

**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT (CHWD)**

October 28, 2025 beginning at 6:30 PM

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



**PHONE CALL IN: 669-444-9171
PHONE MEETING ID: 892 7095 0036**

COMPUTER AUDIO/LIVE MEETING PRESENTATIONS: <https://chwd-org.zoom.us/j/89270950036>

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 Chief Board Clerk or Deputy Board Clerk.

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 request a specific item be removed for separate discussion/action before the motion to approve the Consent Calendar.

- CC-1. Minutes of the Regular Meeting – September 23, 2025 (A)
Recommendation:
Approve the minutes of the September 23, 2025 Regular Meeting.
- CC-2. Revenue Analysis Report for September 2025 (I)
- CC-3. Assessor/Collector's Roll Adjustment for September 2025 (I)
- CC-4. Treasurer's Report for September 2025 (I)
- CC-5. Treasurer's Report of Fund Balances for September 2025 (I)
- CC-6. Operating Budget Analysis for September 2025 (I)
- CC-7. Capital Projects Summary for September 2025 (I)
- CC-8. Warrants for September 2025 (I)
- CC-9. Purchase Card Distributions for September 2025 (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. 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 Adopt Resolution No. 14-2025 Adding a Regular Meeting for November 12, 2025; November 18, 2025; and December 15, 2025 (A)

Recommendation:

Adopt Resolution 14-2025 adding Regular Meetings for November 12, 2025, November 18, 2025, and December 15, 2025.

- CC-18. Correction to the September 23, 2025 Staff Report—Customer Advisory Committee (CAC) Appointments (A)

Recommendation:

Correct the administrative error identified in the September 23, 2025 staff report by clarifying that Lana Crum was the intended appointee to the CAC residential alternate seat, in place of Staci Lawless.

PRESENTATIONS:

- P-1. Resolution No.15-2025 Commending Jenna Moser for her Service as Chair of the Customer Advisory Committee (CAC) (A)

Recommendation:

Adopt Resolution No. 15-2025 Commending Jenna Moser for her service on the CAC and serving as its first Chair.

PUBLIC HEARINGS:

None.

STUDY SESSION:

None.

BUSINESS:

- B-1. Discussion and Possible Action to Consider Selection of Local Agency Formation Commission (LAFCo) Special District Representatives (A)

Recommendation:

Provide direction to staff concerning the Sacramento LAFCo Special District Representatives Election

- B-2. Discussion and Possible Action to Approve and Amendment to the Professional Services Agreement with Alexander's Contract Services, Inc. for Meter Reading and Support Services (A)

Recommendation:

Approve the amendment to the professional services agreement with Alexander's Contract Services, Inc., and authorize the General Manager to execute the agreement.

MANAGEMENT SERVICES REPORTS (I):

- MS-1. 2026 Board Meeting Schedule (I)

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

None.

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

- D-1. Regional Water Authority (Wheaton/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan/Riehle).
- 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 (Conzelmann).
- D-8. RWA Legislative and Regulatory Affairs Update (Conzelmann).
- D-9. Customer Advisory Committee (Riehle/Conzelmann).
- D-10. Other Reports.

CLOSED SESSION:

- CL-1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
CHWD v. San Juan Water District, Sacramento Superior Court,
Case No. 24WM000064

- CL-2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Section 54956.8:

Property: Parcel Number 243-0180-002-0000

Agency Negotiators: Steve Anderson, Brian Hensley, Josh Nelson, Hilary Straus, Annie Liu, Brittney Moore, Missy Pieri, Carlos Urrutia, Kayleigh Shepard, Todd Jordan, Jace Nunes, Mary Elise

Conzelmann, Greg Snarr
Negotiating Parties: Ashwani Kumar, Teresita Kumar

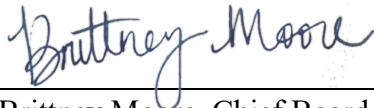
FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

November 12, 2025	6:00 PM	Special Meeting
November 18, 2025	6:00 PM	Special Meeting
December 15, 2025	6:00 PM	Special 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 54956.



Brittney Moore, Chief Board Clerk

Dated: October 23, 2025

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
September 23, 2025

The Regular Meeting of the Board of Directors was called to order at 6:30 p.m. by President Riehle, and roll was called. Present were:

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

Also present were:

Mary Elise Conzelmann, Principal Public Affairs Analyst
Todd Jordan, Director of Operations
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
Kayleigh Shepard, Senior Management Analyst/Deputy Board Clerk
Ben Strange, Accounting Manager
Hilary Straus, General Manager
Andrew Tran, Information Technology Manager

VISITORS:

Ted Costa, Customer and San Juan Water District (SJWD) Board Director
Marguerite (Pennie) Rose, Customer and Customer Advisory Committee (CAC)
Alternate Member

PLEDGE OF ALLEGIANCE:

President Riehle led the Pledge of Allegiance.

PUBLIC COMMENT:

Ted Costa, SJWD Board Director

CONSENT CALENDAR:

CC-1a. Minutes of the Special Meeting –September 2, 205 (A)

Recommendation:

Approve the minutes of the September 2, 2025 Special Meetings

- CC-2. Revenue Analysis Report for August 2025 (I)
- CC-3. Assessor/Collector's Roll Adjustment for August 2025 (I)
- CC-4. Treasurer's Report for August 2025 (I)
- CC-5. Treasurer's Report of Fund Balances for August 2025 (I)
- CC-6. Operating Budget Analysis for August 2025 (I)

- CC-7. Capital Projects Summary for August 2025 (I)
- CC-8. Warrants for August 2025 (I)
- CC-9. Purchase Card Distributions for August 2025 (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. 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 Fill Vacancies on the Customer Advisory Committee (CAC) (A)

Recommendation:

Appoint Amanda Camacho and Susan Powers to the vacant residential member seats and appoint Staci Lawless, Stephen Pay, Marguerite (Pennie) Rose, and Korene Woodard as CAC residential alternate members.

- CC-18. Resolution No. 13-2025 commending Michael (Mike) Mariedth for Service to the Citrus Heights Water District (A)

Recommendation:

Adopt Resolution No.13-2025 Commending Mike Mariedth for service to the Citrus Heights Water District.

Director Wheaton requested to pull items CC-13, CC-17, and CC-18 from the Consent Calendar for further clarification and discussion.

ACTION:

Director Wheaton moved, and Vice President Sheehan seconded a motion to approve item CC-18.

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

Vice President Sheehan moved, and Director Wheaton seconded a motion to move items CC-13 and CC-17 back to the consent calendar and to approve the consent calendar.

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

PRESENTATIONS:

- P-1. Capital Improvement Program (CIP) Update (I/D)

PUBLIC HEARINGS:

None.

STUDY SESSION:

S-1. 2026 Miscellaneous Fees and Charges and Capacity Fees (I/D)

The Board provided consensus direction to staff concerning the draft Miscellaneous Fees and Charges and Capacity Fees for 2026, and the Board will consider adopting the updated Fees, Charges and Capacity Fees schedule at a Public Hearing noticed for November 12, 2025.

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 (Wheaton/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan/Riehle).
- 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 (Conzelmann).
- D-8. RWA Legislative and Regulatory Affairs Update (Conzelmann).
- D-9. Customer Advisory Committee (Riehle/Conzelmann).
- D-10. Other Reports.

President Riehle adjourned the meeting to Closed Session at 7:41 p.m.

CLOSED SESSIONS:

- CL-1. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
CHWD v. San Juan Water District, Sacramento Superior Court,
Case No. 24WM000064

No reportable action.

- CL-2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Section 54956.8:

Property: Parcel Number 243-0180-002-0000

Agency Negotiators: Steve Anderson, Brian Hensley, Josh Nelson, Hilary Straus, Annie Liu, Brittney Moore, Missy Pieri, Carlos Urrutia, Kayleigh Shepard, Todd Jordan, Jace Nunes, Mary Elise Conzelmann, Greg Snarr

Negotiating Parties: Ashwani Kumar, Teresita Kumar

No reportable action.

President Riehle adjourned the meeting back to open session at 7:44 p.m.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:44 p.m.

APPROVED:

BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District

RAYMOND A. RIEHLE, President
Board of Directors
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
September 2025
REVENUE ANALYSIS

Outstanding Receivables

Aged Trial Balance					
Total	Current	31-90	91-150	>150	Unapplied Current
2,671,621	2,154,478	259,376	76,974	297,404	116,611

General Ledger Balance	Total
Outstanding A/R	2,748,058.63
Outstanding Liens	-
Outstanding Grants	-
A/R Other	-
Less Unapplied Payments	(118,060)
Total	\$ 2,629,998
Diff	\$ (41,623)

**CITRUS HEIGHTS WATER DISTRICT
ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR
September 30, 2025**

LID	CID	Charge Type	Trans.Date	Reason For Cancellation	Amount
14014	0035020	DEFAULT	9/2/2025	ONE TIME COURTESY	9.63
03973	0003611	DEFAULT	9/2/2025	ONE TIME COURTESY	10.98
08235	0007366	DEFAULT	8/12/2025	ONE TIME COURTESY	0.95
03477	0040954	DEFAULT	9/9/2025	ONE TIME COURTESY	8.35
17810	0019109	DEFAULT	8/19/2025	ONE TIME COURTESY	11.25
00681	0029457	DEFAULT	8/19/2025	ONE TIME COURTESY	8.82
00456	0043486	DEFAULT	8/19/2025	ONE TIME COURTESY	8.62
18512	0016915	DEFAULT	9/16/2025	ONE TIME COURTESY	24.69
06821	0022954	DEFAULT	9/2/2025	ONE TIME COURTESY	8.69
00106	0000112	DEFAULT	9/9/2025	ONE TIME COURTESY	7.77
15489	0036323	DEFAULT	9/16/2025	ONE TIME COURTESY	9.57
18664	0003778	DEFAULT	9/16/2025	ONE TIME COURTESY	9.63
16499	0014528	DEFAULT	9/23/2025	ONE TIME COURTESY	8.62

September 30, 2025

To: Citrus Heights Water District Board of Directors

Re: Citrus Heights Water District Investment Portfolio Report for September 2025

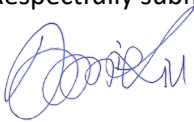
The attached Investment Report for September 2025 is submitted in accordance with the Citrus Heights Water District (District)'s Investment Policy. All investments are in compliance with the policy.

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 \$33,542,916 with \$9,475,174 under the management of the Local Agency Investment Fund, California Asset Management Program, Money Market Funds and BMO Bank.

Investments with original cost of \$24,067,743 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 September 30, 2025

Summary of Funds

Fund Name	Par Amount	Book Value	Original Cost	Market Value
BMO Checking Plus Money Market Funds	3,273,158	3,273,158	3,273,158	3,273,158
Local Agency Investment Fund (LAIF)	57,809	57,809	57,809	57,809
California Asset Management Program (CAMP)	6,144,207	6,144,207	6,144,207	6,144,207
CHWD Investment CORE	24,564,250	24,067,743	23,818,047	24,289,893
Total	34,039,423	33,542,916	33,293,220	33,765,067

TREASURER'S REPORT TO THE BOARD OF DIRECTORS

For September, 2025

Funds Reconciliation

BMO Beginning Balance 9/1/25	\$3,068,915
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RECEIPTS/TRANSFERS:

Receipts	2,139,252	
		2,139,252

DISBURSEMENTS/TRANSFERS:

Checks Issued / ACH Payments	1,418,589	
Returned Checks	8,269	
Bank fees	9,994	
Payroll	498,158	
		204,243

Balance Per Bank 09/30/2025	<u>3,273,158</u>
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Outstanding Checks	236,013
Deposit in Transit	125,683

Balance Per Books 09/30/2025	<u><u>\$3,162,828</u></u>
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RECONCILEMENT:

BMO Checking Plus Money Market Funds	\$3,273,158
CAMP Pool Account	\$6,144,207
Local Agency Investment Fund	\$57,809

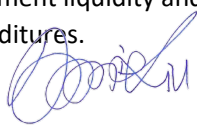
TOTAL LIQUIDY BALANCE	<u><u>\$9,475,174</u></u>
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CASH & INVESTMENT SUMMARY:

CHWD-Liquidity	9,475,174
CHWD-Investment Core	24,067,743

Total	<u><u>33,542,916</u></u>
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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
 9/30/2025



HILARY M. STRAUS
 Secretary

Monthly Investment Report Citrus Heights Water District

September 30, 2025

Total Aggregate Portfolio

Contents



September 30, 2025

Compliance Report	4
Summary Overview	7
Portfolio Activity	8
Return Management-Income Detail	9
Security Type Distribution	10
Risk Management-Credit/Issuer	11
Risk Management-Maturity/Duration	12
Holdings by Maturity & Ratings	13
Transactions	19

Month End Commentary - September 2025

Fall has arrived, with September ushering in cooler temperatures, a cooler labor market, and the long-awaited first Fed rate cut of the year. Risk markets powered ahead, with the S&P 500 equity index returning a strong 3.6% for the month, while the yield curve continued its steepening trend. Front-end yields decreased, with the 1-year Treasury bill falling by 22 basis points to 3.61%, while the belly of the curve slightly increased, with 5-year Treasury notes climbing by 4 basis points to 3.74%.

