

**BOARD MEETING AGENDA
SPECIAL MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT (CHWD)
MAY 28, 2024 beginning at 6:00 PM**

**DISTRICT ADMINISTRATIVE OFFICE
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**



PHONE CALL IN: (669) 444-9171

PHONE MEETING ID: 860 3486 4056

COMPUTER AUDIO/LIVE MEETING PRESENTATIONS: <https://us06web.zoom.us/j/86034864056>

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 General Manager 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.

Members of the public may attend the meeting in person at the District headquarters or remotely through the phone number and link above.

Materials related to an agenda item for an open session of a regular meeting of the Citrus Heights Water District are posted on the Citrus Heights Water District website at www.chwd.org.

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:

PUBLIC COMMENT:

CLOSED SESSION:

CL-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-054-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment
- b. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-051-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment

CL-2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (1 case)

CL-3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code, section 54956.9(d)(1)

Name of case: Citrus Heights Water District, et al. v. San Juan Water District, et al.,
Sacramento Superior Court Case No. 24WM000064

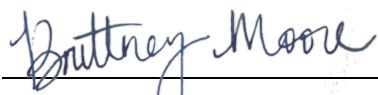
FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

May 28, 2024	6:30 PM	Regular Meeting
June 25, 2024	6:30 PM	Regular Meeting
August 27, 2024	6:30 PM	Regular Meeting
September 24, 2024	6:30 PM	Regular Meeting
October 22, 2024	6:30 PM	Regular Meeting
November 26, 2024	6:30 PM	Regular Meeting
December 12, 2024	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

I do hereby declare and certify that this agenda for this Special Meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 24 hours prior to the special meeting in accordance with Government Code Section 54956.



Brittney Moore, Chief Board Clerk

Dated: May 23, 2024

**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT (CHWD)
MAY 28, 2024 beginning at 6:30 PM**



**DISTRICT ADMINISTRATIVE OFFICE
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**

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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 ALLEGIANCE:

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. The Presiding Officer will limit comments to three (3) minutes per speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

CONSENT CALENDAR: (I/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 requests a specific item be removed for separate discussion/action before the motion to approve the Consent Calendar.

CC-1a. Minutes of the Special Meeting – April 23, 2024 (A)

CC-1b. Minutes of the Regular Meeting – April 23, 2024 (A)

CC-1c. Minutes of the Special Meeting – May 13, 2024 (A)

Recommendation:

Approve the minutes of the April 23, 2024 Special and Regular Meetings and the minutes of the May 13, 2024 Special Meeting.

- CC-2. Revenue Analysis Report for April 2024 (I)
- CC-3. Assessor/Collector's Roll Adjustment for April 2024 (I)
- CC-4. Treasurer's Report for April 2024 (I)
- CC-5. Treasurer's Report of Fund Balances for April 2024 (I)
- CC-6. Operating Budget Analysis for April 2024 (I)
- CC-7. Capital Projects Summary for April 2024 (I)
- CC-8. Warrants for April 2024 (I)
- CC-9. Purchase Card Distributions for April 2024 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report (I)
- CC-14. 2024 Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. 2024 Strategic Plan Update (I/D)
 - Recommendation:
 - Receive and file an update of the 2024 Strategic Plan.
- CC-18. Professional Services Agreement with A.N.G. Audio Visual Services, Inc. (A)
 - Recommendation:
 - Approve the professional services agreement with A.N.G. Audio Visual Services, Inc. and authorize the General Manager to execute the agreement and subsequent task orders.
- CC-19. Discussion and Possible Action to Approve a Master Services Agreement for Architectural and Supplementary Support Services with 19six Architects (A)
 - Recommendation:
 - Approve the professional services agreement with 19six Architects and authorize the General Manager to execute the agreement.
- CC-20. Discussion and Possible Action to Adopt Resolution 05-2024 Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Sacramento County to Collect Such Charges on the Tax Roll and Resolution 06-2024 Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Placer County to Collect Such Charges on the Tax Roll (A)
 - Recommendation:
 - Adopt Resolution 05-2024 (Sacramento County) and 06-2024 (Placer County) approving and confirming the Report of Delinquent Utilities Charges and requesting the respective county to place such charges on the respective tax roll.
- CC-21. Discussion and Possible Action to Reject All Bids for The Admin Re-roof Project and Award a Contract to Cobex Construction Group
 - Recommendation:
 - Reject all bids for the project and award a contract in the amount of \$36,477.00 to Cobex Construction Group for the project (A)

PRESENTATIONS:

- P-1. Water Poster Contest Presentation (I/D)

P-2. Certificate of completion for High School Intern (I/D)

PUBLIC HEARINGS:

None.

STUDY SESSION:

S-1. Water System Master Plan (I/D)

BUSINESS:

None.

MANAGEMENT SERVICES REPORTS (I):

None.

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):

None.

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

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

CLOSED SESSION:

None.

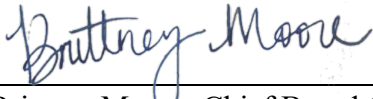
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June 25, 2024	6:30 PM	Regular Meeting
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November 26, 2024	6:30 PM	Regular Meeting
December 12, 2024	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

I do hereby declare and certify that this agenda for this Regular Meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 72 hours prior to the Regular meeting in accordance with Government Code Section 54954.2.



Brittney Moore, Chief Board Clerk

Dated: May 23, 2024

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
April 23, 2024

The Special Meeting of the Board of Directors was called to order at 6:02 p.m. by President Sheehan.
Present were:

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

Also present were:

Steve Anderson, General Counsel
Josh Nelson, Assistant General Counsel
Hilary Straus, General Manager

PUBLIC COMMENT:

None.

President Sheehan adjourned the meeting to Closed Session at 6:02 p.m.

CLOSED SESSION:

CL-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-054-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson,
Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment
- b. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-051-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson,
Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment

Director Riehle recused himself from participating in the discussion related to item CL-1 due to a potential conflict of interest based on his interest in real property near the property under discussion.

No reportable action.

CL-2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code, section 54956.9(d)(1)

Name of case: Citrus Heights Water District, et al. v. San Juan Water District, et al.,
Sacramento Superior Court Case No. 24WM000064

No reportable action.

CL-3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code, section 54956.9(d)(1)

Name of case: *Citrus Heights Water District, et al. v. San Juan Water District, et al.*,
Sacramento Superior Court Case No. 23WM000080

No reportable action.

President Sheehan adjourned the meeting to open session at 7:43 p.m.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:48 p.m.

APPROVED:

BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District

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

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 23, 2024

The Regular Meeting of the Board of Directors was called to order at 7:48 p.m. by President Sheehan and roll was called. Present were:

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

Also Present:

Steve Anderson, General Counsel
Tamar Dawson, Assistant Engineer
Annie Liu, Director of Administrative Services
Brittney Moore, Administrative Services Manager/Chief Board Clerk
Josh Nelson, Assistant General Counsel
Melissa Pieri, Director of Engineering/District Engineer
Rebecca Scott, Director of Operations
Kayleigh Shepard, Management Analyst/Deputy Board Clerk
Hilary Straus, General Manager

VISITORS:

Paul Dietrich, Resident
Paul Helliker, San Juan Water District

PLEDGE OF ALLEGIANCE:

President Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

Paul Helliker, San Juan Water District

CONSENT CALENDAR:

CC-1a. Minutes of the Special Meeting –March 26, 2024 (A)

CC-1b. Minutes of the Regular Meeting –March 26, 2024 (A)

Recommendation:

Approve the minutes of the March 26, 2024 Special and Regular Meetings.

CC-2. Revenue Analysis Report for March 2024 (I)

CC-3. Assessor/Collector's Roll Adjustment for March 2024 (I)

CC-4. Treasurer's Report for March 2024 (I)

CC-5. Treasurer's Report of Fund Balances for March 2024 (I)

CC-6. Operating Budget Analysis for March 2024 (I)

- CC-7. Capital Projects Summary for March 2024 (I)
- CC-8. Warrants for March 2024 (I)
- CC-9. Purchase Card Distributions for March 2024 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report (I)
- CC-14. 2024 Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Discussion and Possible Action to Amend Policy 5700A: Records Retention Schedule (A)

Recommendation:

Approve Updates to District Policy 5700.A: Records Retention Schedule and Authorize Staff to Update the Retention Schedule Index with the 2024 Revisions.

- CC-18. Discussion and Possible Action to Approve Amendments to the Citrus Heights Water District Conflict of Interest Code Pursuant to the Political Reform Act of 1974 (A)

Recommendation:

1. Adopt Resolution 04-2024 and Updated Policy 1035 Appendix A and Appendix B to amend the Conflict-of-Interest Code pursuant to the Political Reform Act of 1974
2. Authorize the General Manager to Execute the CEO Declaration

ACTION:

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

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

PRESENTATIONS:

None.

PUBLIC HEARINGS:

None.

STUDY SESSION:

None.

BUSINESS:

- B-1. Discussion and Possible Action to Approve Agreement with Flowline Contractors, Inc. for the Admiral Avenue and Anchor Circle Water Main Project (A)

ACTION:

Director Riehle moved and Vice President Wheaton seconded a motion to Accept the bid of Flowline Contractors, Inc. in the amount of \$709,481.00 and establish a contingency fund in the amount of \$70,948.10 (10%), for a total amount of \$780,429.10; and authorized the General Manager to execute an agreement with Flowline Contractors, Inc.

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

MANAGEMENT SERVICES REPORTS (I):

None.

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):

None.

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

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

CLOSED SESSION:

None.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 8:21 p.m.

APPROVED:

BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District

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

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
May 13, 2024

The Special Meeting of the Board of Directors was called to order at 6:03 p.m. by Vice President Wheaton and roll was called. Present were:

David C. Wheaton Vice President
Raymond A. Riehle, Director

President Sheehan was absent from the Special Meeting.

Also present were:

Steve Anderson, General Counsel
Annie Liu, Director of Administrative Services
Ashley Metzger, Strategic Advisor
Brittney Moore, Administrative Services Manager/Chief Board Clerk
Josh Nelson, Assistant General Counsel
Rebecca Scott, Director of Operations
Hilary Straus, General Manager

Don Gilbert, EGRS
Amy Hoyt, BBK
Jason Ikerd, EGRS

PLEDGE OF ALLEGIANCE:

Vice President Wheaton led the Pledge of Allegiance.

VISITORS:

Roger Canfield, Resident
Paul Helliker, San Juan Water District
Dan Rich, San Juan Water District

PUBLIC COMMENT:

Paul Helliker, San Juan Water District

CONSENT CALENDAR:

CC-1. Discussion and Possible Action to Fill a Vacancy on the Customer Advisory Committee
(A)

Recommendation:

Appoint residential alternate, Richard Moses to the vacant residential member seat; and appoint Julia Eunice as a CAC residential alternate.

ACTION:

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

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

BUSINESS:

B-1. State Legislative and Regulatory Advocacy (A)

ACTION:

Director Riehle moved and Vice President Wheaton seconded a motion to approve the letter agreement with Edelstein Gilbert Robson & Smith, LLC.

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

Vice President Wheaton adjourned the meeting to Closed Session at 6:30 p.m.

CLOSED SESSION:

CL-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-054-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson,
Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment
- b. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-051-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson,
Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment

Item CL-1 was removed from the agenda due to President Sheehan's absence.

CL-2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
(1 case)

No reportable action.

CL-3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code, section 54956.9(d)(1)

Name of case: Citrus Heights Water District, et al. v. San Juan Water District, et al.,
Sacramento Superior Court Case No. 24WM000064

No reportable action.

CL-4. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code, section 54956.9(d)(1)

Name of case: Citrus Heights Water District, et al. v. San Juan Water District, et al.,
Sacramento Superior Court Case No. 23WM000080

No reportable action.

Vice President Wheaton adjourned the meeting to open session at 7:36p.m.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:37 p.m.

APPROVED:

BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District

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

CITRUS HEIGHTS WATER DISTRICT
Apr 2024
REVENUE ANALYSIS

Outstanding Receivables

Aged Trial Balance					
Total	Current	31-90	91-150	>150	Unapplied Current
1,370,175	1,040,006	131,852	84,008	245,298	130,988

General Ledger Balance	Total
Outstanding A/R	1,370,175.13
Outstanding Liens	-
Outstanding Grants	-
A/R Other	25,347.80
Less Unapplied Payments	(130,987.84)
Total	\$ 1,264,535

**CITRUS HEIGHTS WATER DISTRICT
ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR
April 30, 2024**

LID	CID	Charge Type	Trans.Date	Reason For Cancellation	Amount
6340	5640	4/1/2024	DEFAULT	ONE TIME COURTSEY	6.43
19638	27907	4/1/2024	DEFAULT	ONE TIME COURTSEY	7.64
11943	42894	4/11/2024	DEFAULT	ONE TIME COURTSEY	5.97
10848	9626	4/16/2024	DEFAULT	ONE TIME COURTSEY	5.83
13052	28683	4/18/2024	DEFAULT	ONE TIME COURTSEY	5.28
18345	20042	4/2/2024	DEFAULT	ONE TIME COURTSEY	10.78
3695	26587	4/2/2024	DEFAULT	ONE TIME COURTSEY	5.85
7755	6949	4/23/2024	DEFAULT	ONE TIME COURTSEY	8.64
3170	2889	4/24/2024	DEFAULT	ONE TIME COURTSEY	5.88
17189	14652	4/25/2024	DEFAULT	ONE TIME COURTSEY	5.89
3987	3623	4/25/2024	DEFAULT	ONE TIME COURTSEY	5.74
13141	26579	4/25/2024	DEFAULT	ONE TIME COURTSEY	2.28
17789	42529	4/25/2024	DEFAULT	ONE TIME COURTSEY	6.50
12245	10844	4/3/2024	DEFAULT	ONE TIME COURTSEY	9.11
21076	41242	4/3/2024	DEFAULT	ONE TIME COURTSEY	7.01
6429	5725	4/3/2024	DEFAULT	ONE TIME COURTSEY	6.01
18440	16909	4/3/2024	DEFAULT	ONE TIME COURTSEY	5.99
2662	2424	4/30/2024	DEFAULT	ONE TIME COURTSEY	8.44
11900	0028620	4/30/2024	DEFAULT	ONE TIME COURTSEY	4.15
18910	0016079	4/30/2024	DEFAULT	ONE TIME COURTSEY	8.39
13936	0012366	4/8/2024	DEFAULT	ONE TIME COURTSEY	4.38
09998	0008837	4/8/2024	DEFAULT	ONE TIME COURTSEY	5.97
11940	0043138	4/9/2024	DEFAULT	ONE TIME COURTSEY	45.36
12672	0011229	4/9/2024	DEFAULT	ONE TIME COURTSEY	6.17
					\$ 193.69

May 28, 2024

To: Citrus Heights Water District Board of Directors

Re: Citrus Heights Water District Investment Portfolio Report for April, 2024

The attached Investment Report for April 2024 is submitted in accordance with the Citrus Heights Water District (District)'s Investment Policy. All investments are in compliance with the policy.

The Investment Report lists all short- term, mid-term and long-term investments held at the conclusion of business on the final day of the month. The combined cash and investments in the District's treasury total \$30,314,965 with \$9,706,158 under the management of the Local Agency Investment Fund, California Asset Management Program, Money Market Funds and BMO Bank.

Investments with original cost of \$20,608,808 are selected based on criteria contained in the District's Investment Policy, which emphasized safety, liquidity, yield, and diversification. The core investments are marked to market daily based on a current market price determined by U.S. Bancorp Investments. The aggregate investment portfolio and holdings are included in the Investment Report.

The Investment Report demonstrates that sufficient liquidity is available to meet anticipated expenditures during the next six months.

Respectfully submitted,



Annie Y. Liu

Director of Administrative Services/Treasurer

TREASURER'S REPORT TO THE BOARD OF DIRECTORS
For April 31, 2024

Summary of Funds

Fund Name	Par Amount	Book Value	Original Cost	Market Value
BMO Checking Plus Money Market Funds	3,265,989	3,265,989	3,265,989	3,265,989
Local Agency Investment Fund (LAIF)	699,445	699,445	699,445	699,445
California Asset Management Program (CAMP)	5,740,724	5,740,724	5,740,724	5,740,724
CHWD Investment CORE	20,972,156	20,608,808	20,466,770	20,430,591
Total	30,678,313	30,314,965	30,172,927	30,136,749

TREASURER'S REPORT TO THE BOARD OF DIRECTORS
For April, 2024
Funds Reconciliation

BMO Beginning Balance 4/1/2024	\$3,170,774
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RECEIPTS/TRANSFERS:

Receipts	1,541,464	
		1,541,464

DISBURSEMENTS/TRANSFERS:

Checks Issued / ACH Payments	1,065,567	
Returned Checks	6,574	
Payroll	374,108	
		95,216

Balance Per Bank 04/30/2024	3,265,989
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Outstanding Checks	65,312
Deposit in Transit	87,725

Balance Per Books 04/30/2024	\$3,288,403
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RECONCILEMENT:

BMO Checking Plus Money Market Funds	\$3,265,989
CAMP Pool Account	\$5,740,724
Local Agency Investment Fund	\$699,445

TOTAL LIQUIDY BALANCE	\$9,706,158
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CASH & INVESTMENT SUMMARY:

CHWD-Liquidity	9,706,158
CHWD-Investment Core	20,608,808
Total	30,314,965

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.



ANNIE Y. LIU
Treasurer



HILARY M. STRAUS
Secretary

Signed: 5/28/2024

Monthly Investment Report Citrus Heights Water District

April 30, 2024

Total Aggregate Portfolio

Citrus Heights Water District | Total Aggregate Portfolio

Month End Commentary - April 2024

Volatility returned to financial markets in April after economic data released during the month acted as rain on the picnic of a Federal Reserve hoping to ease policy supported by cooling growth and inflation. Unfortunately for the Fed, most of the hard economic data received so far in 2024, hasn't been cooperative. Bond yields jumped during the month, led by the 5-year Treasury note which surged by 50 basis points to 4.72% and after five consecutive of months gains, equities underwent a correction with the S&P 500 pulling back by 4.2%.

The rise in yields began following March's non-farm payrolls report that continued to display strong labor growth and was further supported by the CPI release that showed prices had increased faster than expected for a fourth consecutive month. Core CPI went unchanged from February at a yearly 3.8% pace while headline CPI accelerated from 3.2% to 3.5% on the back of higher energy prices. Inflation amongst core services, a segment that the Fed closely follows, was driven by higher costs for auto insurance and medical care, both of which are unlikely to exert inflationary pressure on the broader economy. The trajectory of inflation so far in 2024 has not been what the Fed had hoped for, but inflation is procyclical, and if growth continues to slow as it appeared to in Q1, it could lay the groundwork for disinflation to reemerge.

GDP growth moderated in Q1 with the advance reading showing that the economy expanded by 1.6%, down from 3.4% in Q4 and short of expectations that had called for 2.5%. Consumption contributed 1.7% to the print while net exports and inventory decumulation both acted as a drag. Personal consumption remained buoyant, advancing by 2.5%, however, that figure fell short of expectations and is a pullback from the robust 3.3% reading in Q4. With policy held restrictive and a labor market appearing to come into better balance, waning consumption should not come as a shock. Welcoming for the Fed, job growth cooled in April with 175 thousand workers being added to payrolls missing consensus expectations and marking the slimmest increase in six months. What's more, average hourly earnings moderated for a fourth consecutive month advancing by an annual 3.9% and is the first sub 4% print in nearly three years.

The Fed met on May 1st with Chair Powell reiterating that they view policy as sufficiently restrictive to contain inflation citing that it needs more time to work and added that they need more evidence that inflation is returning towards 2% before they can cut interest rates. While corporate credit valuations remain historically rich, we are seeing some value in agency markets. We continue to believe that the current rate environment serves as an opportunity for investors to improve and anchor portfolio earnings for years to come and therefore recommend positioning portfolios neutral to long their respective duration targets.

Treasury Curve Total Returns Last 12 Months

Treasuries	Total Return
3 month bill	5.36%
1 year note	4.35%
2 year note	1.65%
3 year note	0.44%
5 year note	-1.87%

Treasury Benchmark Total Returns In Month

Benchmark	Period Return	YTM	Duration (Years)
ICE BAML 90 Day Bill	0.43%	5.32%	0.22
ICE BAML 0-1 Year Treasury	0.36%	5.37%	0.49
ICE BAML 0-3 Year Treasury	-0.09%	5.17%	1.38
ICE BAML 0-5 Year Treasury	-0.50%	5.05%	2.09

Changes In The Treasury Market (Absolute Yield Levels)

Treasuries	04/30/2023	02/29/2024	03/31/2024	04/30/2024	1 Month Change	12 Month Change
3 month bill	5.03%	5.38%	5.36%	5.39%	0.03%	0.36%
6 month bill	5.00%	5.32%	5.32%	5.39%	0.08%	0.39%
2 year note	4.01%	4.62%	4.62%	5.04%	0.42%	1.03%
3 year note	3.72%	4.42%	4.41%	4.88%	0.47%	1.16%
5 year note	3.48%	4.25%	4.21%	4.72%	0.50%	1.23%
10 year note	3.42%	4.25%	4.20%	4.68%	0.48%	1.26%

Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio

Category

Policy Diversification Constraint	Policy Limit	Actual Value*	Status
US Treasury Obligations Maximum % of Holdings	100.000	17.493	Compliant
US Agency Securities Maximum % holdings	100.000	24.889	Compliant
Supranationals - Issuer is IADB, IBRD, or IFC	0.000	0.000	Compliant
Supranationals Maximum % of Holdings	30.000	5.544	Compliant
Municipal Bonds - Other States Outside of CA	25.000	1.200	Compliant
Municipal Bonds - Other States Outside of CA Issuer Concentration	10.000	1.200	Compliant
Municipal Bonds - State of California	25.000	0.494	Compliant
Municipal Bonds - State of California Issuer Concentration	10.000	0.494	Compliant
Municipal Bonds CA Entities Issuer Concentration	10.000	0.735	Compliant
Municipal Bonds CA Entities Max. % of Holdings	30.000	2.924	Compliant
Mortgages, CMOs and Asset Backed Securities Maximum % of Holdings	20.000	5.313	Compliant
Corporate Notes & Commercial Paper Single Issuer %	10.000	1.664	Compliant
Corporate Notes Maximum % of Holdings	30.000	10.164	Compliant
Corporate Notes must be Issued by US Corporation	0.000	0.000	Compliant
Commercial Paper Issued and Operating in the US	0.000	0.000	Compliant
Commercial Paper Maximum % of Holdings	25.000	0.000	Compliant
Negotiable CDs Issuer Concentration	10.000	0.000	Compliant
Negotiable CDs Maximum % of Holdings	30.000	0.000	Compliant
Banker's Acceptance Issuer Concentration	30.000	0.000	Compliant
Banker's Acceptance Maximum % of Holdings	40.000	0.000	Compliant
Money Market Issuer Concentration	10.000	3.936	Compliant
Money Market Maximum % of Holdings	20.000	4.200	Compliant
LGIP Maximum % of Holdings	100.000	2.321	Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.

Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio

Category

Policy Maturity Structure Constraint	Policy Limit	Actual %	Status
Maturity Constraints Under 5 years Minimum % of Total Portfolio	100.000	100.000	Compliant
Policy Maturity Constraint	Policy Limit	Actual Term	Status
US Treasury Maximum Maturity At Time of Purchase (years)	5.000	5.000	Compliant
US Agency Maximum Maturity At Time of Purchase (years)	5.000	4.992	Compliant
Supranationals Maximum Maturity At Time of Purchase (years)	5.000	4.943	Compliant
Municipals Maximum Maturity At Time of Purchase (years)	5.000	4.995	Compliant
Mortgages, CMOs and Asset Backed Securities Maximum Maturity At Time of Purchase (years)	5.000	4.565	Compliant
Corporate Maximum Maturity At Time of Purchase (years)	5.000	4.995	Compliant
Commercial Paper Days to Final Maturity (days)	270.000	0.000	Compliant
Negotiable CDs Maximum Maturity At Time of Purchase (years)	1.000	0.000	Compliant
Banker's Acceptance Maximum Maturity At Time of Purchase (days)	180.000	0.000	Compliant
Repurchase Agreements Maximum Maturity At Time of Purchase (days)	365.000	0.000	Compliant
Policy Credit Constraint			Status
Supranationals Ratings AA-/Aa3/AA- or better (Rated by 1 NRSRO)			Compliant
Municipal Bonds Ratings Minimum AA-/Aa3/AA- (Rated by 1 NRSRO)			Compliant
Mortgages, CMOs and Asset Backed Securities Minimum Credit Rating AA-/Aa3/AA (Rated by 1 NRSRO)			Compliant
Corporate Notes Ratings Minimum A-/A-/A3 (Rated by 1 NRSRO)			Compliant
Commercial Paper Ratings Minimum A1/P1/F1 (Rated by 1 NRSRO)			Compliant
Commercial Paper Minimum Long Term Rating A-/A3/A- (Rated by 1 NRSRO)			Compliant
Banker's Acceptance Ratings Minimum A-/A3/A- (Rated by 1 NRSRO)			Compliant
Money Market Ratings Minimum AAA/Aaa/AAA (Rated by 1 NRSRO)			Compliant

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Summary Overview

Citrus Heights Water District | Total Aggregate Portfolio

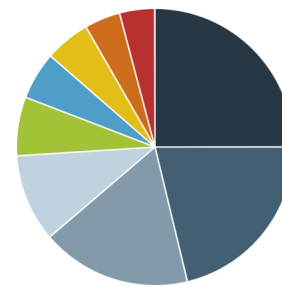


April 30, 2024

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	9,786,391.41
Investments	20,531,641.94
Book Yield	4.62%
Market Yield	5.19%
Effective Duration	1.38
Years to Maturity	1.58
Avg Credit Rating	AAA

Allocation by Asset Class



US Agency	25.0%
Pooled Funds	21.2%
US Treasury	17.5%
Corporate	10.2%
Bank Deposit	6.9%
Supranational	5.6%
Asset Backed Securities	5.3%
Money Market Fund	4.2%
Municipals	4.1%
Cash	0.0%

Strategic Structure

Account	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain (Loss)	Accrued	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
CHWD-Investment Core	20,972,155.87	20,608,807.63	20,466,769.74	20,430,591.46	(178,216.18)	181,284.37	4.82%	2.03	2.09	ICE BofA 0-5 Year US Treasury Index
CHWD-Liquidity	9,706,157.52	9,706,157.52	9,706,157.52	9,706,157.52	0.00	0.00	4.18%	0.01	0.09	ICE BofA US 1-Month Treasury Bill Index
Total	30,678,313.39	30,314,965.15	30,172,927.26	30,136,748.98	(178,216.18)	181,284.37	4.62%	1.38		



CHWD Holdings Report

As of 04/30/2024

CHWD_Total Portfolio (354503)

Dated: 05/07/2024

Identifier	Description	Final Maturity	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain/Loss	Accrued Balance	Book Yield	GPA Effective Duration, Years to Final Maturity
CAL_CAMP	California Asset Management Program	04/30/2024	5,740,723.53	5,740,723.53	5,740,723.53	5,740,723.53	0.00	0.00	5.480	0.010 0.000
CAL_LGIP	CALIFORNIA LAIF	04/30/2024	699,444.52	699,444.52	699,444.52	699,444.52	0.00	0.00	4.272	0.010 0.000
60934N104	FEDERATED HRMS GV O INST	04/30/2024	1,186,234.96	1,186,234.96	1,186,234.96	1,186,234.96	0.00	0.00	5.180	0.000 0.000
CHWD_BMO_DE P	BMO Deposit	04/30/2024	2,079,754.51	2,079,754.51	2,079,754.51	2,079,754.51	0.00	0.00	0.000	0.010 0.000
31846V203	FIRST AMER:GVT OBLG Y	04/30/2024	79,646.58	79,646.58	79,646.58	79,646.58	0.00	0.00	4.930	0.000 0.000
CCYUSD	Receivable	04/30/2024	587.31	587.31	587.31	587.31	0.00	0.00	0.000	0.000 0.000
912797JX6	UNITED STATES TREASURY	05/21/2024	625,000.00	623,201.58	614,838.93	623,168.75	-32.83	0.00	5.353	0.057 0.057
9128286Z8	UNITED STATES TREASURY	06/30/2024	400,000.00	397,753.02	386,031.25	397,544.00	-209.02	2,346.15	5.314	0.166 0.167
91282CFA4	UNITED STATES TREASURY	07/31/2024	350,000.00	347,868.37	342,972.66	347,893.00	24.63	2,625.00	5.530	0.249 0.252
3133EPDE2	FEDERAL FARM CREDIT BANKS FUNDING CORP	09/09/2024	400,000.00	400,125.10	400,424.00	399,808.00	-317.10	3,105.56	5.276	0.351 0.361
3133EPVK8	FEDERAL FARM CREDIT BANKS FUNDING CORP	10/02/2024	400,000.00	399,699.16	399,244.00	399,720.00	20.84	1,691.67	5.440	0.413 0.424
91282CFX4	UNITED STATES TREASURY	11/30/2024	450,000.00	447,711.91	445,746.09	447,772.50	60.59	8,465.16	5.407	0.559 0.586
3130ATUR6	FEDERAL HOME LOAN BANKS	12/13/2024	350,000.00	348,929.26	347,474.75	348,649.00	-280.26	6,205.21	5.144	0.593 0.621
91282CDS7	UNITED STATES TREASURY	01/15/2025	400,000.00	388,680.02	378,015.63	388,456.00	-224.02	1,322.80	5.330	0.688 0.712
3130AV7L0	FEDERAL HOME LOAN BANKS	02/28/2025	300,000.00	300,048.70	300,099.00	299,223.00	-825.70	2,625.00	4.975	0.794 0.832
3130AUZC1	FEDERAL HOME LOAN BANKS	03/14/2025	350,000.00	348,666.38	347,480.00	348,099.50	-566.88	2,113.37	5.083	0.839 0.871
3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	04/22/2025	350,000.00	335,577.75	324,558.50	334,782.00	-795.75	54.69	5.093	0.951 0.977
02582JIT8	AMXCA 2022-2 A	05/15/2025	200,000.00	196,390.15	193,437.50	195,636.00	-754.15	301.33	5.277	0.995 1.041
912828XB1	UNITED STATES TREASURY	05/15/2025	400,000.00	388,032.68	380,328.13	387,460.00	-572.68	3,923.08	5.171	0.999 1.041
254683CS2	DCENT 2022-2 A	05/15/2025	200,000.00	195,326.96	192,750.00	195,448.00	121.04	295.11	5.747	0.996 1.041
3133EPNB7	FEDERAL FARM CREDIT BANKS FUNDING CORP	06/20/2025	300,000.00	299,344.01	298,854.00	297,720.00	-1,624.01	5,048.96	4.829	1.076 1.140
3133EPRS6	FEDERAL FARM CREDIT BANKS FUNDING CORP	07/28/2025	350,000.00	349,059.96	348,539.10	348,544.00	-515.96	4,407.81	5.103	1.178 1.244
06428CAC8	BANK OF AMERICA NA	08/18/2025	250,000.00	249,973.85	249,960.00	250,390.00	416.15	2,864.24	5.658	1.175 1.301
89236TKZ7	TOYOTA MOTOR CREDIT CORP	09/11/2025	200,000.00	200,333.82	200,490.00	200,592.00	258.18	1,555.56	5.469	1.289 1.367
91282CFK2	UNITED STATES TREASURY	09/15/2025	300,000.00	295,546.39	292,769.53	293,331.00	-2,215.39	1,341.03	4.649	1.315 1.378
17325FBA5	CITIBANK NA	09/29/2025	250,000.00	249,881.28	249,832.50	251,220.00	1,338.72	1,303.11	5.900	1.276 1.416
14041NGB1	COMET 2022-3 A	10/15/2025	200,000.00	199,466.89	199,156.25	198,392.00	-1,074.89	440.00	5.200	1.369 1.460
3133EPMB8	FEDERAL FARM CREDIT BANKS FUNDING CORP	12/08/2025	300,000.00	297,768.77	296,577.00	295,038.00	-2,730.77	4,915.63	4.621	1.506 1.608
89115A2K7	TORONTO-DOMINION BANK	01/09/2026	200,000.00	199,088.26	198,656.00	199,164.00	75.74	3,175.20	5.395	1.576 1.695
3133EPW68	FEDERAL FARM CREDIT BANKS FUNDING CORP	01/22/2026	500,000.00	498,073.88	497,790.00	491,745.00	-6,328.88	5,671.88	4.360	1.626 1.731



