

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
August 11, 2015

The Regular Meeting of the Board of Directors was called to order at 6:31 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

John Woodling, Regional Water Authority (RWA), 5620 Birdcage St # 180, Citrus Heights, CA 95610

PLEDGE OF ALLEGIANCE

Director Dains led the Pledge of Allegiance.

PUBLIC COMMENT

No public comment.

Operations Manager John Townsel announced his retirement from CHWD, effective September 10, 2010. OM Townsel thanked the Board for their support over the years.

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 July 14, 2015
2. Assessor/Collector's Report for July 2015.
3. AR Analysis Report for July 2015.
4. Assessor/Collector's Roll Adjustments for July 2015.
5. Treasurer's Report for July 2015.



6. Funds and Reserves for July 2015.
7. Operations Budget Analysis for July 2015.
8. Capital Improvements for July 2015.
9. Payables for July 2015.
10. CAL-Card Purchases – July 2015.
11. Summary of 2015 Directors, Officers and Employees Training, Seminars and Conference Expenses.


ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS		
CITRUS HEIGHTS WATER DISTRICT		
Month of July 31, 2015		
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 - SvcChg	\$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 & Supples - 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 prnts applied but not settled by Bank	\$182	
Transactions in Transit	\$98	
Web prnts settled but applied prior Month	(\$958)	
Cash Receipts to Deposits	(\$16,270)	
Customer Refunds	(\$6,215)	
Returned Checks	(\$680)	
	TOTAL ADJUSTMENTS	(\$988,988)
		\$865,454
BEGINNING LIENS RECEIVABLE BALANCE		\$268
Liens Assessed	\$0	
Liens Redeemed	\$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	\$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

CITRUS 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'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
					\$476.71

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
				\$0.00
RECONCILEMENT:				
Bank of the West (General Account)			1,665,933.70	
Local Agency Investment Fund			6,532,159.24	\$0.00
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	
	MATURITY	INT	DEPOSIT	DATE OF LAST
INSTITUTION	DATE	RATE	AMOUNT	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>	
 HILARY M. STRAUS, Treasurer							

TREASURER'S REPORT OF FUND BALANCES							
July 31, 2015							
Fund Transfers Summary:							
The Operating Fund received:	\$ 802,722.11	from funds collected in June 2015 per Treasurer's Report					
	<u>\$ 802,722.11</u>						
The Operating Fund transferred:	\$ (384,519.43)	disbursements made in June 2015 per Treasurer's Report					
	<u>\$ (384,519.43)</u>						

CITRUS HEIGHTS WATER DISTRICT						
2015 OPERATING EXPENDITURE VS BUDGET						
July 31, 2015						
Account	Description	2015 AYTD 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	11,500	1,703	85.3%
0000-54250-03	PERMIT FEE - AIR QUALITY / HAZMAT	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	JANTORIAL	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	8,285.85	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%
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	4,300	1,238	74.8%
0000-56890-02	OFFICE MISC - MEETING ACCOMMODATIONS	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	-	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%