The Fed was front and center early in September with President Trump's appointment of Stephen Miran to the Federal Reserve's Board of Governors to serve out the remainder of Adriana Kugler's term, following her unexpected resignation. Just a day after Miran was sworn in, the FOMC held its seventh meeting of the year, where it voted to lower the fed funds rate by a quarter percentage point—marking the first rate cut since December. Unsurprisingly, Miran dissented, voting instead for a larger 50 basis point rate cut. In the post-meeting presser, Fed Chair Jerome Powell pointed to slowing job gains and a rising unemployment rate as support for the cut, calling the move a “risk management cut” to provide accommodation for the labor market while maintaining a moderately restrictive stance to bring down inflation. Additionally, the Fed released a fresh set of economic projections predicting two more rate cuts before year-end.

Recent labor market and inflation data have left the Fed in a difficult situation, with risks to both of its key mandates becoming increasingly apparent. First, inflation has accelerated and remains elevated above its 2% target. Second, the labor market continues to show signs of sputtering. Indeed, nonfarm payrolls in August showed that the labor market added a much lower-than-expected 22 thousand workers, while the unemployment rate rose to 4.3%. Meanwhile, the Fed-favored core PCE inflation gauge has accelerated for four consecutive months and is running at an above-target annual rate of 2.7%. And just when it seemed the Fed's situation couldn't become more difficult, the Federal Government shut down, risking delays to key economic releases that the FOMC uses to guide policy. Notable economic releases the Fed may be without heading into its October meeting include the Bureau of Labor Statistics' September Nonfarm Payrolls report and September's Consumer Price Index inflation data.

Risk remains richly valued, with credit spreads compressed—leading us to favor a slight underweight in the sector while overweighting Treasuries and agencies where yield pickup opportunities exist. With the Fed widely expected to continue easing policy at upcoming meetings, we advise clients to manage portfolio durations neutral to their respective benchmarks through the easing cycle.

Treasury Curve Total Returns Last 12 Months

Treasuries	Total Return
3 month bill	4.381%
1 year note	3.851%
2 year note	3.516%
3 year note	3.564%
5 year note	2.991%

Treasury Benchmark Total Returns In Month

Benchmark	Period Return	YTM	Duration (Years)
ICE BAML 90 Day Bill	0.34%	3.90%	0.23
ICE BAML 0-1 Year Treasury	0.38%	3.89%	0.5
ICE BAML 0-3 Year Treasury	0.33%	3.72%	1.42
ICE BAML 0-5 Year Treasury	0.27%	3.71%	2.1

Changes In The Treasury Market (Absolute Yield Levels)

Treasuries	09/30/2024	07/31/2025	08/31/2025	09/30/2025	1 Month Change	12 Month Change
3 month bill	4.62%	4.34%	4.14%	3.93%	-0.21%	-0.69%
6 month bill	4.40%	4.27%	3.96%	3.84%	-0.12%	-0.57%
1 year note	4.00%	4.09%	3.83%	3.61%	-0.22%	-0.39%
2 year note	3.64%	3.96%	3.62%	3.61%	-0.01%	-0.03%
3 year note	3.55%	3.90%	3.58%	3.62%	0.04%	0.07%
5 year note	3.56%	3.97%	3.70%	3.74%	0.04%	0.18%
10 year note	3.78%	4.37%	4.23%	4.15%	-0.08%	0.37%

Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Category

Policy Diversification Constraint	Policy Limit	Actual Value*	Status
US Treasury Obligations Maximum % of Holdings	100.000	25.920	Compliant
US Agency Callable Securities Maximum % of Total Portfolio	25.000	0.000	Compliant
US Agency Obligations Issuer Concentration	35.000	17.395	Compliant
US Agency Obligations Maximum % of Holdings	100.000	26.307	Compliant
Supranationals - Issuer is IADB, IBRD, or IFC	0.000	0.000	Compliant
Supranationals Issuer Concentration	5.000	2.858	Compliant
Supranationals Maximum % of Holdings	15.000	6.481	Compliant
Municipal Bonds - Other States Outside of CA	25.000	1.137	Compliant
Municipal Bonds - Other States Outside of CA Issuer Concentration	10.000	1.137	Compliant
Municipal Bonds - State of California	25.000	0.473	Compliant
Municipal Bonds - State of California Issuer Concentration	10.000	0.473	Compliant
Municipal Bonds CA Entities Issuer Concentration	10.000	0.706	Compliant
Municipal Bonds CA Entities Max. % of Holdings	30.000	2.797	Compliant
Mortgages, CMOs and Asset Backed Securities Issuer Concentration	5.000	0.593	Compliant
Mortgages, CMOs and Asset Backed Securities Maximum % of Holdings	20.000	1.296	Compliant
Corporate Notes Issuer Concentration	5.000	0.000	Compliant
Corporate Notes Maximum % of Holdings	25.000	7.787	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 Issuer Concentration	5.000	0.000	Compliant
Negotiable CDs Issuer Concentration	5.000	0.000	Compliant
Negotiable CDs Maximum % of Holdings	10.000	0.000	Compliant
Non-Negotiable CDs Issuer Concentration	5.000	0.000	Compliant
Non-Negotiable CDs Maximum % of Holdings	10.000	0.000	Compliant
Banker's Acceptance Issuer Concentration	5.000	0.000	Compliant
Banker's Acceptance Maximum % of Holdings	20.000	0.000	Compliant
Money Market Issuer Concentration	20.000	3.678	Compliant
Money Market Maximum % of Holdings	20.000	3.890	Compliant
LGIP Maximum % of Holdings	100.000	0.171	Compliant
Bank Time Deposits/Savings Accounts Issuer Concentration	50.000	6.016	Compliant
Bank Time Deposits/Savings Accounts Maximum % of Holdings	100.000	9.907	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				
JPA Pool Max % Holdings	50.000	18.197	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.

GPA Investment Report

5

Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

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	4.997	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	4.833	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
Non-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
Weighted Average Maturity (years)	2.500	1.717	Compliant
Policy Credit Constraint			Status
Supranationals Ratings AA-/Aa3/AA- or better (Rated by 1 NRSRO)			Compliant
Municipal Bonds Ratings Minimum A-/A3/A- (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
Money Market Ratings Minimum AAA/Aaa/AAA (Rated by 1 NRSRO)			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.

Summary Overview

Citrus Heights Water District | Total Aggregate Portfolio

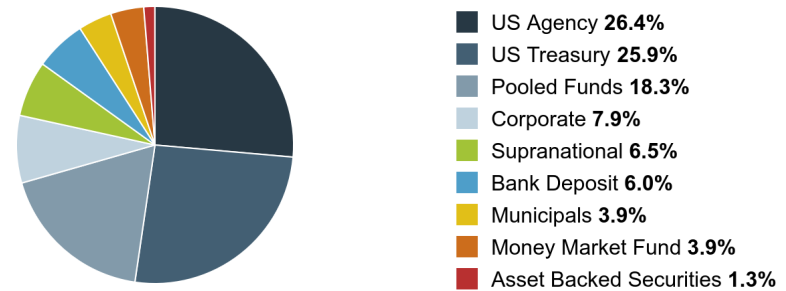


September 30, 2025

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	9,547,187.39
Investments (Market Value + Accrued)	24,425,487.55
Book Yield	4.05%
Market Yield	3.68%
Effective Duration	1.57
Years to Maturity	1.71
Avg Credit Rating	AA+

Allocation by Asset Class



Strategic Structure

Account	Par Amount	Original Cost	Book Value	Market Value	Net Unrealized Gain (Loss)	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
CHWD-Investment Core	24,564,249.74	23,818,046.65	24,067,742.51	24,289,893.03	222,150.53	4.29%	2.17	2.10	ICE BofA 0-5 Year US Treasury Index
CHWD-Liquidity	9,475,173.57	9,475,173.57	9,475,173.57	9,475,173.57	0.00	3.42%	0.01	0.09	ICE BofA US 1-Month Treasury Bill Index
Total	34,039,423.31	33,293,220.22	33,542,916.08	33,765,066.60	222,150.53	4.05%	1.57		

Portfolio Activity

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Book Value	33,240,619.01	33,692,267.77
Maturities/Calls	(500,000.00)	(3,600,000.00)
Purchases	563,739.81	5,172,656.87
Sales	0.00	0.00
Change in Cash, Payables, Receivables	250,230.10	(997,335.24)
Amortization/Accretion	15,716.35	150,804.62
Realized Gain (Loss)	0.00	8.84
Ending Book Value	33,542,916.08	33,542,916.08

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Market Value	33,475,217.25	33,668,565.05
Maturities/Calls	(500,000.00)	(3,600,000.00)
Purchases	563,739.81	5,172,656.87
Sales	0.00	0.00
Change in Cash, Payables, Receivables	250,230.10	(997,335.24)
Amortization/Accretion	15,716.35	150,804.62
Change in Net Unrealized Gain (Loss)	(12,447.72)	245,853.25
Net Realized Gain (Loss)	0.00	8.84
Ending Market Value	33,765,066.60	33,765,066.60

Maturities/Calls	Market Value
Month to Date	(500,000.00)
Fiscal Year to Date	(3,600,000.00)

Purchases	Market Value
Month to Date	563,739.81
Fiscal Year to Date	5,172,656.87

Sales	Market Value
Month to Date	0.00
Fiscal Year to Date	0.00

Return Management-Income Detail

Citrus Heights Water District | Total Aggregate Portfolio



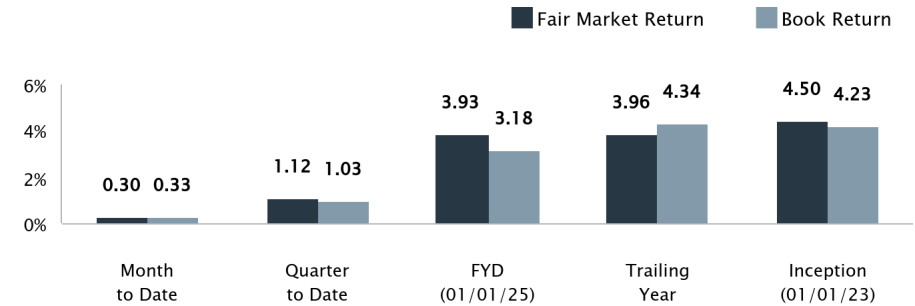
September 30, 2025

Accrued Book Return

	Month to Date	Fiscal Year to Date (01/01/2025)
Amortization/Accretion	15,716.35	150,804.62
Interest Earned	96,339.01	901,005.98
Realized Gain (Loss)	0.00	8.84
Book Income	112,055.37	1,051,819.44
Average Portfolio Balance	33,533,248.46	33,514,302.66
Book Return for Period	0.33%	3.18%

Return Comparisons

Periodic for performance less than one year. Annualized for performance greater than one year.