CHWD Holdings Report

As of 04/30/2024

CHWD_Total Portfolio (354503)

Dated: 05/07/2024

Identifier	Description	Final Maturity	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain/Loss	Accrued Balance	Book Yield	GPA Effective Duration, Years to Final Maturity
91282CGL9	UNITED STATES TREASURY	02/15/2026	350,000.00	345,893.58	344,175.78	343,507.50	-2,386.08	2,923.08	4.702	1.692 1.797
3133EPNV3	FEDERAL FARM CREDIT BANKS FUNDING CORP	03/30/2026	300,000.00	299,363.87	299,085.00	295,944.00	-3,419.87	1,130.21	4.496	1.807 1.914
3133EPPR0	FEDERAL FARM CREDIT BANKS FUNDING CORP	04/10/2026	400,000.00	399,324.68	399,045.60	396,568.00	-2,756.68	1,079.17	4.721	1.831 1.945
14913UAA8	CATERPILLAR FINANCIAL SERVICES CORP	05/15/2026	150,000.00	148,784.47	148,278.00	147,418.50	-1,365.97	3,008.75	4.779	1.887 2.041
3133EPUD5	FEDERAL FARM CREDIT BANKS FUNDING CORP	05/28/2026	300,000.00	299,367.11	299,160.60	298,314.00	-1,053.11	6,056.25	4.863	1.916 2.077
24422EWX3	JOHN DEERE CAPITAL CORP	06/08/2026	150,000.00	149,991.45	149,988.00	148,405.50	-1,585.95	2,830.21	4.752	1.940 2.107
89239KAC5	TAOT 2022-A A3	06/15/2026	136,921.98	133,103.40	131,792.76	133,811.12	707.72	74.85	5.555	0.509 2.126
3133EPNG6	FEDERAL FARM CREDIT BANKS FUNDING CORP	06/23/2026	300,000.00	299,770.67	299,679.00	295,980.00	-3,790.67	4,666.67	4.413	1.991 2.148
3133EPQC2	FEDERAL FARM CREDIT BANKS FUNDING CORP	07/17/2026	250,000.00	249,697.28	249,595.25	247,490.00	-2,207.28	3,340.28	4.684	2.050 2.214
78016FZZ0	ROYAL BANK OF CANADA	07/20/2026	150,000.00	149,701.79	149,596.50	149,367.00	-334.79	2,188.33	5.298	2.043 2.222
06051GLA5	BANK OF AMERICA CORP	07/22/2026	150,000.00	148,681.14	147,766.50	148,080.00	-601.14	1,991.14	5.363	1.158 2.227
797272RN3	SAN DIEGO CALIF CMNTY COLLEGE DIST	08/01/2026	145,000.00	135,165.21	131,719.45	133,936.50	-1,228.71	523.81	4.718	2.160 2.255
94988J6D4	WELLS FARGO BANK NA	08/07/2026	250,000.00	249,928.10	249,905.00	249,870.00	-58.10	3,179.17	5.464	2.034 2.271
3133EPSW6	FEDERAL FARM CREDIT BANKS FUNDING CORP	08/14/2026	350,000.00	349,796.63	349,733.30	346,349.50	-3,447.13	3,368.75	4.527	2.128 2.290
34533YAE0	FORDO 2020-C A4	08/15/2026	250,000.00	239,562.87	236,054.69	243,877.50	4,314.63	56.67	4.876	0.546 2.293
3130AWTQ3	FEDERAL HOME LOAN BANKS	09/11/2026	350,000.00	348,535.84	348,110.00	346,986.50	-1,549.34	2,248.26	4.814	2.198 2.367
78016EZZ3	ROYAL BANK OF CANADA	11/02/2026	200,000.00	183,091.90	177,770.00	181,618.00	-1,473.90	1,392.22	5.114	2.386 2.509
13067WRD6	CALIFORNIA ST DEPT WTR RES CENT VY PROJ REV	12/01/2026	165,000.00	149,009.79	145,063.05	148,871.25	-138.54	632.50	5.028	2.487 2.589
17325FBC1	CITIBANK NA	12/04/2026	250,000.00	253,566.60	254,080.00	250,240.00	-3,326.60	5,602.33	4.872	2.282 2.597
91282CJT9	UNITED STATES TREASURY	01/15/2027	500,000.00	498,411.13	498,261.72	488,495.00	-9,916.13	5,879.12	4.125	2.502 2.712
912828Z78	UNITED STATES TREASURY	01/31/2027	375,000.00	347,237.15	339,667.97	342,495.00	-4,742.15	1,406.25	4.438	2.630 2.756
3133ENV9	FEDERAL FARM CREDIT BANKS FUNDING CORP	04/26/2027	350,000.00	334,314.24	330,400.00	330,400.00	-3,914.24	139.76	4.522	2.812 2.988
91412HFP3	UNIVERSITY CALIF REVS	05/15/2027	200,000.00	182,868.72	178,080.00	179,350.00	-3,518.72	1,259.76	4.469	2.892 3.041
91282CEW7	UNITED STATES TREASURY	06/30/2027	300,000.00	291,895.50	289,699.22	286,044.00	-5,851.50	3,267.86	4.187	2.928 3.167
7994082A6	SAN RAMON VALLEY CALIF UNI SCH DIST	08/01/2027	250,000.00	224,345.42	218,142.50	221,997.50	-2,347.92	740.00	4.688	3.110 3.255
799038NS9	SAN MATEO CNTY CALIF CMNTY COLLEGE DIST	09/01/2027	220,000.00	198,283.82	192,810.20	197,023.20	-1,260.62	537.90	4.768	3.177 3.339
65480BAD9	NAROT 2021-A A4	09/15/2027	200,000.00	186,654.84	183,296.88	190,104.00	3,449.16	50.67	5.002	1.101 3.378
91282CFM8	UNITED STATES TREASURY	09/30/2027	300,000.00	299,625.30	299,531.25	293,331.00	-6,294.30	1,048.16	4.164	3.134 3.419
419792DB9	HAWAII ST	10/01/2027	200,000.00	192,832.41	191,052.00	190,136.00	-2,696.41	558.33	4.514	3.089 3.422
89236TKL8	TOYOTA MOTOR CREDIT CORP	11/10/2027	150,000.00	152,819.41	153,498.00	151,005.00	-1,814.41	3,883.13	4.850	3.096 3.531



CHWD Holdings Report

As of 04/30/2024

CHWD_Total Portfolio (354503)

Dated: 05/07/2024

Identifier	Description	Final Maturity	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain/Loss	Accrued Balance	Book Yield	GPA Effective Duration, Years to Final Maturity
12663JAC5	CNH 2022-B A3	11/15/2027	250,000.00	244,474.72	243,222.66	245,345.00	870.28	432.22	5.368	0.959 3.545
023135CP9	AMAZON.COM INC	12/01/2027	150,000.00	149,659.21	149,578.50	147,621.00	-2,038.21	2,843.75	4.620	3.164 3.589
142921AD7	CARMX 2032-2 A3	01/18/2028	200,000.00	199,421.27	199,289.06	198,412.00	-1,009.27	448.89	5.252	1.598 3.720
24422EWR6	JOHN DEERE CAPITAL CORP	01/20/2028	150,000.00	150,090.38	150,111.00	147,930.00	-2,160.38	1,998.96	4.731	3.324 3.726
3133EPAV7	FEDERAL FARM CREDIT BANKS FUNDING CORP	02/14/2028	250,000.00	247,612.17	247,082.50	241,550.00	-6,062.17	2,072.05	4.154	3.443 3.794
931142FB4	WALMART INC	04/15/2028	150,000.00	147,597.84	147,082.50	144,618.00	-2,979.84	260.00	4.352	3.580 3.961
46647PDA1	JPMORGAN CHASE & CO	04/26/2028	150,000.00	145,944.03	144,790.50	145,008.00	-936.03	90.06	5.145	2.755 3.991
91282CCE9	UNITED STATES TREASURY	05/31/2028	300,000.00	268,890.15	262,359.38	261,081.00	-7,809.15	1,567.62	4.082	3.871 4.085
3130AWN63	FEDERAL HOME LOAN BANKS	06/30/2028	300,000.00	299,107.07	298,938.00	291,756.00	-7,351.07	4,033.33	4.080	3.735 4.167
89115A2U5	TORONTO-DOMINION BANK	07/17/2028	150,000.00	151,028.99	151,221.00	150,493.50	-535.49	2,393.30	5.335	3.661 4.214
419792YT7	HAWAII ST	08/01/2028	200,000.00	173,867.05	169,290.00	171,606.00	-2,261.05	572.50	4.623	4.042 4.255
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	08/01/2028	500,000.00	509,123.64	509,670.00	495,575.00	-13,548.64	5,781.25	4.150	3.773 4.255
3133EPUN3	FEDERAL FARM CREDIT BANKS FUNDING CORP	08/28/2028	350,000.00	352,113.16	352,439.50	346,402.00	-5,711.16	2,756.25	4.328	3.857 4.329
45950VSM9	INTERNATIONAL FINANCE CORP	11/27/2028	250,000.00	254,552.85	254,912.50	246,787.50	-7,765.35	4,812.50	4.056	4.007 4.578
3130AXQK7	FEDERAL HOME LOAN BANKS	12/08/2028	500,000.00	513,996.14	514,770.00	499,620.00	-14,376.14	11,743.06	4.071	4.001 4.608
91282CDW8	UNITED STATES TREASURY	01/31/2029	425,000.00	384,238.26	382,101.56	371,343.75	-12,894.51	1,859.38	3.997	4.439 4.756
4581X0EN4	INTER-AMERICAN DEVELOPMENT BANK	02/15/2029	450,000.00	447,890.21	447,825.15	436,657.50	-11,232.71	4,692.19	4.233	4.243 4.797
45950VSZ0	INTERNATIONAL FINANCE CORP	03/27/2029	500,000.00	490,794.14	490,789.00	491,740.00	945.86	2,065.97	4.800	4.345 4.906
---	---	11/27/2025	30,678,313.39	30,314,965.15	30,172,927.26	30,136,748.98	-178,216.18	181,284.37	4.614	1.378 1.577

* Weighted by: Market Value. * Holdings Displayed by: Lot.

This report is for general informational purposes only and is not intended to provide specific advice or recommendations. Government Portfolio Advisors (GPA) is an investment advisor registered with the Securities and Exchange Commission and is required to maintain a written disclosure statement of our background and business experience.

Questions About an Account: GPA's monthly & quarterly reports are intended to detail the investment advisory activity managed by GPA. The custodial bank maintains the control of assets and settles all investment transactions. The custodial statement is the official record of security and cash holdings and transactions. GPA recognizes that clients may use these reports to facilitate record keeping and that the custodial bank statement and the GPA report should be reconciled, and differences documented.

Trade Date versus Settlement Date: Many custodial banks use settlement date basis and post coupons or maturities on the following business days when they occur on weekend. These items may result in the need to reconcile due to a timing difference. GPA reports are on a trade date basis in accordance with GIPS performance standards. GPA can provide all account settings to support the reason for any variance.

Bank Deposits and Pooled Investment Funds Held in Liquidity Accounts Away from the Custodial Bank are Referred to as Line Item Securities: GPA relies on the information provided by clients when reporting pool balances, bank balances and other assets that are not held at the client's custodial bank. GPA does not guarantee the accuracy of information received from third parties. Balances cannot be adjusted once submitted however corrective transactions can be entered as adjustments in the following months activity. Assets held outside the custodial bank that are reported to GPA are included in GPA's oversight compliance reporting and strategic plan.

Account Control: GPA does not have the authority to withdraw or deposit funds from or to any client's custodial account. Clients retain responsibility for the deposit and withdrawal of funds to the custodial account. Our clients retain responsibility for their internal accounting policies, implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Custodial Bank Interface: Our contract provides for the ability for GPA to interface into our client's custodial bank to reconcile transactions, maturities and coupon payments. The GPA client portal will be available to all clients to access this information directly at any time.

Market Price: Generally, GPA has set all securities market pricing to match custodial bank pricing. There may be certain securities that will require pricing override due to inaccurate custodial bank pricing that will otherwise distort portfolio performance returns. GPA may utilize Refinitiv pricing source for commercial paper, discount notes and supranational bonds when custodial bank pricing does not reflect current market levels. The pricing variances are obvious when market yields are distorted from the current market levels.

Performance Calculation: Historical returns are presented as time-weighted total return values and are presented gross and net of fees.

Amortized Cost: The original cost on the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discounts or premiums are amortized on a straight-line basis on all securities. This can be changed at the client's request.

Callable Securities: Securities subject to redemption in whole or in part prior to the stated final maturity at the discretion of the security's issuer are referred to as "callable". Certain call dates may not show up on the report if the call date has passed or if the security is continuously callable until maturity date. Bonds purchased at a premium will be amortized to the next call date while all other callable securities will be amortized to maturity. If the bond is amortized to the call date, amortization will be reflected to that date and once the call date passes, the bond will be fully amortized.

Duration: The duration is the effective duration. Duration on callable securities is based on the probability of the security being called given market rates and security characteristics.

Benchmark Duration: The benchmark duration is based on the duration of the stated benchmark that is assigned to each account.

Rating: Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Coupon Payments and Maturities on Weekends: On occasion, coupon payments and maturities occur on a weekend or holiday. GPA's report settings are on the accrual basis so the coupon postings and maturities will be accounted for in the period earned. The bank may be set at a cash basis, which may result in a reconciliation variance.

Cash and Cash Equivalents: GPA has defined cash and cash equivalents to be cash, bank deposits, LGIP pools and repurchase agreements. This may vary from your custodial bank which typically defines cash and equivalents as all securities that mature under 90 days. Check with your custodial bank to understand their methodology.

Account Settings: GPA has the portfolio settings at the lot level, if a security is sold our setting will remove the lowest cost security first. First-in-first-out (FIFO) settings are available at the client's request.

Historical Numbers: Data was transferred from GPA's legacy system, however, variances may exist from the data received due to a change of settings on Clearwater. GPA is utilizing this information for historical return data with the understanding the accrual settings and pricing sources may differ slightly.

Financial Situation: In order to better serve you, GPA should be promptly notified of any material change in your investment objective or financial situation.

No Guarantee: The securities in the portfolio are not guaranteed or otherwise protected by GPA, the FDIC (except for non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested.



TREASURER'S REPORT OF ACCOUNT BALANCES

4/30/2024

Fund Name	Beginning Balance 01/01/2024	Year to Date Transfers In / Collections	Year to Date Transfers Out	Current Month Transfers In	Current Month Transfers Out	Ending Balance 04/30/2024
Operating Reserve	\$ 3,943,592					\$ 3,943,592
Operating Fund	\$ 9,826,555	\$ 4,414,306	\$ (4,246,873)	\$ 1,726,123	\$ (1,603,588)	\$ 10,116,522
Rate Stabilization Fund	\$ 1,000,000					\$ 1,000,000
Capital Improvement Reserve	\$ 3,146,633					\$ 3,146,633
Restricted for Debt Service	\$ -					\$ -
Water Supply Reserve	\$ 2,823,173	\$ 200,000				\$ 3,023,173
Water Efficiency Reserve	\$ 200,000					\$ 200,000
Water Meter Replacement Reserve	\$ 1,925,000	\$ 200,000				\$ 2,125,000
Water Main Reserve - Project 2030	\$ 2,521,129	\$ 335,698		\$ 112,020		\$ 2,968,847
Fleet Equipment Reserve	\$ 471,395					\$ 471,395
Employment-Related Benefits Reserve	\$ 1,015,536					\$ 1,015,536
	<u>\$ 26,873,013</u>	<u>\$ 5,150,004</u>	<u>\$ (4,246,873)</u>	<u>\$ 1,838,143</u>	<u>\$ (1,603,588)</u>	<u>\$ 28,010,698</u>



ANNIE Y. LIU, Treasurer

TREASURER'S REPORT OF FUND BALANCES
4/30/2024

Fund Transfers Summary:

Operating Fund:

Fund Collected/Transferred	\$ 1,726,123
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Fund Disbursed/Transferred	\$ (1,603,588)
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Net Fund Transferred:	\$ 122,535
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<u>Water Main Reserve - Project 2030</u>	<u>\$ 112,020</u>
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Citrus Heights Water District
Budget Performance Report
As of 04/30/2024

CC-06

	April Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance Amount	Percent	Annual Budget
Revenues						
Metered Service Charges	\$1,050,042.09	\$4,124,365.83	\$3,948,611.16	\$175,754.67	4.45%	\$11,845,833.44
Metered Water Deliveries	380,539.34	1,218,005.71	1,270,753.72	(\$52,748.01)	-4.15%	6,511,343.09
Water Main Replacement Revenue	112,019.76	447,718.04	457,333.32	(\$9,615.28)	-2.10%	1,372,000.00
Penalties	8,273.61	47,674.71	23,062.72	\$24,611.99	106.72%	69,188.19
Interest	43,397.80	140,589.57	114,913.20	\$25,676.37	22.34%	344,739.60
Backflow Fees	8,627.81	28,597.69	18,420.12	\$10,177.57	55.25%	55,260.40
Water Service Install & S&R	22,343.00	22,343.00	3,200.00	\$19,143.00	598.22%	9,600.00
Grant Funds	0.00	1,762.50	776,750.00	(\$774,987.50)	-99.77%	3,107,000.00
Miscellaneous *	(4,223.03)	(94.45)	4,262.84	(\$4,357.29)	-102.22%	12,788.50
Cost Reimbursements	2,207.79	6,571.41	1,900.00	\$4,671.41	245.86%	5,700.04
Income - Wheeling Water	0.00	0.00	24,379.08	(\$24,379.08)	-100.00%	73,137.28
Income - Connection Fees	102,894.68	102,894.68	42,970.48	59,924.20	-100.00%	128,911.46
Total Revenue	1,726,122.85	6,140,428.69	6,686,556.64	(546,127.95)	-100.00%	23,535,502.00
*includes Assessments, New Account, Back Charges & other Miscellaneous Revenue Sources						
Operating Expenses						
Cost of Water						
Purchased Water	673,728.66	1,275,403.66	1,062,170.88	213,232.78	20.08%	3,186,512.73
Ground Water	49,246.19	214,152.99	346,345.88	(132,192.89)	-38.17%	1,027,917.89
	722,974.85	1,489,556.65	1,408,516.76	81,039.89	5.75%	4,214,430.62
Labor & Benefits						
Labor Regular	313,084.72	1,357,661.40	1,442,938.28	(85,276.88)	-5.91%	4,328,814.89
Labor Non-Regular	423.72	1,101.63	1,289.01	(187.38)	-14.54%	3,353.11
Labor Taxes	24,166.75	107,115.84	110,144.92	(3,029.08)	-2.75%	330,434.76
Labor Workers Comp	27,965.20	27,965.20	26,649.40	1,315.80	4.94%	79,948.16
Labor External	1,200.00	4,950.00	7,571.72	(2,621.72)	-34.63%	22,715.11
Benefits Med/Den/Vis	47,652.99	249,590.05	193,518.47	56,071.58	28.97%	580,555.24
Benefits LTD/Life/EAP	4,704.16	26,804.71	20,772.84	6,031.87	29.04%	62,318.46
Benefits CalPers	31,654.44	115,478.96	122,174.88	(6,695.92)	-5.48%	366,524.65
Benefits Other	28,230.03	65,066.65	46,908.92	18,157.73	38.71%	140,726.74
Benefit Retiree Expenses	5,136.64	16,820.95	21,345.32	(4,524.37)	-21.20%	64,035.99
Benefit GASB 68	0.00	219,317.50	194,817.80	24,499.70	12.58%	584,453.37
Capitalized Labor & Benefit Contra	(58,776.00)	(173,642.61)	(151,701.80)	(21,940.81)	14.46%	(455,105.49)
	425,442.65	2,018,230.28	2,036,429.76	(18,199.48)	-0.89%	6,108,774.99
General & Administrative						

Citrus Heights Water District
Budget Performance Report
As of 04/30/2024

CC-06

	April Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance Amount	Percent	Annual Budget
Fees & Charges	14,341.83	58,526.26	76,791.60	(18,265.34)	-23.79%	230,374.69
Regulatory Compliance/Permits	352.50	90,923.99	40,170.76	50,753.23	126.34%	120,512.29
District Events & Recognition	3,343.98	8,368.03	13,845.86	(5,477.83)	-39.56%	40,634.73
Maintenance/Licensing	1,077.25	167,424.15	90,293.04	77,131.11	85.42%	270,879.08
Equipment Maintenance	8,047.08	43,459.55	53,111.60	(9,652.05)	-18.17%	159,334.78
Professional Development	24,170.55	40,951.54	30,823.02	10,128.52	32.86%	91,526.93
Dues & Subscriptions	7,551.76	135,034.96	97,128.76	37,906.20	39.03%	291,208.39
Facility Improvements	600.00	600.00	1,272.48	(672.48)	-52.85%	3,817.47
Fuel & Oil	7,374.85	23,640.67	35,051.76	(11,411.09)	-32.55%	105,155.26
General Supplies	11,878.18	27,464.01	28,688.48	(1,224.47)	-4.27%	85,551.39
Insurance - Auto/Prop/Liab	(125.59)	93,901.11	60,915.08	32,986.03	54.15%	182,745.23
Leasing/Equipment Rental	5,237.77	20,869.84	17,364.75	3,505.09	20.19%	51,803.36
Parts & Materials	23,095.28	303,406.83	329,011.08	(25,604.25)	-7.78%	987,033.24
Postage/Shipping/Freight	6,271.84	20,827.88	37,634.90	(16,807.02)	-44.66%	112,773.97
Rebates & Incentives	1,084.80	2,734.80	4,283.52	(1,548.72)	-36.16%	12,850.53
Telecom/Network	4,916.53	15,415.58	21,409.00	(5,993.42)	-27.99%	64,226.99
Tools & Equipment	5,912.71	8,055.30	30,539.26	(22,483.96)	-73.62%	91,247.64
Utilities	3,901.21	12,410.11	17,166.40	(4,756.29)	-27.71%	51,499.20
Write-Off Bad Debt Exp	0.00	0.00	26.10	(26.10)	-100.00%	26.10
Capitalized G&A Contra	(4,377.26)	(110,613.73)	(276,614.68)	166,000.95	-60.01%	(829,844.00)
Capitalized Equipment Contra		(90,738.31)	(204,380.32)	113,642.01	-55.60%	(613,141.00)
	124,655.27	872,662.57	504,532.45	368,130.12	72.96%	1,510,216.27
Professional & Contract Services						
Support Services	150,609.72	441,125.08	647,335.44	(206,210.36)	-31.86%	1,942,006.21
Legal Services	104,753.42	177,577.33	219,119.74	(41,542.41)	-18.96%	655,788.35
Printing Services	3,764.11	11,578.66	11,378.62	200.04	1.76%	33,315.55
	259,127.25	630,281.07	877,833.80	(247,552.73)	-28.20%	2,631,110.11
Total Operating Expenses	1,491,568.59	5,002,743.58	4,859,356.52	143,387.06	2.95%	14,528,619.99
Net Income / (Expense)	275,185.69	1,178,316.54	1,827,200.12	(648,883.58)	-35.51%	9,006,882.01

Citrus Heights Water District
Capital Projects Summary
Fiscal Period End as of 4/2024

CC-7

		BUDGET	AMOUNTS PAID			PROJECTION
Project Number	Project Name	Approved 2024 Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C16-134	Auburn Blvd-Rusch Park Placer	\$538,021	\$175	\$1,741	\$10,687	\$527,334
C20-108	Corp Yard PreArchitecture Stdy	\$100,000	\$0	\$0	\$1,676	\$98,324
C20-109	Corp Yard Plans Specs Estimate	\$400,000	\$0	\$0	\$0	\$400,000
C24-003	Fleet & Field Operations Eqpm	\$330,000	\$0	\$0	\$0	\$330,000
C24-004	Technology Hardware & Software	\$55,000	\$0	\$0	\$0	\$55,000
C24-005	Facilities Improvements	\$108,000	\$0	\$5,382	\$5,382	\$102,618
C24-011	Valve Replacement	\$120,000	\$5,630	\$25,706	\$25,706	\$94,294
C24-012	Water Service Connections	\$1,507,000	\$41,463	\$267,194	\$267,194	\$1,239,806
C24-013	Water Meter Replacement	\$125,000	\$989	\$5,983	\$5,983	\$119,017
C24-014	Fire Hydrants-Repl, Upgrades,	\$175,000	\$0	\$3,940	\$3,940	\$171,060
C24-020	Groundwater Well Improvement	\$200,000	\$0	\$0	\$0	\$200,000
C24-101	Minnesota Drive	\$727,000	\$7,711	\$8,681	\$8,681	\$718,319
C24-102	Fair Oaks Blvd at Leafcrest Wy	\$344,000	\$0	\$79	\$79	\$343,921
C24-103	Menke Way	\$103,000	\$0	\$0	\$0	\$103,000
Construction in Progress		\$4,832,021	\$55,968	\$318,705	\$329,328	\$4,502,693
C15-104B	Document Management System		\$0	\$0	\$179,755	(\$179,755)
C23-003	Fleet/Field Operations Equip		\$0	\$107,909	\$107,909	(\$107,909)
Fleet and Equipment		\$0	\$0	\$107,909	\$287,664	(\$287,664)
C21-102	Old Auburn Road	\$0	\$0	\$0	\$2,029	(\$2,029)
C21-104	Mesa Verde HS	\$0	\$0	\$0	\$747,517	(\$747,517)
C21-105	Madison Ave & Dewey Dr	\$0	\$0	\$0	\$78,746	(\$78,746)
C22-101	Carriage Drive	\$0	\$0	\$0	\$579,234	(\$579,234)
C22-104	Patton Ave Main	\$0	\$0	\$4,266	\$82,997	(\$82,997)
C23-040A	City of Citrus Heights Wachtel	\$0	\$0	\$0	\$16,217	(\$16,217)
Water Mains		\$0	\$0	\$4,266	\$1,506,740	(\$1,506,740)
C17-103	Operations Building Remodel	\$0	\$0	\$0	\$21,180	(\$21,180)
C21-040	Other City Partnerships	\$0	\$0	\$0	\$0	\$0
C21-040B	Elec. Greenway Bike Trail	\$0	\$0	\$0	\$1,797	(\$1,797)
C22-005	Facilities Improvements	\$0	\$0	\$0	\$44,748	(\$44,748)
C22-040	Other City Partnerships	\$0	\$0	\$0	\$0	\$0

Citrus Heights Water District
Capital Projects Summary
Fiscal Period End as of 4/2024

