
Water Distribution	Easements: Berry Lane	2			
Water Distribution	Easements: Ross	2			
Water Supply	Find Property Deeds: Wells Ave. Well Site	10		31-Dec-2015	Discuss with City of CH
Water Supply	Locate and Secure additional Well Sites	40	GM / OPS / WQS	ongoing	
	HOURS SUBTOTAL:	178			

**Citrus Heights Water District
General Manager's Task List
Date: 8/4/2015**

Category	Blue: Non-Priority Items	Hrs to Complete	Waiting on or delegated to:	Deadline	Notes
Human Resources	Salary Schedule Update	120	Every 3 Years	1-Jul-2016	Last Updated Jan 2014, Update by July 2016 for 2017 Budget
Human Resources	GASB 45 Actuarial Analysis	10		31-Dec-2015	Select new actuary in mid-2015
Administration	2016 District Election	20		4-Nov-2016	Divisions One (4 year) and Two (2 year)
Administration	Conflict of Interest Code - Biennial Update	15	FPPC	31-Dec-2016	Biennial Update
Administration	Division Boundary Analysis	0	2020 Census	1-Jun-2021	Reviewed May 2011
Administration	Citrus Heights Water Takers Assn - Transcribe Meeting Minutes	20	Staff	1-Dec-2015	1917-1922 Handwritten Minutes of Predecessor to CHID / CHWD
Administration	Board of Directors Policies "3000 Series"	10	Every 4 Years	14-Feb-2016	Last completed 14 Feb 2012
Human Resources	Continued Education: Obtain and document contact hours for Water Treatment Operator T2 Certification	0	Renewed	1-Sep-2017	16 total hours needed
Human Resources	Continued Education: Obtain and document contact hours for Water Distribution Operator D5 Certification	0	Renewed	1-Jan-2018	36 total hours needed
Human Resources	Biennial Ethics Training	2	Every 2 Years	7-May-2017	Completed at ACWA Conference - 7 May 2015
Human Resources	Biennial Sexual Harassment Training	2	Every 2 Years	5-May-2017	Completed at ACWA JPIA Conference - 5 May 2015
Human Resources	Defensive Driver Training	4	Every 4 Years	5-Oct-2013	Last Completed 15 Oct 2009
Water Supply	Patton Ave Well Property Disposal			Hold	No Interested Parties
Water Supply	Watson Way Well Property Disposal			Hold	No Interested Parties
Water Supply	Public Health Goal Report & Public Hearing	3	Every 3 Years	1-Jun-2016	
Water Distribution	PIV Photos & Locks	3		31-Dec-2015	
	HOURS SUBTOTAL:	209			
	HOURS TOTAL:	774			

CITRUS HEIGHTS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS AUGUST 11, 2015 REGULAR MEETING

SUBJECT : GENERAL MANAGER'S RETIREMENT
STATUS : Information Item
REPORT DATE : August 4, 2015

GM Churchill is planning to retire from service to Citrus Heights Water District on Thursday November 17, 2016, slightly more than 15 months from now. This information is being provided in advance such that the Board of Directors can consider incorporating a succession strategy into the planning and implementation of the 2016 Operating Budget.

A formal retirement letter will be presented to the Board of Directors at the meeting.

JUL 21 2015



Cucamonga Valley
Water District

10440 Ashford Street, Rancho Cucamonga, CA 91730-2799
P.O. Box 638, Rancho Cucamonga, CA 91729-0638
(909) 987-2591 Fax (909) 476-8032

Martin E. Zvirbulis
Secretary / General Manager/CEO

July 20, 2015

Mr. Robert Churchill
Citrus Heights Water District
PO Box 286
Citrus Heights, CA 95611

Dear Mr. Churchill,

It is my pleasure to inform you that the Cucamonga Valley Water District took action at our July 14, 2015 board meeting to support Director Kathieen Tiegs in her bid for the Association of California Water Agencies (ACWA) President.

I have had the opportunity to work alongside Director Tiegs for a number of years. Her passion is contagious and her commitment to the water industry is tireless. She has a high level of integrity and excellent leadership skills that build coalitions and collaboration; which is evident from her time on the board as well as her experience with ACWA. Over the past two years Director Tiegs has served in the role of ACWA Vice-President working together with the other ACWA board members and staff, ensuring the highest level of ACWA member engagement and interaction.

I am contacting you to request your agency's support of Director Tiegs' nomination by adopting a resolution endorsing her nomination as ACWA President. Attached you will find a sample resolution. If your board takes action, please forward your resolution of support to our offices by August 14, 2015. We will include your resolution in her submittal packet to ACWA. Should your board not be able to take action by that time, please forward a copy of your resolution to our offices as well as to the ACWA offices at 910 K Street, Suite 100, Sacramento, California 95814.