Fair Market Return

	Month to Date	Fiscal Year to Date (01/01/2025)
Fair Value Change	(28,164.07)	95,048.63
Amortization/Accretion	15,716.35	150,804.62
Interest Earned	96,339.01	901,005.98
Fair Market Earned Income	83,891.30	1,146,859.23
Average Portfolio Balance	33,533,248.46	33,514,302.66
Fair Market Return for Period	0.30%	3.93%

Interest Income

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Accrued Interest	197,582.85	208,681.52
Coupons Income	91,980.09	920,974.30
Purchased Accrued Interest	3,691.57	18,628.75
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	207,608.33	207,608.33
Interest Earned	96,339.01	901,005.98

Security Type Distribution

Citrus Heights Water District | Total Aggregate Portfolio

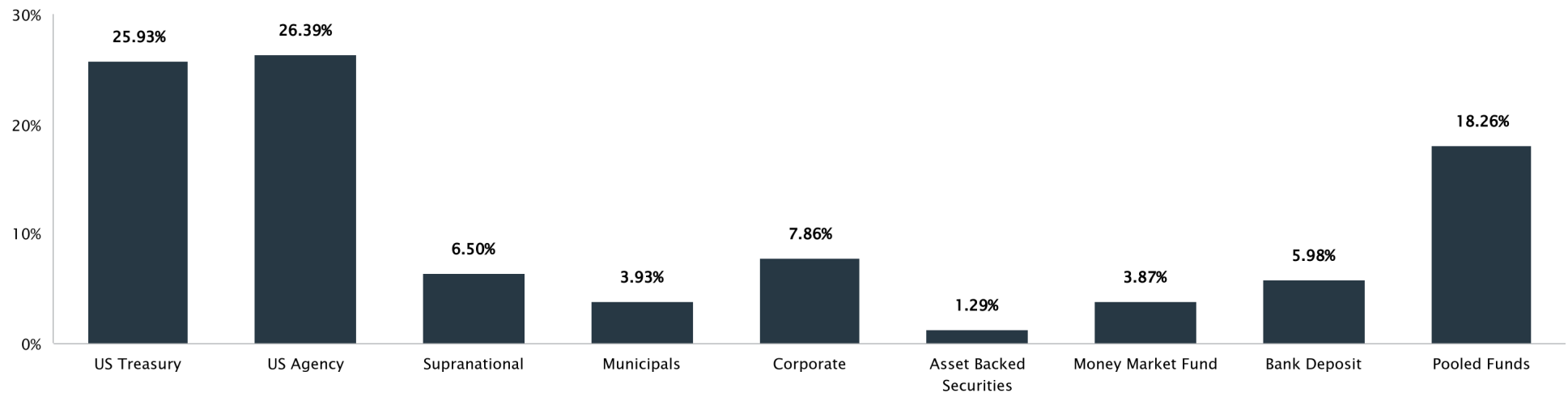


September 30, 2025

Security Type Distribution

Security Type	Par Amount	Book Yield	Market Value + Accrued	% of Market Value + Accrued
US Treasury	8,950,000.00	4.05%	8,810,244.87	25.93%
US Agency	8,975,000.00	4.28%	8,966,319.31	26.39%
Supranational	2,150,000.00	4.34%	2,206,611.60	6.50%
Municipals	1,380,000.00	4.68%	1,334,680.65	3.93%
Corporate	2,600,000.00	4.76%	2,669,024.50	7.86%
Asset Backed Securities	437,235.92	5.24%	438,606.62	1.29%
Money Market Fund	1,313,586.95	4.30%	1,313,586.95	3.87%
Bank Deposit	2,031,584.73	0.00%	2,031,584.73	5.98%
Pooled Funds	6,202,015.71	4.36%	6,202,015.71	18.26%
Total	34,039,423.31	4.05%	33,972,674.94	100.00%

Security Type Distribution



Risk Management-Credit/Issuer

Citrus Heights Water District | Total Aggregate Portfolio

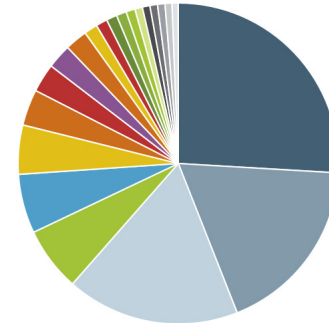


September 30, 2025

Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
S&P		
A	962,206.83	2.83
A+	1,139,726.07	3.35
AA	740,903.92	2.18
AA+	18,164,035.85	53.47
AA-	259,329.10	0.76
AAA	3,071,811.12	9.04
AAAm	1,313,586.95	3.87
NA	8,321,075.09	24.49
Moody's		
A1	1,330,072.87	3.92
A2	152,898.50	0.45
Aa1	18,319,248.33	53.92
Aa2	1,248,206.11	3.67
Aa3	518,706.78	1.53
Aaa	3,845,461.55	11.32
NA	8,558,080.81	25.19
Fitch		
A+	1,084,975.71	3.19
AA	993,424.86	2.92
AA+	17,776,564.19	52.33
AA-	1,171,483.69	3.45
AAA	1,726,026.20	5.08
NA	11,220,200.30	33.03
Total	33,972,674.94	100.00

Issuer Concentration



United States	25.9%
California Asset Management Program	18.1%
Farm Credit System	17.5%
Federal Home Loan Banks	6.4%
Bank of Montreal	6.0%
Other	4.9%
Money Market Obligations Trust - Federated Government Obligations Fund	3.7%
International Bank for Reconstruction and Development	2.9%
Federal National Mortgage Association	2.5%
The World Bank Group	2.3%
Inter-American Development Bank	1.3%
State of Hawaii	1.1%
Toyota Motor Corporation	1.1%
Royal Bank of Canada	1.0%
Deere & Company	0.9%
Morgan Stanley	0.8%
The Bank of New York Mellon Corporation	0.8%
Citigroup Inc.	0.8%
Wells Fargo & Company	0.7%
San Ramon Valley Unified School District	0.7%
San Mateo County Community College District	0.6%

Risk Management-Maturity/Duration

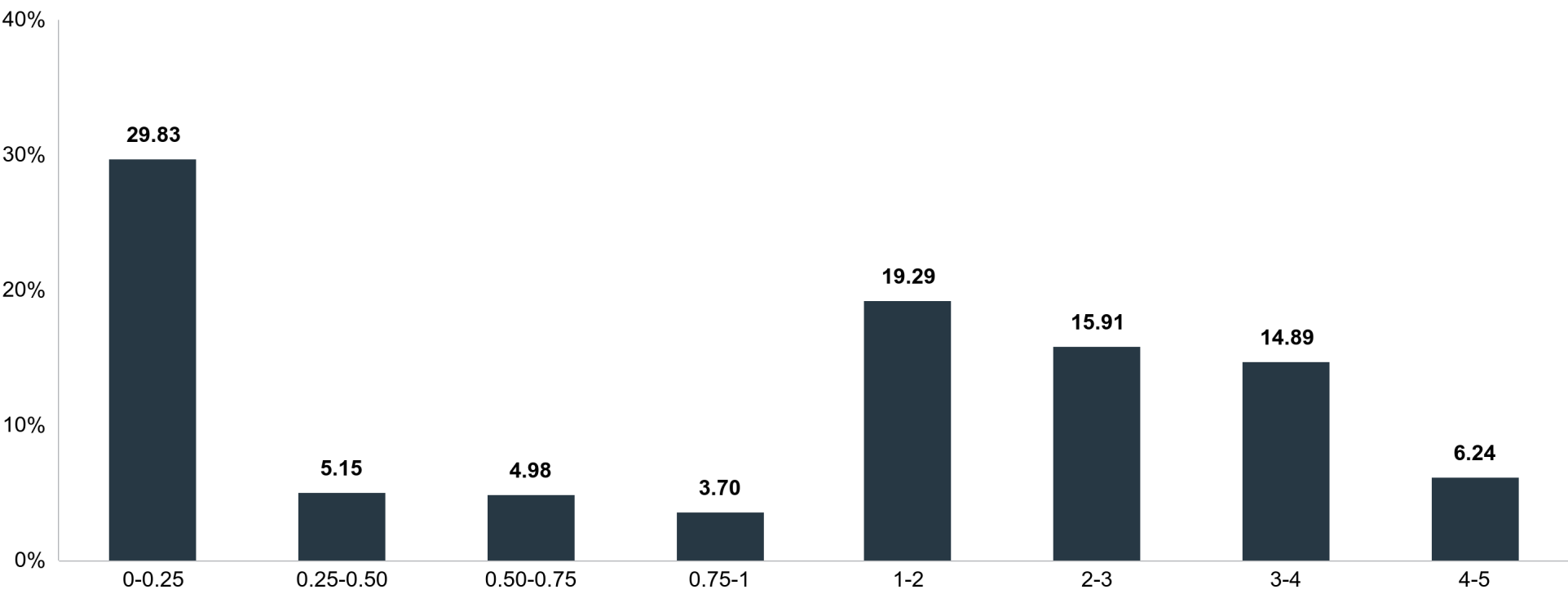
Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

1.57 Yrs	Effective Duration	1.71 Yrs	Years to Maturity	624	Days to Maturity
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Distribution by Effective Duration



Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
CHWD_BMO_D EP	2,031,423.32	BMO Deposit	0.000%	09/30/2025		2,031,423.32	0.00	2,031,423.32	0.00%	0.00%	5.98	0.01	0.01	NA NA NA
CAL_LGIP	57,809.18	CALIFORNIA LAIF	4.212%	09/30/2025		57,809.18	0.00	57,809.18	4.21%	4.21%	0.17	0.01	0.01	NA NA NA
CAL_CAMP	6,144,206.53	California Asset Management Program	4.360%	09/30/2025		6,144,206.53	0.00	6,144,206.53	4.36%	4.36%	18.09	0.01	0.01	NA NA NA
60934N104	1,241,734.54	FEDERATED HRMS GV O INST	4.270%	09/30/2025		1,241,734.54	0.00	1,241,734.54	4.33%	4.58%	3.66	0.00	0.00	AAAm Aaa AAA
31846V203	71,852.41	FIRST AMER:GVT OBLG Y	3.750%	09/30/2025		71,852.41	0.00	71,852.41	3.73%	3.73%	0.21	0.00	0.00	AAAm Aaa AAA
CCYUSD	161.41	Receivable		09/30/2025		161.41	0.00	161.41			0.00			AAA Aaa AAA
14041NGB1	200,000.00	COMET 2022-3 A	4.950%	10/15/2025		200,068.00	440.00	200,508.00	5.20%	4.16%	0.59	0.04	0.04	AAA NA AAA
3133EPMB8	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.125%	12/08/2025		300,015.00	3,884.38	303,899.38	4.62%	4.05%	0.89	0.19	0.19	AA+ Aa1 AA+
3133EPW68	500,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.125%	01/22/2026		500,190.00	3,953.13	504,143.13	4.36%	3.97%	1.48	0.31	0.31	AA+ Aa1 AA+
3133ERNJ6	500,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	02/06/2026		500,960.00	3,437.50	504,397.50	4.13%	3.92%	1.48	0.35	0.35	AA+ Aa1 AA+
91282CGL9	350,000.00	UNITED STATES TREASURY	4.000%	02/15/2026		350,056.00	1,788.04	351,844.04	4.70%	3.94%	1.04	0.38	0.37	AA+ Aa1 AA+
3133EPNV3	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	03/30/2026		300,705.00	36.46	300,741.46	4.50%	3.90%	0.89	0.50	0.49	AA+ Aa1 AA+
3133EPPR0	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	04/10/2026		401,540.00	8,787.50	410,327.50	4.72%	3.88%	1.21	0.53	0.51	AA+ Aa1 AA+
14913UAA8	150,000.00	CATERPILLAR FINANCIAL SERVICES CORP	4.350%	05/15/2026		150,433.50	2,465.00	152,898.50	4.78%	3.87%	0.45	0.62	0.60	A A2 A+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3133EPUD5	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.750%	05/28/2026		301,671.00	4,868.75	306,539.75	4.86%	3.88%	0.90	0.66	0.64	AA+ Aa1 AA+
24422EWX3	150,000.00	JOHN DEERE CAPITAL CORP	4.750%	06/08/2026		150,903.00	2,236.46	153,139.46	4.75%	3.85%	0.45	0.69	0.66	A A1 A+
3133EPNG6	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	06/23/2026		301,182.00	3,572.92	304,754.92	4.41%	3.82%	0.90	0.73	0.71	AA+ Aa1 AA+
3133EPQC2	250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	07/17/2026		251,955.00	2,376.74	254,331.74	4.68%	3.61%	0.75	0.79	0.77	AA+ Aa1 AA+
78016FZZ0	150,000.00	ROYAL BANK OF CANADA	5.200%	07/20/2026		151,384.50	1,538.33	152,922.83	5.30%	4.02%	0.45	0.80	0.78	A A1 AA-
797272RN3	145,000.00	SAN DIEGO CALIF CMNTY COLLEGE DIST	1.445%	08/01/2026		142,352.30	349.21	142,701.51	4.72%	3.68%	0.42	0.84	0.82	AAA Aa1 NA
94988J6D4	250,000.00	WELLS FARGO BANK NA	5.450%	08/07/2026	07/07/2026	252,737.50	2,043.75	254,781.25	5.46%	3.99%	0.75	0.85	0.74	A+ Aa2 AA-
3133EPSW6	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/14/2026		352,219.00	2,056.25	354,275.25	4.53%	3.75%	1.04	0.87	0.85	AA+ Aa1 AA+
3130AWTQ3	350,000.00	FEDERAL HOME LOAN BANKS	4.625%	09/11/2026		352,786.00	899.31	353,685.31	4.81%	3.76%	1.04	0.95	0.92	AA+ Aa1 AA+
91282CLS8	525,000.00	UNITED STATES TREASURY	4.125%	10/31/2026		527,257.50	9,062.67	536,320.17	4.39%	3.71%	1.58	1.08	1.04	AA+ Aa1 AA+
78016EZZ3	200,000.00	ROYAL BANK OF CANADA	1.400%	11/02/2026		194,644.00	1,158.89	195,802.89	5.11%	3.94%	0.58	1.09	1.06	A A1 AA-
13067WRD6	165,000.00	CALIFORNIA ST DEPT WTR RES CENT VY PROJ REV	0.920%	12/01/2026		159,723.30	506.00	160,229.30	5.03%	3.74%	0.47	1.17	1.14	AAA Aa1 NA
17325FBC1	250,000.00	CITIBANK NA	5.488%	12/04/2026	11/04/2026	253,960.00	4,459.00	258,419.00	4.87%	3.99%	0.76	1.18	1.04	A+ Aa3 A+
3130ATVE4	500,000.00	FEDERAL HOME LOAN BANKS	4.500%	12/11/2026		504,990.00	6,875.00	511,865.00	3.86%	3.64%	1.51	1.20	1.14	AA+ Aa1 AA+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
91282CJT9	500,000.00	UNITED STATES TREASURY	4.000%	01/15/2027		501,875.00	4,239.13	506,114.13	4.13%	3.70%	1.49	1.29	1.24	AA+ Aa1 AA+
912828Z78	375,000.00	UNITED STATES TREASURY	1.500%	01/31/2027		364,395.00	947.69	365,342.69	4.44%	3.69%	1.08	1.34	1.30	AA+ Aa1 AA+
3130A3DU5	500,000.00	FEDERAL HOME LOAN BANKS	3.000%	03/12/2027		494,840.00	791.67	495,631.67	3.83%	3.74%	1.46	1.45	1.40	AA+ Aa1 AA+
91282CKE0	500,000.00	UNITED STATES TREASURY	4.250%	03/15/2027		504,065.00	939.23	505,004.23	4.24%	3.67%	1.49	1.45	1.40	AA+ Aa1 AA+
3133ENV9D	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	2.875%	04/26/2027		345,719.50	4,332.47	350,051.97	4.52%	3.68%	1.03	1.57	1.50	AA+ Aa1 AA+
91412HFP3	200,000.00	UNIVERSITY CALIF REVS	1.366%	05/15/2027		192,356.00	1,032.09	193,388.09	4.47%	3.81%	0.57	1.62	1.57	AA Aa2 AA
3133ERFJ5	500,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	05/20/2027		506,390.00	8,187.50	514,577.50	3.80%	3.69%	1.51	1.64	1.55	AA+ Aa1 AA+
91282CEW7	300,000.00	UNITED STATES TREASURY	3.250%	06/30/2027		298,056.00	2,463.99	300,519.99	4.19%	3.63%	0.88	1.75	1.67	AA+ Aa1 AA+
7994082A6	250,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.184%	08/01/2027		239,260.00	493.33	239,753.33	4.69%	3.62%	0.71	1.84	1.79	AA Aa1 NA
799038NS9	220,000.00	SAN MATEO CNTY CALIF CMNTY COLLEGE DIST	1.467%	09/01/2027		210,867.80	268.95	211,136.75	4.77%	3.73%	0.62	1.92	1.86	AAA Aaa NA
65480BAD9	26,363.76	NAROT 2021-AA4	0.570%	09/15/2027		26,322.11	6.68	26,328.78	5.00%	2.16%	0.08	1.96	0.10	AAA Aaa NA
91282CFM8	300,000.00	UNITED STATES TREASURY	4.125%	09/30/2027		302,895.00	34.00	302,929.00	4.16%	3.62%	0.89	2.00	1.91	AA+ Aa1 AA+
419792DB9	200,000.00	HAWAII ST	3.350%	10/01/2027	11/04/2025	198,266.00	3,350.00	201,616.00	4.51%	3.80%	0.59	2.00	1.44	AA+ Aa2 AA
89236TKL8	150,000.00	TOYOTA MOTOR CREDIT CORP	5.450%	11/10/2027		154,579.50	3,201.88	157,781.38	4.85%	3.93%	0.46	2.11	1.95	A+ A1 A+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
12663JAC5	87,605.50	CNH 2022-B A3	3.890%	11/15/2027		87,484.60	151.46	87,636.06	5.37%	4.20%	0.26	2.13	0.49	NA Aaa AAA
023135CP9	150,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	152,251.50	2,275.00	154,526.50	4.62%	3.79%	0.45	2.17	1.96	AA A1 AA-
142921AD7	123,266.66	CARMX 2023-2 A3	5.050%	01/18/2028		123,857.11	276.67	124,133.78	5.25%	4.29%	0.37	2.30	0.59	AAA NA AAA
24422EWR6	150,000.00	JOHN DEERE CAPITAL CORP	4.750%	01/20/2028		152,875.50	1,405.21	154,280.71	4.73%	3.87%	0.45	2.31	2.15	A A1 A+
3133EPAV7	250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	3.875%	02/14/2028		250,637.50	1,264.76	251,902.26	4.15%	3.76%	0.74	2.38	2.24	AA+ Aa1 AA+
912833RY8	700,000.00	UNITED STATES TREASURY	0.000%	02/15/2028		641,914.00	0.00	641,914.00	4.16%	3.68%	1.89	2.38	2.33	AA+ Aa1 AA+
91282CMW8	525,000.00	UNITED STATES TREASURY	3.750%	04/15/2028		526,601.25	9,090.68	535,691.93	3.77%	3.62%	1.58	2.54	2.36	AA+ Aa1 AA+
931142FB4	150,000.00	WALMART INC	3.900%	04/15/2028	03/15/2028	150,538.50	2,697.50	153,236.00	4.35%	3.75%	0.45	2.54	2.31	AA Aa2 AA
46647PDA1	150,000.00	JPMORGAN CHASE & CO	4.323%	04/26/2028	04/26/2027	150,370.50	2,791.94	153,162.44	5.44%	4.16%	0.45	2.57	1.48	A A1 AA-
61690U8B9	250,000.00	MORGAN STANLEY BANK NA	5.504%	05/26/2028	05/26/2027	255,510.00	4,777.78	260,287.78	4.17%	4.11%	0.77	2.65	1.55	A+ Aa3 AA-
91282CCE9	700,000.00	UNITED STATES TREASURY	1.250%	05/31/2028		658,056.00	2,940.57	660,996.57	4.00%	3.63%	1.95	2.67	2.57	AA+ Aa1 AA+
3130AWN63	300,000.00	FEDERAL HOME LOAN BANKS	4.000%	06/30/2028		303,198.00	3,033.33	306,231.33	4.08%	3.59%	0.90	2.75	2.56	AA+ Aa1 AA+
419792YT7	200,000.00	HAWAII ST	1.145%	08/01/2028		185,474.00	381.67	185,855.67	4.62%	3.87%	0.55	2.84	2.74	AA+ Aa2 AA
459058KW2	500,000.00	INTERNATIONAL BANK FOR	4.625%	08/01/2028		512,655.00	3,854.17	516,509.17	4.15%	3.68%	1.52	2.84	2.63	AAA Aaa NA

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3133EPUN3	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/28/2028		357,626.50	1,443.75	359,070.25	4.33%	3.70%	1.06	2.91	2.70	AA+ Aa1 AA+
91282CDF5	650,000.00	UNITED STATES TREASURY	1.375%	10/31/2028		607,392.50	3,740.15	611,132.65	3.54%	3.64%	1.80	3.08	2.96	AA+ Aa1 AA+
45950VSM9	250,000.00	INTERNATIONAL FINANCE CORP	4.500%	11/27/2028		256,300.00	3,875.00	260,175.00	4.06%	3.65%	0.77	3.16	2.89	AAA Aaa NA
3130AXQK7	500,000.00	FEDERAL HOME LOAN BANKS	4.750%	12/08/2028		516,200.00	7,454.86	523,654.86	4.07%	3.66%	1.54	3.19	2.91	AA+ Aa1 AA+
91282CDW8	425,000.00	UNITED STATES TREASURY	1.750%	01/31/2029		399,848.50	1,253.06	401,101.56	4.00%	3.65%	1.18	3.34	3.18	AA+ Aa1 AA+
4581X0EN4	450,000.00	INTER-AMERICAN DEVELOPMENT BANK	4.125%	02/15/2029		455,998.50	2,371.88	458,370.38	4.23%	3.70%	1.35	3.38	3.11	AAA Aaa NA
45950VSZ0	500,000.00	INTERNATIONAL FINANCE CORP	4.375%	03/27/2029		510,955.00	243.06	511,198.06	4.80%	3.70%	1.50	3.49	3.22	AAA Aaa NA
06405LAH4	250,000.00	BANK OF NEW YORK MELLON	4.729%	04/20/2029	04/20/2028	254,107.50	5,221.60	259,329.10	4.37%	4.04%	0.76	3.55	2.34	AA- Aa2 AA
3133ERDH1	625,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.750%	04/30/2029		646,981.25	12,452.26	659,433.51	4.43%	3.69%	1.94	3.58	3.22	AA+ Aa1 AA+
91282CES6	650,000.00	UNITED STATES TREASURY	2.750%	05/31/2029		629,564.00	6,007.17	635,571.17	4.36%	3.67%	1.87	3.67	3.42	AA+ Aa1 AA+
91282CFC0	500,000.00	UNITED STATES TREASURY	2.625%	07/31/2029		481,210.00	2,211.28	483,421.28	4.10%	3.68%	1.42	3.83	3.59	AA+ Aa1 AA+
91282CFJ5	400,000.00	UNITED STATES TREASURY	3.125%	08/31/2029		391,812.00	1,070.44	392,882.44	3.59%	3.69%	1.16	3.92	3.64	AA+ Aa1 AA+
459058LN1	450,000.00	INTERNATIONAL BANK FOR	3.875%	10/16/2029		452,367.00	7,992.00	460,359.00	4.29%	3.73%	1.36	4.04	3.65	AAA Aaa NA
91282CFY2	500,000.00	UNITED STATES TREASURY	3.875%	11/30/2029		503,225.00	6,511.27	509,736.27	4.12%	3.71%	1.50	4.17	3.77	AA+ Aa1 AA+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3133ETME4	550,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.000%	01/23/2030		555,659.50	4,155.56	559,815.06	4.05%	3.74%	1.65	4.31	3.91	AA+ Aa1 AA+
31358DDR2	1,000,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.000%	05/15/2030		836,990.00	0.00	836,990.00	4.21%	3.88%	2.46	4.62	4.54	AA+ Aa1 AA+
89236TNJ0	200,000.00	TOYOTA MOTOR CREDIT CORP	4.800%	05/15/2030		204,830.00	3,626.67	208,456.67	4.15%	4.22%	0.61	4.62	4.05	A+ A1 A+
91282CHR5	700,000.00	UNITED STATES TREASURY	4.000%	07/31/2030		707,903.00	4,717.39	712,620.39	3.75%	3.74%	2.10	4.83	4.34	AA+ Aa1 AA+
91282CHW4	350,000.00	UNITED STATES TREASURY	4.125%	08/31/2030		355,866.00	1,236.36	357,102.36	3.60%	3.75%	1.05	4.92	4.41	AA+ Aa1 AA+
Total	34,039,423.31		3.500%			33,765,066.60	207,608.33	33,972,674.94	4.05%	3.68%	100.00	1.71	1.57	