CC-7

		BUDGET	AMOUNTS PAID			PROJECTION
Project Number	Project Name	Approved 2024 Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C22-040D	SACOG 22 AC Overlay P1	\$0	\$0	\$0	\$174	(\$174)
C22-040E	San Juan Ave Complete Streets	\$0	\$0	\$761	\$761	(\$761)
C22-041	Other Misc Infrastructure	\$0	\$0	\$0	\$0	\$0
C22-102	Well Site Acquisition	\$0	\$0	\$0	\$265,468	(\$265,468)
C23-005	Facilities Improvements	\$0	\$4	\$5,004	\$5,004	(\$5,004)
C23-040	Other City Partnerships	\$0	\$0	\$0	\$0	\$0
C23-041	Misc Infrastructure Projects	\$0	\$0	\$0	\$0	\$0
C23-104	Patton/Pardal/Alondra/Perdez	\$0	\$198,689	\$208,927	\$208,927	(\$208,927)
C23-105	Reno Lane 8-inch	\$0	\$56	\$181,706	\$150,648	(\$150,648)
C23-106	Admiral & Anchor 8-inch	\$897,819	\$1,027	\$28,043	\$80,419	\$817,400
C24-010	Annual Water Main Pipeline Rep	\$51,500	\$0	\$0	\$0	\$51,500
Miscellaneous Projects		\$949,319	\$199,776	\$424,441	\$779,127	\$170,192
C17-104	Ground Water Well Property	\$0	\$0	\$0	\$0	\$0
C17-104A	Well #7 Patton	\$0	\$0	\$0	\$0	\$0
C18-106	Groundwater Well #7	\$0	\$0	\$0	\$10,780	(\$10,780)
C20-107	Well Design & Construction	\$0	\$13,736	\$30,616	\$1,263,201	(\$1,263,201)
C22-020	Groundwater Well Improvements	\$4,442,536	\$0	\$0	\$7,332	\$4,435,204
C22-102A	SJUSD Property	\$0	\$0	\$0	\$12,100	(\$12,100)
C22-103	Well Design Construct Highland	\$0	\$0	\$0	\$0	\$0
C23-020	Groundwater Well Improvements	\$0	\$0	\$0	\$0	\$0
C23-103	Highland Well	\$0	\$0	\$2,409	\$4,347	(\$4,347)
Wells		\$4,442,536	\$13,736	\$33,025	\$1,297,760	\$3,144,776
Grand Totals:		\$10,223,876	\$269,481	\$888,347	\$4,200,619	\$6,023,257

APRIL 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77559	Void	Void	\$0.00
77560	WENTLAND TRUST	Customer Refund	\$38.12
77561	FRED S ROSH	Customer Refund	\$114.53
77562	ANSWERNET	Telephone-Answering Service	\$342.35
77563	JOANNA BARE OR ERIK BARE	Toilet Rebate Program	\$105.80
77564	BEST BEST AND KRIEGER	Legal & Audit	\$12,006.60
77565	CALIFORNIA OFFICE FURNITURE	Material	\$4,448.80
77566	NANETTE WHEELER CARTER	Contract Services-Miscellaneous	\$50.00
77567	CITY OF CITRUS HEIGHTS	Equipment Rental-Office	\$3,188.00
77568	CLEARGOV INC	Contract Services-Financial	\$16,500.00
77569	EMPLOYEE RELATIONS INC	Contract Services-Other	\$97.00
77570	EVERBANK NA	Equipment Rental-Office	\$522.59
77571	FLOWLINE CONTRACTORS INC	Contract Services-Engineering	\$2,847.00
77572	J4 SYSTEMS	Contract Services-Other	\$2,535.00
77573	MESSENGER PUBLISHING GROUP	Publication Notices	\$225.00
77574	MIDAMERICA ADMINISTRATIVE RETIREMEN	Employee Paid Insurance	\$240.00
77575	MOONLIGHT BPO LLC	Contract Services-Bill Print/Mail	\$4,673.99
77576	MOSAIC PUBLIC PARTNERS LLC	PC-Other	\$8,700.00
77577	NAPA AUTO PARTS	Repair-Equipment	\$472.76
77578	NOWSPEED INC	Contract Services-Other	\$250.00
77579	OCT ACADEMY	Professional Development	\$750.00
77580	PRECISION ACTUARIAL INC	Contract Services-Financial	\$1,000.00
77581	PROUD AV INC	Contract Services-Other	\$600.00
77582	RENTAL GUYS	Equipment Rental-Field	\$213.08
77583	SACRAMENTO COUNTY	Permit Fees	\$365.75
77584	JUMA ALI SHAFaq	Professional Development	\$387.07
77585	SMUD	Utilities	\$10,420.09
77586	HILARY STRAUS	Professional Development	\$65.00
77587	SYNLAWN SACRAMENTO	Contract Services-Miscellaneous	\$900.00
77588	T MOBILE	Telephone-Wireless	\$919.88
77589	TAK COMMUNICATIONS	Contract Services-Engineering	\$173,208.58
77590	ALEXANDR UNGUREANU	Toilet Rebate Program	\$104.00
77591	WATER SYSTEMS CONSULTING INC	Contract Services-Other	\$4,203.50
77592	EVA C DEANE	Customer Refund	\$45.83
77593	BILL OR LINDA MARCH	Customer Refund	\$88.37
77594	KYLIE J COUTTS	Customer Refund	\$10.30
77595	DYLAN OR EDITH CHAVEZ	Customer Refund	\$94.66
77596	YAROSHEVICH LIVING TRUST	Customer Refund	\$623.08
77597	ALTA ENTERPRISE INC	Customer Refund	\$18.98
77598	19SIX ARCHITECTS	Contract Services-Engineering	\$5,607.60
77599	ACWA JPIA	Workers Comp Insurance	\$101.68
77600	AFLAC	Employee Paid Insurance	\$249.53
77601	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Read	\$5,958.66
77602	AREA PORTABLE SERVICES	Equipment Rental-Field	\$116.68
77603	LANE ARMEY	Toilet Rebate Program	\$75.00
77604	AT T PAYMENT CENTER	Telephone-Local/Long Distance	\$60.00
77605	BEST BEST AND KRIEGER	Legal & Audit	\$21,257.61
77606	BSK ASSOCIATES	Water Analysis	\$1,142.00
77607	BURKETTS	Office Expense	\$41.39
77608	COLANTUONO HIGHSMITH WHATLEY PC	Legal & Audit	\$10,368.96
77609	CONSOLIDATED	Telephone-Local/Long Distance	\$2,533.22
77610	ROBIN COPE	Retiree Insurance	\$520.00
77611	CORELOGIC INFORMATION SOLUTIONS INC	Dues & Subscriptions	\$231.85
77612	CRISPIMAGING	Contract Services-Engineering	\$21.75
77613	SACRAMENTO COUNTY UTILITIES	Utilities	\$190.10
77614	BARBARA CUNEO	Toilet Rebate Program	\$50.00
77615	FIFTH ASSET INC DBA DEBTBOOK	Dues & Subscriptions	\$5,000.00
77616	ERNESTINE FREEMAN	Retiree Insurance	\$174.70
77617	FERGUSON ENTERPRISES INC 1423	Material	\$449.86
77618	HARRIS INDUSTRIAL GASES	Supplies-Field	\$64.06
77619	INDOOR ENVIRONMENTAL SERVICES	Maintenance Agreement-Equipment	\$1,419.60

APRIL 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77620	INTEGRITY ADMINISTRATORS INC	Health Insurance	\$249.05
77621	J4 SYSTEMS	Contract Services-Other	\$4,792.25
77622	LUND CONSTRUCTION	Contract Services-Engineering	\$183,825.00
77623	MACQUARIE EQUIPMENT CAPITAL INC	Equipment Rental-Office	\$376.97
77624	NAPA AUTO PARTS	Repair-Equipment	\$163.99
77625	DIANA NORTH	Toilet Rebate Program	\$75.00
77626	PACE SUPPLY CORP	Material	\$6,023.96
77627	USPS	Postage	\$400.00
77628	POWERPLAN	Repair-Trucks	\$173.67
77629	RENTAL GUYS	Equipment Rental-Field	\$176.36
77630	REPUBLIC SERVICES 922	Utilities	\$500.89
77631	RESCUE TRAINING INSTITUTE INC	Contract Services-Other	\$75.00
77632	SAGENT	Contract Services-Other	\$4,149.23
77633	MARY LYNN SCHERRER	Retiree Insurance	\$174.70
77634	STATE WATER RESOURCES CONTROL BOARD	Dues & Subscriptions	\$175.00
77635	TEE JANITORIAL MAINTENANCE	Janitorial	\$2,989.00
77636	A TEICHERT AND SON INC	Road Base	\$4,449.94
77637	MELINDA M TUPPER	Retiree Insurance	\$520.00
77638	UNIVERSAL ENGINEERING SCIENCES	Contract Services-Engineering	\$767.50
77639	VELOCITY EHS	Dues & Subscriptions	\$2,716.85
77640	WEST YOST ASSOCIATES	Contract Services-Engineering	\$7,561.25
77641	WEX BANK	Gas & Oil	\$3,405.38
77642	KATHLEEN WRIGHT	Toilet Rebate Program	\$150.00
77643	WYJO SERVICES CORP	Repair-Trucks	\$621.24
77644	CITRUS HEIGHTS METHODIST CHURCH	Customer Refund	\$212.00
77645	STEPHEN J OR BETH A BRIDGES	Customer Refund	\$94.20
77646	JACK SHIZUE SKAGGS JOINT LIVING TRUST	Customer Refund	\$80.40
77647	TIFFANY P F RANGEL	Customer Refund	\$34.17
77648	BONNIE J GRASS	Customer Refund	\$17.07
77649	JERRYD WEGEMER	Customer Refund	\$275.12
77650	SHERMAN TRUST OR JOHN PAUL SHERMAN	Customer Refund	\$7.17
77651	OLEG SHATOV	Customer Refund	\$104.72
77652	GLORIA E OCHSNER	Customer Refund	\$47.91
77653	MARIA OR ANNABEL NEGRETE HERNANDEZ	Customer Refund	\$29.72
77654	KEVIN M ARRENDONDO	Customer Refund	\$23.64
77655	SARAH OR CHRISTA M MARTINEZ	Customer Refund	\$27.89
77656	PAULA HENNING TRUST	Customer Refund	\$104.77
77657	NATIONS DIRECT MORTGAGE LLC	Customer Refund	\$172.98
77658	GRIGORIY POLYAK	Customer Refund	\$90.18
77659	ACWA JPIA	Workers Comp Ins	\$27,965.20
77660	AFMAN SUPPLY	Small Tools	\$231.38
77661	CALIFORNIA NEVADA SECTION AWWA	Dues & Subscriptions	\$125.00
77662	BEST BEST AND KRIEGER	Legal & Audit	\$19,004.00
77663	BSK ASSOCIATES	Water Analysis	\$898.50
77664	CALIFORNIA LANDSCAPE ASSOCIATES INC	Janitorial	\$465.00
77665	CAPITAL FLOW	Material	\$2,223.96
77666	COSKUN OR NESLIHAN CETIN	Toilet Rebate Program	\$75.00
77667	CITY OF CITRUS HEIGHTS	Equipment Rental	\$1,478.00
77668	COMCAST	Equipment Rental	\$96.68
77669	CTY OF SAC DEPT OF FINANCE	Contract Services-Miscellaneous	\$50.00
77670	FAST ACTION PEST CONTROL	Contract Services-Miscellaneous	\$184.80
77671	FP MAILING SOLUTIONS	Equipment Rental-Office	\$189.10
77672	GOVERNMENT PORTFOLIO ADVISORS	Contract Services-Financial	\$2,489.00
77673	HUNT AND SONS INC	Gas & Oil	\$1,860.98
77674	J4 SYSTEMS	Contract Services-Other	\$4,880.00
77675	JEREMY JACKSON	Toilet Rebate Program	\$150.00
77676	LOWES	Supplies-Field	\$3,414.22
77677	LSL CPAS	Contract Services-Financial	\$1,770.00

APRIL 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77678	KATRIN MCMANIS OR KEVIN MCMANIS	Toilet Rebate Program	\$75.00
77679	NAPA AUTO PARTS	Repair-Equipment	\$1,468.11
77680	NAVIANT	Maintenance Agreement-Software	\$1,369.11
77681	NOR CAL PERLITE INC	Supplies-Field	\$2,953.64
77682	ONE PRINT SOURCE AND GRAPHICS	Printing	\$96.98
77683	PACE SUPPLY CORP	Material	\$9,553.47
77684	PACIFIC GAS AND ELECTRIC	Utilities	\$105.43
77685	Print Project Management	Contract Services-Other	\$996.69
77686	RDO EQUIPMENT	Repair-Trucks	\$91.16
77687	RED WING SHOE STORE	Tools/Equipment	\$1,191.50
77688	RENTAL GUYS	Equipment Rental	\$153.82
77689	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$19,147.75
77690	SACRAMENTO COUNTY	Permit Fees	\$352.50
77691	JANIS STARKEY	Toilet Rebate Program	\$75.00
77692	HILARY STRAUS	Professional Development	\$568.60
77693	WATER SYSTEMS CONSULTING INC	Contract Services-Other	\$3,842.50
77694	WYJO SERVICES CORP	Repair-Trucks	\$202.50
77695	GERLACH FAMILY TRUST	Customer Refund	\$1,310.00
77696	SUE Y WILLOUGHBY	Customer Refund	\$159.57
77697	CHRISTOPHER LEE GOMEZ LIVING TRUST	Customer Refund	\$150.86
77698	AIA SERVICES LLC	Tools/Equipment	\$1,639.61
77699	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Read	\$4,269.83
77700	AREA WEST ENGINEERS INC	Contract Services-Engineering	\$7,377.50
77701	BEST BEST AND KRIEGER	Legal & Audit	\$15,896.80
77702	BSK ASSOCIATES	Water Analysis	\$1,404.75
77703	GRAINGER	Small Tools	\$147.60
77704	IB CONSULTING LLC	Consulting Services	\$4,320.00
77705	ICMA MEMBERSHIP RENEWALS	Dues & Subscriptions	\$400.00
77706	J COMM INC	Contract Services-Other	\$6,000.00
77707	JDH CORROSION CONSULTANTS INC	Contract Services-Engineering	\$7,365.00
77708	BRENT LEHR	Toilet Rebate Program	\$150.00
77709	MMANC	Dues & Subscriptions	\$95.00
77710	QUICK QUACK CAR WASH	Maintenance Agreement-Equipment	\$298.30
77711	RED WING SHOE STORE	Tools/Equipment	\$600.00
77712	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$5,773.24
77713	SAGENT	Contract Services-Other	\$164.53
77714	LES SCHWAB TIRES	Repair-Trucks	\$1,233.61
77715	REBECCA SCOTT	Professional Development	\$90.00
77716	VERIZON WIRELESS	Telephone-Wireless	\$379.31
77717	WATER SYSTEMS CONSULTING INC	Contract Services-Other	\$13,736.27
77718	WATERWISE CONSULTING INC	Contract Services-Conservation	\$525.00
77719	ZANE DEZIGN	Tools/Equipment	\$740.44
Total			\$716,865.93
ACH	ACH ADP 657579918	Contract Services-Financial	\$397.65
ACH	ACH ADP658031379	Contract Services-Financial	\$127.10
ACH	ACH ADP 658624759	Contract Services-Financial	\$335.80
ACH	ACH FP MAILING SOLUTIONS	Postage	\$1,006.70
ACH	ACH BMO MARCH 2024	Bank Fee	\$1,229.09
ACH	ACH CALIFORNIA CHOICE MAY 2024	Health Insurance	\$53,145.48
ACH	ACH CHASE MARCH 2024	Bank Fee	\$4,599.66
ACH	ACH IC 1168-2024-3	Bank Fee	\$7,239.60
ACH	ACH ICMA 3/28/24 PAYDAY	Deferred Compensation	\$11,715.63
ACH	ACH ICMA 4/25/24 PAYDAY	Deferred Compensation	\$12,016.63
ACH	ACH JP MORGAN FEBRUARY 2024	See March Agenda Item CC-9	\$30,229.16
ACH	ACH MID AMERICA 4/23-4/29/24	Employee Paid Insurance	\$443.00
ACH	ACH MID AMERICA 4/16-4/22/24	Employee Paid Insurance	\$37.84
ACH	ACH PERS 4/11/24 PAYDAY	PERS	\$29,054.98
ACH	ACH PRINCIPAL MAY 2024	Health Insurance	\$10,308.78
ACH	ACH VALIC 3/27/24 PAYDAY	Deferred Compensation	\$2,810.10
ACH	ACH VALIC 4/11/24 PAYDAY	Deferred Compensation	\$2,810.10
ACH	ACH VALIC 4/25/24 PAYDAY	Deferred Compensation	\$2,810.10

APRIL 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ACH	ACH ICMA 4/11/24 PAYDAY	Deferred Compensation	\$11,995.56
ACH	ACH PERS 3/28/24 PAYDAY	PERS	\$29,013.31
Total			<u>\$211,326.27</u>
Grand Total			<u><u>\$928,192.20</u></u>

JP Morgan Purchase Card Distributions
Apr-24

Name	General Supplies	Support Services	Professional Development	Tools & Equipment	District Events & Recognition	Dues & Subscription	Equipment Maintenance	Postage/Shipping/Freight	Fees/Charges	Total Bill
Nunes	\$ 369.68									\$ 369.68
Moore		\$ 400.00			\$ 614.91	\$ 3,476.69				\$ 4,491.60
Liu			\$ 95.00		\$ 77.91	\$ 8.99				\$ 181.90
Shockley	\$ 1,229.74		\$ 2,867.72	\$ 1,230.38	\$ 1,192.30	\$ 797.79	\$ 145.46			\$ 7,463.39
Shepard	\$ 21.24		\$ 23.00		\$ 254.25	\$ 2.95		\$ 9.68		\$ 311.12
Pieri			\$ 950.00							\$ 950.00
Straus					\$ 106.03					\$ 106.03
Scott					\$ 225.50					\$ 225.50
Spiers							\$ 178.25			\$ 178.25
									\$ 91.99	\$ 91.99
Total Bill	\$ 1,620.66	\$ 400.00	\$ 3,935.72	\$ 1,230.38	\$ 2,470.90	\$ 4,286.42	\$ 323.71	\$ 9.68	\$ 91.99	\$ 14,369.46

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT : EMPLOYEE RECOGNITION
 STATUS : Information Item
 REPORT DATE : May 2, 2024
 PREPARED BY : Brittney Moore, Administrative Services Manager/Chief Board Clerk
 Kayleigh Shepard, Management Analyst/Deputy Board Clerk

The following District employees were recognized for perfect attendance, outstanding customer service, and quality of work during the month of April 2024.

Administrative Services

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Dana Mellado		A customer on Lucky Lane expressed how patient and understanding Dana was in going above and beyond to assist a customer with a hearing disability.	Took initiative and transferred all past due tenants' accounts and past due balances to property owners' accounts (approx. 40+ accounts) in preparation for the District's annual Tax Levy process.
Brittney Moore	Yes		Coordinated project mapping meetings and materials for seven key Project 2030 related workflows.
Viviana Munoz	Yes		Took initiative and transferred all past due tenants' accounts and past due balances to property owners' accounts (approx. 40+ accounts) in preparation for the District's annual Tax Levy process.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Kayleigh Shepard			<p>On 4/9 the District's meeting facilitator recognized Kayleigh for her work with the Customer Advisory Committee (CAC). She referred to Kayleigh as "amazing" and said the presentation that Kayleigh drafted looked "wonderful".</p> <p>Developed an intuitive and engaging communications assignment for a student intern.</p>
Beth Shockley		Formatted and framed the winning posters for display and distribution and created certificates for CHWD's poster contest winners.	<p>Came onsite during off hours (Friday) to give a District contractor access to the admin building.</p> <p>Coordinated a new service agreement for the postage machine and worked to withdraw the old machine and set up the new one.</p>
Mike Shorter	Yes		<p>Attended the April 30th CAC meeting.</p> <p>Mike worked over the weekend in preparation for the financial audit.</p>
Desiree Smith		<p>Assisted neighboring water agencies with process development and inquiries related to CHWD's tax levy process.</p> <p>Desiree worked with a customer on trouble shooting an autopay issue, the outcome also resolved similar issues for many other customers.</p>	
Hogai Zalmi	Yes		Hogai worked over the weekend in preparation for the financial audit.

Engineering Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Tamar Dawson	Yes	On 04/11/24 and 04/15/24, oversaw work performed by a student intern. Presented at the 04/23/24 Board Meeting.	
Todd Jordan	Yes		Developed project mapping schedules for five key Project 2030 related workflows. Coordinated the process for inputting the workflows into Microsoft Project.
Tim Katkanov		On 4/15/24, retrieved and restocked District documents from a scanning vendor. On 04/11/24 and 04/15/24, oversaw work performed by a student intern. Assisted Board Clerk staff with AV configuration for the April Board meeting.	
Ali Shafaq	Yes	On 4/23/24 provided technical support to a local water agency.	

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Neil Tamagni	Yes	<p>Worked on Friday, 04/26/24 on a District water main project – Patton Ave.</p> <p>On 04/15/24, oversaw work performed by a student intern.</p> <p>A couple who lives on Patton Ave. stopped by the CHWD table at the recent City of Citrus Heights Public Works Showcase to commend the recent CHWD Capital Improvement Program (CIP) work that was completed on their street. Neil coordinated with many of the homeowners who were going to be impacted and oversaw the contract staff who completed the work.</p>	

Operations Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Chris Bell			4/4 –Chris proactively assisted with the assembly of the block retaining wall on the east side of the Corporation yard.
Andrew Callister			4/30 – Resident on Southgrove Drive called and stated the crew did a great job completing the service replacement in front of his house.
Aaron Cater			4/30 – Resident on Southgrove Drive called and stated the crew did a great job completing the service replacement in front of his house.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Brady Chambers		4/18 – Presented to a local 5 th Grade Class about the water cycle with little advance notice.	4/14 – Brady assisted on-call staff with an emergency meter repair on San Juan Avenue.
Kelly Drake	Yes		
Jarrett Flink	Yes		4/30 – Resident on Southgrove Drive called and stated the crew did a great job completing the service replacement in front of his house.
Brandon Goad	Yes		
Ricky Kelley	Yes		
Chris Nichols			Provided an overview of the Water Resources division to student intern.
Jace Nunes	Yes	4/18 – Presented to a local 5 th Grade Class about the water cycle with little advance notice.	Developed engaging activities and provided training to student intern. Coordinated project mapping tasks for seven key Project 2030 related workflows.

CITRUS HEIGHTS WATER DISTRICT
DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
MAY 28, 2024 REGULAR MEETING

SUBJECT : LONG RANGE AGENDA
STATUS : Consent/Information Item
REPORT DATE : MAY 6, 2024
PREPARED BY : Brittney Moore, Administrative Services Manager/Chief Board Clerk

OBJECTIVE:
Listed below is the current Long Range Agenda.

Legend	
S	Study Session
CC	Consent Calendar
P	Presentation
B	Business
PH	Public Hearing
CL	Closed Session

CITRUS HEIGHTS WATER DISTRICT LONG RANGE AGENDA					
MEETING DATE	MEETING TYPE	ITEM DESCRIPTION	ASSIGNED	AGENDA TYPE	AGENDA ITEM
June 25, 2024					
June 25, 2024		Development Standards & Procedures/Policies	Pieri	SS	I/D
June 25, 2024	Biennial	Resolution calling for November Election	Moore	B	A
June 25, 2024	Annual	Finance Corporation officer appointment and status of Finance Corp	Liu/Shorter	B	A
JULY-SUMMER RECESS					
August 27, 2024					
August 27, 2024	Annual	Approval of 2025 Strategic Plan	Moore	CC	A
August 27, 2024		Capital Improvement Program (CIP) Update	Pieri	P	I/D
August 27, 2024		Annual Financial Report	Liu/Shorter	B	A
September 24, 2024					
September 24, 2024	Annual	Refined Budget Options/Prop 218 Direction	Liu/Straus	SS	I/D
October 22, 2024					
October 22, 2024	Annual	Misc charges and Fees -proposed	Liu	SS	I/D
November 26, 2024					
November 26, 2024		2025 Board Meeting Schedule	Moore	CC	I/D
December 12, 2024					
December 12, 2024	Annual	Committee Assignments	Moore	B	A
December 12, 2024	Annual	District Officers	Moore	B	A
December 12, 2024	Annual	Selection of President and Vice President	Moore	B	A

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT : ENGINEERING DEPARTMENT REPORT
 STATUS : Information Item
 REPORT DATE : May 7, 2024
 PREPARED BY : Missy Pieri, Director of Engineering/District Engineer

Significant assignments and activities for the Engineering Department are summarized below. I will be available at the meeting to answer questions and/or provide additional details.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PROJECT 2030 Water Main Replacement Project - Pipeline Condition Assessment	Engineering	Director of Engineering, Principal Civil Engineer, Management Analyst	Yes, updates as necessary	Yes	Pipeline Condition Assessment	<p>Segment 1 (42-inch): Condition Assessment in progress. Next step - External Corrosion Direct Assessment.</p> <p>Development of Transmission and Distribution Main Condition Assessment Protocol in process.</p> <p>Staff-level Project Mapping Session held on 04/29/2024. Follow- up meeting scheduled for 06/17/24.</p>

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
DISTRICT ENGINEERING STANDARDS	Engineering	Director of Engineering, Engineering and Operations	Yes, updates as necessary	No	Develop Engineering Standards for Private Development Projects	Staff reviewing draft standards. Anticipate presentation to Board in Q3 2024.
DISTRICT WATER SYSTEM MASTER PLAN	Engineering	Director of Engineering, Principal Civil Engineer, Associate Civil Engineer	Yes, 05/28/24 (Request for Proposal)	No	Update to the District's Existing Water System Master Plan	Presentation of the Request for Proposal to Board on 05/28/24.
CAPITAL IMPROVEMENT PROJECT Corporation Yard / Facilities Buildout	Engineering	Director of Engineering, Principal Civil Engineer, Management Analyst, Technical Advisory Committee	Yes, 07/17/19 (Award of Contract)	Yes	Program for office space requirements through 2045.	Pre-Architectural Alternatives Analysis underway. Building layout options and report being prepared.
CAPITAL IMPROVEMENT PROJECT - Patton Ave Water Main Project	Engineering	Senior Construction Inspector and Assistant Engineer	Yes, 10/18/23 (Award of Contract)	No	2023 design, 2024 construction	Notice to Proceed issued 01/02/24. Construction started on 03/14/24. Construction 99% complete.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT - Admiral Ave and Anchor Cir Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, 04/23/24 (Award of Contract)	No	2023 design, 2024 construction	Award of Contract occurred on 04/23/24. Preparing the Contract.
CAPITAL IMPROVEMENT PROJECT - Minnesota Dr Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, TBD	No	2024 design, 2024 construction	District preparing 30% plans and performing easement research. Surveying complete.
CAPITAL IMPROVEMENT PROJECT - Fair Oaks Blvd to Leafcrest Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, TBD	No	2024 design, 2024/25 construction	District obtaining existing utility information. Surveying to be completed mid-2024.
PRIVATE DEVELOPMENT 8043 Holly Dr Parcel Split 1 - 3	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel being split into 3 for 3 home subdivision.	Plan check fees paid 04/13/21. Plans re-signed 05/06/24. Awaiting payment of fee balance.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 8258 Holly Dr Parcel Split 1 - 2	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 10/18/23. District provided a Will Serve letter on 10/24/23.
PRIVATE DEVELOPMENT 208 Langley Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel being split into 2 lots. New single family home construction on one lot.	District sent correspondence to property owner on 04/20/20. New will serve letter sent on 10/17/22.
PRIVATE DEVELOPMENT 8556 Pheasant Ridge Ln Fire Improvements	Engineering	Director of Engineering and Assistant Engineer	No	No	Extension of water main, addition of fire hydrant, and fire sprinklers.	All fees paid on 03/11/21. District approved plans on 01/24/22. Awaiting construction.
PRIVATE DEVELOPMENT 6031 Sunrise Vista Dr Apartments	Engineering	Director of Engineering and Associate Civil Engineer	No	No	Proposed apartments.	All fees paid. Plans signed on 08/28/23. Awaiting construction.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT Talbot Way Citrus Place Subdivision	Engineering	Director of Engineering and Assistant Engineer	No	No	8 lot subdivision.	Plan check fees paid 6/2022. Plans signed on 6/21/22. Awaiting remaining fees and construction.
PRIVATE DEVELOPMENT 7311 Hickory Ave Single Family Home	Engineering	Director of Engineering and Associate Civil Engineer	No	No	Customer requesting water service for a recently split lot.	Verify lot is split prior to initiating new water service.
PRIVATE DEVELOPMENT 7705 Hickory Ave Single Family Home	Engineering	Director of Engineering and Associate Civil Engineer	No	No	Parcel being split into 2 lots.	Plans submitted on 08/21/23. District provided Will Serve letter on 09/14/23. Additional parcel will be served by a private well.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 8207 Oak Ave Parcel Split, Annexation & Single Family Home	Engineering	Director of Engineering and Assistant Engineer	Yes, Inclusion approved by Board on 05/18/22.	No	Parcel Split, Annexation & 2 single family homes.	Plan check fees paid. Annexation/Inclusion fees paid and approved by Board on 05/18/22. Plans signed on 08/02/22. Awaiting payment of fee balance and construction.
PRIVATE DEVELOPMENT 7975 Twin Oaks Ave Parcel Split 1 - 3	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 to 3 lot split; 3 single family homes with frontage improvements.	All comments incorporated. Awaiting payment of fees.
PRIVATE DEVELOPMENT 7501 Greenglen Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel Split - 1 to 2 lot split per SB9; 2 single family homes.	Plan check fees paid. Plans signed on 08/09/23. Awaiting payment of fee balance. CHWD to provide installation of water facilities.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 7641 Poplar Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 6/29/23. District provided a Will Serve letter on 07/10/23.
PRIVATE DEVELOPMENT 6245 Sunrise Blvd Tenant Improvements	Engineering	Director of Engineering and Associate Engineer	No	No	Tenant Improvements & upgrade to fire system & supply.	Received plans on 06/29/23. District provided comments on 07/17/23.
PRIVATE DEVELOPMENT 7828 Old Auburn Blvd Parcel Split 1 - 4	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 4 parcels.	Received Project Review Request from City on 10/12/23. District provided a Will Serve letter on 10/19/23.
PRIVATE DEVELOPMENT 7401 Mariposa Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 10/18/23. District provided a Will Serve letter on 10/24/23. Parcel split approved by the City.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 7939 Hanson Dr Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 11/20/23. District provided a Will Serve letter on 11/28/23.
PRIVATE DEVELOPMENT 7509 Twin Oaks Ave Food Truck Plaza	Engineering	Director of Engineering and Associate Engineer	No	No	Existing vacant site (with existing water service) to be used for a Food Truck Plaza.	Received Project Review Request from City on 11/20/23. District provided a Will Serve letter on 11/28/23.
PRIVATE DEVELOPMENT 7727 Wachtel Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 11/28/23. District provided plan review comments on 11/29/23.
PRIVATE DEVELOPMENT 8461 Olivine Ave Accessory Dwelling Unit	Engineering	Director of Engineering and Associate Engineer	No	No	Accessory Dwelling Unit	Received Project Review Request from City on 12/05/23. District provided a Will Serve letter on 12/07/23.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 5740 San Juan Ave Parcel Split 1 - 4	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split 1 parcel to 4 parcels.	Received Project Review Request from City on 12/06/23. District provided a Will Serve letter on 12/07/23. Parcel split approved by the City.
PRIVATE DEVELOPMENT 8540 Auburn Blvd Starbucks	Engineering	Director of Engineering and Associate Engineer	No	No	New commercial development.	District provided a Will Serve letter on 04/27/22. Follow-up meeting on 03/14/24 with developer and City. Developer to review agreement and finalize plans for incorporation into City's Auburn Blvd - Complete Streets Phase 2 project.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CITY OF CITRUS HEIGHTS PROJECT Auburn Blvd - Complete Streets Phase 2	Engineering	Director of Engineering and Assistant Engineer	No	No	City of Citrus Heights Frontage Improvements and Utility relocation on Auburn Blvd from Rusch Park to north. 3 new irrigation services.	Final plans signed on 02/24/23. Awaiting fees for irrigation services. City awarded contract to contractor on 05/09/24. CHWD coordinating with City on project.
CITY OF CITRUS HEIGHTS PROJECT San Juan Ave (Madison Ave to Spicer) Road Improvements	Engineering	Director of Engineering and Assistant Engineer	No	No	City of Citrus Heights Road Improvements.	City Awarded Construction Contract in February 2024. Awaiting construction and submittal submission.
COUNTY OF SACRAMENTO AC Overlay Project SACOG 2022 Phase 1 to 3	Engineering	Director of Engineering and Associate Civil Engineer	No	No	County of Sacramento Road Improvements along Greenback Lane from Fair Oaks Blvd. to Hazel Ave. Valve box adjustments on CHWD facilities.	Project includes valve box adjustment. District contracted separately with the contractor. County Awarded Construction Contract in February 2024.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
District-wide Easement Project (Phase 4)	Engineering	Director of Engineering and Assistant Engineer	Yes, updates as necessary	Yes	Obtaining easements for District-owned facilities.	Group 2 Easement Acquisition in progress. Group 3 Easements being researched.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT : OPERATIONS DEPARTMENT REPORT
 STATUS : Information Item
 REPORT DATE : May 6, 2024
 PREPARED BY : Jace Nunes, Management Analyst
 Rebecca Scott, Director of Operations

The Citrus Heights Water District has 20 employees in its Operations Department. The following report summarizes their work in April.