Thank you so much for your consideration; the future of the ACWA organization could not be in better hands than those of Director Kathleen Tiegs. Should you have any questions, please contact Taya Victorino at (909) 987-2591.

Sincerely,

James V. Curatalo, Jr.
President

Enclosure: 2

James V. Curatalo, Jr.
President

Luis Cetina
Vice President

Oscar Gonzalez
Director

Randall Reed
Director

Kathleen J. Tiegs
Director

RESOLUTION NO. XXX
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
(Name of Agency) SUPPORTING THE NOMINATION OF
DIRECTOR KATHLEEN TIEGS AS THE ASSOCIATION OF
CALIFORNIA WATER AGENCIES PRESIDENT

WHEREAS, the (Name of Agency) Board of Directors are active participants in the Association of California Water Agencies (ACWA), and

WHEREAS, Director Kathleen Tiegs has expressed her interest in serving as the ACWA President for the 2015 – 2016 term, and

WHEREAS, Director Kathleen Tiegs has served in a variety of leadership positions in ACWA, including Vice-President of the Board, the Local Government Committee, the Groundwater Committee, Vice-Chair of the Federal Affairs Committee, Region 9 Board of Directors, and as a member of ACWA/JPIA Executive Committee, and

WHEREAS, Director Kathleen Tiegs is committed to advancing ACWA's Policy Principles and finding common ties between members to develop a long-term strategy that provides a sustainable water future for all members and their constituents.

NOW, THEREFORE, BE IT RESOLVED THAT THE (Name of the Agency) BOARD OF DIRECTORS:

1. Does hereby place its full and unreserved support of the nomination of Director Kathleen Tiegs as President of the Association of California Water Agencies for the 2015-2016 term.

ADOPTED this XX day of XX, 2015.

Kathleen Tiegs

For

**2015-2016 Association of California Water Agencies
President**

July 20, 2015

My Fellow ACWA Member:

I am pleased to share with you my interest in serving as President of the Association of California Agencies (ACWA). Over the past two years I have had the pleasure to serve in the capacity as ACWA Vice-President working closely with President John Coleman, Past President Randy Record and my other colleagues on the ACWA board of directors. As a team, we work collaboratively engaging in issues that are critical to the water community as well as to the ratepayers that we represent at each of our agencies.

My experience with ACWA began on a regional basis having served on the ACWA Region 9 Board of Directors beginning in 2008. I also had the opportunity to serve as the Vice-Chair of the Federal Affairs Committee, and served on the Local Government and the Groundwater Committees. My active participation in the committees and the Region 9 board provided a strong foundation as I began to pursue other avenues to expand my understanding and knowledge of the ACWA organization. The experience I have gained over the past two years has well-equipped me to effectively dialogue with the Administration, regulatory agencies, and other special interest groups that impact our industry. More importantly it has given me the experience to lead our organization, and build upon the accomplishments of those that came before me.

Currently, I serve as the Chair of the Sustainable Groundwater Management Act Implementation Policy Group. The Group has provided a critical role working closely with the Administration and the Department of Water Resources to ensure members concerns are clearly voiced as the law is implemented.



As Vice-President I believe it is important to engage at all levels of the organization so I can better understand the issues in all of our regions to more effectively represent our members. I regularly attend ACWA committee meetings, as well as regional events so I can have a two-way conversation with members and hear what is important to them and their regions.

Currently, I serve on the Cucamonga Valley Water District (CVWD) Board of Directors. I was elected to CVWD in November 2005 and have served as both President and Vice-President of the Board of Directors. Prior to my serving on the CVWD Board, I enjoyed a career in water resources management for a local wholesale water agency for over 30 years. In April 2011, I was honored by State Assembly Member Mike Morrell as the 63rd Assembly District Woman of the Year.

There are many wonderful characteristics about ACWA, but the ones that I cherish the most are the diverse perspectives of our members. We have built a collaborative and supportive community that works together on solving issues that have lasting benefits to the regions and areas that we serve as elected officials. We have accomplished so much over these last two year, with actions taken that will forever change our industry and how we do business. There are many more challenges before us that will require a style of leadership that seeks to find solutions that benefit our industry and our ratepayers. I am completely committed, willing and able to continue a legacy of leadership that helps resolve issues and provides a better future for generations that will come after us.

I respectfully request your support to represent you and your organization and the millions of people that rely on our foresight and leadership to provide a high quality and reliable water to our customers. I look forward to the opportunity to represent you and the water industry of California. Thank you for allowing me to share with you my experience, leadership and knowledge. Please feel free to contact me directly at (909) 635-4177.

Thank you in advance for your consideration.

Kathleen Tiegs