Transactions

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Buy										
89236TNJ0	TOYOTA MOTOR CRD 4.800 05/15/30 MTN	09/09/2025	09/11/2025	0.00	102.74	200,000.00	205,482.00	3,093.33	208,575.33	GOLDMAN
91282CHW4	US TREASURY 4.125 08/31/30	09/10/2025	09/15/2025	0.00	102.36	350,000.00	358,257.81	598.24	358,856.05	GOLDMAN
31846V203	FIRST AMER:GVT OBLG;Y	09/18/2025	09/18/2025	0.00	1.00	59,230.87	59,230.87	0.00	59,230.87	Direct
60934N104	FEDERATED HRMS GV O;INST	09/30/2025	09/30/2025	0.00	1.00	201,492.83	201,492.83	0.00	201,492.83	Direct
CAL_CAMP	California Asset Management Program	09/30/2025	09/30/2025	0.00	1.00	21,944.12	21,944.12	0.00	21,944.12	Direct
CHWD_BMO_DEP	BMO Deposit	09/30/2025	09/30/2025	0.00	1.00	2,749.91	2,749.91	0.00	2,749.91	Direct
Total				0.00		835,417.73	849,157.54	3,691.57	852,849.11	
Sell										
31846V203	FIRST AMER:GVT OBLG;Y	09/15/2025	09/15/2025	0.00	1.00	26,962.64	26,962.64	0.00	26,962.64	Direct
Total				0.00		26,962.64	26,962.64	0.00	26,962.64	
Maturity										
89236TKZ7	TOYOTA MOTOR CRD 5.600 09/11/25 MTN MAT	09/11/2025	09/11/2025	0.00	100.00	200,000.00	200,000.00	0.00	200,000.00	
91282CFK2	US TREASURY 3.500 09/15/25 MATD	09/15/2025	09/15/2025	0.00	100.00	300,000.00	300,000.00	0.00	300,000.00	
Total				0.00		500,000.00	500,000.00	0.00	500,000.00	
Coupon										
799038NS9	SAN MATEO CNTY CALIF CMNTY 1.467 09/01/27	09/01/2025	09/01/2025	1,613.70		0.00	0.00	0.00	1,613.70	
3130AWTQ3	FHLBANKS 4.625 09/11/26	09/11/2025	09/11/2025	8,093.75		0.00	0.00	0.00	8,093.75	
89236TKZ7	TOYOTA MOTOR CRD 5.600 09/11/25 MTN MAT	09/11/2025	09/11/2025	5,600.00		0.00	0.00	0.00	5,600.00	
3130A3DU5	FHLBANKS 3.000 03/12/27	09/12/2025	09/12/2025	7,500.00		0.00	0.00	0.00	7,500.00	
65480BAD9	NART-21A-A4	09/15/2025	09/15/2025	18.42		0.00	(0.00)	0.00	18.42	
12663JAC5	CNHET-22B-A3	09/15/2025	09/15/2025	297.81		0.00	0.00	0.00	297.81	
91282CFK2	US TREASURY 3.500 09/15/25 MATD	09/15/2025	09/15/2025	5,250.00		0.00	0.00	0.00	5,250.00	
14041NGB1	COMET-223-A	09/15/2025	09/15/2025	825.00		0.00	0.00	0.00	825.00	
142921AD7	CARMAX-232-A3	09/15/2025	09/15/2025	563.78		0.00	(0.00)	0.00	563.78	
91282CKE0	US TREASURY 4.250 03/15/27	09/15/2025	09/15/2025	10,625.00		0.00	0.00	0.00	10,625.00	
45950VSZ0	IFC 4.375 03/27/29 MTN	09/27/2025	09/27/2025	10,937.50		0.00	0.00	0.00	10,937.50	
91282CFM8	US TREASURY 4.125 09/30/27	09/30/2025	09/30/2025	6,187.50		0.00	0.00	0.00	6,187.50	
3133EPNV3	FED FARM CR BNKS 4.375 03/30/26	09/30/2025	09/30/2025	6,562.50		0.00	0.00	0.00	6,562.50	

Transactions

Citrus Heights Water District | Total Aggregate Portfolio



September 30, 2025

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Total				64,074.96		0.00	(0.00)	0.00	64,074.96	
Custody Fee										
CCYUSD	US DOLLAR	09/25/2025	09/25/2025	0.00		150.94	(150.94)	0.00	(150.94)	
Total				0.00		150.94	(150.94)	0.00	(150.94)	
Principal Paydown										
65480BAD9	NART-21A-A4	09/15/2025	09/15/2025	0.00		12,424.85	12,424.85	0.00	12,424.85	
12663JAC5	CNHET-22B-A3	09/15/2025	09/15/2025	0.00		4,262.95	4,262.95	0.00	4,262.95	
142921AD7	CARMAX-232-A3	09/15/2025	09/15/2025	0.00		10,701.39	10,701.39	0.00	10,701.39	
Total				0.00		27,389.20	27,389.19	0.00	27,389.19	
Interest Income										
CAL_CAMP	California Asset Management Program	09/30/2025	09/30/2025	21,944.12		0.00	21,944.12	0.00	21,944.12	
31846V203	FIRST AMER:GVT OBLG;Y	09/30/2025	09/30/2025	161.41		0.00	7.41	0.00	161.41	
60934N104	FEDERATED HRMS GV O;INST	09/30/2025	09/30/2025	3,824.61		0.00	434.20	0.00	3,824.61	
Total				25,930.14		0.00	22,385.73	0.00	25,930.14	

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
September 30, 2025

Fund Name	Beginning Balance 01/1/2025	Year to Date Transfers In / Collections	Year to Date Transfers Out	Current Month Transfers In / Collections	Current Month Transfers Out	Ending Balance 09/30/2025	2025 Target Balance per Policy
Operating Reserve	\$ 4,238,459 ¹					\$ 4,238,459	\$ 3,892,710
Operating Fund	\$ 12,515,077 ²	\$ 15,639,851	\$ (16,991,470)	2,139,252	(1,935,010)	\$ 11,367,701	N/A
Rate Stabilization Fund	\$ 1,000,000					\$ 1,000,000	\$ 1,000,000
Capital Improvement Reserve	\$ 3,118,456 ³					\$ 3,118,456	\$ 3,146,633
Restricted for Debt Service	\$ -					\$ -	N/A
Water Supply Reserve	\$ 3,023,173					\$ 3,023,173	N/A
Water Efficiency Reserve	\$ 200,000					\$ 200,000	N/A
Water Meter Replacement Reserve	\$ 2,125,000					\$ 2,125,000	N/A
Water Main Reserve - Project 2030	\$ 4,040,163	\$ 1,467,629		\$ 239,688		\$ 5,747,480	N/A
Fleet Equipment Reserve	\$ 555,009 ⁴					\$ 555,009	\$ 471,395
Employment-Related Benefits Reserve	\$ 1,015,536					\$ 1,015,536	\$ 1,015,536
	\$ 31,830,873	\$ 17,107,480	\$ (16,991,470)	\$ 2,378,940	\$ (1,935,010)	\$ 32,390,814	\$ 9,526,274

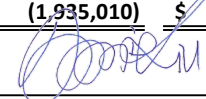
Notes

1- Adjustment to beginning balance to match Policy 6200

2- Adjustment to beginning balance to match ACFR

3- Adjustment to beginning balance to match policy 6240

4- Adjustment to beginning balance to match policy 6260


ANNIE Y. LIU, Treasurer

TREASURER'S REPORT OF FUND BALANCES
September 30, 2025

Fund Transfers Summary:

Operating Fund:

Fund Collected/Transferred	\$ 2,139,252
Fund Disbursed/Transferred	<u>\$ (1,935,010)</u>
Net Fund Transferred:	\$ 204,243

<u>Water Main Reserve - Project 2030</u>	<u>\$ 239,688</u>
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NET CHANGES- ALL FUNDS	<u><u>\$ 443,930</u></u>
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Citrus Heights Water District
Budget Performance Report
As of 09/30/2025

CC-06

	September 2025 Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance Amount	Percent of Total Budget	Approved Budget
Revenues						
Metered Service Charges	\$1,637,020.63	\$11,373,316.02	\$10,298,392.05	1,074,923.97	83%	\$13,761,219.83
Metered Water Deliveries	1,160,515.12	4,967,488.91	\$5,300,667.46	(333,178.55)	64%	7,729,492.26
Water Main Replacement Revenue	239,687.56	1,607,176.99	1,099,550.67	507,626.32	110%	1,466,376.28
Penalties	14,079.79	164,752.12	156,941.94	7,810.18	87%	188,431.82
Interest	26,533.17	262,631.15	690,000.00	(427,368.85)	26%	1,000,000.00
Backflow Fees	9,586.72	67,460.34	63,272.48	4,187.86	78%	86,293.14
Water Service Install & S&R	2,055.00	50,005.59	38,595.32	11,410.27	114%	43,762.42
Grant Funds *		749,103.74		749,103.74	-	-
Miscellaneous **	26,921.85	34,425.95	6,999.68	27,426.27	1052%	3,272.87
Cost Reimbursements	4,427.19	4,601.08	8,703.36	(4,102.28)	46%	10,029.69
Income - Wheeling Water		48,292.91	55,318.65	-	0%	55,318.65
Income - Connection Fees		20,202.66	167,314.38	(147,111.72)	8%	240,165.80
Total Revenue	3,120,827.03	19,349,457.46	17,885,755.99	1,470,727.21	79%	24,584,362.76
*Revenue recognized, but not fully collected						
**includes Assessments, New Account, Back						
Charges & other Miscellaneous Revenue Sources						
Operating Expenses						
Cost of Water						
Purchased Water		2,150,220.29	2,230,704.24	(80,483.95)	68%	3,141,035.05
Ground Water	41,247.32	534,882.43	890,102.25	(355,219.82)	44%	1,212,931.83
	41,247.32	2,685,102.72	3,120,806.49	(435,703.77)	62%	4,353,966.88
Labor & Benefits						
Labor Regular	332,846.42	3,494,127.95	3,048,797.86	445,330.09	86%	4,085,127.08
Labor Non-Regular	317.77	7,061.57	68,400.00	(61,338.43)	8%	91,200.00
Labor Taxes	25,191.59	276,640.03	236,054.83	40,585.20	74%	371,863.07
Labor Workers Comp		51,255.46	89,550.81	(38,295.35)	43%	119,401.08
Labor External	2,275.00	14,275.00	526,946.99	(512,671.99)	2%	702,596.04
Benefits Med/Den/Vis	40,077.85	522,903.74	609,580.70	(86,676.96)	67%	784,895.96
Benefits LTD/Life/EAP	6,576.32	63,179.91	61,414.81	1,765.10	83%	75,987.03
Benefits CalPers	21,445.18	285,747.69	369,354.12	(83,606.43)	58%	490,728.04
Benefits Other	13,207.72	108,859.33	342,786.47	(233,927.14)	25%	440,448.95
Benefits OPEB			69,653.97	(69,653.97)	0%	92,871.96
Benefit Retiree Expenses	6,664.08	53,841.72	67,417.45	(13,575.73)	57%	94,641.01
Benefit GASB 68/PERS UAL		581,368.00	476,282.89	105,085.11	122%	476,282.84
Benefit UAL OPEB		98,989.00	12,041.28	-	617%	16,055.04
Capitalized Labor & Benefit Contra	(50,469.96)	(341,616.17)		(341,616.17)	-	-
	398,131.97	5,216,633.23	5,978,282.18	(848,596.67)	67%	7,842,098.10
General & Administrative						
Fees & Charges	19,201.72	145,698.35	161,215.36	(15,517.01)	67%	216,257.92
Regulatory Compliance/Permits	(636.00)	96,187.31	168,049.03	(71,861.72)	40%	239,900.00
District Events & Recognition	5,399.55	43,251.56	37,606.18	5,645.38	75%	57,999.98
Maintenance/Licensing	6,016.34	229,633.69	255,685.66	(26,051.97)	85%	269,300.00
Equipment Maintenance	1,636.93	84,840.00	122,611.03	(37,771.03)	47%	178,899.96
Professional Development	10,787.53	105,975.70	125,214.33	(19,238.63)	67%	158,749.97
Department Admin		2,677.82	78,750.09	(76,072.27)	3%	105,000.12
Dues & Subscriptions	2,827.53	169,910.38	138,010.44	31,899.94	105%	161,569.99
Facility Improvements			22,500.00	(22,500.00)	0%	30,000.00
Fuel & Oil	6,364.05	49,628.06	58,179.08	(8,551.02)	63%	79,000.00
General Supplies	1,724.99	71,465.42	98,699.08	(27,233.66)	58%	124,045.02
Insurance - Auto/Prop/Liab	1,951.94	142,014.73	173,883.92	(31,869.19)	63%	225,000.05
Leasing/Equipment Rental	4,223.99	35,289.85	71,346.19	(36,056.34)	36%	96,699.99
Parts & Materials	129.84	381,315.96	297,499.00	83,816.96	212%	180,000.00
Postage/Shipping/Freight	6,593.47	73,605.56	80,514.13	(6,908.57)	64%	114,999.99
Rebates & Incentives	525.00	5,506.98	14,776.48	(9,269.50)	29%	19,100.01
Telecom/Network	6,148.09	50,087.88	55,182.52	(5,094.64)	66%	75,480.02
Tools & Equipment	2,960.26	62,946.48	47,137.15	15,809.33	88%	71,449.98
Utilities	2,024.54	40,746.36	43,176.39	(2,430.03)	69%	59,222.99
Capitalized G&A Contra	(14,770.25)	(179,037.67)		(179,037.67)	-	-
Capitalized Equipment Contra	(38,474.37)	(271,459.69)		(271,459.69)	-	-
	24,635.15	1,340,284.73	2,050,036.06	(709,751.33)	54%	2,462,675.99
Professional & Contract Services						
Support Services	272,415.78	1,582,324.50	1,902,936.44	(320,611.94)	56%	2,814,894.93

Citrus Heights Water District
Budget Performance Report
As of 09/30/2025

CC-06

	September 2025 Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance Amount	Percent of Total Budget	Approved Budget
Legal Services	62,514.57	353,140.66	412,484.25	(59,343.59)	63%	556,199.97
Printing Services	807.00	33,228.72	18,332.53	14,896.19	103%	32,149.94
Total Operating Expenses	799,751.79	11,245,148.34	13,565,377.98	(2,320,229.64)	62%	18,232,773.85
Net Income / (Expense)	\$ 2,321,075.24	\$ 8,104,309.12	\$ 4,320,378.01	\$ 3,783,931.11	128%	\$ 6,351,588.91