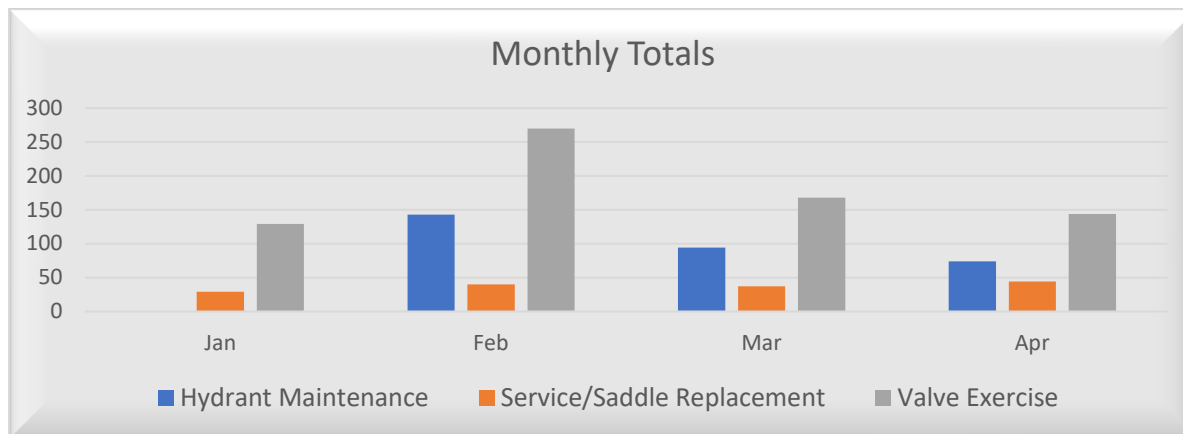
OPERATIONS MONTHLY ACTIVITIES

A. Distribution Division

The Operations Department includes 10 Distribution Operators who perform the necessary maintenance to properly operate and maintain over 250 miles of pipelines and more than 20,000 service connections. The table below summarizes noteworthy common tasks staff perform.

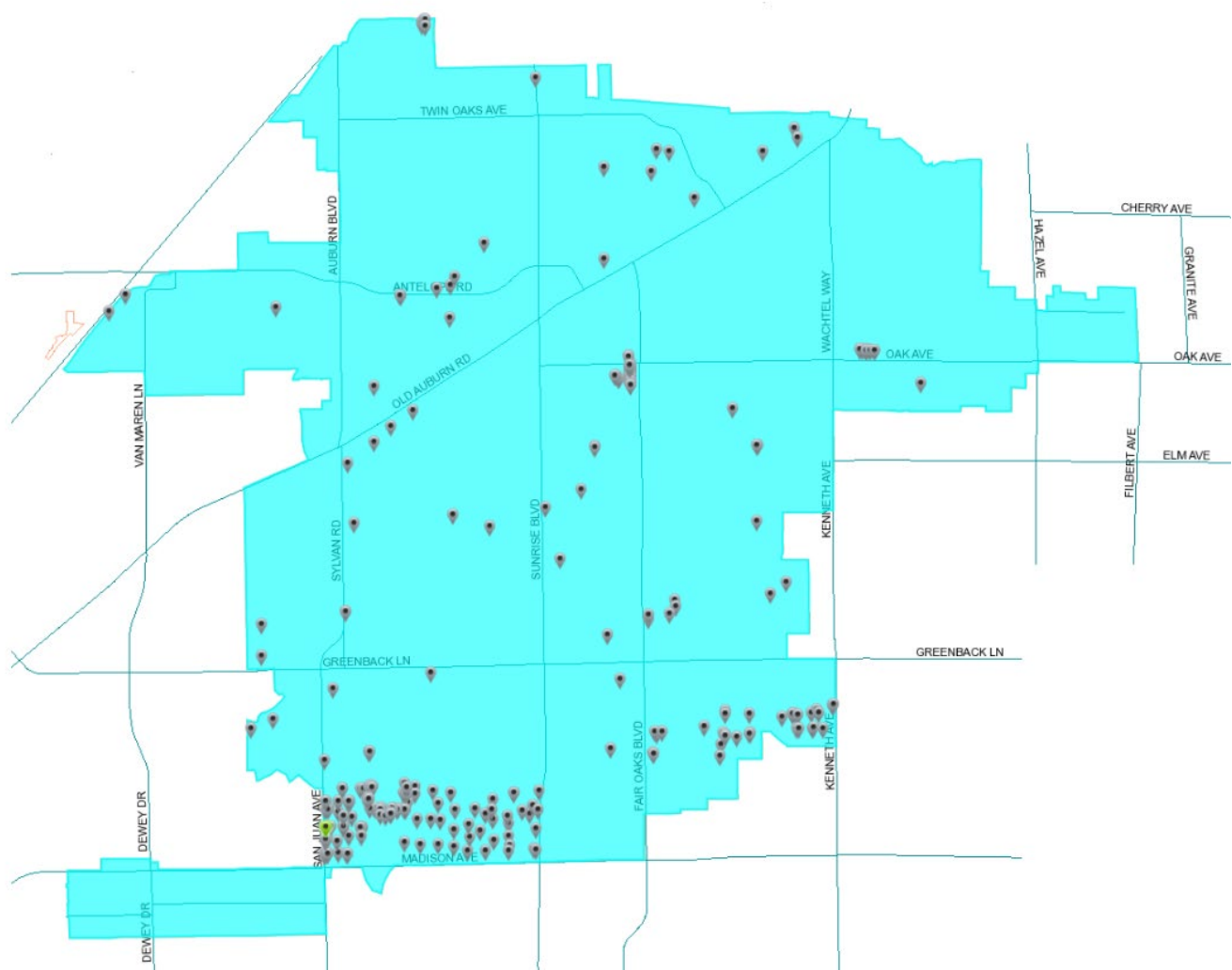
Distribution Maintenance	April 2024	Total CY 2024	Total # in System
Air Valve Inspection	0	0	147
Hydrant Maintenance	74	311	2,170
Mainline Repair/Maintenance	0	0	
Meter Box Maintenance	3	14	21,007
Meter Register Replacement	17	133	21,007
Service/Saddle Replacement	44	150	21,007
Valve Exercise	144	711	4,631
Total	282	1319	

CIP Projects	April 2024	Total CY 2024
C24-010 Water Mainline	0	0
C24-011 Water Valves	2	11
C24-012 Water Services	45	157
C24-013 Water Meters	5	18
C24-014 Fire Hydrants	0	3
C24-103 Pothole Main	0	0
Total	52	137



The map below shows the locations where the Operations crews worked in April.

Locations Worked within the Citrus Heights Water District



B. Standby Summary

The Operations Department assigns employees to weekly standby duty to provide 24-hour coverage in case of water emergencies within the District. The year-to-date standby activity is provided below.

Standby Summary			
Standby Reporting Month	Total Calls to After-Hours Answering Service	Site Visits	Resolutions Via Phone Call
January	16	7	9
February	13	7	6
March	14	9	5
April	14	7	7

C. Operations Specialist

The District's Operations Specialist performs the USA markings to help protect the District's distribution system by identifying CHWD utilities for entities working in the District's service area. The Operations Specialist also responds to leak investigations; requests to locate meters; and water turn on's/off's (additional information in the chart below).

Operations Specialist Summary		
Work Description	April 2024	Total CY 2024
USA Markings	419	1,634
Check for Leak	34	104
Fire Hydrant Investigation	0	1
Locate a Meter	0	0
Turn Water On/Off	8	27
Total	461	1,766

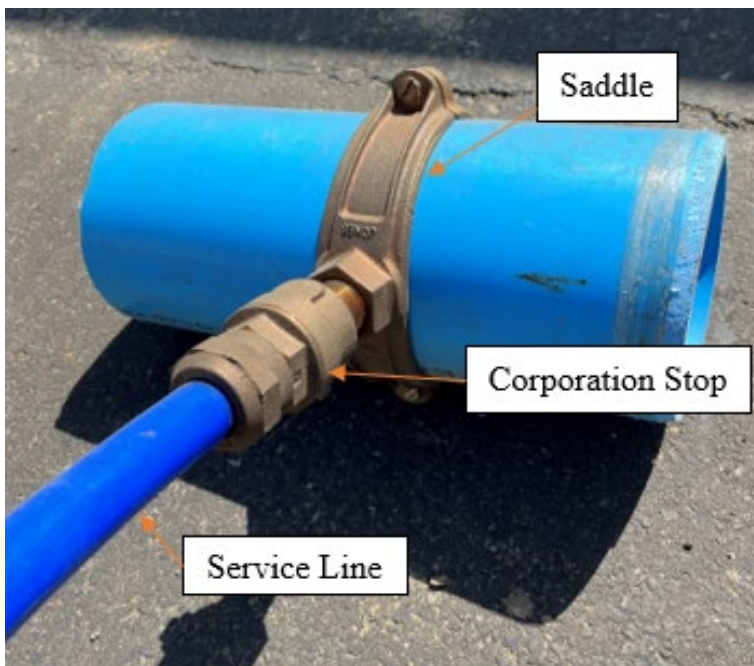
D. Water Quality/Sampling Summary

The Water Resources Division oversees routine monthly bacteriological testing as required by the California Division of Drinking Water. In April, 72 samples were collected with no positive results.

Refresh on Water Service Saddles:

A water service saddle fully encompasses a pipe to allow a corporation stop and service line to be connected to a water main. The Citrus Heights Water District has an estimated 21,000 service saddles in use. Pre-1988, the District did not have a material standard for saddles and often installed cast iron saddles, likely due to the lower cost. As cast iron is prone to corrosion, the District has required bronze saddles (which have a much longer service life) for the past several decades. Currently in 2024, while replacing water service lines, Operations Field Staff have assessed 144 saddles and replaced a high percentage of them.

Saddle and service line



New bronze saddle



Cast iron saddle removed from service



CITRUS HEIGHTS WATER DISTRICT
DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
MAY 28, 2024 REGULAR MEETING

SUBJECT : 2024 WATER SUPPLY - PURCHASED & PRODUCED
STATUS : Information Item
REPORT DATE : May 6, 2024
PREPARED BY : Brian M. Hensley, Water Resources Supervisor
: Rebecca Scott, Director of Operations

OBJECTIVE:

Monthly water supply report, including a comparison to the corresponding month in the prior 5 years. The 2013 data is included for reference as it is the baseline consumption year for water conservation mandates.

Month	2013						2024				Year-to-Date	
	2019						2020				Comparison	
	2021						2022				to	
	2023						2023				2013	
Total Water Monthly							Surface Water Purchased	Ground Water Produced	Total Water Monthly	Total Water Annual		
acre feet							acre feet				acre feet	%
Jan	602.52	520.86	519.03	575.54	528.73	501.92	460.92	54.37	515.29	515.29	-87.23	-14.5%
Feb	606.36	447.48	589.8	485.17	605.17	487.3	411.19	56.11	467.30	982.59	-226.29	-18.7%
Mar	819.55	516.87	654.31	601.02	774.74	472.65	488.42	51.30	539.72	1,522.31	-506.12	-25.0%
Apr	1,029.73	682.90	767.24	1,001.96	763.83	698.84	571.47	62.85	634.32	2,156.63	-901.53	-29.5%
May	1,603.43	977.41	1,168.99	1,277.33	1,133.06	1,016.07						
Jun	1,816.73	1,328.07	1,475.82	1,541.32	1,288.62	1,265.25						
Jul	2,059.21	1,582.40	1,682.83	1,643.73	1,536.69	1,513.02						
Aug	1,924.28	1,603.36	1,660.59	1,538.76	1,461.15	1,494.76						
Sep	1,509.82	1,297.12	1,381.14	1,333.29	1,228.49	1,220.46						
Oct	1,297.42	1,083.17	1,185.00	972.09	1,065.99	966.12						
Nov	911.55	839.06	779.34	576.37	637.25	648.08						
Dec	700.94	548.17	620.34	536.97	541.93	558.87						
Total	14,881.54	11,426.87	12,484.43	12,083.55	11,565.65	10,843.34	1,932.00	224.63	2,156.63	2,156.63		
% of Total							89.58%	10.42%				

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT	: WATER SUPPLY RELIABILITY
STATUS	: Information Item
REPORT DATE	: May 6, 2024
PREPARED BY	: Brian Hensley, Water Resources Supervisor Rebecca Scott, Director of Operations

OBJECTIVE:

Receive and file status report on surface water supplies available to the Citrus Heights Water District (District).

BACKGROUND AND ANALYSIS:

As of May 1, 2024, storage in Folsom Lake was at 851,607 acre-feet, eighty-seven percent (87%) of the total capacity of 977,000 acre-feet. This represents an increase in storage of 139,081 acre-feet in the past month.

The District's total water use during April 2024 (634.32 acre-feet) was thirty-eight percent (38%) below that of April 2013 (1,029.73 acre-feet).

The District's groundwater production wells: Bonita, Skycrest, Mitchell Farms, and Sylvan are operational and used on a rotational or as-needed basis. Other District groundwater production wells, Palm and Sunrise, are available for emergency use.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT : WATER EFFICIENCY & SAFETY PROGRAM UPDATE
 STATUS : Information Item
 REPORT DATE : May 6, 2024
 PREPARED BY : Jace Nunes, Management Analyst
 Rebecca Scott, Director of Operations

Water Efficiency, Safety and Meter Program updates are summarized below.

ACTIVITIES AND PROGRESS REPORT

- Water Efficiency activities during the month of April 2024 included the following:
 - Four High Efficiency Toilet (HET) rebates were processed.
 - Four High Efficiency Clothes Washer (HECW) rebates were processed.
 - Four Pressure Reducing Valve (PRV) rebates were issued.
- Nine reports of water waste were received in April. Staff continues to reach out to customers concerning water waste violations.

The District holds several safety meetings per month. The April safety meetings were titled: “Distracted Driving Awareness Month,” “Eye Safety at Work,” and “First Aid/CPR/AED/Bloodborne Pathogens.”

- The District offers a variety of WaterSmart classes throughout the year. The remaining 2024 WaterSmart classes are listed below.

Date	Title	Format
Wed., Aug. 28	Leaf with the Right Tree: A Guide to Regional Tree Selection	Webinar
Sat., Oct. 5	Manageable Maintenance Part 1: Planning with Purpose for Your Easy-Care Landscape	In-person at the Citrus Heights Community Center
Sat., Oct. 19	Manageable Maintenance Part 2: DIY Do's & Don'ts for Your Landscape	In-person at the Citrus Heights Community Center

WaterSmart classes from 2021 to present are archived on CHWD’s website and on YouTube, where they can be viewed any time.

- CHWD has a demonstration garden at the Sylvan Ranch Community Garden featuring water efficient landscaping. CHWD works with a customer-based volunteer “Garden Corps,” who maintain the plots by removing weeds and checking the irrigation system and controller timers. The garden’s webpage, chwd.org/garden, allows viewers to see detailed information about each plant in the District’s plots, and create a customized plant list for their property.

The following table summarizes CHWD's Residential Gallons Per Capita Per Day (R-GPCD) values for 2024:

Month	R-GPCD 2024	R-GPCD 2023	% CHANGE
January	67	64	4%
February	66	71	-6%
March	69	60	16%
April	86*	88	-3%

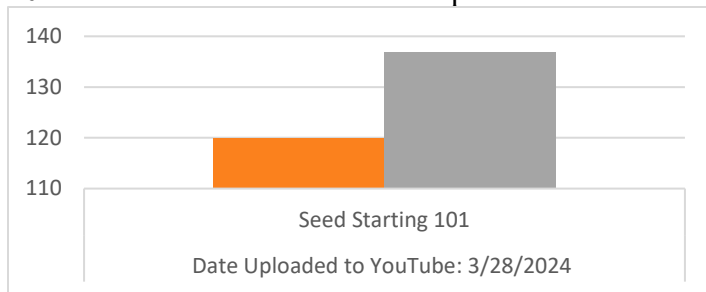
*Preliminary number as of the report date

The following table summarizes the service requests and work orders of Water Efficiency staff for April 2024:

Work Orders	Apr 2024	Apr 2023
CHANGE TOUCH-READ TO RADIO READ	2	3
CONVERT TO RADIO-READ METER	11	34
METER BOX MAINTENANCE	3	6
METER REPAIR	0	0
METER REPLACEMENT	2	0
METER TESTING	0	0
REGISTER REPLACEMENT	17	17
RADIO-READ REGISTER REPLACEMENT	8	3
INSTALL METER	7	9
TOTAL	50	72

Service Requests	Apr 2024	Apr 2023
CONSERVATION REQUEST	9	15
CHECK FOR LEAK	4	4
UNABLE TO OBTAIN METER READ	40	58
TRIM SHRUBS	22	6
METER BURIED	48	31
METER MAINT.	38	41
LOCKED GATE	5	5
RE-READ METER	0	0
READ METER	0	0
METER BOX MAINT.	4	4
MOVE-IN/MOVE-OUT	17	11
CAR OVER METER	18	8
TOTAL	205	183

2024 WaterSmart Class Viewership



= Viewership, April 8, 2024

= Viewership, May 8, 2024

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT : 2024 STRATEGIC PLAN UPDATE
 STATUS : Discussion and Action Item
 REPORT DATE : May 15, 2024
 PREPARED BY : Brittney C. Moore, Administrative Services Manager/Chief Board Clerk

OBJECTIVE:

Receive an update to the 2024 Strategic Plan.

BACKGROUND AND ANALYSIS:

Since 2016, Citrus Heights Water District (CHWD) has engaged in a Strategic Planning process to help shape the development of its annual budget. The goal of Strategic Planning is to bring the Board of Directors and key District staff together to identify and prioritize the District's high priority policy, program and project issues, and to identify what items, given limited resources (i.e., funding, time and staffing resources) the District should be working on over and above daily operations in the coming year.

The Strategic Planning process includes three major components: 1) Education/Issues Briefing; 2) Team Building; 3) Work Program Development.

The *Education/Issues Briefing Component* consisted of a 2023 Strategic Plan Update and 2024 Strategic Plan Preview by CHWD staff in a presentation to the Board at its January 17, 2024, Regular Board Meeting.

The *Team Building* and *Work Program Development* components for the 2024 Strategic Plan took place during a planning session held on May 23, 2023, and a process overview session held on April 30, 2024, attended by the Board of Directors, Customer Advisory Committee (CAC) members, and key District staff, facilitated by Laura Mason-Smith.

Accompanying this staff report are 2024 Strategic Plan updates. District leadership staff will be reviewing progress on the Strategic Plan several times each month and will update the Board of Directors quarterly or more often as required.

RECOMMENDATION:

Receive and file an update of the 2024 Strategic Plan.

ATTACHMENT:

2024 Strategic Plan Update

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

CITRUS HEIGHTS WATER DISTRICT ✨ 2024 STRATEGIC OBJECTIVES

- **THREE-YEAR GOAL:** ***Manage and Diversify a Dependable Water Supply and Empower Customers to Use Water in an Efficient Manner***

<i>Objectives to be Completed in the 2024 Year</i>					
#	START	END	WHAT	WHO	COMMENTS
1	Q3	ongoing (carries into 2025)	Complete construction for Well Site 7, which will include Aquifer Storage and Recovery (ASR)	Water Resources Supervisor (Lead), Director of Operations	<i>On hold due to EPA (funding) delays.</i>
2	Q2	Q2	Begin design for Well Site 8	Water Resources Supervisor (Lead), Director of Operations	<i>Kick-off meeting held; process is underway.</i>
3	Q2	Q4	Pursue acquisition of 1-2 potential sites for wells/water/asset storage	Water Resources Supervisor (Lead), Director of Operations	<i>In discussions with one property owner, potential second property identified.</i>
4.	Q1	Q4	Host three in-person and two online Water Smart classes	Communications and Public Engagement staff (Lead), Director of Operations, Management Analyst-Ops	<i>Ongoing/as scheduled.</i>

CITRUS HEIGHTS WATER DISTRICT ⚙ 2024 STRATEGIC OBJECTIVES

- **THREE-YEAR GOAL:** ***Manage the Improvement of and Reinvestment in District Infrastructure and Facilities***

<i>Objectives to be Completed in the 2024 Year</i>					
#	START	END	WHAT	WHO	COMMENTS
1	Q1	Q2	Implement a District meter testing program.	Director of Operations (Lead), Water Distribution Supervisor, Senior Water Efficiency Specialist	<i>Achieved: 200 meters per year will be tested.</i>
2	Q1	Q4	Implement a joint purchasing program (which may include water meters) and/or participate in selected agency partnerships.	Director of Operations (Lead), Management Analyst-Ops	<i>Ongoing discussions with the region; looking into piggyback contract opportunities.</i>
3	Q3	Ongoing	Complete 75% design of the selected alternative for the Corporation Yard and develop financing options.	Director of Engineering (Lead), Engineering staff, Technical Advisory Committee	<i>First draft of Corp Yard improvement options has been developed. Staff/technical team analyzing additional options. Date for Board presentation pending.</i>
4	Ongoing	Ongoing	Continue Easement Acquisitions as identified by the District-wide Easement Needs Assessment/Study	Director of Engineering (Lead), Engineering staff	<i>Planning and prioritization phase for 300 gaps identified will be 50% complete by end of 2024. Currently, 30% of the gaps have been reviewed.</i>
5.	Q1	Ongoing	Continue non-invasive condition assessments on selected District transmission mains.	Director of Engineering (Lead), Engineering staff, Management Analyst-Ops	<i>Completed the follow-up continuity testing and close interval surveys for the 42-inch transmission main. Expect to complete external corrosion direct assessment at four locations in Q4.</i>

CITRUS HEIGHTS WATER DISTRICT ⚙ 2024 STRATEGIC OBJECTIVES

- THREE-YEAR GOAL: **Promote Organizational Effectiveness and Enhance Customer Service**

Objectives to be Completed in the 2024 Year					
#	START	END	WHAT	WHO	COMMENTS
1	Q1	Q2	Complete implementation of information technology (IT) federated services and single sign on	Information Technology Manager (Lead), Director of Administrative Services	This item is complete.
2	Q1	Q4	Increase the number of customer emails on the email listserv by 5% (400 customers)	Director of Administrative Services (Lead), Communications and Public Engagement staff	15,317 customer emails on file as of 5/20/24. 91% increase since 05/2023 (8000 at the time of last year's strategic plan).

2024 Strategic Plan Update
May 28, 2024 Regular Board Meeting
Agenda Item: CC-17

3	Q1	Q4	Continue to enhance employee recruitment and retention initiatives by providing additional resources (e.g., an advanced training and education program)	Administrative Services Manager (Lead), General Manager	<p><i>Successful recruitment for IT Manager (May 2024)</i></p> <p><i>Director of Public Affairs screening interview invites sent week of May 20, 2024.</i></p> <p><i>Water Resources Technician candidate interviews were held the week of May 20, 2024.</i></p> <p><i>JPIA staff training scheduled for 06/2024.</i></p> <p><i>Implemented new technology for candidate screening and assessment.</i></p>
4	Q1	Q4	Continue analyses of regional water agency activity and impacts on CHWD.	General Manager (Lead), Administrative Services Manager, Communications and Public Engagement staff	<p><i>Proactive measures taken to address water supply security and financial issues with regard to San Juan Wholesale.</i></p>

CITRUS HEIGHTS WATER DISTRICT ⚙ 2024 STRATEGIC OBJECTIVES

- **THREE-YEAR GOAL:** ***Engage Customers and Communicate the District’s Priorities and Value-Added Programs***

<i>Objectives to be Completed in the 2024 Year</i>					
#	START	END	WHAT	WHO	COMMENTS
1	ongoing	Q4	<p>Increase customer awareness and impressions of the District through traditional and digital media and in-person opportunities, and evaluate effectiveness with a benchmark survey to be performed in 2024. Special focus on CHWD key pillars:</p> <ul style="list-style-type: none"> • Groundwater expansion and reinvestment, • Water meter asset management, and • Project 2030 Water Main Replacement. 	Communications and Public Engagement staff (Lead), Director of Engineering, Director of Operations	<p><i>The District performed a benchmark survey in October 2023. Awareness of CHWD as an independent public agency is up to 48% compared to 31.4% in 2021 and 25.3% in 2019. The District’s favorability rating also rose to 74% over 57% in 2021.</i></p> <p><i>Additionally, the District has seen about 31k impressions (views) on social media year-to-date. The District has also participated in a variety of in-person events, like the Brews in the Burbs and the City of Citrus Heights Public Works Showcase.</i></p>
2	Q1	Q4	Educate customers through traditional and digital media and in-person opportunities on intergovernmental activities that could impact CHWD’s policies, operations, capital, finances, and water supply.	Communications and Public Engagement staff (Lead)	<i>WaterLine newsletter being developed for distribution in July 2024.</i>

3	Q1	Q4	Engage stakeholders via the Garden Corps and Customer Advisory Committee (CAC) and develop an enhanced experience for participants. Empower members to act as CHWD ambassadors.	Communications and Public Engagement staff (Lead), Director of Operations, Management Analyst-Ops	<i>Three Customer Advisory Committee meetings held Jan-April 2024.</i>
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CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT :DISCUSSION AND POSSIBLE ACTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH A.N.G. AUDIO VISUAL SERVICES, INC.

STATUS : Action Item

REPORT DATE : May 14, 2024

PREPARED BY : Kayleigh Shepard, Management Analyst/Deputy Board Clerk
Brittney Moore, Administrative Services Manager/Chief Board Clerk
Annie Liu, Director of Administrative Services

OBJECTIVE:

Consider approval of an agreement with A.N.G. Audio Visual Services, Inc. for professional services.

BACKGROUND AND ANALYSIS:

A.N.G. Audio Visual Services, Inc. (A.N.G.) founded by Angelo Garcia, has been an audio-visual services provider in the Sacramento area since 1984.

In 2023-2024, A.N.G. successfully provided audio/visual equipment rental and technical support for four (4) Citrus Heights Water District (CHWD or District) events including the November 14, 2023, Public Hearing for the 2024 budget and water rates, and Customer Advisory Committee (CAC) meetings. In addition to exceptional services that have been provided to the District, in 2023, A.N.G. provided audio/visual services and technical support to over 60 clients in the Sacramento area.