Project No.	Description	Budget				Remaining	Amounts Paid			Remaining
		Total Project	Expenditures to 12/2014	Total Remaining Commitments	2015 Expenditures	Current Committed	Month to Date	Year to Date	Project to date	2016
2014-30	Sonora Way 8" and Hanson Avenue 6" Water Main Replacement Project	517,094	56,427	460,667	482,192	15,708	289	319,691	376,118	-
2015-31	Baird Way 12" Water Main Replacement Project	510,255	-	510,255	38,606	-	-	-	-	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 Viets 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	165,067	-	117	117	117	-
2015-36	Sylvan Road Street Improvements	67,948	-	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	474,695	19,122	240	92,269	623,332	-
Distribution Mains - Replacement		3,023,617	1,234,644	1,788,973	1,228,508	34,830	1,501	412,931	1,647,575	571,428
2015-14	Fire Hydrants - Replacements / Upgrades / Infill / New	173,738	-	173,738	173,738	-	31,115	36,272	36,272	-
Fire Hydrants - Replacements/Upgrades/New		173,738	-	173,738	173,738	-	31,115	36,272	36,272	-
2015-02	Annual Corporation Yard Improvements/Replacements	109,500	-	109,500	109,500	-	-	-	-	-
2015-03	Annual Fleet and Field Operations Equipment Improvements/Replacements	174,000	-	174,000	174,000	-	-	-	-	-
2015-04	Annual Technology Hardware and Software Improvements/Replacements	503,500	-	503,500	53,500	-	-	-	-	450,000
2015-10	Water Main Pipeline Replacements	20,877	-	20,877	20,877	-	-	961	961	-
2015-11	Water Valve Replacements	100,976	-	100,976	100,976	-	812	2,058	2,058	-
2015-12	Water Service Replacements	678,080	-	678,080	678,080	-	75,837	136,409	136,409	-
2015-38	Mariposa Avenue 12" Water Main Replacement Project	28,073	-	28,073	28,073	-	-	-	-	-
2015-39	Cal-Am Water Lincoln Oaks Water Tank 8" Interconnection Project	58,582	-	58,582	58,582	-	-	-	-	-
2015-40	Other City Partnership Opportunities	100,000	-	100,000	100,000	-	-	-	-	-
2015-41	Other Miscellaneous Infrastructure Projects	100,000	-	100,000	100,000	-	-	-	-	-
Miscellaneous Projects		1,873,588	-	1,873,588	1,423,588	-	76,649	139,428	139,428	450,000
2012-13	Administration Building Expansion / Renovation Project	1,131,872	119,246	1,012,626	978,171	39,967	964	1,019,992	1,139,238	-
Miscellaneous Projects - Facilities		1,131,872	119,246	1,012,626	978,171	39,967	964	1,019,992	1,139,238	-
2015-01	Annual Non-Project Specific Project Management & Engineering Salaries & Benefits	291,761	-	291,761	291,761	-	-	-	-	-
Miscellaneous Projects-Miscellaneous CIP		291,761	-	291,761	291,761	-	-	-	-	-
2013-30	San Juan High School 24" North Property Line Transmission Main Installation	544,364	17,277	527,087	522,968	-	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	346,419	-	934	29,217	29,340	-
2015-30	Poplar Avenue 14" Transmission Main Installation	142,325	-	142,325	12,680	-	790	790	790	129,645
Transmission Mains - New		1,064,993	17,400	1,047,593	882,067	-	9,303	39,654	57,054	129,645
2014-33	Mariposa Avenue 18" & 8" Sycamore Drive to Pratt Avenue	471,102	12,853	458,249	439,026	-	3,101	10,720	23,573	-
2014-32	Sunrise Blvd./Highwood 12" Pipeline Replacement	79,879	139,237	2,211	57,573	-	-	56,575	195,812	-
Transmission Mains - New and Distribution Mains - Replacement		550,981	152,090	460,460	496,599	-	3,101	67,296	219,386	-
2015-13	Water Meter Replacements	28,441	-	28,441	28,441	-	14,347	14,347	14,347	-
Water Meters		28,441	-	28,441	28,441	-	14,347	14,347	14,347	-
2011-01	Fair Way 12" x 8" Interconnection w/ RV	76,128	-	76,128	28,405	-	-	-	-	47,723
2012-09	Blossom Hill Drive 6" x 10" Interconnection w/ RV	25,655	-	25,655	25,655	-	-	471,101	471,101	-
2012-10	Crestmont Avenue 6" Interconnection w/ RV	20,155	-	20,155	20,155	-	-	228,709	228,709	-
2012-11	Skycrest Well No. 13 Construction	316,483	327,209	(10,726)	62,254	-	283	(845)	326,364	-
2013-21	Skycrest Well No. 13 Construction	2,081,569	487,554	1,594,015	1,640,805	10,538	2,065	579,919	1,067,473	-
2015-20	Groundwater Well Improvements	51,829	-	51,829	51,829	-	-	840	840	-
2015-37	C-Bar-C Pressure Control Station	300,000	-	300,000	-	-	-	-	-	300,000
Water Meters - Emergency Inter tie Water Meters		2,871,819	814,763	2,057,056	1,829,102	10,538	2,348	1,279,723	2,094,486	347,723
Grand Total		11,010,809	2,338,143	8,734,235	7,331,976	85,334	139,327	3,009,643	5,347,786	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 US Bank I.M.P.A.C. Government Services	Small Office Equip	\$270.15
59720		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 Dezign	Contract Services-Water Conservation	\$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/JPIA 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 Frank A or Jeanne Cassel c/o Theresa Larson Successor	Overpayments	\$7.10
59764	CirclePoint	Toilet Rebate Program	\$33.67
59765	Comcast	Contract Services-Water Conservation	\$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 Ilsie J Farrell	Overpayments	\$12.95
59774	Kelley M Houpt or Kelley M Kubitz-	Overpayments	\$22.49