Citrus Heights Water District
Budget Performance Report
As of 09/30/2025

CC-07

Project Number	Project Name	BUDGET	AMOUNTS PAID			PROJECTION
		Project Forecast Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C25-004	Annual Tech Hardware & Softwar	\$100,000	\$0	\$0	\$0	\$100,000
C25-005	Annual Facilities Improvements	\$112,000	\$0	\$0	\$0	\$112,000
C25-010	Annual Water Main Pip Replac	\$53,000	\$3,437	\$6,654	\$6,654	\$46,346
C25-011	Annual Valve Replacements	\$135,000	\$2,653	\$21,300	\$21,300	\$113,700
C25-012	Annual Water Service Connectio	\$1,510,000	\$70,194	\$656,050	\$656,050	\$853,950
C25-013	Annual Water Meter Replacement	\$130,000	\$160	\$136,874	\$136,874	(\$6,874)
C25-014	Annual Fire Hydrants Repl, Upg	\$175,000	\$11,806	\$79,843	\$79,843	\$95,157
C25-020	Annual Groundwater Wel Improve	\$200,000	\$0	\$0	\$0	\$200,000
C25-040	Annual Other City Partnerships	\$100,000	\$0	\$366	\$366	\$99,634
C25-041	Misc Infrastructure Projects	\$100,000	\$0	\$0	\$0	\$100,000
Construction in Progress		\$2,615,000	\$88,251	\$901,086	\$901,086	\$ 1,713,914
C24-003	Fleet/Field Operations Equip	\$330,000	\$0	\$106,834	\$106,834	\$223,166
C25-003	Fleet/Field Operations Equip	\$40,000	\$0	\$0	\$0	\$40,000
Fleet and Equipment		\$370,000	\$0	\$106,834	\$106,834	\$ 263,166
C16-134	Auburn Blvd-Rusch Park Placer	\$900,285	\$2,841	\$342,989	\$418,118	\$482,167
C24-101	Minnesota Drive	\$727,000	\$0	\$481,174	\$539,265	\$187,735
C24-102	Fair Oaks Blvd at Leafcrest Wy	\$615,000	\$616	\$380,130	\$423,183	\$191,817
C24-103	Menke Way	\$103,000	\$0	\$0	\$0	\$103,000
C25-101	Greenback Ln - Birdcage St to	\$900,000	\$3,990	\$115,220	\$115,220	\$784,780
C25-102	Greenback - Sunrise Blvd to Bi	\$100,000	\$0	\$32,225	\$32,225	\$67,775
C25-103	Donnawood Way	\$100,000	\$32,354	\$41,674	\$41,674	\$58,326
C25-108	Sayonara Dr - Lialana to Ming	\$0	\$2,447	\$2,447	\$2,447	(\$2,447)
Water Mains		\$3,445,285	\$42,248	\$1,395,859	\$1,572,132	\$ 1,873,153
C25-104	Corporation Yard and Admin Fac	\$3,000,000	\$7,535	\$31,129	\$31,129	\$2,968,871
C25-105	ERP System	\$400,000	\$601	\$99,095	\$99,095	\$300,905
C25-106	SCADA Upgrade	\$120,000	\$0	\$5,400	\$5,400	\$114,600
C25-107	Madison Property Acquisition	\$0	\$93,757	\$1,963,082	\$1,963,082	(\$1,963,082)
Miscellaneous Projects		\$3,520,000	\$101,894	\$2,098,707	\$2,098,707	\$ 1,421,293
C20-107	Well #7 Ella	\$4,442,536	\$724,120	\$1,931,307	\$3,375,340	\$1,067,196
C23-103	Highland Well #8	\$5,300,000	\$1,797	\$731,391	\$800,909	\$4,499,091
Wells		\$9,742,536	\$725,917	\$2,662,698	\$4,176,249	\$ 5,566,287
Grand Totals:		\$19,692,821	\$958,310	\$7,165,184	\$8,855,008	\$ 10,837,813

SEPTEMBER 2025 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
510000124	Void	Void	\$0.00
510000125	Void	Void	\$0.00
510000126	Void	Void	\$0.00
510000127	Void	Void	\$0.00
510000128	Void	Void	\$0.00
510000129	Void	Void	\$0.00
510000130	Void	Void	\$0.00
510000131	Void	Void	\$0.00
510000132	Void	Void	\$0.00
510000133	Void	Void	\$0.00
510000134	Void	Void	\$0.00
510000135	Void	Void	\$0.00
510000136	Void	Void	\$0.00
510000137	Void	Void	\$0.00
510000138	Void	Void	\$0.00
510000139	Void	Void	\$0.00
510000140	Void	Void	\$0.00
510000141	Void	Void	\$0.00
510000142	Void	Void	\$0.00
510000143	Void	Void	\$0.00
510000144	Void	Void	\$0.00
510000145	Void	Void	\$0.00
510000146	Void	Void	\$0.00
510000147	Void	Void	\$0.00
510000149	JACLYN J JONES REVOCABLE TRUST	Customer Refund	\$189.35
510000150	PAUL OR MARJI V ARJIL	Customer Refund	\$42.59
510000151	LILIYA FEDOROV	Customer Refund	\$51.55
510000152	KREMER SHAW FAMILY REVOC TRST	Customer Refund	\$167.94
510000153	ALBERT J VILLAR	Customer Refund	\$8.35
510000154	STEPHEN A WARD	Customer Refund	\$34.79
510000155	KAITLYNN M HECKMAN	Customer Refund	\$29.07
510000156	BRADY CHAMBERS	Professional Development	\$147.36
510000157	COUNTY OF SACRAMENTO EMD	Permit Fees	\$105.80
510000158	HILARY STRAUS	Professional Development	\$65.00
510000159	STATE WATER RESOURCES CONTROL BOARD	Professional Development	\$70.00
510000160	VICES COLLISION REPAIR	Repair-Trucks	\$4,300.23
510000161	ERIC SHELLEY TOOLSON 2003 TRUST	Customer Refund	\$50.14
510000162	MARIANA TARVERDI REVOC TRUST	Customer Refund	\$11.13
510000163	EILEEN OR ETHAN A JONAS	Customer Refund	\$237.29
510000164	TERRI L CLENDENNING	Customer Refund	\$7.47
510000165	JOHN OR PATRICIA STEITZ	Customer Refund	\$13.95
510000166	WILLIAM J OR TERESA M RYAN	Customer Refund	\$32.94
510000167	STEVEN C THOMSON	Customer Refund	\$98.20
510000168	KELLI LEIRD OR SHIRLEY THOMPSON TRUST	Customer Refund	\$184.55
510000169	RUBEN R AND CAROL M MARTINEZ TRST	Customer Refund	\$230.92
510000170	ALAIN OR MICHEL DOTTA	Customer Refund	\$41.03
510000171	EUNICE M PEARCY	Customer Refund	\$39.64
510000172	BRADLEY ROBERT ANDERSON TRUST	Customer Refund	\$8.25
510000173	KATHRIN AF TAWFIK OR SAMEH SS GUIRGUIS	Customer Refund	\$194.63

SEPTEMBER 2025 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
510000174	JESSICA G WRIGHT	Customer Refund	\$12.27
510000175	BENJAMIN OR CHELSEA M BECKER	Customer Refund	\$236.38
510000176	DANIEL K SUMIDA	Customer Refund	\$132.11
510000177	NEXT DOOR REAL ESTATE LLC	Customer Refund	\$11.09
510000178	CEB TRUST	Customer Refund	\$9.83
510000179	LOWES	Supplies-Field	\$703.33
510000180	SACRAMENTO COUNTY RECORDER	Recording Fees	\$100.00
510000181	EDNA E SMITH	Liabilty & Comp Insurance	\$1,951.94
510000182	STATE WATER RESOURCES CONTROL BOARD	Professional Development	\$110.00
510000183	PATRICIA L VAROZZA	Customer Refund	\$136.99
510000184	NAVIN V OR ULUPI N PATEL	Customer Refund	\$58.27
510000185	CRAIG OR JENNIFER COULTER	Customer Refund	\$348.73
510000186	IAN WHITSON OR IMELDA LANSANG	Customer Refund	\$181.35
510000187	CALIFORNIA NEVADA SECTION AWWA	Professional Development	\$135.00
510000188	MARY ELISE CONZELMANN	Professional Development	\$330.00
510000189	COUNTY OF SACRAMENTO	Permit Fees	\$1,046.75
510000190	CARRIE ANN OR CHAD A SNODGRASS	Customer Refund	\$16.56
510000191	MICHAEL E CORBETT	Customer Refund	\$101.96
510000192	LW AND KE SORENSON TRUST	Customer Refund	\$165.66
510000193	Richard M Redmond Estate	Customer Refund	\$83.49
510000194	MARJORIE OR HARRY SADLER	Customer Refund	\$89.31
510000195	MICHAEL OR MELANIE J VANCE	Customer Refund	\$26.25
510000196	CASSANDRA M STEGER	Customer Refund	\$16.52
510000197	JOSHUA DIEBERT OR ELAIN MOUA	Customer Refund	\$195.04
510000198	JPB DESIGNS	Customer Refund	\$1,934.27
510000199	INVOICE PROCESSING DEPARTMENT	Fees	\$8.00
510000214	Void	Void	\$0.00
80633	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Reads	\$3,686.78
80634	NEW ANSWERNET INC	Telephone-Answering Service	\$364.69
80635	BSK ASSOCIATES	Water Analysis	\$848.72
80636	COVINO SMITH AND SIMON	Contract Services-Miscellaneous	\$1,666.67
80637	FERGUSON ENTERPRISES INC 1423	Material	\$55,015.22
80638	HUNT AND SONS LLC	Gas & Oil	\$1,901.63
80639	INDUSTRIAL SERVICE AND SUPPLY INC	Supplies-Field	\$5,824.00
80640	J4 SYSTEMS	Contract Services-Other	\$1,200.00
80641	LUCIO LUGO	Toilet Rebate Program	\$75.00
80642	MESSENGER PUBLISHING GROUP	Publication Notices	\$225.00
80643	MOONLIGHT BPO LLC	Contract Services-Bill Print/Mail	\$5,463.32
80644	NAPA AUTO PARTS	Repair-Equipment	\$29.35
80645	NOR CAL PERLITE INC	Supplies-Field	\$3,729.29
80646	NOWSPEED INC	Contract Services-Other	\$250.00
80647	PACE SUPPLY CORP	Material	\$1,108.75
80648	QUICK QUACK CAR WASH	Maintenance Agreement-Equipment	\$380.00
80649	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$363.61
80650	RINCON CONSULTANTS INC	Consulting Services	\$7,647.50
80651	SCARSDALE SECURITY SYSTEMS INC	Contract Services-Other	\$532.44
80652	SMUD	Utilities	\$15,994.45
80653	SMUD	Utilities	\$125.17
80654	SONITROL	Equipment Rental-Office	\$216.12