The District continues to pursue efforts in its strategic planning goals to *Engage customers and communicate the District's priorities and value-added programs* and currently has four (4) CAC meetings scheduled for 2024. Additionally, there are future District meetings, including but not limited to the annual Strategic Planning Session, where audio/visual aids help facilitate a more effective and efficient meeting for attendees.

Staff recommend that CHWD formalize a task order style professional services agreement with A.N.G. Audio Visual Services, Inc. The task style agreement is structured to offer the options of a Time-Materials/Hourly Billable arrangement or Project Basis/Not-to-Exceed (NTE) amount with a defined scope of work, schedule, and a not-to-exceed budget. The term of the agreement is ongoing but includes a thirty (30) day termination provision by either party without cause.

With this agreement in place, the General Manager would be authorized to issue task orders for necessary services without further Board approval. Funding for the various services covered in the agreement will be planned for in the Operating Budget and included in future proposed budgets. The work performed will be subject to the availability of budgeted funds.

RECOMMENDATION:

Approve the professional services agreement with A.N.G. Audio Visual Services, Inc., and authorize the General Manager to execute the agreement and subsequent task orders.

ATTACHMENT:

Professional Services Agreement with A.N.G. Audio Visual Services, Inc.

May 28, 2024

Angelo Garcia
A.N.G. Audio Visual Services, Inc.
4219 S. Market Ct, Ste B
Sacramento, CA 95834

Dear Angelo Garcia,

Letter Agreement for Audio Visual Services

This letter shall be our Agreement (“Letter Agreement”) regarding the Audio/Visual Services described below (“Services”) to be provided by A.N.G. Audio Visual Services, Inc. (“Consultant”) as an independent contractor to the Citrus Heights Water District (the “District”) for the District’s ongoing audio visual services, that will be defined in each individual task order and referred to as (“Project”). Consultant is retained as an independent contractor and is not an employee of the District. District and Consultant are sometimes referred to herein as “Party” or “Parties.”

The Services to be provided include the following: rental of audio/visual (AV) equipment, including but not limited to microphones, audio mixer, delivery/set up/breakdown, and AV technician labor. The particular Services shall be set forth in a Task Order issued by the District to Consultant. The Task Order shall set forth the specific Services, terms, of performance, and compensation.

Consultant shall perform all Services under this Letter Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California, and consistent with all applicable laws. Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including any required business license, and that such licenses and approvals shall be maintained throughout the term of this Letter Agreement.

Consultant has represented to the District that certain key personnel will perform and coordinate the Services under this Letter Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of equal competence upon written approval of the District. In the event that the District and Consultant cannot agree as to the substitution of key personnel, the District shall be entitled to terminate this Letter Agreement for cause. The key personnel for performance of this Letter Agreement are as follows: Angelo Garcia.

Compensation shall be set forth in the applicable Task Order. Unless noted in the Task Order, invoices for all outstanding Services shall be submitted to the District on a single invoice on a monthly basis. The District shall review and pay the approved charges on such invoices in a timely manner.

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing

Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “public works” and “maintenance” projects. If the Services are being performed as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. District shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Letter Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant’s principal place of business and at the project site. Consultant shall defend, indemnify and hold the District, its officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Section 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Sections 1777.1).

If the Services are being performed as part of an applicable “public works” or “maintenance” project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such Services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements.

Consultant shall provide proof of commercial general liability to the District in amounts and with policies, endorsements and conditions required by the District for the Services. The District, its officials, officers, employees, agents and authorized volunteers shall be named as Additional Insureds on Consultant’s policies of commercial general liability and automobile liability insurance. If Consultant is an employer or otherwise hires one or more employees during the term of this Project, Consultant shall also provide proof of workers compensation coverage for such employees, which meets all requirements of State law, with endorsements and conditions required by the District.

The District may terminate this Letter Agreement at any time with or without cause. If the District finds it necessary to terminate this Letter Agreement without cause before Project completion, Consultant shall be entitled to be paid in full for those Services adequately completed prior to the notification of termination. Consultant may terminate this Letter Agreement only upon 30 calendar days’ written notice to the District only in the event of District’s failure to perform in accordance with the terms of this Letter Agreement through no fault of Consultant.

To the fullest extent permitted by law, Consultant shall defend, indemnify and hold the District,

its directors, officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions of Consultant, its officials, officers, employees, subconsultants, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Letter Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's obligation to indemnify shall survive expiration or termination of this Letter Agreement, and shall not be restricted to insurance proceeds, if any, received by the District, its officials, officers, employees, agents, or volunteers.

Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements; all emissions limits and permitting requirements imposed by the California Air Resources Board (CARB) or other governmental agencies; and all water quality laws, rules and regulations of the Environmental Protection Agency, the State Water Resources Control Board and the District.

By executing this Letter Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Consultant shall maintain records of its compliance, including its verification of each employee, and shall make them available to the District or its representatives for inspection and copy at any time during normal business hours. The District shall not be responsible for any costs or expenses related to Consultant's compliance with the requirements. To the same extent and under the same conditions as Consultant, Consultant shall require all of its subcontractors, sub-subcontractors and consultants performing any work relating to the Project or this Letter Agreement to make the same verifications and comply with all requirements and restrictions provided herein. Consultant's failure to comply or any material misrepresentations or omissions relating thereto shall be grounds for terminating this Letter Agreement for cause.

By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services. Finally, Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment in violation of state or federal law. As provided for in the indemnity obligations of this Letter Agreement, Consultant shall indemnify District against any alleged violations of this paragraph, including, but not limited to, any fines or penalties imposed by any governmental agency.

A.N.G. Audio Visual Services, Inc.

Letter Agreement

May 28, 2024

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This Letter Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Letter Agreement, the action shall be brought in a state or federal court situated in Sacramento County, State of California. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Consultant must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the District. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Consultant. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Consultant shall be barred from bringing and maintaining a valid lawsuit against the District.

Consultant shall not assign, sublet, or transfer this Letter Agreement or any rights under or interest in this Letter Agreement without the written consent of the District, which may be withheld for any reason. This Letter Agreement may not be modified or altered except in writing signed by both parties. Except to the extent expressly provided for in the termination paragraph, there are no intended third party beneficiaries of any right or obligation of the Parties.

This is an integrated Letter Agreement representing the entire understanding of the parties as to those matters contained herein, and supersedes and cancels any prior oral or written understanding or representations with respect to matters covered hereunder. Since the Parties or their agents have participated fully in the preparation of this Letter Agreement, the language of this Letter Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. The captions of the various paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Letter Agreement.

Consultant warrants that the individual who has signed this Letter Agreement has the legal power, right and authority to make this Letter Agreement and bind the Consultant hereto. If you agree with the terms of this Letter Agreement, please indicate by signing and dating where indicated below.

A.N.G. Audio Visual Services, Inc.

Letter Agreement

May 28, 2024

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CITRUS HEIGHTS WATER DISTRICT

Approved By:

Hilary M. Straus
General Manager

A.N.G. Audio Visual Services, Inc.

Signature

Angelo Garcia
Name

Owner
Title

Date

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 MEETING

SUBJECT	: DISCUSSION AND POSSIBLE ACTION TO APPROVE A MASTER SERVICES AGREEMENT FOR ARCHITECTURAL AND SUPPLEMENTARY SUPPORT SERVICES WITH 19SIX ARCHITECTS
STATUS	: Action Item
REPORT DATE	: May 21, 2024
PREPARED BY	: Todd Jordan, Principal Civil Engineer : Missy Pieri, Director of Engineering/District Engineer

OBJECTIVE:

Consider approval of an agreement with 19six Architects (19six) for architectural and supplementary support services.

BACKGROUND AND ANALYSIS:

The Citrus Heights Water District entered into an agreement with Williams + Paddon Architects + Planners, Inc. and its team in 2019 to perform services for a Pre-Architectural Planning Study for a Corporation Yard Build-Out/Masterplan Project (Study). Williams + Paddon Architects + Planners, Inc. was awarded the Study through a competitive request for proposal process that included six consulting firms. In 2022, Williams + Paddon Architects + Planners, Inc. merged with 19six Architects, and continued as one firm under the “19six Architects” name.

The current scope of work from the Study includes the following items:

- Validate Staffing Projections and Space Configuration Specifications
- Identify and Analyze Pros and Cons for three (3) Corporation Yard Build-out alternatives
- Prepare Life Cycle Cost Analysis for the three (3) selected alternatives
- Provide a recommendation for a Preferred Alternative
- Produce Draft and Final Report
- Prepare Presentation Materials and Deliver Study Findings to the Board of Directors
- Prepare a Pre-Design Report/Schematic Design of the Preferred Alternative
- Prepare a Corporation Yard Master Plan

The 19six team has worked diligently throughout the scope, consistently providing high-quality work products for the Study. The team is experienced and knowledgeable, demonstrating an in-depth understanding of the challenges involved in architectural planning and design services. 19six comprehends the District’s project objectives, processes, ensuring a seamless and efficient collaboration. The District expects to complete the Study upon Board direction and approval of the preferred Corporation Yard improvement option. The next step, after the Study, will be to proceed with planning and designing the preferred option for the Corporation Yard layout. Due to the firm’s performance and institutional knowledge acquired while working on this project, District staff would like to continue to use the 19six team for this item and other tasks associated with the Corporation Yard Build-Out/Master Plan.

Staff recommends that the District formalize a task order-style professional services agreement with 19six Architects. This agreement is structured to offer options of either Time-and-Materials/Hourly Billable arrangement or a Project Basis/Not-to-Exceed (NTE) amount with a defined scope of work, schedule, and budget. The term of the agreement is ongoing but includes a fifteen-day termination provision by either

party without cause.

Funding for the various services provided under the proposed agreement is budgeted in the annual Operating and Capital Budgets. The work performed will be subject to the availability of these budgeted funds.

RECOMMENDATION:

Approve the professional services agreement with 19six Architects and authorize the General Manager to execute the agreement.

ATTACHMENT:

Professional Services Agreement for Architectural Support Services

ACTION:

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

**CITRUS HEIGHTS WATER DISTRICT
PROFESSIONAL SERVICES AGREEMENT
FOR ARCHITECTURAL AND SUPPLEMENTARY SUPPORT SERVICES**

1. PARTIES AND DATE.

This Agreement is made and entered into this ____ day of ____ 2024, by and between the Citrus Heights Water District, a public agency organized and operating under the laws of the State of California with its principal place of business at 6230 Sylvan Road, Citrus Heights, CA 95610 (“District”) and 19six Architects (“Consultant”). District and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

2. RECITALS.

2.1 District. District is a public agency organized under the laws of the State of California, with power to contract for services necessary to achieve its purpose.

2.2 Consultant. Consultant desires to perform and assume responsibility for the provision of certain professional services required by the District on the terms and conditions set forth in this Agreement and in the task order(s) to be issued pursuant to this Agreement and executed by the District and Consultant (“Task Order”). Consultant represents that it is experienced in providing all of the support services listed in the scope of services provided for in Exhibit “A” to public clients, is licensed in the State of California, and is familiar with the plans of District.

2.3 Project. District desires to engage Consultant to render such services on an on-call basis. Services shall be ordered by Task Order(s) to be issues pursuant to this Agreement for future projects as set forth herein (each such project shall be designated a “Project” under this Agreement).

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work, on an on-call basis, as necessary to fully and adequately supply the professional human resources and related consulting services necessary for the Project (“Services”). The types of Services to be provided are generally described in Exhibit “A,” attached hereto and incorporated herein by reference. The Services shall be more particularly described in the individual Task Order issued by the District’s General Manager or designee. No Service shall be performed unless authorized by a fully executed Task Order in the form attached hereto as Exhibit “B”. All Services shall be subject to, and performed in accordance with, this Agreement, the relevant Task Order, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall continue in force for a period of one year from the date of execution. Upon expiration thereof, this agreement will continue in force until either party notifies the other party in writing of its intent to terminate this agreement as outline in Section 3.5.1. Consultant shall meet any other established schedules and deadlines set forth in the applicable Task Order. All applicable indemnification provisions of this Agreement shall remain in effect following the termination of this Agreement.

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement and such directions and amendments from District as herein provided. District retains Consultant on an independent contractor basis and not as an employee. No employee or agent of Consultant shall become an employee of District. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of District and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the specific schedule that shall be set forth in the Task Order ("Schedule of Services"). Consultant shall be required to commence work within five (5) days, or as soon thereafter as reasonably practicable, of receiving a fully executed Task Order. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule of Services, District shall respond to Consultant's submittals in a timely manner. Upon request of District, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of District.

3.2.4 RESERVED.

3.2.5 District's Representative. The District hereby designates the General Manager, or his or her designee, to act as its representative for the performance of this Agreement ("District's Representative"). District's Representative shall have the power to act on behalf of the District for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than the District's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates Greg Tonello, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent

and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a City of Citrus Heights Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the District, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. If required, Consultant shall assist District, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies. Consultant shall be liable for all violations of local, state and federal laws, rules and regulations in connection with the Project and the Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the District, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold District, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence the Services under this Agreement until it has provided evidence satisfactory to the District that it has secured all insurance required under this section. In addition, Consultant shall not allow any

subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the District that the subcontractor has secured all insurance required under this section.

3.2.10.2 Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Agreement insurance meeting the requirements set forth herein. In the event Consultant is self-insured, Consultant shall provide evidence of self-insured coverage that provides coverage that is equal to the insurance requirements set forth herein. Consultant shall require all of its subcontractors to procure and maintain the same insurance specified herein for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance; and (4) *Professional Liability (Errors and Omissions)*: professional liability or Errors and Omissions insurance appropriate to its profession.

(B) Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: One Million Dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: One Million Dollars (\$1,000,000) combined single limit (each accident) for bodily injury and property damage; (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of One Million Dollars (\$1,000,000) per accident for bodily injury or disease; and (4) *Professional Liability (Errors and Omissions)*: One Million Dollars (\$1,000,000) per claim, and \$2,000,000 policy aggregate (errors and omissions).

Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement. Defense costs shall be payable in addition to the limits.

3.2.10.3 Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

(A) Commercial General Liability. The commercial general liability policy shall be endorsed to provide the following: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage; (2) the insurance coverage shall be primary insurance as respects the District, its

directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way; and (3) the insurance coverage shall contain or be endorsed to provide waiver of subrogation in favor of the District, its directors, officials, officers, employees, agents and volunteers or shall specifically allow Consultant to waive its right of recovery prior to a loss. Consultant hereby waives its own right of recovery against District, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(B) Automobile Liability. The automobile liability policy shall be endorsed to provide the following: (1) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way; and (3) the insurance coverage shall contain or be endorsed to provide waiver of subrogation in favor of the District, its directors, officials, officers, employees, agents and volunteers or shall specifically allow Consultant to waive its right of recovery prior to a loss. Consultant hereby waives its own right of recovery against District, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(C) Workers' Compensation and Employers Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.

(D) Professional Liability (Errors and Omissions). This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

(E) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (1) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (2) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its directors, officials, officers, employees, agents and volunteers.

3.2.10.4 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such

insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers.

3.2.10.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District. Consultant shall guarantee that, at the option of the District, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its directors, officials, officers, employees, agents and volunteers; or (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

3.2.10.6 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VII, admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law, and satisfactory to the District.

3.2.10.7 Verification of Coverage. Consultant shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the District if requested. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.2.10.8 Subconsultants. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the District that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the District as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, District may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

3.2.10.9 Compliance With Coverage Requirements. If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, District has the right but not the duty to obtain the insurance it deems necessary and any premium paid by District will be promptly reimbursed by Consultant or District will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, District may terminate this Agreement for cause.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (1) adequate life protection and life-saving equipment and procedures; (2) instructions in accident prevention for all employees and subcontractors, such as equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully

required to prevent accidents or injuries; and (3) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit “A,” attached hereto and incorporated herein by reference. The total compensation per Task Order shall be set forth in the relevant Task Order, and Consultant shall be compensated in one of two billable methods: a) Time and Materials/Hourly Billable; or b) Project Basis/Not-to-Exceed (NTE) amount. Extra Work may be authorized, as described below; and if authorized, said Extra Work will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to District a monthly itemized invoice which indicates work completed and hours of Services rendered by Consultant. The invoice shall reference the relevant Task Order and describe the amount of Services and supplies provided since the initial commencement date of Services under this Agreement, and since the start of the subsequent billing periods, through the date of the invoice. Consultant shall include a Project Task Tracking Sheet with each invoice submitted. District shall, within forty-five (45) days of receiving such invoice and Project Task Tracking Sheet, review the invoice and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized under Exhibit “B” or otherwise in writing by District.

3.3.4 Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, “Extra Work” means any work which is determined by District to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from District’s Representative. Where Extra Work is deemed merited by the District, an amendment to this Agreement shall be prepared by the District and executed by both Parties before performance of such Extra Work, or the District will not be required to pay for the changes in the scope of work. Such amendment shall include the change in fee and/or time schedule associated with the Extra Work. Amendments for Extra Work shall not render ineffective or invalidate unaffected portions of this Agreement

3.3.5 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq., and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. If the Services are being performed as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is One Thousand Dollars (\$1,000) or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall obtain a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute

the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

If the Services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such Services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. Either party may terminate the whole or any part of this Agreement at any time and without cause by giving written notice to the other party of such termination, and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those Services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, District may require Consultant to provide all finished or unfinished Documents and Data (defined below) and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

District

Citrus Heights Water District
P.O. Box 286
Citrus Heights, CA 95611
Attn: General Manager

Consultant

19six Architects
2237 Douglas Boulevard, Suite 160
Roseville, CA 95661
Attn: Greg Tonello, Principal

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for District to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement (“Documents & Data”). Consultant shall require all subcontractors to agree in writing that District is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the District. District shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at District’s sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of District, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use District’s name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of District.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorney's Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.6 Indemnification.

3.5.6.1 Standard Indemnification. To the fullest extent permitted by law, Consultant shall defend, indemnify and hold the District, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or relating to any negligence, recklessness, or willful misconduct of Consultant, its officials, officers, employees, agents, consultants, and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees, and attorney's fees and other related costs and expenses. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District, its directors, officials, officers, employees, agents, or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, agents, or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse District and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided, including correction of errors and omissions. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials officers, employees, agents or volunteers.

3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both Parties.

3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Sacramento County.

3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.10 District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project.

3.5.11 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the

prior written consent of the District. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.12 Subcontracting. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of District. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subcontractors of Consultant, except as otherwise specified in this Agreement. All references to District include its officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.16 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, District shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

[Signatures on Following Page]

**SIGNATURE PAGE
TO
CITRUS HEIGHTS WATER DISTRICT
PROFESSIONAL SERVICES AGREEMENT
FOR SUPPORT SERVICES**

CITRUS HEIGHTS WATER DISTRICT

19SIX ARCHITECTS

By: _____
Hilary M. Straus
General Manager

By: _____
Greg Tonello
Principal

Date: _____

Date: _____

EXHIBIT “A” SCOPE OF SERVICES

Based on the District’s needs and issuance of an approved Task Order (see Exhibit “B”), 19six Architects will accomplish one or more of the following tasks in the performance of providing requested general architectural and supplementary support services including:

1. **Programming:** Activities consisting of the development of program requirements/operational needs for the Projects based on information gathered and assimilated from activities described herein. Programming tasks will include meetings and communications with representatives of the Users and other District Staff to gather, validate and/or update existing Program documentation as may be made available. General space allocation requirements and basic functions will be developed for users that are not tenants but require space in the facility, i.e., facilities staff.
 - Organize existing documentation
 - Program document
 - Agency review
 - Project schedule
 - Meeting agendas and minutes
 - Summary of comparable facilities tour findings
 - Evaluation and recommendation of sustainable design strategies and benchmark program(s)
 - Bases of design and owners program document
 - Program document – preliminary, draft final, and final
2. **Site Analysis/Conceptual Design:** Activities consisting of the development of two and three-dimensional response to the program needs of the Projects in the form of alternative Conceptual Plans based on the approved Programming Document.
 - Conceptual site & building design
 - Code/accessibility analysis
 - Agency review
 - Meeting agendas and minutes
 - Conceptual drawings
 - Sustainable design strategies and benchmark program(s) update
3. **Schematic Design:** Activities consisting of the continued development of the Conceptual Design Alternatives approved by the District into Schematic Design Alternatives and a final Schematic Design approach including:
 - Site plan
 - Floor plans/space plans
 - Demolition floor plans

- Roof plans
 - Exterior elevations and building sections
 - Reflected ceiling plans
 - Preliminary structural systems, layouts and design parameters for specialized systems and equipment design constraints
 - Define and set system service parameters for basic mechanical, plumbing, electrical, fire sprinklers and fire alarm systems
4. **Design Development:** Design Development tasks will include establishing, evaluating, and selecting Interior Design direction and finalizing the Architectural Design and Engineering Systems and selections for the Project.
- Meeting agendas and minutes
 - Design development 30%, 60% and final progress
 - Interior design development 30%, 60% and final progress
 - Estimate of probable construction cost 90% progress
 - Sustainable design strategies and benchmark program(s) update
5. **Construction Documents:** Activities consisting of the preparation of final Construction Documents (Drawings and Project Manual/Specifications) setting forth in detail the construction requirements for the project. Drawings to be prepared in Revit format, BIM 300 level.
- Meeting agendas and minutes
 - Construction documents 30%, 60% and 90% (permit sets)
 - Construction documents final progress (bid sets)
 - Estimate of probable construction cost 90% progress
 - Building permit processing
6. **Project Bidding:** Activities consisting of 19six assisting the District in preparing the final bidding documents including:
- Incorporating bid alternates as directed by the District
 - Answering bid questions and preparation of any addenda
 - Attendance with pre-bid conference as scheduled by the District
7. **Project Construction Administration:** Activities consisting of 19six assisting the District with administration of the construction contract including:
- Attend pre-construction conference and mobilization conference meetings.
 - Attend construction meetings
 - Facilitate periodic field visits
 - Provide consultant meeting notes and field observation reports
 - Review of submittals and shop drawings

- Review contractor's applications for payment and percentage of completion.
- Assistance to the District in answering contractor requests for information
- Review of proposed change orders
- Preparation of the punch list for substantial completion and assistance with final closeout.
- Preparation of "record documents" reflecting bid addenda and changes to be based on contractors "as built documents" field documents.
- Approximately eleven (11) months after substantial completion, attend the warranty period inspection on site with the District and provide written notes and recommendations to the District.

8. Furniture Design and Specifications:

- Furniture layout, furniture selections and budget estimates
- Furniture layout, furniture selections and budget estimates
- Furniture drawings and specifications bid documents
- Furniture procurement process
- 19six will assist client in obtaining furniture bids from vendors including:
- Responding to vendor's questions
- Prepare bid addenda as may be required.
- Review and evaluation of bids
- Punchlist

EXHIBIT "B"
SAMPLE TASK ORDER FORM

TASK ORDER

Task Order No. _____ (YEAR - ##)

Contract: Agreement for Support Services with Citrus Heights Water District

Consultant: [Consultant Name]

The Consultant is hereby authorized to perform the following work subject to the provisions of the Contract identified above:

[Insert description of services to be provided]

List any attachments: (Please provide if any.)

Compensation Form: [INSERT HOURLY OR PROJECT BUDGET/NOT-TO-EXCEED (NTE)]

Reimbursements: [INSERT WHETHER MILEAGE AND OTHER REIMBURSEMENTS WILL BE PROVIDED]

Dollar Amount of Task Order: Not to exceed \$_____, _____.00 (If NTE)

Completion Date: _____, 20__

The undersigned consultant hereby agrees that it will provide all equipment, furnish all materials, except as may be otherwise noted above, and perform all services for the work above specified in accordance with the Contract identified above and will accept as full payment therefore the amount shown above.

Citrus Heights Water District

19six Architects

Dated: _____

Dated: _____

By: _____

By: _____

EXHIBIT “C”
2024 STANDARD RATE SCHEDULE

Technical Staff	\$90
Administrative Staff I	\$100
Design Professional I	\$105
Design Professional II	\$120
Graphics I	\$125
Design Professional III / Job Captain	\$135
Closeout Specialist / Project Administrator	\$145
Graphics II	\$155
Architect I / Project Manager I / Structural Designer I / Civil Engineer I / Interior Designer I	\$155
Architect II / Project Manager II	\$180
LEED Accredited Professional I	\$180
Architect III / Senior Project Manager	\$210
Specifications Writer	\$215
LEED Accredited Professional II	\$215
Associate Market Sector Leader / Associate Director	\$215
Market Sector Leader / Studio Director	\$230
Associate Principal	\$260
LEED Accredited Professional III	\$330
Principal I / Principal IV	\$300
Principal II	\$330
Principal III	\$360

Note:

19six Architects reserves the right to adjust hourly rates every six months to meet economic conditions.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS May 28, 2024 REGULAR MEETING

SUBJECT	: DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 05-2024 APPROVING AND CONFIRMING THE REPORT OF DELINQUENT UTILITIES CHARGES AND REQUESTING SACRAMENTO COUNTY TO COLLECT SUCH CHARGES ON THE TAX ROLL AND RESOLUTION 06-2024 APPROVING AND CONFIRMING THE REPORT OF DELINQUENT UTILITIES CHARGES AND REQUESTING PLACER COUNTY TO COLLECT SUCH CHARGES ON THE TAX ROLL
STATUS	: Action Item
REPORT DATE	: May 28, 2024
PREPARED BY	: Michael Shorter, Accounting Manager Annie Liu, Director of Administrative Services

OBJECTIVE:

Consider adoption of Resolutions 05-2024 (Sacramento County) and 06-2024 (Placer County) approving and confirming the Report of Delinquent Utilities Charges and requesting the respective county to place such charges on the respective tax roll.

BACKGROUND AND ANALYSIS: -

The Citrus Heights Water District (CHWD or District) provides water to over 20,000 connections within the City of Citrus Heights, the City of Roseville, and unincorporated areas of the County of Sacramento (County). The District bills for the provision of water on a bi-monthly basis, and pursuant to District policy 7170, *General Billing Procedures for Bi-monthly Accounts*, customers are given a minimum of 20 days in which to pay without assessment of a penalty. Ten days after the bill’s due date, the District sends a past due notice, which gives the customer 15 days to bring the account current. In prior years, the District terminated service after an additional 34 days and another notice; however, this process of service shut-offs as a collection procedure was discontinued during a comprehensive review and update of the 7000-series Accounts Receivable policies at the Board’s October 21, 2021 meeting.

Historically, the District has been successful in collecting charges billed to its customers. For each billing cycle containing between 1,500 - 3,500 accounts, the District typically terminates service to 10 – 20 accounts per week. Following termination, most accounts would pay delinquent charges within one week to have service reestablished.

On occasion, some accounts would go through the entire collection process, service was terminated, and the customer still did not pay for several months. These accounts typically had higher dollar balances due to charges for disconnection of service, tampering with District property, and other cost-recovery charges. Collection of these delinquent balances could be delayed indefinitely until the property is sold or foreclosed upon.

The District remains committed to working with its customers to bring their accounts to current status in terms of payment for water service. However, as the County of Sacramento and County of Placer only accept

submission of direct levies once per year, the District must begin the process of submitting its listing of delinquent accounts in order to safeguard its revenues. Of note, this requested action will not result in the District moving to unilaterally enforce collecting outstanding balances with customers.

Staff has reviewed all outstanding accounts and identified 822 accounts that have been delinquent for more than 90 days and have a balance greater than \$50 as of May 28, 2024. Delinquent charges for these accounts amount to \$423,003. The County of Sacramento accepts submission of direct levies once per year and sets the deadline in the first week of August, for agencies to submit listings for the tax year. The County of Placer accepts submission of direct levies once per year and sets the deadline in the last week of June for agencies to submit listings for the tax year. The listing is made up of past due balances still outstanding dating from July 1, 2023, to June 30, 2024. Balances will be added to the counties 2024-25 annual secured roll once approved by the respective counties.

Although the deadline to submit accounts is in late June and early August, respectively, the District may remove an account from the Direct Levy roll up until the first week of July 2024. This will allow the District to make a final attempt to contact the customer and obtain either an amortization agreement or payment prior to the deadline for removal from the tax roll.

RECOMMENDATION:

Adopt Resolutions 05-2024 (Sacramento County) and 06-2024 (Placer County) approving and confirming the Report of Delinquent Utilities Charges and requesting the respective county to place such charges on the respective tax roll.

ATTACHMENTS:

- 1) Resolution 05-2024 of the Board of Directors of Citrus Heights Water District Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Sacramento County to Collect Such Charges on the Tax Roll.
- 2) Resolution 06-2024 of the Board of Directors of Citrus Heights Water District Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Placer County to Collect Such Charges on the Tax Roll.

ACTION:

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

ATTACHMENT 1

**Resolution 05-2024 (Sacramento County) Approving
and Confirming The Report of Delinquent Utilities
Charges and Requesting Sacramento County to
Collect Such Charges on the Tax Roll**

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 05-2024

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
APPROVING AND CONFIRMING THE REPORT OF DELINQUENT UTILITIES
CHARGES AND REQUESTING SACRAMENTO COUNTY TO COLLECT SUCH
CHARGES ON THE TAX ROLL

WHEREAS, the Citrus Heights Water District (CHWD) provides certain water service to the residents residing within its service boundaries; and

WHEREAS, Water Code sections 22284, 25806, and 26500 et seq. authorizes the District to have the delinquent charges for the above services (the “Charges”) collected on the tax roll by Sacramento County on the relevant parcels; and

WHEREAS, District staff has prepared a Delinquent Utilities Charge Report (the “Report”) identifying the delinquent charges by Assessor’s Parcel Number, included as Exhibit A to the resolution; and

NOW THEREFORE BE IT RESOLVED that, The BOARD OF DIRECTORS hereby authorizes and directs the General Manager, or his designee to deliver a certified copy of the finalized Report to the Sacramento County Department of Finance - Auditor Division, and to submit a certified copy of this Resolution and Report to the County Recorder for recordation.