Trustee

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 Conservation	\$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	Printer error	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	Bank Fee	\$162.72
ACH	UNION BANK 2015 INTEREST PYMT	COP Debt Service	\$48,643.75
ACH	ELAVON 2015FD	Bank Fee	\$213.99
ACH	ELAVON 2015WEB	Bank Fee	\$2,486.75
ACH	PAYCHEX 7/10/15	Contract Services-Other	\$343.85
ACH	PERS 7/16/15	PERS	\$13,468.14
Total			<u>\$381,609.67</u>
Grand Total			<u><u>\$1,022,589.38</u></u>

August Checks Approved At August Board Meeting

59964	SMUD	Utilities	\$9,471.41
59953	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$9,637.00
59952	KASL Consulting Engineers Central Valley Engineering & Asphalt, Inc.	Contract Services-Engineering	\$10,543.00
59944		Contract Services-Paving/Concrete	\$10,964.88
59960	Regional Water Authority	Dues & Subscriptions	\$23,232.00
59951	Kaler/Dobler Construction Inc	Contract Services-Engineering	\$59,170.57
59958	R E Smith Contractor Inc	Contract Services-Wells	\$76,243.39
59962	San Juan Water District	Purchased Water	\$502,135.26

US BANK - CAL-Card Distributions														
July 2015														
I:\users\ap\Ca\Card\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 Asset/Office Equip	Wells Main	Offc Misc	Tools	Supplies	Material	Repair Truck	Gas & Oil	Office Exp	Postage	C.E.	Office Misc. District Event	Mtg Accom		
\$3,143.00														
Churchill	\$ 98.00										98.00			
Culler	\$ 716.45			293.69	303.75		9.46		109.55					
Dains	\$ -													
Dietrich	\$ 14.99		14.99											
Evans	\$ 98.90								35.95					
Hansley	\$ 250.38	24.83		64.77	62.95				160.78					
Straus	\$ 151.57							107.17			44.40			
Smoot	\$ 968.55								55.55		913.00			
Townsel	\$ 844.16			106.92	400.26			94.01			237.97	5.00		
\$	-													
\$	-													
\$	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
V#: _____														
Date: 7/31/15														
Doc #:														
52300-02	Wells Main	\$ 24.83												
52400	Wtr Analysis	\$ -												
54200-03	Field Misc	\$ 14.99												
54210	Tools	\$ 465.38												
54211	Supplies	\$ 366.70												
54220	Material	\$ 400.26												
54241-01	Rep. Truck	\$ 9.46												
54242	Gas & Oil	\$ 107.17												
56200	Off Exp	\$ 400.29												
56230	Postage	\$ 55.55												
56830	C.E.	\$ 1,055.40												
56890-01	Off Misc- Dist Event	\$ 237.97												
56890-02	Mtg Accom	\$ 5.00												
\$ 3,143.00	Double check by Acct ID													

August 11, 2015 - AGENDA ITEM: CC-10

Citrus Heights Water District												
2015 Director Training Courses/Seminars/Conferences												
as of 9/3/2015												
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
5/6/15-5/7/15	2	ACWA Spring Conference	ACWA	Sacramento	Al Dains	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						

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

The Board of Directors adjourned the meeting to the Financing Corporation Meeting at 6:43 PM.

The of Directors approved the Financing Corporation's Meeting minutes from July 14, 2015.

Motion: It was moved by Director Riehle and seconded by Director Sheehan to approve the Financing Corporation's minutes from its meeting of July 14, 2015.

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

The Board of Directors adjourned back to the meeting to the Citrus Heights Water District Board of Directors Regular Meeting at 6:44 PM.