SEPTEMBER 2025 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
80655	BARBARA STROUGH	Toilet Rebate Program	\$150.00
80656	TRAFFIC MANAGEMENT INC	Field Miscellaneous	\$612.02
80657	19SIX ARCHITECTS	Contract Services-Engineering	\$28,369.60
80658	ACWA JPIA	Workers Comp Insurance	\$104.16
80659	ASCENT ENVIRONMENTAL INC	Contract Services-Engineering	\$9,573.40
80660	BENDER ROSENTHAL INCORPORATED	Contract Services-Engineering	\$1,500.00
80661	BRYCE CONSULTING INC	Consulting Services	\$950.00
80662	BWD GENERAL ENGINEERING CONTRACTORS	Contract Services-Other	\$388,170.00
80663	CAPITAL RUBBER AND GASKET	Material	\$307.06
80664	CAROLLO ENGINEERS INC	Contract Services-Engineering	\$52,867.25
80665	CENTER FOR INTERNET SECURITY INC	Maintenance Agreement-Software	\$5,260.00
80666	CITY OF CITRUS HEIGHTS	Permit Fees	\$331,000.00
80667	CITY OF FOSTER CITY	Contract Services-Other	\$582.00
80668	Void	Void	\$0.00
80669	ROBIN COPE	Retiree Benefit	\$539.00
80670	CORELOGIC INFORMATION SOLUTIONS INC	Dues & Subscriptions	\$251.00
80671	EMPLOYEE RELATIONS INC	Contract Services-Other	\$57.86
80672	ERNESTINE FREEMAN	Retiree Benefit	\$185.00
80673	HARRIS INDUSTRIAL GASES	Supplies-Field	\$54.89
80674	INTEGRITY ADMINISTRATORS INC	Health Insurance	\$203.84
80675	KASL CONSULTING ENGINEERS	Contract Services-Engineering	\$4,079.50
80676	LIEBERT CASSIDY WHITMORE	Legal & Audit	\$3,430.00
80677	MACQUARIE EQUIPMENT CAPITAL INC	Equipment Rental-Office	\$376.97
80678	RAWLES ENGINEERING INC	Contract Services-Engineering	\$22,449.45
80679	RDO EQUIPMENT	Repair-Trucks	\$695.08
80680	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$643.70
80681	SCARSDALE SECURITY SYSTEMS INC	Contract Services-Other	\$149.97
80682	MARY LYNN SCHERRER	Retiree Benefit	\$185.00
80683	SPRINGBROOK HOLDING COMPANY LLC	Contract Services-Miscellaneous	\$1,806.00
80684	T MOBILE	Telephone-Wireless	\$1,203.80
80685	MELINDA M TUPPER	Retiree Benefit	\$539.00
80686	UES PROFESSIONAL SOLUTIONS INC	Contract Services-Engineering	\$11,075.00
80687	DOUG VEERKAMP GENERAL ENGINEER	Contract Services-Engineering	\$16,959.85
80688	WEX BANK	Gas & Oil	\$3,514.65
80689	AIA SERVICES LLC	Water Conservation-Supplies	\$107.81
80690	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Reads	\$4,817.00
80691	AMAZON CAPITAL SERVICES	Office Expense	\$119.36
80692	BEST BEST AND KRIEGER	Legal & Audit	\$30,205.57
80693	BLUE JAY TRUCKING INC	Contract Services-Other	\$1,840.00
80694	BSK ASSOCIATES	Water Analysis	\$2,949.53
80695	CALIFORNIA LANDSCAPE ASSOCIATES INC	Janitorial	\$465.00
80696	COMCAST	Equipment Rental-Office	\$102.88
80697	CONSOLIDATED	Telephone-Local/Long Distance	\$3,256.35
80698	GOVERNMENT PORTFOLIO ADVISORS	Consulting Services	\$1,403.03
80699	FERGUSON ENTERPRISES INC 1423	Material	\$3,753.10
80700	IB CONSULTING LLC	Consulting Services	\$26,148.52
80701	INDOOR ENVIRONMENTAL SERVICES	Maintenance Agreement-Equipment	\$932.50
80702	INTEGRITY ADMINISTRATORS INC	Health Insurance	\$5,000.00
80703	J4 SYSTEMS	Contract Services-Other	\$746.37

SEPTEMBER 2025 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
80704	RONALD E Krause	Toilet Rebate Program	\$75.00
80705	M AND M BACKFLOW AND METER MAINTENANCE	Contract Services-Other	\$697.20
80706	MOONLIGHT BPO LLC	Contract Services-Bill Print/Mail	\$3,742.23
80707	NAPA AUTO PARTS	Repair-Equipment	\$51.19
80708	PACIFIC GAS AND ELECTRIC	Utilities	\$37.49
80709	RAMZI SALAMEH	Toilet Rebate Program	\$150.00
80710	SMUD	Utilities	\$952.32
80711	USA BLUE BOOK	Supplies-Field	\$308.24
80712	WATERWISE CONSULTING INC	Contract Services-Water Conservation	\$595.00
80713	WM CORPORATE SERVICES INC	Utilities	\$545.93
80714	WOLF CONSULTING	Consulting Services	\$9,000.00
80715	19SIX ARCHITECTS	Contract Services-Engineering	\$78,016.40
80716	ACTION ASPHALT AND CONCRETE	Contract Services-Paving/Concrete	\$26,499.00
80717	AIA SERVICES LLC	Water Conservation-Supplies	\$419.87
80718	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Read	\$1,559.11
80719	AMAZON CAPITAL SERVICES	Office Expense	\$346.75
80720	ASCENT ENVIRONMENTAL INC	Contract Services-Engineering	\$7,291.25
80721	BEST BEST AND KRIEGER	Legal & Audit	\$13,371.00
80722	BSK ASSOCIATES	Water Analysis	\$572.46
80723	CAROLLO ENGINEERS INC	Contract Services-Engineering	\$37,862.21
80724	CITY OF CITRUS HEIGHTS	Equipment Rental	\$1,255.00
80725	COLANTUONO HIGHSMITH WHATLEY PC	Legal & Audit	\$12,731.50
80726	CTY OF SAC DEPT OF FINANCE	Fees/Charges	\$108.95
80727	EDELSTEIN GILBERT ROBSON AND SMITH LLC	Consulting Services	\$5,833.33
80728	FAST ACTION PEST CONTROL	Janitorial	\$184.80
80729	FP MAILING SOLUTIONS	Equipment Rental-Office	\$280.69
80730	J COMM INC	Contract Services-Other	\$3,000.00
80731	KASL CONSULTING ENGINEERS	Contract Services-Engineering	\$1,764.00
80732	KEI 12 WINDOW CLEANING	Janitorial	\$125.00
80733	KENWAVE SOLUTIONS INC	Contract Services-Engineering	\$12,000.00
80734	LEAF	Equipment Rental-Office	\$419.49
80735	MOONLIGHT BPO LLC	Contract Services-Bill Print/Mail	\$1,999.00
80736	NAPA AUTO PARTS	Repair-Equipment	\$9.35
80737	RED WING SHOE STORE	Small Tools	\$300.00
80738	RENTAL GUYS	Equipment Rental-Field	\$214.32
80739	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$9,238.83
80740	RAY RIEHLE	Professional Development	\$95.66
80741	SCARSDALE SECURITY SYSTEMS INC	Equipment Rental-Office	\$280.10
80742	SHRED CITY	Contract Services-Other	\$63.72
80743	WATER SYSTEMS CONSULTING INC	Contract Services-O	\$13,793.00
80744	WEST YOST ASSOCIATES	Contract Services-Engineering	\$2,158.00
80745	Wood Rodgers Inc	Contract Services-Engineering	\$10,935.50
Total			\$1,349,725.94
ACH	#16 Liebermann	Consulting Services	\$5,912.50
ACH	#17 Liebermann	Consulting Services	\$5,197.50
ACH	#18 Liebermann	Consulting Services	\$2,667.50

SEPTEMBER 2025 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ACH	ADP 699163332	Contract Services-Financial	\$523.45
ACH	ADP 700112205	Contract Services-Financial	\$542.55
ACH	ADP 700858224	Contract Services-Financial	\$87.88
ACH	BMO AUGUST 2025	Bank Fee	\$1,690.01
ACH	CALIFORNIA CHOICE OCTOBER 2025	Health Insurance	\$47,591.50
ACH	CHASE AUGUST 2025	Bank Fee	\$6,980.95
ACH	IC 1168-2025-8	Bank Fee	\$7,150.13
ACH	ICMA 9/25/2025 PAYDAY	Deferred Compensatio	\$13,273.71
ACH	ICMA 9/11/2025 PAYDAY	Deferred Compensation	\$13,142.64
ACH	JP MORGAN AUGUST 2025	See September Agenda Item CC-9	\$23,227.41
ACH	PERS 8/28/2025 PAYDA	PERS	\$30,077.82
ACH	PRINCIPAL OCTOBER 2025	Health Insurance	\$12,525.73
ACH	ADP 3994755-00	Contract Services-Financial	\$273.08
ACH	MID AMERICA 9/16-9/25/2025	Employee Paid Insurance	\$961.55
ACH	PERS 9/11/2025 PAYDAY	PERS	\$30,375.55
ACH	PERS GASB 68 FEE 2025	PERS	\$350.00
ACH	PRINCIPAL SEPTEMBER 2025 FICA	Health Insurance	\$331.17
ACH	VALIC 9/11/2025 PAYDAY	Deferred Compensation	\$2,911.75
ACH	VALIC 9/25/25 PAYDAY	Deferred Compensation	\$2,911.75
Total			\$208,706.13
Grand Total			\$1,558,432.07

JP Morgan Purchase Card Distributions
Sep-25

Name	District Events & Recognition	Support Services	Equipment Maintenance	Fees & Charges	General Supplies	Professional Development	Dues & Subscription	Tools & Equipment	Leasing/ Equipment Rental	Gas & Oil	Postage/Shipping/Freight	Prepaid	Total Bill
Conzelmann	\$ 932.22			\$ 146.38									\$ 1,078.60
Moore	\$ 3,014.88	\$ 471.31			\$ 238.69								\$ 3,724.88
Nichols			\$ 909.83										\$ 909.83
Shepard	\$ 701.96				\$ 248.93		\$ 2.95						\$ 953.84
Shockley	\$ 3,897.67		\$ 101.18		\$ 370.20	\$ 2,082.90	\$ 747.95	\$ 178.91	\$ 825.23		\$ 37.28	\$ 264.03	\$ 8,505.35
Pieri	\$ 197.19							\$ 382.16		\$ 51.90			\$ 631.25
Tran						\$ 170.00	\$ 525.63	\$ 1,307.65					\$ 2,003.28
Nunes	\$ -				\$ 55.29								\$ 55.29
Liu	\$ 3,177.82					\$ 10.00	\$ 125.00						\$ 3,312.82
Total Bill	\$ 11,921.74	\$ 471.31	\$ 1,011.01	\$ 146.38	\$ 913.11	\$ 2,262.90	\$ 1,401.53	\$ 1,868.72	\$ 825.23	\$ 51.90	\$ 37.28	\$ 264.03	\$ 21,175.14

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR BOARD MEETING

Subject:	EMPLOYEE RECOGNITION
Status:	Action Item
Report Date:	September 18, 2025
Prepared By:	Brittney Moore, Administrative Services Manager/Chief Board Clerk Kayleigh Shepard, Senior 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 September 2025.

Administrative Services

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Dana Mellado	Yes	Dana's assistance with Public Outreach logistics for the September Customer Advisory Committee (CAC) Meeting highlighted her teamwork and professionalism, ensuring successful community engagement.	Dana's participation in the Neptune Meter Conference reflects CHWD's dedication to professional growth and innovation. By sharing key themes with the Customer Service and Meter teams, Dana strengthened our organizational knowledge and commitment to dependability and efficiency.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Brittney Moore			Brittney demonstrated outstanding leadership in planning and delivering the Organizational Development Visioning Workshop on September 9 th . Her strategic planning, coordination, and attention to detail resulted in a highly successful event that strengthened collaboration and advanced organizational goals.
Viviana Munoz	Yes	Viviana's assistance with Public Outreach logistics for the September CAC Meeting demonstrated her team-oriented mindset and dependable support of district initiatives. Her efforts ensured a smooth, professional, and engaging experience for community stakeholders, an embodiment of CHWD's commitment to responsive and professional service.	
Megan Selling	Yes		Megan's leadership in compiling CHWD's Proposition 218 notice, involving fee research and performing fee calculations, underscores her dedication to accuracy, accountability, and efficiency. Additionally, Megan's role in the budget outreach meeting demonstrated teamwork and CHWD's collective pursuit of delivering affordable and transparent service to the community. Lastly, Megan presented Budget Roadshow materials to staff at the September all-hands meeting.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Kayleigh Shepard		Kayleigh was commended by the Board Directors and the General Manager for her thoughtful coordination of healthy food options for the evening Board meetings.	Kayleigh assisted with developing visual displays and coordinating logistics for the September 9 th Organizational Development Visioning Workshop.
Beth Shockley		Beth Coordinated Mike Mariedth's retirement recognition event, organizing a meaningful and well-received event that honored his service and strengthened team camaraderie. This thoughtful effort underscores CHWD's commitment to professionalism and appreciation for its dedicated staff.	Beth has shown adaptability and professionalism while navigating several recent changes in accounting processes. Her positive attitude and willingness to embrace new procedures exemplify integrity, teamwork, and dependability. Beth continues to support CHWD's mission of operating efficiently and effectively, ensuring the District's financial operations remain strong and reliable.
Desiree Smith	Yes	Desiree's ability to provide knowledgeable and accurate responses to a recent customer inquiry showcased CHWD's commitment to integrity and professionalism in customer service.	Desiree embodied dependability and accountability by compiling addresses for the Proposition 218 notice mailing, a crucial step in maintaining transparent communication with CHWD's customers. Also, her front desk coverage during outreach activities demonstrated teamwork and a responsive attitude toward customer needs.
Ben Strange	Yes		Presented Budget Roadshow materials to staff at the September all-hands meeting.
Andy Tran	Yes	Assisted HR staff by running the PowerPoint slide deck at the Organizational Development Visioning Workshop on September 9 th .	Provided staff with a tutorial on Microsoft OneDrive.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Torrance York	Yes		Provided staff with a tutorial on Microsoft OneDrive.