BE IT FURTHER RESOLVED that The Office of the Sacramento County Department of Finance - Auditor Division is requested for the placement of the Charges included on the Report (Exhibit A to the resolution) on the Annual Secured property tax roll with the Ad Valorem taxes.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT, this 28th day of May 2024, by the following vote, to wit:

AYES: Board Members-
NOES: Board Members-
ABSTAIN: Board Members-
ABSENT: Board Members-

CARYL SHEEHAN, President Board of Directors
Citrus Heights Water District

ATTEST:

BRITTNEY MOORE, Chief Board Clerk
Citrus Heights Water District

Exhibit A

Citrus Heights Water District Delinquent Charges – Sacramento County

Location ID	APN	Service Address	Total
00023	204-0020-004-0000	7548 LINDEN AVE	\$ 148.54
00031	204-0020-016-0000	7561 TWIN OAKS AVE	\$ 435.52
00032	204-0020-017-0000	7555 TWIN OAKS AVE	\$ 144.04
00035	204-0020-041-0000	7541 TWIN OAKS AVE	\$ 1,241.16
00055	204-0050-012-0000	8509 PEARL WY	\$ 121.52
00086	204-0081-005-0000	6613 NAVION DR	\$ 392.85
00093	204-0082-002-0000	7431 VOYAGER WY	\$ 129.91
00117	204-0091-005-0000	6431 NAVION DR	\$ 119.40
00155	204-0081-002-0000	6631 NAVION DR	\$ 808.96
00166	204-0101-036-0000	7510 RIPPLEWOOD CT	\$ 126.97
00192	204-0094-006-0000	7400 VOYAGER WY	\$ 752.88
00201	204-0096-003-0000	6624 SKYLANE DR	\$ 122.94
00273	204-0181-010-0000	6849 VERBENA CT	\$ 426.60
00280	204-0104-004-0000	7401 KANAI AVE	\$ 253.09
00325	257-0011-006-0000	7984 OAK AVE	\$ 762.54
00330	257-0011-010-0000	8000 OAK AVE	\$ 232.99
00401	204-0182-004-0000	6836 FLORABELLE AVE	\$ 188.61
00402	257-0021-010-0000	8004 DANA BUTTE WY	\$ 540.98
00423	257-0021-025-0000	7955 SAN COSME DR	\$ 1,127.77
00440	257-0023-003-0000	7234 OCONEE CT	\$ 129.38
00487	204-0186-002-0000	7006 VALERIANA AVE	\$ 969.58
00515	257-0030-008-0000	7194 CRAIL CT	\$ 287.49
00539	204-0201-015-0000	7720 OAKWOOD LN	\$ 122.46
00549	204-0201-025-0000	7440 ANTELOPE RD	\$ 132.49
00554	257-0030-031-0000	7988 COPPERWOOD DR	\$ 516.42
00573	257-0030-040-0000	7979 CRANMORE CT	\$ 176.94
00613	257-0030-067-0000	7190 CRAIL CT	\$ 77.34
00616	257-0030-069-0000	7181 CRAIL CT	\$ 504.54
00627	204-0210-024-0000	7398 ANTELOPE RD	\$ 128.47
00647	204-0210-037-0008	7733 LAUPPE LN #8	\$ 213.02
00680	257-0040-024-0000	7322 SUNRISE BLVD	\$ 1,936.53
00719	257-0072-004-0000	7248 CROSS DR	\$ 125.91
00725	204-0381-007-0000	6649 SKYLANE DR	\$ 94.10
00736	257-0072-008-0000	7224 CROSS DR	\$ 89.66
00739	257-0072-009-0000	7218 CROSS DR	\$ 110.89
00745	257-0051-020-0000	7308 SINGLE WY	\$ 846.44

00759	257-0051-032-0000	7356 SINGLE WY	\$	405.33
00770	204-0210-073-0000	7476 SYCAMORE DR	\$	188.83
00789	204-0235-008-0000	7525 ANTELOPE RD	\$	672.43
00804	257-0052-019-0000	8041 DANA BUTTE WY	\$	124.38
00834	257-0052-032-0000	8050 OAK AVE	\$	284.38
00952	204-0242-016-0000	7512/14 AUBURN BLVD	\$	223.60
00972	257-0054-017-0000	8079 ALMA MESA WY	\$	424.11
01042	257-0060-029-0000	7123 FORBS WY	\$	503.03
01054	204-0252-027-0000	7612 SYCAMORE DR	\$	144.68
01090	204-0262-007-0000	7592 PRATT AVE	\$	1,464.24
01102	204-0361-006-0000	6745 NAVION DR	\$	282.40
01113	204-0361-012-0000	6721 NAVION DR	\$	709.64
01118	257-0060-055-0000	7100 YARROW WY	\$	225.95
01133	257-0060-058-0000	7055 CROSS DR	\$	126.42
01151	204-0363-008-0000	7648 VAN MAREN LN	\$	348.53
01152	204-0363-009-0000	7654 VAN MAREN LN	\$	620.65
01162	224-0960-011-0000	8027 AUBURN OAKS VILLAGE LN	\$	230.15
01164	204-0364-003-0000	6812 FLORABELLE AVE	\$	569.87
01168	204-0371-002-0000	6709 NAVION DR	\$	181.79
01231	204-0374-007-0000	7531 VAN MAREN LN	\$	146.42
01287	257-0080-002-0000	7129 CROSS DR	\$	124.40
01291	257-0080-024-0000	7046 CROSS DR	\$	300.92
01302	257-0102-001-0000	7230 MANDARIN CIR	\$	150.33
01362	257-0103-011-0000	8234 STRENG AVE	\$	820.79
01382	204-0391-011-0000	6826 EASTHAVEN WY	\$	264.44
01393	257-0104-006-0000	7200 MELVA ST	\$	771.75
01420	257-0110-001-0000	8356 OAK AVE	\$	821.68
01450	257-0110-008-0000	8235 OLD RANCH RD	\$	720.09
01538	261-0030-031-0000	5901 DUTCHESS CT	\$	682.45
01608	261-0040-023-0000	5706 HOFFMAN LN	\$	855.25
01667	261-0052-004-0000	6001 HOFFMAN LN	\$	155.20
01708	257-0132-003-0000	6986 ESCALLONIA DR	\$	849.24
01745	204-0411-026-0000	7560/62 COOK AVE	\$	333.21
01764	204-0420-006-0000	7552 CEDAR DR	\$	139.79
01772	204-0420-013-0000	7561 CRIPPLE CREEK RD	\$	518.04
01797	204-0420-029-0000	7908/16 AUBURN BLVD	\$	1,649.79
01848	204-0431-042-0000	7927 PARMIS CT	\$	916.21
01912	204-0450-032-0000	7681 CINA WY	\$	118.44
01932	204-0461-047-0000	7517 CHERRY GLEN AVE	\$	126.02
01984	204-0471-010-0000	8244 AUBURN BLVD	\$	1,488.32

01990	204-0471-014-0000	7545 OAK GROVE AVE	\$	632.14
02007	204-0472-007-0000	7546 OAK GROVE AVE	\$	745.46
02016	204-0472-014-0000	7573 WALNUT DR	\$	131.64
02097	204-0482-009-0000	7626/28 OAK GROVE AVE	\$	171.09
02182	261-0090-037-0000	6204 WEDGEFIELD WY	\$	123.67
02186	257-0140-003-0000	8370 OAK AVE	\$	93.84
02207	257-0140-021-0000	8354 AMSELL CT	\$	220.62
02277	204-0492-028-0000	8245 MARIPOSA AVE	\$	654.99
02312	257-0150-022-0000	7208 BROOKRIDGE CT	\$	702.05
02330	257-0150-031-0000	7229 BROOKRIDGE CT	\$	560.83
02426	257-0160-028-0000	8420 CRANFORD WY	\$	395.17
02461	257-0160-064-0000	7036 KINGSMILL WY	\$	796.21
02462	257-0160-065-0000	7032 KINGSMILL WY	\$	760.99
02489	257-0170-002-0000	8444 MENKE WY	\$	835.63
02506	257-0170-019-0000	7113 KENNETH AVE	\$	160.96
02515	204-0510-012-0000	7547 MARIPOSA AVE	\$	1,092.14
02528	204-0510-034-0000	7649 COOK AVE	\$	718.13
02532	204-0510-041-0000	7695 COOK AVE	\$	128.62
02535	204-0510-044-0000	7621 COOK AVE	\$	132.67
02572	204-0521-042-0000	7521 BAIRD WY	\$	461.62
02660	261-0114-008-0000	8409 HARBOURWOOD DR	\$	842.33
02684	204-0541-009-0000	7657 BAIRD WY	\$	191.77
02693	204-0541-018-0000	8146 HOLLY DR	\$	77.44
02744	257-0170-037-0000	8447 CRANFORD WY	\$	120.00
02755	261-0116-003-0000	6382 CERROMAR CIR	\$	234.12
02763	261-0117-002-0000	6354 CERROMAR CIR	\$	400.13
02783	257-0190-010-0000	8596 OAK AVE	\$	130.49
02789	257-0190-013-0000	8579 BIRUTA AVE	\$	136.69
02825	204-0552-030-0000	8000 HOLLY DR	\$	2,220.93
02829	257-0190-030-0000	7309 ALMOND AVE	\$	838.45
02911	257-0210-004-0000	7249 HICKORY AVE	\$	660.52
02920	204-0562-006-0000	7544 SYCAMORE DR	\$	1,193.24
02961	257-0210-024-0000	7222 ALMOND AVE	\$	644.08
02962	204-0570-013-0000	7668 COOK AVE	\$	1,639.03
03001	261-0120-004-0000	6417 BAY HILL WY	\$	1,002.54
03002	257-0241-008-0000	7029 CHECKERBLOOM WY	\$	599.10
03009	261-0120-007-0000	6429 BAY HILL WY	\$	493.25
03051	257-0242-017-0000	7006 CHECKERBLOOM WY	\$	938.16
03063	257-0243-006-0000	7014 FORBS WY	\$	684.32
03072	257-0243-011-0000	8139 STACEY HILLS DR	\$	792.81
03093	257-0242-018-0000	8111 STACEY HILLS DR	\$	135.02

03180	257-0245-008-0000	7012 ALLENWOOD CT	\$	1,471.86
03209	261-0120-058-0000	6420 CERROMAR CIR	\$	650.38
03214	211-0033-011-0000	7647 OLD AUBURN RD	\$	1,086.72
03246	211-0070-068-0000	7770 NELSON LN	\$	645.92
03247	257-0246-021-0000	7019 CROSS DR	\$	770.64
03276	257-0251-006-0000	8057 CAMMERAY DR	\$	185.43
03313	261-0130-025-0000	6508 GETAWAY CT	\$	733.17
03338	211-0081-006-0000	7508 PRINCE ST	\$	118.43
03373	257-0253-002-0000	8100 POULSON ST	\$	554.74
03421	211-0034-025-0000	7305 LEONARD AVE	\$	132.67
03426	211-0082-003-0000	7007 DUDLEY ST	\$	136.45
03453	257-0261-007-0000	8047 MCCLUNG DR	\$	882.94
03456	257-0261-008-0000	8051 MCCLUNG DR	\$	125.40
03466	211-0083-004-0000	7000 DUDLEY ST	\$	384.37
03487	211-0044-016-0000	7244 SYLVAN GROVE WY	\$	89.02
03497	211-0044-018-0000	7573 & 7573 1/2 MAPLE AVE	\$	259.34
03504	257-0262-005-0000	8072 MCCLUNG DR	\$	452.40
03565	211-0044-032-0000	7556 WILLOW WY	\$	1,250.41
03605	211-0044-047-0000	7541 WILLOW WY	\$	828.94
03686	211-0052-033-0000	7680 OLD AUBURN RD	\$	1,566.03
03698	211-0052-037-0000	7151 MARIPOSA AVE	\$	151.95
03762	257-0265-008-0000	8044 HOOPES DR	\$	1,127.17
03794	211-0180-007-0000	6966 MARIPOSA AVE	\$	746.43
03848	204-0610-033-0021	#U 7417 AUBURN OAKS CT	\$	67.83
03863	211-0192-011-0000	6848 LARKSPUR AVE	\$	1,021.85
03921	261-0393-031-0000	5834 SHELLDRAKE CT	\$	161.65
03961	261-0395-009-0000	5807 SHELLDRAKE CT	\$	122.14
04009	211-0200-012-0000	6625 SUNRISE BLVD	\$	175.49
04128	211-0221-011-0000	7588 COMMUNITY DR	\$	163.29
04167	211-0222-001-0000	6866 MARIPOSA AVE	\$	381.46
04186	211-0222-032-0000	6858 MARIPOSA AVE	\$	1,767.01
04225	211-0231-021-0000	7531 PARK DR	\$	872.90
04263	211-0232-027-0000	6672 GRAHAM CIR	\$	118.30
04279	204-0650-043-0000	7448 GARDEN GATE DR	\$	661.79
04296	211-0052-066-0000	7672 OLD AUBURN RD	\$	678.08
04365	204-0660-004-0000	7019 ENRIGHT DR	\$	474.60
04415	204-0660-035-0000	7058 ENRIGHT DR	\$	317.81
04420	211-0192-064-0000	6922 ROSA VISTA AVE	\$	100.00
04469	211-0070-017-0000	7793 NELSON LN	\$	116.91
04496	204-0670-017-0000	7481 BELLBROOK CT	\$	371.77

04512	204-0670-028-0000	8327 DEVILLE OAKS WY	\$	87.35
04518	211-0033-028-0000	7300 LEONARD AVE	\$	544.26
04520	204-0670-037-0000	7475 SANDALWOOD DR	\$	169.57
04539	261-0410-005-0000	6136 CALIENTE CT	\$	2,253.02
04591	204-0700-003-0000	7537 POMEROL LN	\$	165.52
04599	204-0700-008-0000	7534 POMEROL LN	\$	68.67
04672	204-0710-029-0000	7146 VALERIANA AVE	\$	552.92
04698	204-0710-041-0000	7209 VALERIANA AVE	\$	140.48
04732	261-0440-018-0000	6626 SKYVIEW DR	\$	557.22
04770	261-0440-047-0000	6435 WATERFALL CT	\$	983.72
04807	204-0720-010-0000	7451 PRATT AVE	\$	828.08
04834	261-0450-013-0000	8334 FOXFIRE DR	\$	123.67
04861	261-0450-027-0000	8244 FOXFIRE DR	\$	53.64
04864	204-0730-012-0000	7508 LOST CREEK CT	\$	490.38
04920	261-0450-064-0000	8326 FOREST CREEK LN	\$	564.39
04939	261-0510-006-0000	8260 WOODLAKE HILLS DR	\$	123.67
04980	261-0510-046-0000	6520 GILSTON CT	\$	906.13
04987	261-0520-001-0000	6400 WITTENHAM WY	\$	321.20
05075	261-0550-035-0000	8264 NORTHWIND WY	\$	728.57
05165	261-0590-028-0000	8208 CRESTSHIRE CIR	\$	1,089.11
05194	224-0011-011-0000	7772 WATSON WY	\$	125.67
05200	224-0011-015-0000	7785 RENO LN	\$	64.02
05239	224-0012-033-0000	7733 ANTELOPE RD	\$	133.46
05358	224-0082-011-0000	7408 MARIPOSA AVE	\$	141.39
05359	224-0040-018-0000	7807 GLEN TREE DR	\$	945.79
05371	224-0061-031-0000	7760 ANTELOPE RD	\$	1,063.66
05404	224-0040-034-0000	7804 GLEN TREE DR	\$	406.80
05433	224-0051-006-0000	7960 ANTELOPE RD	\$	904.75
05485	224-0062-015-0000	7792 SYCAMORE DR	\$	113.39
05491	224-0052-033-0000	7635 GLEN TREE DR	\$	152.84
05495	224-0062-017-0000	7804 SYCAMORE DR	\$	801.28
05501	224-0071-002-0000	7604 MARIPOSA AVE	\$	801.05
05520	224-0071-011-0000	7737 OLD AUBURN RD	\$	357.47
05586	224-0110-007-0000	8013 OAK AVE	\$	765.99
05645	224-0120-006-0000	7516 ANDERSON LN	\$	427.41
05775	224-0132-002-0000	7404/06 SAINT PHILOMENA WY	\$	1,276.59
05784	224-0132-007-0000	7424/26 SAINT PHILOMENA WY	\$	157.29
05809	224-0133-025-0000	7541 MINNESOTA DR	\$	264.32
05891	224-0152-023-0000	8176 TALBOT WY	\$	387.63

05945	224-0162-019-0000	8103 WACHTEL WY	\$	228.84
05984	224-0172-006-0000	7806 GALENA WY	\$	123.96
06045	211-0333-010-0000	7041 DOLAN WY	\$	165.75
06055	224-0180-025-0000	8446 OLIVINE AVE	\$	1,658.76
06067	211-0242-010-0000	7565 CIRCUIT DR	\$	737.94
06070	211-0334-004-0000	7060 DOLAN WY	\$	1,727.49
06106	211-0335-013-0000	6831 BRILL CT	\$	129.83
06185	224-0240-001-0000	7752 WACHTEL WY	\$	155.79
06199	211-0231-016-0000	7543 PARK DR	\$	154.34
06258	211-0252-031-0000	6638 CHALLIS CT	\$	121.37
06271	211-0252-041-0000	7667 MARIPOSA GLEN WY	\$	754.05
06276	211-0253-002-0000	7644 MARIPOSA GLEN WY	\$	157.28
06307	227-0120-024-0000	9045 OAK AVE	\$	385.46
06326	211-0321-008-0000	7143 DOLAN WY	\$	113.32
06332	211-0322-003-0000	7106 DOLAN WY	\$	116.32
06352	227-0120-038-0000	8915 OAK AVE	\$	1,729.52
06376	232-0300-014-0000	6537 MADISON AVE	\$	990.54
06439	224-0240-025-0000	7600 LARKSPUR LN	\$	138.53
06449	224-0240-037-0000	7725 HICKORY AVE	\$	290.13
06461	224-0251-012-0000	8713 ALGONQUIN WY	\$	164.56
06462	224-0251-013-0000	8709 ALGONQUIN WY	\$	1,037.47
06490	224-0252-020-0000	8750 ALGONQUIN WY	\$	581.40
06496	224-0253-004-0000	8716 SHOSHONE WY	\$	267.96
06506	204-0461-036-0000	8337 HOLLY DR	\$	264.93
06518	224-0261-010-0000	8617 EL SOBRANTE WY	\$	457.48
06546	232-0395-011-0000	7131 SPICER DR	\$	142.33
06551	232-0395-016-0000	7209 SPICER DR	\$	568.28
06584	224-0264-023-0000	8637 EL SOBRANTE WY	\$	130.18
06595	232-0401-007-0000	7320 SPICER DR	\$	428.73
06605	224-0264-031-0000	8667 EL SOBRANTE WY	\$	137.71
06618	232-0402-006-0000	5744 SPERRY DR	\$	159.14
06632	224-0264-041-0000	7609 HICKORY AVE	\$	138.22
06636	224-0264-042-0000	7613 HICKORY AVE	\$	877.06
06663	233-0011-008-0000	7443 WISCONSIN DR	\$	127.45
06667	233-0011-010-0000	7509 WISCONSIN DR	\$	722.40
06679	224-0272-007-0000	8647 OAK AVE	\$	122.69
06708	233-0012-021-0000	7440 WISCONSIN DR	\$	124.24
06720	233-0022-008-0000	7543 WESTGATE DR	\$	267.48
06723	224-0280-017-0000	7560 LARKSPUR LN	\$	1,497.90
06763	211-0422-021-0000	7785 SPRING VALLEY AVE	\$	577.40
06797	211-0335-046-0000	7300 VAN MAREN LN	\$	226.99

06800	224-0290-010-0000	8541 OAK AVE	\$	649.56
06811	211-0391-010-0000	6748 RINCONADA DR	\$	241.77
06822	224-0290-013-0000	8535 OAK AVE	\$	1,238.71
06823	211-0392-003-0000	6600 RINCONADA DR	\$	125.87
06829	224-0290-018-0000	8521 OAK AVE	\$	90.66
06859	224-0290-033-0000	8501 OAK AVE	\$	124.95
06866	211-0393-002-0000	7736 APTOS CIR	\$	124.05
06888	211-0393-010-0000	7700 APTOS CIR	\$	492.00
06895	211-0394-001-0000	6551 RINCONADA DR	\$	1,523.46
06922	211-0395-017-0000	6629 RINCONADA DR	\$	172.36
06958	211-0402-012-0000	7561 ALMONDWOOD AVE	\$	866.36
06964	224-0311-016-0000	7750 WOODDALE WY	\$	145.06
06968	224-0311-018-0000	7731 OPHELIA CT	\$	124.18
07021	224-0312-004-0000	7833 WOODDALE WY	\$	153.88
07032	211-0403-020-0000	7572 ALMONDWOOD AVE	\$	131.79
07063	211-0403-039-0000	7563 COMMUNITY DR	\$	134.70
07085	211-0423-019-0000	6705 DEERFIELD DR	\$	775.72
07101	224-0313-009-0000	7729 WOODDALE WY	\$	116.72
07116	224-0313-016-0000	7746 SMOLEY WY	\$	127.17
07128	224-0314-003-0000	8180 LAURALYN WY	\$	118.22
07131	224-0314-004-0000	8184 LAURALYN WY	\$	83.58
07156	211-0426-013-0000	7820 SPRING VALLEY AVE	\$	151.40
07191	211-0433-012-0000	7635 PRINCE ST	\$	1,074.24
07200	211-0433-024-0000	7650 GLENACRE WY	\$	124.44
07209	224-0320-006-0000	8277 HOLLY OAK ST	\$	390.80
07242	224-0320-029-0000	8212 SCARLET OAK CIR	\$	688.07
07248	211-0433-045-0000	7030 CHAROLAIS WY	\$	113.74
07254	224-0320-035-0000	8270 SCARLET OAK CIR	\$	345.55
07287	257-0170-024-0000	8465 MANSFIELD DR	\$	700.26
07313	211-0473-006-0000	7410/12 SAGEMONT WY	\$	670.80
07324	211-0474-007-0000	7856 VISTA RIDGE DR	\$	917.85
07341	211-0480-011-0000	7312 VETERANS LN	\$	133.39
07400	257-0270-021-0000	7089 CANELO HILLS DR	\$	941.89
07407	224-0320-049-0000	8264 TWIN OAKS AVE	\$	278.61
07424	257-0270-030-0000	7092 CANELO HILLS DR	\$	1,106.43
07442	211-0490-036-0000	7599 OLD AUBURN RD	\$	162.86
07457	257-0270-044-0000	7158 CANELO HILLS DR	\$	132.39
07549	211-0550-058-0000	7108 BONITA WY	\$	281.75
07560	211-0550-064-0000	7118 LYNNETREE WY	\$	767.44
07607	224-0330-034-0000	8285 CANYON OAK DR	\$	971.05
07615	211-0581-004-0000	6613 VERHOEVEN CT	\$	832.77

07643	224-0330-047-0000	8255 TWIN OAKS AVE	\$	127.80
07661	211-0581-018-0000	7701 MUIRWOOD WY	\$	1,284.02
07676	211-0581-025-0000	7729 MUIRWOOD WY	\$	124.37
07678	224-0330-063-0000	8281 MOSS OAK AVE	\$	127.80
07724	224-0340-022-0000	8229 COAST OAK WY	\$	760.05
07735	211-0582-015-0000	7861 BEAUPRE WY	\$	852.74
07752	224-0340-038-0000	8224 MOSS OAK AVE	\$	288.49
07784	211-0583-013-0000	7876 BEAUPRE WY	\$	115.36
07786	224-0340-056-0000	8212 TWIN OAKS AVE	\$	842.25
07892	224-0350-034-0000	8114 ENGLISH OAK WY	\$	121.91
07950	224-0350-047-0000	8325 GARRY OAK DR	\$	902.06
07978	224-0350-057-0000	8148 HOLM OAK WY	\$	739.97
08040	211-0640-030-0000	7863 SAMPOLO CT	\$	349.67
08042	211-0640-031-0000	7859 SAMPOLO CT	\$	1,005.86
08064	224-0360-030-0000	8100 TWIN OAKS AVE	\$	113.07
08079	211-0640-045-0000	7877 SUNRISE TERRACE LN	\$	99.90
08084	224-0370-004-0000	7700 ZIEBELL CT	\$	807.19
08100	224-0370-011-0000	7728 ZIEBELL CT	\$	156.91
08112	224-0370-018-0000	7753 ZIEBELL CT	\$	119.71
08116	224-0370-020-0000	7745 ZIEBELL CT	\$	83.88
08117	211-0670-004-0000	7134 MATHIS CT	\$	795.59
08128	224-0370-025-0000	7725 ZIEBELL CT	\$	303.59
08150	224-0370-035-0000	8112 VILLA OAK DR	\$	934.48
08158	224-0370-042-0000	7617 MCCONNEL DR	\$	734.26
08180	211-0670-037-0000	7883 MCLIN WY	\$	292.80
08208	211-0670-061-0000	7844 CASA BELLA WY	\$	690.17
08210	211-0670-062-0000	7848 CASA BELLA WY	\$	278.43
08213	211-0670-064-0000	7856 CASA BELLA WY	\$	122.92
08217	211-0670-068-0000	7859 CASA BELLA WY	\$	334.81
08223	211-0690-002-0000	7837 MEADOW RIVER WY	\$	534.37
08252	224-0380-006-0000	7704 WOODDALE WY	\$	116.72
08254	224-0380-007-0000	7700 WOODDALE WY	\$	948.50
08255	211-0760-001-0000	7151 KAREN RAE CT	\$	179.92
08258	224-0380-008-0000	7701 WOODDALE WY	\$	254.11
08300	224-0380-018-0000	7700 SMOLEY WY	\$	68.05
08354	211-0760-037-0000	7622 ANNE MARIE CT	\$	131.87
08390	257-0310-004-0000	8237 PRIME WY	\$	1,037.85
08403	224-0380-050-0000	8160 VILLA OAK DR	\$	898.42
08414	224-0380-055-0000	8180 VILLA OAK DR	\$	663.71
08426	224-0380-061-0000	8191 LIN OAK WY	\$	140.82

08439	211-0770-016-0000	7804 COPPER OAK CT	\$	177.80
08456	224-0390-001-0000	7600 MCCONNEL DR	\$	121.36
08462	224-0390-004-0000	7612 MCCONNEL DR	\$	139.33
08469	224-0390-008-0000	7500 WOODDALE WY	\$	119.86
08480	224-0390-016-0000	7532 WOODDALE WY	\$	893.93
08498	211-0770-040-0000	7769 LOCHER WY	\$	163.35
08500	211-0770-042-0000	7761 LOCHER WY	\$	909.10
08535	224-0390-026-0000	7608 WOODDALE WY	\$	60.74
08559	211-0780-006-0000	7135 MARETHA ST	\$	142.81
08631	211-0800-009-0000	6932 ROSA VISTA AVE	\$	137.96
08648	224-0400-010-0000	7920 GARRY OAK DR	\$	450.44
08723	211-0810-027-0000	7577 SYLVAN CREEK CT	\$	169.87
08775	257-0310-049-0000	7038 DRYWOOD WY	\$	456.39
08788	224-0400-066-0000	7801 GARRY OAK DR	\$	127.80
08792	224-0411-004-0000	8208 LONGDEN CIR	\$	520.14
08808	224-0411-017-0000	8260 LONGDEN CIR	\$	141.06
08815	224-0411-019-0000	8268 LONGDEN CIR	\$	135.16
08819	224-0411-021-0000	8276 LONGDEN CIR	\$	218.94
08845	257-0320-008-0000	8429 JONQUIL WY	\$	115.61
08860	224-0411-046-0000	8427 OLD AUBURN RD	\$	118.96
08866	257-0320-018-0000	8469 JONQUIL WY	\$	347.61
08869	224-0412-002-0000	8201 LONGDEN CIR	\$	229.49
08905	224-0413-001-0000	8201 ARGO DR	\$	130.74
08919	224-0413-010-0000	8309 ARGO DR	\$	176.41
08937	224-0413-020-0000	8244 CONOVER DR	\$	50.61
08948	257-0330-009-0000	8446 LOS SERRANOS WY	\$	745.40
08950	257-0330-010-0000	7256 QUAILWOOD WY	\$	157.06
08976	224-0940-001-0000	7541 PHEASANT HOLLOW PL	\$	301.37
09006	257-0330-042-0000	8491 MENKE WY	\$	153.04
09008	213-0013-004-0000	7229 BEECH AVE/OAKVIEW SCHOOL	\$	2,479.93
09038	257-0340-021-0000	7200 YARROW WY	\$	205.59
09100	249-0074-005-0000	8188 NIESSEN WY	\$	548.88
09137	249-0074-009-0000	8201 TREECREST AVE	\$	307.82
09262	213-0570-011-0000	7310 HICKORY AVE	\$	116.98
09267	249-0081-001-0000	5705 TECK ST	\$	1,119.51
09281	233-0032-025-0000	7629 EASTGATE AVE	\$	125.40
09313	233-0033-004-0000	7608 EASTGATE AVE	\$	484.49
09342	224-0415-002-0000	8205 NEWBRIDGE WY	\$	794.56
09344	236-0021-012-0000	5301 SONORA WY	\$	851.53
09352	224-0420-003-0000	8232 GARRY OAK DR	\$	173.69