OLD BUSINESS

San Juan Water District / Sacramento Suburban Water District Reorganization

AGM Straus reported that 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.

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

July 15, 2015

RECEIVED
JUL 20, 2015
Citrus Heights Water Dist.

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,


Robert S. Roscoe, P.E.
General Manager

cc: Shauna Lorange, San Juan Water District

Antelope Pump-Back Booster Pump Station Project

GM Churchill reported that 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.

Administration Building Improvements

GM Churchill provided an update on the status of the Administration Building Improvement project.

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.

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 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.

NEW BUSINESS

Training/Continued Education/Meetings

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

6350 Fountain Square Drive Annexation

GM Churchill reported that development of a 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.

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°14'58" East 631.80 feet, and

- (3) North 29°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°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°05'03" East 162.48 feet, and
- (3) North 52°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°07'56" East 64.27 feet,
- (2) South 40°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°11'21" East 314.77 feet,
- (4) South 25°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°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°11'33" West 74.83 feet; thence along the westerly line of said Parcel A, South 00°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°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

Motion: It was moved by Director Sheehan and seconded by Director Riehle to 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.

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

Extended Public Outreach Plan

Water Efficiency Coordinator Meurer reported that 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.

RWA Executive Director John Woodling provided an overview of the proposed enhanced drought public information/outreach program and answered Board questions.

The Board of Directors agreed by consensus that the CHWD should provide financial support for RWA's Extended Public Outreach Plan. Staff assured the board that CHWD would contribute the \$8,478 for the enhanced public information program as requested by RWA.

Amendments to Other Compensation Policy

Human Resources Specialist Lisa Smoot that 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.

Motion: It was moved by Director Sheehan and seconded by Director Riehle to approve the amendment to District Human Resources Policy 4101.A2.04—Other Compensation.

San Juan High School 24-Inch Transmission Main Installation Bids

Project Manager Dietrich reported that 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.


Motion: It was moved by Director Riehle and seconded by Director Sheehan to 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.

ACWA Region 4 Board of Directors

General Manager Churchill provided a slate of candidates for the Board to consider for ACWA Region 4 Board of Directors that was provided by ACWA.

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

Motion: It was moved by Director Sheehan and seconded by Director Riehle to concur with the Region 4 Nominating Committee's Recommended Slate.

2016 Budget Workshop Special 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 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.

Motion: It was moved by Director Sheehan and seconded by Director to call for a 2016 Budget Workshop for 6:00 PM on August 25, 2015 at the District’s Temporary Meeting Room.

PROJECT MANAGER’S REPORT

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

New values or projects are 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	6800 Madison Ave	<i>95% Complete</i>

<u>Project</u>	<u>Location</u>	<u>Status</u>
(2014-53)		
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	6312 to 6448 Sylvan Road	<i>Operations Work Continues</i>

<u>Project</u>	<u>Location</u>	<u>Status</u>
CHWD Operations Dept. to Complete Water Improvements (2015-36)		

OPERATIONS MANAGER'S REPORT

OM Townsel reported as follows:

1. A total of 171 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 72 samples, have met all California Department of Public Health requirements.
2. District-wide water consumption for the calendar year 2015 through the end of July 2015 was 5,687.67 acre-feet, a decrease of 33.45 percent compared with the water consumption during the same period in 2013.
3. As of noon on August 3, 2014, 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. 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 8:41 PM.

OM Townsel and PM Dietrich left the meeting.

Director Dains reconvened the meeting at 8:46 PM.

DIRECTOR'S AND REPRESENTATIVES REPORTS:

- D-1. Regional Water Authority (Sheehan, Churchill)
No report.
- 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

GM Churchill noted the Citrus Heights City Hall annexation item (Item N-2 of this agenda packet).

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 July 2015.
2. 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.
3. 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.
 4. Finance Update: The following is a summary of current noteworthy Finance activities over and above normal operations: 1) 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; 2) GM 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.
 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.

6. Information Technology Update: 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.

GENERAL MANAGER'S REPORT

1. Nineteen District employees received recognition for superior attendance, outstanding customer service and quality of work during the month of July 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.

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 9:27 PM.

APPROVED:

ROBERT A. CHURCHILL
Secretary
Citrus Heights Water District

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