09363	224-0420-009-0000	8200 GARRY OAK DR	\$	143.04
09370	224-0420-014-0000	8036 GARRY OAK DR	\$	293.53
09371	224-0420-015-0000	8032 GARRY OAK DR	\$	131.69
09389	249-0083-013-0000	8113 TREECREST AVE	\$	1,132.08
09390	224-0420-029-0000	8190 CANYON OAK DR	\$	330.95
09399	224-0420-034-0000	8212 CANYON OAK DR	\$	393.98
09407	224-0420-038-0000	8228 CANYON OAK DR	\$	321.59
09410	236-0022-011-0000	5304 SONORA WY	\$	744.66
09426	224-0420-044-0000	8209 CANYON OAK DR	\$	129.27
09512	224-0890-010-0000	7419 FIREWEED CIR	\$	744.59
09532	233-0052-004-0000	5724 SOUTHGROVE DR	\$	60.00
09537	224-0890-024-0000	8371 FOXGLOVE CT	\$	122.24
09556	224-0890-032-0000	7501 FIREWEED CIR	\$	136.23
09559	224-0890-034-0000	7509 FIREWEED CIR	\$	121.26
09568	224-0890-039-0000	7523 FIREWEED CIR	\$	164.64
09570	224-0890-040-0000	8371 BUNCHBERRY CT	\$	155.67
09571	224-0890-041-0000	8381 BUNCHBERRY CT	\$	170.64
09594	233-0052-023-0000	5706 SOUTHVIEW CT	\$	673.34
09603	236-0042-002-0000	6613 PENNEY WY	\$	117.79
09646	224-0890-074-0000	8380 BLUE ROSE CT	\$	116.77
09658	224-0890-080-0000	7612 FIREWEED CIR	\$	535.14
09662	224-0890-083-0000	8384 TRELLIUM CT	\$	414.14
09669	236-0043-005-0000	6616 PENNEY WY	\$	981.41
09671	224-0890-087-0000	8391 TRELLIUM CT	\$	122.76
09675	224-0890-089-0000	7570 FIREWEED CIR	\$	139.22
09694	211-0583-038-0000	7741 LIALANA WY	\$	170.00
09782	249-0300-029-0000	8220 WALNUT HILLS WY	\$	866.28
09827	224-0900-013-0000	8419 ASTER CT	\$	134.72
09837	224-0900-020-0000	8442 ASTER CT	\$	221.22
09876	224-0420-078-0000	8127 LOBATA ST	\$	923.54
09879	224-0420-081-0000	8115 LOBATA ST	\$	133.86
09908	224-0430-021-0000	8189 HOLLY OAK ST	\$	130.00
09918	224-0780-001-0000	8187 TALBOT WY	\$	809.22
09935	239-0011-002-0000	5254 DEWEY DR	\$	746.44
09943	224-0780-019-0000	8068 PHOEBE WY	\$	149.14
09957	239-0011-010-0000	5747 ENSIGN ST	\$	217.45
09962	224-0780-035-0000	8418 THETHYS WY	\$	114.80
09972	224-0780-042-0000	8057 PHOEBE WY	\$	173.77
09974	224-0780-044-0000	8101 PHOEBE WY	\$	236.23
10026	236-0141-007-0000	5334 AGATE WY	\$	292.79
10094	236-0151-005-0000	6611 PEPPERWOOD WY	\$	131.49

10114	236-0152-004-0000	6616 PEPPERWOOD WY	\$	145.22
10120	236-0152-013-0000	6614 BUSH WY	\$	923.84
10183	236-0321-051-0000	6259 SILVERTON WY	\$	796.79
10239	224-0430-041-0000	7942 CORAL OAK WY	\$	142.53
10248	233-0070-024-0000	7626 NORTHEAST CIR	\$	805.60
10279	224-0640-014-0000	7431 SUNRISE BLVD	\$	178.19
10293	224-0640-005-0000	7445 SUNRISE BLVD	\$	66.86
10300	224-0640-012-0000	7427 SUNRISE BLVD	\$	768.22
10301	224-0640-013-0000	7429 SUNRISE BLVD	\$	80.37
10312	224-0630-055-0000	8452 PONTICELLI WY	\$	870.39
10325	224-0430-058-0000	7941 CORAL OAK WY	\$	114.54
10329	224-0430-060-0000	7949 CORAL OAK WY	\$	113.91
10349	224-0430-069-0000	8027 GARRY OAK DR	\$	247.40
10368	224-0430-080-0000	8028 GARRY OAK DR	\$	118.96
10390	224-0440-014-0000	8374 ZANCANARO CT	\$	1,755.34
10392	224-0440-016-0000	8382 ZANCANARO CT	\$	316.85
10417	224-0440-039-0000	8330 ELGIN CT	\$	136.23
10437	224-0450-013-0000	7740 CLAYPOOL WY	\$	145.20
10453	233-0091-004-0000	7601 PLEIDES AVE	\$	151.73
10455	233-0091-005-0000	5501 CELESTIAL WY	\$	129.98
10464	224-0450-027-0000	8321 KEYESPORT WY	\$	504.17
10468	224-0450-029-0000	8313 KEYESPORT WY	\$	122.19
10477	224-0450-033-0000	8300 KEYESPORT WY	\$	260.00
10479	224-0450-034-0000	8304 KEYESPORT WY	\$	234.73
10485	233-0092-004-0000	7651 PLEIDES AVE	\$	321.61
10493	233-0093-001-0000	7688 CAPRICORN DR	\$	338.60
10507	224-0461-001-0000	8165 MESA OAK WY	\$	126.32
10550	233-0101-010-0000	5416 MARIPOSA AVE	\$	154.35
10559	233-0101-012-0000	5424 MARIPOSA AVE	\$	117.57
10561	233-0102-001-0000	5412 CELESTIAL WY	\$	831.82
10629	233-0114-001-0000	7794 UPLANDS WY	\$	1,216.04
10661	224-0463-007-0000	8236 HOLLY OAK ST	\$	227.25
10662	233-0123-008-0000	7759 MADISON AVE	\$	758.35
10678	224-0464-008-0000	8132 MESA OAK WY	\$	127.80
10680	224-0464-009-0000	8116 MESA OAK WY	\$	129.27
10682	233-0123-015-0000	7701 MADISON AVE	\$	250.89
10704	233-0123-025-0000	7752 UPLANDS WY	\$	126.93
10715	233-0124-004-0000	5412 PRIMROSE DR	\$	1,168.86
10737	233-0151-006-0000	5417 KINGSWOOD DR	\$	321.71
10746	224-0464-046-0000	8217 ALBA CT	\$	586.71
10748	224-0464-047-0000	8221 ALBA CT	\$	149.90

10772	224-0465-009-0000	8037 MESA OAK WY	\$	500.22
10778	224-0465-012-0000	8021 MESA OAK WY	\$	434.22
10804	224-0470-009-0000	8357 CANYON OAK DR	\$	501.16
10827	224-0470-021-0000	8356 CANYON OAK DR	\$	130.74
10850	233-0163-024-0000	5525 WILDWOOD WY	\$	528.20
10863	233-0164-003-0000	5532 WILDWOOD WY	\$	506.34
10922	224-0480-021-0000	8247 CRIPPLE OAK CT	\$	171.17
10948	224-0490-014-0000	8363 NEWBRIDGE WY	\$	367.82
10953	233-0173-010-0000	5641 PRIMROSE DR	\$	573.72
10999	233-0241-002-0000	7531 GREENGLEN AVE	\$	182.31
11212	233-0370-018-0000	5608 SEASCAPE CT	\$	259.54
11265	233-0420-042-0000	5532 MIKE ARTHUR CT	\$	1,052.32
11328	233-0470-001-0000	7401/03 WILLOW CREEK DR	\$	135.48
11359	224-0490-025-0000	8432 EDGECLIFF CT	\$	509.47
11427	233-0480-061-0000	5630 CYPRESS POINT DR	\$	181.36
11431	233-0480-065-0000	5618 CYPRESS POINT DR	\$	90.95
11449	233-0480-081-0000	7995 ALTA VISTA LN	\$	700.68
11464	224-0910-019-0000	7800 COTTINGHAM CT	\$	895.02
11466	224-0910-021-0000	7514 FESLER CT	\$	579.88
11496	224-0910-044-0000	7573 WICKHAM DR	\$	425.23
11547	224-0880-070-0000	7939 KYLE CT	\$	678.20
11612	224-0880-026-0000	7470 SAGINAW WY	\$	130.74
11634	224-0880-022-0000	7454 SAGINAW WY	\$	272.51
11638	233-0520-002-0000	7858 HAMPTON LN	\$	250.12
11675	233-0520-017-0000	7835 HAMPTON LN	\$	64.75
11683	224-0870-036-0000	7813 AUBURN WIND CT	\$	178.18
11689	224-0870-039-0000	7800 AUBURN WIND CT	\$	736.36
11692	224-0870-041-0000	7747 AUBURN WOODS DR	\$	314.83
11716	224-0870-024-0000	7710 MCCONNEL DR	\$	162.95
11749	233-0520-044-0000	5734 ELIZABETH LN	\$	67.81
11751	233-0520-045-0000	5720 ESSEX LN	\$	69.32
11801	239-0013-002-0000	6806 ANCHOR CIR	\$	778.57
11829	233-0650-007-0000	8092 BRIAR RIDGE LN	\$	660.46
11865	239-0014-018-0000	6845 ANCHOR CIR	\$	131.49
11881	233-0650-036-0000	8107 BRIAR RIDGE LN	\$	468.34
11895	239-0014-034-0000	6828 PALM AVE	\$	105.00
12021	239-0030-057-0000	5212 ROSEANA CT	\$	253.50
12025	224-0500-030-0000	8327 NORTHVALE WY	\$	235.45
12082	224-0510-015-0000	8131 ROBERT CREEK CT	\$	127.80
12089	224-0510-020-0000	8339 ALLENE CREEK CT	\$	210.00

12104	224-0510-029-0000	8139 ORELLE CREEK CT	\$	1,042.03
12106	224-0510-031-0000	8131 ORELLE CREEK CT	\$	260.81
12244	233-0660-038-0000	8031 BRIAR RIDGE LN	\$	77.51
12248	239-0040-027-0000	5307 RONNIE ST	\$	125.61
12263	233-0670-007-0000	5413 VENTANA PL	\$	271.84
12270	233-0670-013-0000	5428 VENTANA PL	\$	77.51
12282	233-0670-018-0000	5437 VENTANA PL	\$	189.08
12288	239-0050-010-0000	7336 KILBORN DR	\$	273.77
12338	239-0061-037-0000	5213 DOVE DR	\$	833.61
12353	239-0061-015-0000	7049 PALMDELL WY	\$	581.17
12407	233-0520-048-0000	5714 ESSEX LN	\$	81.51
12412	233-0520-050-0000	5710 ESSEX LN	\$	64.75
12447	233-0530-016-0000	7810 HAMPTON LN	\$	395.74
12465	224-0571-016-0000	7838 CLAYPOOL WY	\$	128.74
12487	233-0560-010-0000	5533 MARIPOSA AVE	\$	102.88
12502	233-0570-006-0000	7597 MADISON AVE	\$	127.95
12597	224-0573-027-0000	7833 CLAYPOOL WY	\$	137.72
12604	224-0573-030-0000	7819 CLAYPOOL WY	\$	125.75
12633	224-0580-008-0000	8224 WACHTEL WY	\$	152.94
12639	224-0580-010-0000	8200 WACHTEL WY	\$	1,012.43
12662	233-0600-023-0000	5607 VICTORIA LN	\$	540.00
12677	233-0600-032-0000	5612 VICTORIA LN	\$	71.76
12718	233-0620-014-0000	5538 SEQUOIA CIR	\$	68.74
12761	224-0620-005-0000	8446 PITALO WY	\$	133.82
12789	224-0620-009-0000	8428 PITALO WY	\$	245.48
12800	224-0620-013-0000	8412 CRUTCHFIELD CT	\$	415.06
12836	216-0205-004-0000	8017 GLEN PARK AVE	\$	156.47
12843	216-0205-007-0000	8005 GLEN PARK AVE	\$	591.71
12848	224-0620-041-0000	8439 LA BOUNTY CT	\$	115.32
12885	224-0620-071-0000	7925 TALBOT WY	\$	703.25
12896	224-0620-077-0000	7926 TALBOT WY	\$	759.99
12904	224-0620-081-0000	7906 TALBOT WY	\$	479.46
12919	216-0210-031-0000	7804 SHIMMER RIVER LN	\$	124.85
12927	216-0210-039-0000	7853 CLARK FORK LN	\$	247.31
12932	216-0210-045-0000	7912 TANANA RIVER CT	\$	1,008.75
12966	224-0630-031-0000	8431 AHRENTZEN CT	\$	142.19
12967	216-0222-003-0000	8049 GLEN EVA WY	\$	866.01
12996	216-0224-011-0000	7850 GLEN ECHO ST	\$	120.38
13010	216-0231-010-0000	7909 GLEN FIELD CT	\$	1,102.01
13011	216-0231-011-0000	7905 GLEN FIELD CT	\$	771.63
13051	216-0232-012-0000	8032 GLEN BRIAR DR	\$	933.74

13078	216-0241-002-0000	7927 WONDER ST	\$	1,067.97
13119	224-0700-002-0000	7601 WOODCHUCK WY	\$	235.42
13122	216-0011-019-0000	8424 MARIPOSA AVE	\$	276.56
13171	224-0700-031-0000	7740 WOODCHUCK WY	\$	265.68
13181	224-0700-037-0000	7712 WOODCHUCK WY	\$	118.96
13191	224-0700-043-0000	7640 WOODCHUCK WY	\$	126.32
13199	224-0700-046-0000	7760 WOODCHUCK WY	\$	114.54
13205	224-0700-049-0000	7753 WOODCHUCK WY	\$	169.05
13212	224-0700-053-0000	7624 CHIPMUNK WY	\$	229.82
13231	216-0253-024-0000	7955 CHARLENE WY	\$	319.75
13236	216-0260-003-0000	7940 PATTON AVE	\$	390.39
13270	239-0062-006-0000	5205 CASTLE ST	\$	54.81
13348	216-0282-009-0000	7778 PERDEZ CT	\$	577.31
13378	239-0070-005-0000	6739 JET AVE	\$	157.73
13415	239-0070-035-0000	5314 DEWEY DR	\$	1,960.86
13469	224-0700-083-0000	8647 BLUE JAY WY	\$	1,326.20
13490	224-0710-010-0000	7447 HERITAGE MEADOW PL	\$	167.28
13491	239-0070-064-0000	6708 PALMTREE CT	\$	127.29
13502	216-0292-026-0000	7832 CLEARVIEW DR	\$	932.09
13507	216-0292-028-0000	7818 CLEARVIEW DR	\$	437.04
13515	239-0081-009-0000	5133 PAPAYA DR	\$	123.88
13565	224-0720-103-0000	8185 SHANE LN	\$	76.99
13598	239-0082-020-0000	6921 PINTADO CT	\$	276.65
13600	239-0082-021-0000	6931 PINTADO CT	\$	273.61
13606	216-0310-008-0000	8076 GLEN ALTA WY	\$	372.31
13609	216-0310-011-0000	8104 HEATHERBROOK CT	\$	782.38
13642	216-0310-030-0000	8120 GLEN ALTA WY	\$	132.22
13653	239-0083-007-0000	6947 PAMPAS WY	\$	528.89
13661	216-0310-042-0000	8093 DEBBIE ANN CT	\$	88.77
13683	216-0310-051-0000	8093 GLEN ALTA WY	\$	124.72
13689	224-0730-037-0000	8186 QUAIL WALK PL	\$	65.02
13737	224-0740-008-0000	7446 CREEKRIDGE LN	\$	77.07
13751	216-0310-078-0000	8093 FOREST GLEN WY	\$	126.00
13754	224-0740-016-0000	7516 CREEKRIDGE LN	\$	153.87
13770	216-0320-002-0000	8166 PATTON AVE	\$	638.11
13800	224-0740-033-0000	7464 CREEKRIDGE LN	\$	50.35
13816	216-0011-021-0000	7705 PINE DR	\$	339.09
13832	216-0012-012-0000	8438 DONALD WY	\$	283.16
13835	216-0012-016-0000	7755 TWIN OAKS AVE	\$	731.29
13893	216-0012-038-0000	8446 ROBIE WY	\$	732.91

13943	216-0022-005-0000	8416 FAIR WY	\$	171.09
13954	224-0760-024-0000	7630 HICKORY AVE	\$	125.77
14004	216-0023-003-0000	8433 SUNRISE BLVD	\$	312.47
14013	216-0023-009-0000	7889 TWIN OAKS AVE	\$	646.13
14086	224-0810-013-0000	7627 CREEKRIDGE LN	\$	65.09
14088	224-0810-014-0000	7625 CREEKRIDGE LN	\$	76.48
14169	216-0050-019-0000	8228 MARIPOSA AVE	\$	1,029.58
14220	216-0060-010-0000	8241 PATTON AVE	\$	720.68
14241	216-0060-022-0000	8350 LEE DR	\$	115.53
14246	224-0830-040-0000	7821 SUN TERRACE WY	\$	130.14
14264	224-0830-046-0000	7808 SUN TERRACE WY	\$	1,059.32
14272	216-0070-016-0000	7816 TWIN OAKS AVE	\$	224.58
14284	216-0070-023-0000	8220 PATTON AVE	\$	117.03
14328	216-0090-013-0000	8212 SUNRISE BLVD	\$	138.03
14330	224-0840-019-0000	7724 SUN TERRACE WY	\$	105.25
14351	224-0840-031-0000	8209 TERRALAND CT	\$	888.11
14362	224-0840-037-0000	8212 TERRALAND CT	\$	500.60
14397	224-0840-054-0000	8220 SUNLAND CT	\$	164.64
14415	216-0110-035-0000	8051 GARRYANNA DR	\$	124.19
14435	224-0840-075-0000	8225 VILLA OAK DR	\$	871.05
14482	216-0120-025-0000	8201 CHARLOTTE AVE	\$	72.58
14517	224-0860-007-0000	7515 CHIPMUNK WY	\$	811.46
14546	216-0120-055-0000	8215 PEREGRINE WY	\$	696.90
14558	216-0120-065-0000	8313 ZEPHYR CREEK CT	\$	133.69
14572	216-0131-012-0000	7771 GLENN AVE	\$	1,453.73
14601	216-0132-018-0000	8101 PATTON AVE	\$	168.08
14639	216-0201-005-0000	8025 GLEN TREE DR	\$	961.75
14647	216-0141-017-0000	8029/31 PATTON AVE	\$	1,126.55
14652	243-0041-003-0000	7511 CHULA VISTA DR	\$	257.34
14654	243-0041-004-0000	7515 CHULA VISTA DR	\$	954.45
14674	216-0142-003-0000	8004 MARIPOSA AVE	\$	263.49
14678	243-0042-004-0000	7504 CHULA VISTA DR	\$	69.41
14681	243-0042-006-0000	7512 CHULA VISTA DR	\$	516.18
14756	243-0090-001-0000	5998/ 6000 SAN JUAN AVE	\$	472.06
14793	216-0150-016-0000	8033 SUNRISE BLVD	\$	504.16
14798	243-0100-009-0000	7546 LUCKY LN	\$	966.06
14823	216-0161-003-0000	7858 DRACENA DR	\$	434.01
14825	216-0161-004-0000	7862 DRACENA DR	\$	851.51
14842	216-0162-004-0000	8213 CATALPA DR	\$	130.53
14850	243-0490-001-0002	7903 ARCADE LAKE LN	\$	89.05
14874	216-0163-015-0000	8225 EVA RETTA CT	\$	381.85

14877	216-0163-018-0000	8231 EVA RETTA CT	\$	1,001.51
14881	216-0171-001-0000	8194 SUNRISE BLVD	\$	471.12
14888	216-0171-010-0000	7907 STANFORD AVE	\$	131.03
14914	243-0490-001-0014	7939 ARCADE LAKE LN	\$	55.98
14978	216-0195-011-0000	8052 GLEN VALLEY CIR	\$	168.92
14980	216-0195-013-0000	8060 GLEN VALLEY CIR	\$	895.08
14995	216-0196-001-0000	8059 GLEN VALLEY CIR	\$	582.55
15008	243-0390-029-0000	7308 VILLA DEL SOL LN	\$	372.88
15070	243-0120-002-0000	6009 MARIPOSA AVE	\$	208.74
15086	243-0410-047-0000	7708/10 SAYONARA DR	\$	160.29
15117	243-0120-035-0000	6052 DUBLIN WY	\$	662.13
15171	243-0430-007-0000	6580 MAUANA WY	\$	116.80
15180	243-0430-014-0000	6579 MAUANA WY	\$	661.84
15201	243-0430-023-0000	6425 TERRA WY	\$	147.00
15208	243-0430-030-0000	6444 FELICITER WY	\$	127.31
15372	243-0180-043-0000	6364 SYLVAN RD	\$	697.65
15424	243-0201-006-0000	7455 NORTHLEA WY	\$	719.35
15483	243-0210-014-0000	5822 MARIPOSA AVE	\$	291.89
15503	243-0370-042-0000	7200 LA LUNA CT	\$	87.38
15562	243-0210-060-0000	7624 FARMGATE WY	\$	643.42
15570	243-0470-054-0000	6420/22 DENTON WY	\$	393.20
15622	243-0500-002-0000	7203 LA LUNA CT	\$	495.08
15635	243-0500-009-0000	6058 PEORIA DR	\$	584.65
15652	243-0510-002-0000	5831 SPERRY DR	\$	233.55
15693	243-0510-021-0000	5934 EL SOL WY	\$	349.14
15698	243-0222-039-0000	5869 OUR WY	\$	970.35
15748	243-0231-009-0000	7404 SKYLARK CT	\$	245.20
15760	243-0530-017-0000	6520 FARR CT	\$	645.57
15787	243-0232-023-0000	5822 NORTHGROVE WY	\$	917.23
15811	243-0233-013-0000	7508 SKYLINE CT	\$	363.16
15819	243-0233-021-0000	7404 WESTGATE DR	\$	275.42
15849	243-0348-002-0000	7765 NORTH RIDGE DR	\$	134.85
15868	243-0243-010-0000	7457 FARMGATE WY	\$	700.00
15871	243-0243-011-0000	7453 FARMGATE WY	\$	121.05
15919	243-0560-005-0000	7625 HEATHERINGTON WY	\$	122.81
15979	243-0560-034-0000	6437 SAN STEFANO ST	\$	490.74
16000	243-0560-045-0000	7642 HEATHERINGTON WY	\$	54.39
16011	243-0560-050-0000	7622 HEATHERINGTON WY	\$	140.83
16027	243-0332-031-0000	6012 CHESHIRE WY	\$	240.44

16101	243-0334-007-0000	7701 COTSWALD WY	\$	301.29
16116	243-0335-011-0000	6035 CHESHIRE WY	\$	823.88
16123	243-0341-002-0000	7705 NORTH RIDGE DR	\$	114.30
16128	243-0341-004-0000	7717 NORTH RIDGE DR	\$	122.50
16142	243-0344-001-0000	7730 NORTH RIDGE DR	\$	605.76
16159	243-0344-010-0000	7755 ENVOY WY	\$	128.09
16195	243-0262-030-0000	7644 DENIO WY	\$	105.00
16230	243-0347-007-0000	5928 YEOMAN WY	\$	492.68
16309	243-0311-015-0000	6036 ROWAN WY	\$	260.73
16317	243-0361-016-0000	7231 CINNAMON CIR	\$	600.12
16389	243-0328-001-0000	5918 BRITTANY WY	\$	272.87
16426	243-0331-013-0000	6150 MERLINDALE DR	\$	819.56
16439	243-0331-018-0000	6100 MERLINDALE DR	\$	139.43
16447	243-0322-013-0000	5908 YEOMAN WY	\$	244.86
16450	243-0331-023-0000	6040 MERLINDALE DR	\$	383.27
16471	243-0324-004-0000	7732 GUENIVERE WY	\$	106.87
16487	243-0332-014-0000	7734 COTSWALD WY	\$	143.86
16489	243-0324-016-0000	7780 GUENIVERE WY	\$	897.54
16494	243-0325-001-0000	7793 GUENIVERE WY	\$	115.44
16495	243-0332-018-0000	7718 COTSWALD WY	\$	149.95
16546	243-0390-001-0000	7302 VILLA DEL SOL LN	\$	695.43
16548	243-0390-035-0000	7333 VILLA DEL SOL LN	\$	522.01
16571	243-0390-016-0000	7330 VILLA DEL SOL LN	\$	513.07
16607	259-0010-046-0000	8025 STONE CANYON CIR	\$	225.95
16627	259-0010-060-0000	7971 STONE CANYON CIR	\$	132.02
16634	259-0060-036-0000	6853 SUGAR MAPLE WY	\$	255.98
16733	259-0040-042-0000	6846 OLIVE TREE WY	\$	858.97
16735	259-0040-043-0000	6850 OLIVE TREE WY	\$	210.00
16751	259-0020-067-0000	7125 WOODMORE OAKS DR	\$	482.34
16789	259-0030-009-0000	7087 WOODMORE OAKS DR	\$	121.51
16808	259-0051-020-0000	6721 SUGAR MAPLE WY	\$	502.83
16813	259-0051-025-0000	6701 SUGAR MAPLE WY	\$	1,212.27
16882	259-0030-051-0000	8071 BAYBERRY CT	\$	827.83
16883	259-0030-052-0000	8075 BAYBERRY CT	\$	704.55
16921	259-0310-014-0000	6731 THUNDERHEAD CIR	\$	298.53
17019	259-0053-008-0000	6605 SMOKE TREE CT	\$	607.14
17032	259-0133-014-0000	8200 HIGHWOOD WY	\$	273.16
17049	259-0134-003-0000	8217 HIGHWOOD WY	\$	244.14
17124	259-0060-028-0000	6717 OLD OAK CT	\$	141.03
17133	259-0141-021-0000	8208 BRIDGEWOOD CT	\$	896.32

17137	259-0141-023-0000	6609 WOODMORE OAKS DR	\$	304.14
17138	259-0060-057-0000	6604 SWEET GUM CT	\$	991.26
17156	259-0320-058-0000	6732 THUNDERHEAD CIR	\$	490.22
17185	259-0070-008-0000	8083 WILLOW GLEN CT	\$	192.08
17201	259-0143-005-0000	8296 CENTRAL AVE	\$	1,112.84
17217	259-0160-015-0000	6813 MELLODORA DR	\$	111.30
17226	259-0160-019-0000	6829 MELLODORA DR	\$	100.00
17229	259-0070-020-0000	8054 WILLOW GLEN CT	\$	771.54
17268	259-0320-077-0000	6600 THUNDERHEAD CIR	\$	342.84
17328	259-0330-011-0000	8179 SUNDANCE DR	\$	1,406.39
17345	259-0170-016-0000	8381 ALATERNA CT	\$	1,232.88
17393	259-0330-029-0000	8201 WAR HORSE CT	\$	152.20
17420	259-0170-044-0000	6909 LONICERA DR	\$	384.37
17442	259-0091-016-0000	6927 CROSS DR	\$	858.14
17452	259-0180-006-0000	8248 HIGHWOOD WY	\$	129.68
17458	259-0350-006-0000	6920/22 TROVITA WY	\$	286.45
17470	259-0350-009-0000	6908/10 TROVITA WY	\$	572.00
17510	259-0092-002-0000	8104 DART WY	\$	457.44
17518	259-0092-006-0000	8118 DART WY	\$	263.56
17558	259-0092-017-0000	7028 WOODMORE OAKS DR	\$	124.40
17590	259-0093-013-0000	6957 WOODMORE OAKS DR	\$	124.38
17608	216-0201-007-0000	8017 GLEN TREE DR	\$	118.90
17619	259-0100-014-0000	8161 RAMWOOD WY	\$	185.15
17620	216-0224-009-0000	7842 GLEN ECHO ST	\$	1,020.09
17622	216-0210-051-0000	8082 FOREST GLEN WY	\$	594.38
17648	259-0113-021-0000	8277 RHODORA CT	\$	867.18
17680	259-0100-062-0000	8099 RUTHWOOD WY	\$	1,107.17
17687	259-0100-068-0000	8068 RUTHWOOD WY	\$	774.21
17711	259-0112-007-0000	8128 DONNAWOOD WY	\$	651.21
17719	259-0112-015-0000	6900 CROSS DR	\$	130.41
17769	259-0121-020-0000	8109 HIGHWOOD WY	\$	424.91
17788	259-0190-032-0000	8445 CORTADERA DR	\$	377.89
17795	259-0190-039-0000	8435 OLD RANCH RD	\$	255.50
17864	259-0211-023-0000	8379 AURELIUS WY	\$	273.16
17868	259-0211-025-0000	8382 AURELIUS WY	\$	225.11
17881	259-0212-002-0000	6750 AURELIUS WY	\$	980.89
17925	259-0221-005-0000	8325 MONDON WY	\$	169.59
17935	259-0222-005-0000	8320 MONDON WY	\$	119.26
17948	259-0223-001-0000	6601 DIOCLETIAN WY	\$	125.17

17953	259-0223-007-0000	6601 TRAJAN DR/TRAJAN SCHOOL	\$	2,246.50
17956	259-0223-009-0000	8300 MONDON WY	\$	442.83
18007	259-0360-014-0000	8456 HEDERA CT	\$	395.63
18070	259-0370-036-0000	8304 JUGLANS DR	\$	715.16
18081	259-0370-047-0000	8421 ORTIZ CT	\$	438.06
18085	259-0370-051-0000	8434 ORTIZ CT	\$	183.11
18139	216-0040-018-0000	8061 TWIN OAKS AVE	\$	155.69
18191	224-0970-021-0000	8485 ACORN CREEK CT	\$	208.82
18207	224-0600-060-0000	7633 SOQUEL WY	\$	1,891.32
18212	224-0960-031-0000	8004 AUBURN OAKS VILLAGE LN	\$	83.04
18257	216-0310-033-0000	8132 GLEN ALTA WY	\$	278.71
18282	243-0490-014-0002	7952 ARCADE LAKE LN	\$	74.20
18284	243-0490-014-0004	7956 ARCADE LAKE LN	\$	143.57
18295	243-0490-014-0015	8038 ARCADE LAKE LN	\$	74.19
18296	243-0490-014-0016	8040 ARCADE LAKE LN	\$	225.80
18312	243-0490-014-0033	8017 ARCADE LAKE LN	\$	84.93
18321	243-0530-044-0000	6529 NORDIC CT	\$	62.15
18346	224-0960-041-0000	7937 AUBURN OAKS VILLAGE LN	\$	70.18
18386	243-0570-025-0000	6497 ASPEN GARDENS WY	\$	356.03
18409	243-0570-048-0000	7111 ASPEN VIEW CT	\$	122.81
18410	243-0570-049-0000	7107 ASPEN VIEW CT	\$	134.82
18451	243-0580-008-0000	6430 CEDAR RANCH DR	\$	908.99
18461	243-0580-018-0000	6378 ASPEN RANCH CT	\$	270.48
18465	243-0580-057-0000	6381 ASPEN RANCH CT	\$	988.36
18494	243-0580-051-0000	7101 CEDAR GARDEN CT	\$	268.30
18507	204-0235-101-0000	7560 ORANGE DR	\$	655.61
18522	224-0072-009-0000	7808 OLD AUBURN RD	\$	315.95
18557	204-0363-018-0000	7666 VAN MAREN LN	\$	65.22
18563	204-0500-059-0000	7636 WATSON WY	\$	534.68
18583	233-0580-035-0000	5517 CEDAR CREEK WY	\$	213.77
18592	211-0850-001-0000	7524 COMMUNITY DR	\$	275.21
18607	211-0850-016-0000	7545 SYLVAN VALLEY WY	\$	305.81
18625	211-0850-034-0000	7520 SYLVAN VALLEY WY	\$	242.27
18630	211-0850-039-0000	7500 SYLVAN VALLEY WY	\$	296.33
18639	211-0860-031-0000	6837 SYLVAN MEADOW CT	\$	703.96
18687	211-0221-055-0000	7604 PARK DR	\$	296.24
18708	259-0180-079-0000	8382 ROBINA CT	\$	354.73
18750	204-0020-006-0000	7560 LINDEN AVE	\$	699.04

18751	204-0020-006-0000	7564 LINDEN AVE	\$	756.48
18764	204-0220-001-0000	7519 CARRIAGE DR/CARRIAGE	\$	1,633.98
18765	204-0220-001-0000	7601 LAUPPE LN/MVHS/RECYCLING	\$	64.58
18791	204-0491-022-0000	8329 MARIPOSA AVE	\$	531.60
18902	224-0240-016-0000	8535 PHEASANT RIDGE LN	\$	137.83
19021	239-0061-003-0000	7116 PALM AVE	\$	560.98
19022	239-0061-003-0000	7120 PALM AVE	\$	426.48
19051	243-0020-023-0000	7301 GREENBACK LN	\$	1,916.12
19053	243-0020-023-0000	7301A GREENBACK LN	\$	1,646.70
19054	243-0020-023-0000	7305/13 GREENBACK LN	\$	2,314.51
19546	243-0010-041-0000	7308 WOODSIDE DR	\$	1,144.21
19578	233-0022-031-0000	5879 GRACE ELLEN CT	\$	656.96
19671	211-0880-012-0000	7432 HESPERA WY	\$	127.31
19672	211-0880-013-0000	7436 HESPERA WY	\$	118.30
19786	261-0680-012-0000	8245 ASHCREST LN	\$	465.18
19802	211-0044-021-0000	7539/41 MAPLE AVE	\$	119.51
20011	233-0420-051-0000	8070 TREECREST AVE	\$	504.41
20068	233-0261-046-0000	7449 WELLS AVE	\$	81.81
20139	261-0700-115-0000	8132 ASTAIRE LN	\$	850.69
20197	261-0700-025-0000	6423 BRANDO LOOP	\$	129.49
20264	261-0710-008-0000	6523 BRANDO LOOP	\$	948.32
20274	261-0700-064-0000	6402 BRANDO LOOP	\$	132.73
20583	204-0740-015-0000	7741 LIVE OAK WY	\$	143.97
20922	204-0252-038-0000	7606 SYCAMORE DR	\$	512.69
20933	243-0600-007-0000	6179 NEFF CT	\$	129.77
20945	233-0710-002-0000	7549 TWIN BRIDGES LN	\$	1,353.89
20956	243-0620-025-0000	7974 LIZZIE CIR	\$	131.25
20979	243-0610-053-0000	6218 TRAINOR CT	\$	132.73
20999	243-0610-063-0000	7964 COBB ST	\$	389.71
21000	243-0610-064-0000	7966 COBB ST	\$	1,238.39
21008	243-0610-067-0000	7972 COBB ST	\$	193.44
21030	243-0610-005-0000	6288 JANE ALY	\$	131.25
21038	243-0630-086-0000	7865 PASEO DE DALY	\$	628.99
21039	243-0630-087-0000	7867 PASEO DE DALY	\$	78.83
21059	243-0610-016-0000	6275 TED ALY	\$	138.67
21072	243-0610-047-0000	7983 COBB ST	\$	1,535.52
21073	243-0610-072-0000	7984 COBB ST	\$	785.50
21119	243-0610-038-0000	8021 HUGHES CT	\$	134.22
21120	243-0610-039-0000	8017 HUGHES CT	\$	242.01
21123	243-0630-050-0000	6189 PASEO DE HARRIS	\$	58.82

21125	243-0630-052-0000	6194 PASEO DE MOONEY	\$	1,002.09
21151	243-0610-031-0000	8008 HUGHES CT	\$	135.70
21170	243-0630-023-0000	7946 PITCHER ST	\$	241.81
21190	243-0620-036-0000	6178 FLORENCE ALY	\$	178.74
21307	233-0044-012-0000	7969 Madison Ave	\$	66.51
21347	211-0920-003-0000	6708 WYATT CIR	\$	265.22

ATTACHMENT 2

**Resolution 06-2024 (Placer County) Approving and
Confirming The Report of Delinquent Utilities
Charges and Requesting Placer County to Collect
Such Charges on the Tax Roll**

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 06-2024

RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT
APPROVING AND CONFIRMING THE REPORT OF DELINQUENT UTILITIES
CHARGES AND REQUESTING PLACER COUNTY TO COLLECT SUCH
CHARGES ON THE TAX ROLL

WHEREAS, the Citrus Heights Water District (CHWD) provides certain water service to the residents residing within its service boundaries; and

WHEREAS, Water Code sections 22284, 25806, and 26500 et seq. authorizes the District to have the delinquent charges for the above services (the “Charges”) collected on the tax roll by Placer County on the relevant parcels; and

WHEREAS, District staff has prepared a Delinquent Utilities Charge Report (the “Report”) identifying the delinquent charges by Assessor’s Parcel Number, included as Exhibit A to the resolution; and

NOW THEREFORE BE IT RESOLVED that, The BOARD OF DIRECTORS hereby authorizes and directs the General Manager, or his designee to deliver a certified copy of the finalized Report to the Placer County Department of Finance - Auditor Division, and to submit a certified copy of this Resolution and Report to the County Recorder for recordation.

BE IT FURTHER RESOLVED that The Office of the Placer County Department of Finance - Auditor Division is requested for the placement of the Charges included on the Report (Exhibit A to the resolution) on the Annual Secured property tax roll with the Ad Valorem taxes.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT, this 28th day of May 2024, by the following vote, to wit:

AYES: Board Members-
NOES: Board Members-
ABSTAIN: Board Members-
ABSENT: Board Members-

CARYL SHEEHAN, President Board of Directors
Citrus Heights Water District

ATTEST:

BRITTNEY MOORE, Chief Board Clerk

Citrus Heights Water District
Citrus Heights Water District Delinquent Charges – Placer County

Location ID	APN	Service Address	Total
05271	470-211-029-000	1439 NEW ENGLAND DR	\$ 224.69
05302	470-211-050-000	1120 MAIN SAIL CIR	\$ 475.58
05428	470-214-005-000	1109 MAIN SAIL CIR	\$ 801.97
05521	471-030-011-000	221 BRYAN AVE	\$ 767.63
05673	471-040-041-000	539 ROSEVILLE RIDGE CT	\$ 457.57
05677	471-040-043-000	549 ROSEVILLE RIDGE CT	\$ 182.37
05685	471-040-048-000	524 ROSEVILLE RIDGE CT	\$ 156.07
05686	471-040-049-000	518 ROSEVILLE RIDGE CT	\$ 604.54
05696	471-040-059-000	8946 MARIPOSA AVE	\$ 168.08
05716	471-060-033-000	108 EDDIE DR	\$ 155.72
05726	471-060-045-000	103 BRYAN AVE	\$ 205.71
05734	471-060-053-000	209 WHYTE AVE	\$ 116.94
05766	471-070-025-000	104 LAZY OAK LN	\$ 857.88
05794	471-070-040-000	677 WHYTE AVE	\$ 712.56
05807	471-080-005-000	9810/12 POWLES CT	\$ 430.56
05863	471-090-027-000	502 WHYTE AVE	\$ 124.54
05923	471-110-007-000	8527 SUNRISE BLVD	\$ 145.82
05946	471-110-023-000	8501 SUNRISE AVE	\$ 879.84

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
May 28, 2024 REGULAR MEETING

SUBJECT	: DISCUSSION AND POSSIBLE ACTION TO REJECT ALL BIDS FOR THE ADMIN RE-ROOF PROJECT AND AWARD A CONTRACT TO COBEX CONSTRUCTION GROUP
STATUS	: Action Item
REPORT DATE	: May 20, 2024
PREPARED BY	: Rebecca Scott, Director of Operations

OBJECTIVE:
Consider rejection of all bids for the re-roofing of the Administrative Services Building and award a contract to Cobex Construction Group for the project.

BACKGROUND AND ANALYSIS:
The Citrus Heights Water District (CHWD or District) recently solicited bids for the re-roofing of the Administrative Services Building.

On Monday, May 20, 2024, three (3) bids were opened as follows:

Rittenbach Roofing & Waterproofing Services, Inc.	\$29,203.00
MCM Roofing Company	\$98,010.00
Universal Coatings	\$193,050.00

An additional bid was e-mailed and therefore disqualified, as sealed physical bids were specified in the District’s bid package. The bid from Rittenbach Roofing & Waterproofing Services, Inc. (Rittenbach) contained a pricing discrepancy. In addition, Rittenbach did not attend the mandatory pre-bid conference. Therefore, the Rittenbach bid was rejected.

Due to the large price discrepancy between the remaining bids, CHWD recommends that the Board reject all bids. Staff recommends that the Board award a contract in the amount of \$36,477.00 to Cobex Construction Group for the project. Pursuant to Section 6500.23 of the District’s Purchasing Policy, a direct contract is in the best interests of the District.

RECOMMENDATION:
Reject all bids for the project and award a contract in the amount of \$36,477.00 to Cobex Construction Group for the project.

ATTACHMENT:
Cobex Construction Group Proposal

ACTION:
Moved by Director _____, Seconded by Director _____, Carried _____

ROOFING PROPOSAL

MAY 22, 2024

Project #18134577510



JACE NUNES

6230 Sylvan Rd
Citrus Heights, CA
95610



GE Silicones

We can help you with

Roofing, Siding, Windows

support@cobexcg.com
916-745-6699

INTRODUCTION

Hi Jace,

Thank you for the opportunity to quote on your project. Please find your estimate below along with upgrade options for potential improvements to your project, if applicable.

The following estimate is for:

1. Inspect roofing materials. Existing
2. Remove any debris from the roof.
3. Make necessary repairs to current roofing materials as needed, specified in detail below.
4. Complete full pressure washing of roof area being coated.
5. Install flexible reinforcing fabric over larger seams, curbs, penetrations, roof pipes.
6. Apply Roof caulking as needed.
7. Apply GE Enduris 3502 White Silicone Roof Coating over existing roofing materials.
8. Tie in GE Enduris Roof Silicone Coating with existing roofing materials not being coated.
9. Complete full clean up of all job related debris.
10. Clean all gutters (if applicable)
11. Your own dedicated Production Scheduling team
12. All employees have full WCB and liability insurance coverage
13. We are Licensed to work in your geographical region
14. Audit of all work completed by Quality Control Officer
15. GE Certified Applicator
- 16.. Provide 20-year product Warranty on complete projects - (Full Roof / Full Metals)

We don't want you to be personally liable should a worker happen to get injured therefore, maintain the highest safety program and have WCB coverage for all employees and crews. We carry two million liability insurance.

Once the job is complete, one of our Quality Control Officers from our Audit Division inspects your project to make sure we did everything correct and up to our strict standards and site is spotless.

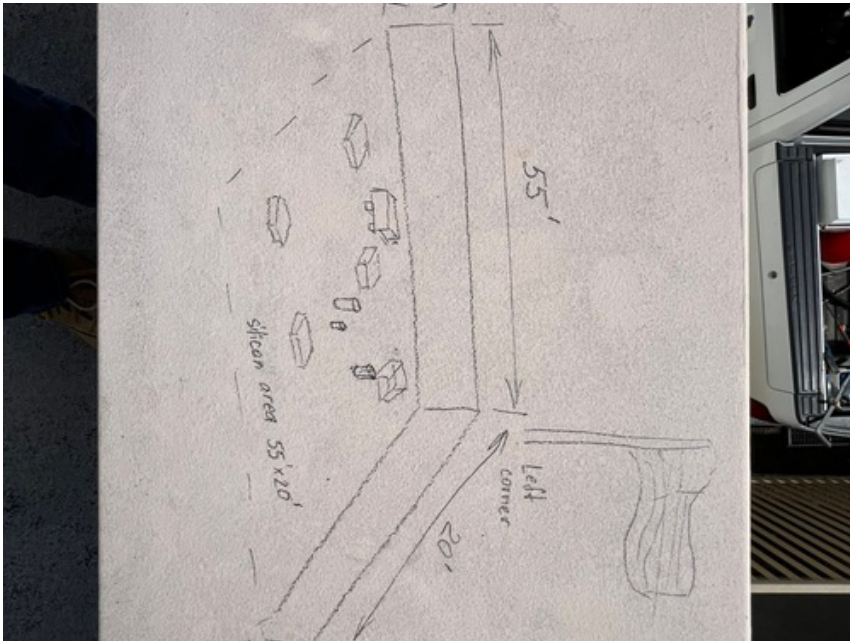
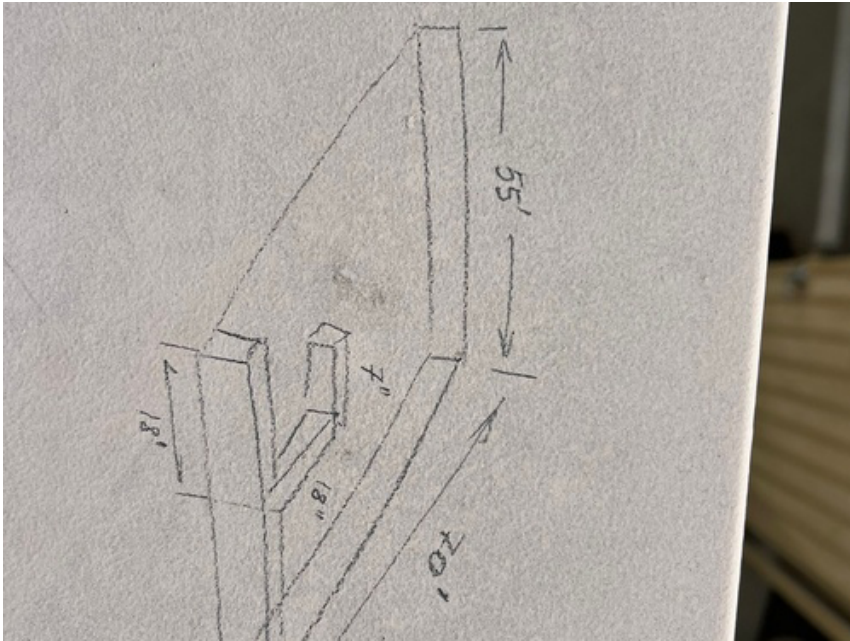
If you have any questions, please give me a call. We always want to provide the best value to our clients. If we are outside your budget, please let me know and we will do our best to work within that.

Financing available

Kind regards,

Chris Rickon
chrisr@cobexcg.com
(916) 542-6534

INSPECTION























SILICONE ROOF COATING

Description	Qty
Section Title	
Progressive Materials Silicone Roof System - 20 year material warranty, 5 year labor	42
Apply PM High Solids Silicone 3 Step Coating Process. The roof will be, prepped, cleaned and coated.	
1. Inspect current roofing.	
2. Remove any debris from roof.	
3. Make necessary repairs to current roofing materials as needed. To be specified in detail below.	
4. Complete full pressure washing of roof area being coated.	
5. Replace 0 linear feet of start board/fascia.	
6. Replace 0 sheets of CDX/OSB roof decking.	
7. Install flexible reinforcing fabric over larger seams, curbs, penetrations, roof pipes.	
8. Apply Roof caulking as needed.	
9. Apply bleed blocker if desired.	
10. Apply PM PRO ECO Sil HS 3200 Series White Silicone Roof Coating over existing roofing materials. Cool Roof.	
11. Tie in PM Silicone Coating with existing roofing materials not being coated.	
12. Complete full clean up of all job related debris.	
13. Provide customer with a PM Warranty.	
INSTALL TORCH DOWN FOR AFFECTED AREAS	13
Torch down roofing install for areas that are damaged (13 Squares)	

Quote subtotal	\$36,477.00
Total	\$36,477.00

WARRANTY



This document warrants that should a defect in workmanship, related to the work completed by COMPANY occur within 2 years of the project, COMPANY will complete repairs within the original project's scope of work at no charge to the customer. This warranty does not cover normal wear and tear, hail damage, wind damage, sun damage, intentional or accidental damage by any person, or acts of God that may or may not merit an insurance claim. This warranty only applies to portions of the project in which COMPANY fully replaced any existing products, and does not cover repairs or service done to another contractor's work. Defects in the building materials used to complete work do not fall under the scope of this workmanship warranty; any building products installed will instead be covered by the product's original manufacturer warranty.

Customer

Jace Nunes

Project #

18134577510

Project address

6230 Sylvan Rd, Citrus Heights, CA

Date Project Completed

-

Thank you again for choosing COMPANY to complete work on your property. We trust you had a great customer experience!



GE Silicones



GE Enduris^{*}
HIGH SOLIDS ROOF COATING

Add Decades to Roof Life in Days

Roofs have it hard. A typical flat roof can experience a 60° C temperature shock from 75°C at the hottest peak to 15° C ambient temperature at night. This constant temperature fluctuation and UV exposure can create tremendous strain over time. Most commonly, roofs fail where dissimilar materials meet at penetrations, seams and edges. Minor structural issues can cause additional challenges such as poor drainage and ponding water.

For over 50 years, professionals have trusted GE Silicones products to deliver durable, long-lasting building solutions. The GE Enduris® roof coating system is a fast, efficient and economical alternative to replacement. Based on GE-heritage technology, the GE Enduris system is backed by world-class technical support and a 10-, 15- or 20-year warranty.

Restore with Silicone

A seamless, stable and energy-efficient coating can dramatically extend roof life expectancy, delaying the need for a costly, time-consuming replacement project.

Silicone is inherently durable and permanently flexible. Unlike acrylic, polyolefin, asphaltic and carbon-based polymer chains, silicone is completely UV stable, providing the maximum long-term performance against weather and atmospheric conditions. The entire GE Enduris roof coating system is made from the same 100% silicone, allowing it to expand and contract at the same rate, helping prevent leaks that may result in mold, mildew, wood rot and rust. A white silicone coating also reflects the sun's rays to better control inside temperatures.

Restore with Confidence

Silicone remains stable, flexible and virtually unaffected by daily and seasonal temperature extremes. It will not become brittle or harden as the system ages. The GE Enduris system provides exceptional, long-term performance.

Ponding water

While acrylic coatings tend to fail at the seams, penetrations and edges, especially where water ponds, GE Enduris roof coatings stand up to ponding water.

Life cycle cost

Primerless, single-coat application brings efficiency and cost savings to the installation process. Longterm durability promotes a lower total life cycle cost.

Energy savings

Energy savings versus a darker roof can be as great as 35% on summer cooling costs. GE Enduris roof coating offers excellent color retention and reflectivity with a silicone polymer that is UV stable.

Full compatibility

Using only 100% silicone components that are chemically and adhesively compatible, GE Enduris roof coating helps prevent water leakage, mold/mildew, wood rot and metal rust.

Best-in-class elongation

By remaining flexible with daily and seasonal temperatures throughout the life of the building, this system offers best-in-class elongation, both initially and after decades of exposure.

RESTORE VIRTUALLY ANY EXISTING ROOF TYPE

GE Enduris restoration systems are appropriate over most structurally sound existing roofing systems including:

- Single-ply membranes (TPO, EPDM, PVC)
- Bituminous membranes
- Metal
- Concrete
- SPF PU Foam

Contact us for application to additional substrates

GE Enduris Roof Coating Three-Component System



1. GE Enduris Roof Coating

High-solids, low-VOC, 100% silicone liquid coating applied in a single coat. While a primer is not required, an asphalt bleed-blocking base coat can promote energy savings, and an EPDM wash can help optimize adhesion. Currently available in drums and 17 litre (21.59 kg) pails and in standard colors white, light gray and medium gray.



2. GE RF100 Reinforcing Fabric

This flexible, easy-to-use reinforcing fabric embedded between layers of sealant or coating is acceptable for sealing virtually all seams, curbs and penetrations. Currently available in 100mm, 150mm and 304mm widths in 30.5m long rolls.



3. GE Enduris Liquid Flashing

Low-VOC 100% silicone, single-component liquid sealant for joints, gaps and splices, offering long-term performance in sealing out water and withstanding weather and atmospheric conditions without degradation. Currently available in 9.08 kg pails.





Benefit Now and Later



Time and labor savings

With no primer required on coated and uncoated roofing membranes, this system can offer significant cost savings associated with labor, primer and time delays.



Full compatibility

Can be applied to most existing roof types including bituminous membranes, singleply (TPO, PVC, EPDM), PU SPF foam, concrete and metal.



Cold & Hot weather application

GE Enduris® 3500 coating can be rolled or sprayed in temperatures as low as -17°C without freezing and as high as +49°C, helping to extend the roofing season and avoid project delays.



Simplicity & Integrity From a Trusted Brand

With over five decades of superior product performance, the GE Enduris 100% silicone roof coating system can bring confidence and compliance to roof restorations and repairs. Simplified installation promotes safety and improves efficiency, helping to ensure that the job is done right every time.

We Stay on Top of It All

In addition to a proven roofing system from a trusted leader, we offer assistance from a project's inception to completion. With decades of experience on some of the world's most innovative structures, the team provides a wealth of knowledge and support to help deliver results including:

1. Project Review

Review of project details to assist with product selection and application based on usage criteria, specifications and customer needs.

2. Drawing Details

Assist in developing drawing details that address project-specific terminations, transitions and penetrations.

3. Project Testing

On-site testing for substrate adhesion or compatibility with other building materials if necessary.

4. Project Warranty*

Warranties are offered for long-term assurance.

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Enduris* Roof Coating Warranties

Minimum Dry Film Thickness and Application Rates

	10 year	15 year	20 year
Minimum Dry Film Thickness (DFT) (1)	21 mils	28 mils	36 mils
Enduris 3500 roof coat	1.5 gallons/SQ	2.0 gallons/SQ	2.5 gallons/SQ
Enduris 3400 roof coat	1.9 gallons/SQ	2.6 gallons/SQ (in 2 separate applications of 1.3 gal/SQ each)	3.3 gallons/SQ (in 2 separate applications of 1.65 gal/SQ each)

(1) Theoretical Application Rates to achieve minimum DFT. Practical Application Rates will be higher to offset surface texture, wind loss and material left in container and/or spray equipment lines.

Fees

	10 year	15 year	20 year
Product warranty	None	None	None
Labor & Material	\$1,500 plus	\$1,500 plus	\$1,500 plus
Limited Warranty	\$.03/square foot	\$.05/square foot	\$.07/square foot

Approved Products and basecoat requirements

Substrate (2)	Basecoat or cleaner	Approved Coating
Asphaltic surfaces such as BUR or ModBit	Optional: Asphalt Bleed Blocker to prevent bleed through into light color coating. Apply at 1 gallon/sq. ft.	GE Enduris 3500 ONLY
Aged EPDM	EPDM Wash at 1 gallon/500 sq.ft.	GE Enduris 3500 ONLY
Aged TPO, PVC, Hypalon®	None	GE Enduris 3500 ONLY
Metal	None	GE Enduris 3500 or GE Enduris 3400
SPF	None	GE Enduris 3500 or GE Enduris 3400
Structural Concrete	Enduris Concrete Sealer	GE Enduris 3500 or GE Enduris 3400

(2) Warranties are for the coating and do not encompass the substrate over which the coating is applied.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT	: WATER AWARENESS POSTER CONTEST
STATUS	: Presentation Item
REPORT DATE	: May 6, 2024
PREPARED BY	: Jace Nunes, Management Analyst Rebecca Scott, Director of Operations

OBJECTIVE:

Present awards to the winners of this year's Water Efficiency Poster Contest conducted by Citrus Heights Water District (CHWD or District) and the San Juan Family of Agencies.

BACKGROUND AND ANALYSIS:

The District's water efficiency staff, in conjunction with Orange Vale Water Company, Fair Oaks Water District and San Juan Water District, recently sponsored the 28th annual Water Awareness Poster Contest. A total of 239 fourth through sixth graders within the CHWD service area submitted posters based on this year's theme, "Our Water's Journey."

Each agency awards a first-place prize of \$100 and three runner-up prizes of \$50. In addition, each winning student's class receives an award of \$100. The winning entries will be featured in the 2025 Water Efficiency Calendar. Out of the four participating agencies, one poster is chosen as the Grand Prize Winner. The Grand Prize Winner is featured on the cover of the calendar and featured in the month of May, which represents Water Awareness Month. The Grand Prize Winner also receives an additional \$100. This year's Grand Prize Winner was from San Juan Water District.

The winners within the Citrus Heights Water District service area are:

Winner:	Anna Feygin, 5 th Grade, Woodside Elementary School Teacher: Michael Cerecedes
Runner-Up:	Angelo Johnson, 5 th Grade, Trajan Elementary School Teacher: Sallee Weston
Runner-Up:	Sarah Boddy, 6 th Grade, Woodside Elementary School Teacher: Susanne Slayton
Runner-Up:	Leah Hernandez, 6 th Grade, Woodside Elementary School Teacher: Susanne Slayton

The winners and their families, teachers, and friends were invited to the May 28 CHWD Board Meeting to receive their awards and recognition for their efforts.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT	: CERTIFICATE OF COMPLETION FOR HIGH SCHOOL INTERNSHIP PROGRAM
STATUS	: Information Item
REPORT DATE	: May 16, 2024
PREPARED BY	: Brittney Moore, Administrative Services Manager/ Chief Board Clerk

OBJECTIVE:

Present a Certificate of Completion to Del Campo High School student, Andre Powe.

BACKGROUND AND ANALYSIS:

In March 2024, Citrus Heights Water District’s (CHWD) General Manager was approached regarding the possibility of hosting a community service/high school intern program (program) for Andre Powe, a freshman at Del Campo High School. The program aimed to assist Andre in fulfilling his academic requirement of completing community service/work program preparedness hours for his high school's Advancement Via Individual Determination (AVID) program. AVID is an in-school academic support program designed for students in grades seven through twelve, with the primary goal of preparing students for college eligibility and success.

Andre's expressed interest in science, math, and computers aligns well with the diverse tasks handled across CHWD’s three departments: Administrative Services, Engineering, and Operations. To ensure the development of an engaging program tailored to Andre's interests, CHWD staff created a survey to further assess his preferences. Over the course of three weeks, Andre had the opportunity to rotate through each department, participating in activities that aligned with his skills and interests. Additionally, Andre gained exposure to various tasks, including social media management and engagement, contract bid reviews with the Engineering Department and learning about the functions of the Water Resources Division, maintenance of the Regional Water Authority (RWA) weather station, and community garden activities with the Operations department.

Upon the conclusion of Andre's internship with the district, he delivered a presentation to the staff concerning his experience, summarizing all that he had learned during his time at CHWD. Staff members were impressed by Andre's thoroughness and dedication to the assigned tasks.

Moreover, hosting Andre Powe as a high school intern aligns with CHWD's commitment to supporting educational initiatives and community involvement; and Andre's proactive initiative in requesting the internship has sparked discussions among staff about further developing this program to allow Andre and other similarly motivated students to return and intern for the District in future years. Furthermore, by developing this program, CHWD not only fulfills its role as a responsible community partner but also provides a valuable learning opportunity for local students. Additionally, the program allows CHWD to contribute to the academic success and future prospects of students in the community. This internship program reflects CHWD's dedication to fostering educational development and investing in the next generation of leaders.

In appreciation of Andre's participation in what promises to be a valuable program for community students, staff would like to extend formal recognition to him, and propose to acknowledge Andre during the regular Board Meeting scheduled for May 28, 2024, by presenting him with a certificate of completion.

RECOMMENDATION:

Present Andre Powe with a Certificate of Completion.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MAY 28, 2024 REGULAR MEETING

SUBJECT	:	WATER SYSTEM MASTER PLAN
STATUS	:	Information Item
REPORT DATE	:	May 1, 2024
PREPARED BY	:	Todd Jordan, Principal Civil Engineer Missy Pieri, Director of Engineering

The Engineering Department will provide a presentation highlighting the up-coming Water System Master Plan project, a significant planning initiative.