Engineering Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Tamar Dawson	Yes		Provided support on two of the District's Project 2030 Water Main Condition Assessment Program pilot tests.
Jarrett Flink			Provided support on one of the District's Project 2030 Water Main Condition Assessment Program pilot tests.
Tim Katkanov	Yes		Provided support on two of the District's Project 2030 Water Main Condition Assessment Program pilot tests.
Ali Shafaq	Yes	Assisted Administrative Services staff with printing large scale Gantt Charts and infographics for upcoming projects.	Oversaw the District's Project 2030 Water Main Condition Assessment Program pilot tests.

Operations Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Chris Bell	Yes	9/22: Replaced services in advance of a customer's new driveway construction on Clearview Drive. The customer called in to compliment the crew's professionalism; and stated that they were informative and explained the work that they did well.	9/6: Worked on Saturday from 5 p.m. to midnight to repair a water main break on Celestial Way. 9/19: Friday work. Discovered a leaking setter late Thursday afternoon, and volunteered to replace the setter on Friday rather than leaving a church without water over the weekend.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Andrew Callister			9/6: Worked on Saturday from 5 p.m. to midnight to repair a water main break on Celestial Way.
Jose Calvillo	Yes		9/19: Jose discovered a leaking setter late Thursday afternoon and worked on a Friday to replace the setter rather than leaving a church without water over the weekend. Additionally, Jose volunteered to step in to cover a standby shift due to an unexpected vacancy in the rotation schedule.
Brady Chambers	Yes		
Kelly Drake	Yes	Assisted HR staff with clean-up after the September 9 th Organizational Development Visioning Workshop.	
Jake Enas	Yes		
Brandon Goad	Yes		9/6: Worked on Saturday from 5 p.m. to midnight to repair a water main break on Celestial Way.
Brian Hensley	Yes		
Jesse Jameson	Yes		
Chris Nichols	Yes		
Jace Nunes	Yes		

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Joshua Romero	Yes	9/22: Replaced services in advance of a customer's new driveway construction on Clearview Drive. The customer called in to compliment the crew's professionalism; and stated they were informative and explained the work that they did well.	
Neil Tamagni	Yes		
Joey Vazquez		9/22: Replaced services in advance of a customer's new driveway construction on Clearview Drive. The customer called in to compliment the crew's professionalism; and stated they were informative and explained the work that they did well.	

Public Affairs Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Mary Elise Conzelmann	Yes	Assisted HR staff with Audio Visual (AV) set up at the September 9 th Organizational Development Visioning Workshop and helped with the clean up at the end of the session.	Presented Budget Roadshow materials to staff at the September all hands meeting.

CITRUS HEIGHTS WATER DISTRICT
DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
OCTOBER 28, 2025 REGULAR BOARD MEETING

SUBJECT : LONG RANGE AGENDA
STATUS : Consent/Information Item
REPORT DATE : October 7, 2025
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
November 18, 2025					
November 18, 2025		Professional Services Agreement-Tee Janitorial	Jordan	B	A
December 15, 2025					
December 15, 2025	Annual	Committee Assignments	Moore	B	A
December 15, 2025	Annual	District Officers	Moore	B	A
December 15, 2025	Annual	Selection of President and Vice President	Moore	B	A
January 27, 2026					
January 27, 2026		Authorized Representative Resolution	Conzelmann	CC	A
January 27, 2026		Strategic Plan Update/2026 Strategic Plan Preview	Moore	SS	I/D
February 24, 2026					
February 24, 2026	Annual	Investment Portfolio Update	Liu	CC	A
February 24, 2026	Annual	Financial Policies (6000 Series) Updates	Liu	B	A
March 24, 2026					
April 28, 2026					
April 28, 2026		2026 Strategic Plan Update	Moore	SS	I/D
May 26, 2026					
May 26, 2026		Resolution calling for a November 2026 Election	Moore	CC	A
May 26, 2026		Poster Contest	Nunes	P	A

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	Engineering Department Report
Status:	Information Item
Report Date:	October 16, 2025
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.

Item 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, Senior Management Analyst	Yes, updates as necessary	Yes	Pipeline Condition Assessment	Segment 1 (42-inch): External Corrosion Direct Assessment will resume in the dry season. Field work for Pilot Studies completed. Awaiting reports.
PROJECT 2030 Project Workflow Program Management	Engineering	General Manager, Director of Engineering, Director of Operations, Principal Civil Engineer, Senior Management Analyst, Engineering and Operations Department, Finance Team	Yes, updates as necessary	Yes	Project Management and Coordination of Nine Project 2030 Workflows	Quarter 3 update meeting scope being developed by CHWD. Meeting scheduled for October 2025.

Item 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 Department	Yes, 06/24/25 (Approved by Board)	No	Develop Engineering Standards for Private Development Projects	Approved by the Board in June 2025. Perform next steps for implementation including Administrative Procedures.
DISTRICT POLICY UPDATE & DEVELOPMENT (ENGINEERING RELATED)	Engineering	Director of Engineering, Engineering and Operations Department	Yes, 06/24/25 (Anticipate Action by Board)	No	Develop and update District Policies that relate to Engineering/Development Projects	Approved by the Board in June 2025. Perform next steps for implementation including Administrative Procedures.

Item of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PROJECT 2030 DISTRICT WATER SYSTEM MASTER PLAN	Engineering	Director of Engineering, Director of Operations, Senior Civil Engineer	Yes, 10/22/24 (Award of Contract)	Yes	Update to the District's Existing Water System Master Plan	Progress meetings occurring for various elements of the report. Technical Memo 1 under review. Draft Water System Master Plan anticipated in Q4 2025.
DISTRICT-WIDE EASEMENT PROJECT Phase 4	Engineering	Director of Engineering, Senior Civil Engineer and Assistant Engineer	Yes, updates as necessary	Yes	Obtaining easements for District-owned facilities.	Group 3 Easements in progress.
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Facilities Modernization & Expansion Project - 7803 Madison Ave	Engineering	Director of Engineering, Director of Operations, Management Analyst, Technical Advisory Committee	Yes, TBD	Yes	Development of Contract Documents for tenant and site improvements for District facilities located at 7803 Madison Avenue.	Basis of Design Report in progress. 75% Design Development Plans in progress.

Item of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Facilities Modernization & Expansion Project - 6230 Sylvan Rd	Engineering	Director of Engineering, Director of Operations, Management Analyst, Technical Advisory Committee	Yes, TBD	Yes	Development of Contract Documents for tenant and site improvements for District facilities located 6230 Sylvan Road.	Basis of Design Report in progress. 30% Design Development Plans in progress. Environmental documents 90% complete. Lot merger/parcel rezoning underway.
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Minnesota Dr Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, 11/18/24 (Award of Contract)	Yes	2024 design, 2025 construction	Construction 100% complete. Project Closeout in progress.

Item of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Fair Oaks Blvd to Leafcrest Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, 4/22/25 (Award of Contract)	Yes	2024/25 design, 2025 construction	Construction 100% complete. Project Closeout in progress.
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Greenback Ln (Sunrise Blvd to Birdcage St) Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, TBD	Yes	2025 design, 2026 construction	District preparing 60% plans.
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Greenback Ln (Birdcage St to Burich Ave) Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, 1/27/25 (Anticipated Award of Contract)	Yes	2025 design, 2026 construction	District preparing 100% plans. Anticipate Award of Contract in Jan 2026.

Item of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Donnawood Way Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, 12/23/25 (Anticipated Award of Contract)	Yes	2025, 2026 construction	District preparing 90% plans. Anticipate Award of Contract in Dec 2025.
CAPITAL IMPROVEMENT PROJECT & PROJECT 2030 Sayonara Dr Water Main Project	Engineering	Director of Engineering, Senior Civil Engineer and Assistant Engineer	Yes, TBD	Yes	2025 construction	Bid Opening occurred on 09/11/25. Construction began on 10/16/25.
PRIVATE DEVELOPMENT Sayonara Dr Habitat for Humanity Multiple Parcels	Engineering	Director of Engineering and Senior Civil Engineer	No	No	26 single family homes	Plans approved on 04/30/25. Plan Check and Inspection Fees paid. Capacity Fees due upon water service activation.

Item of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 6031 Sunrise Vista Dr Apartments	Engineering	Director of Engineering and Senior Civil Engineer	No	No	Proposed apartments.	All fees paid. Water facilities construction 50% complete.
PRIVATE DEVELOPMENT 7975 Twin Oaks Ave Parcel Split 1 - 3	Engineering	Director of Engineering and Senior Civil Engineer	No	No	Parcel Split - 1 to 3 lot split; 3 single family homes with frontage improvements.	Plans approved on 03/03/25. Plan Check Fees paid.
PRIVATE DEVELOPMENT 7501 Greenglen Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Senior Civil Engineer	No	No	Parcel Split - 1 to 2 lot split per SB9; 4 water services for 4 duplexes.	Plan Check Fees and Installation Deposit Paid. Capacity Fees due prior to water service activation. CHWD completed installation of 4 water services.
PRIVATE DEVELOPMENT 7401 Mariposa Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Senior Civil Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Parcel split approved by the City. District provided plan review comments on 04/02/25.

Item of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 7509 Twin Oaks Ave Food Truck Plaza	Engineering	Director of Engineering and Senior Civil Engineer	No	No	Existing vacant site (with existing water service) to be used for a Food Truck Plaza.	Plans approved on 03/03/25. Plan Check and Inspection Fees Paid. Preconstruction meeting occurred on 08/05/25. Awaiting construction of water facilities.
PRIVATE DEVELOPMENT 8425 Harper Way New Single Family Dwelling Unit	Engineering	Director of Engineering and Senior Civil Engineer	No	No	New Single Family Dwelling Unit with a 1" water service.	All fees paid. Construction completed and easement obtained. Project closeout in progress.

Item 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, Senior Civil Engineer, and Senior Inspector	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. Fees for irrigation services paid. 3 easements obtained. Construction on water related work began on 07/29/24. Water related construction 90% complete.
ArcGIS Migration from ArcGIS Desktop to ArcGIS Pro	Engineering	Director of Engineering, Engineering/GIS Technician, IT Staff	No	No	Migrate the District's ArcGIS software from Desktop to Pro	In Phase 3 of 4. Migration is 75% Complete. Staff training to begin in November.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR BOARD MEETING

Subject:	OPERATIONS DEPARTMENT REPORT
Status:	Information Item
Report Date:	October 7, 2025
Prepared By:	Jace Nunes, Senior Management Analyst Todd Jordan, Director of Operations

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

OPERATIONS MONTHLY ACTIVITIES

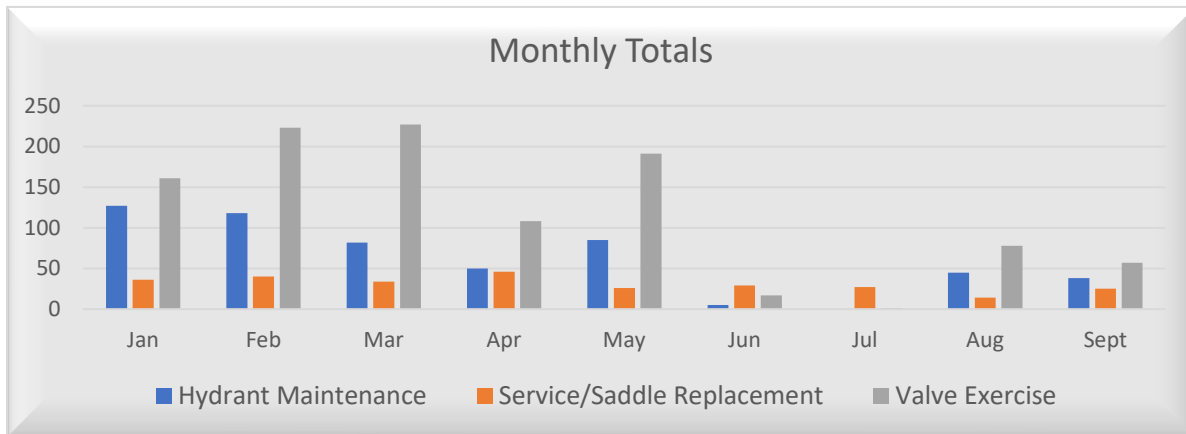
A. Distribution Division

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 21,000 service connections. The tables below are a summary of noteworthy tasks commonly performed by the operators.

Distribution Maintenance	September 2025	Total YTD 2025	Total # in System
Air Valve Inspection (ARV)	0	0	147
Hydrant Maintenance	38	550	2,170
Mainline Repair/Maintenance	0	3	-
Meter Box Maintenance	5	31	21,007
Meter Register Replacement	1	56	21,007
Service/Saddle Replacement	25	267	21,007
Valve Exercise	57	1,063	4,631
Total	126	1,970	

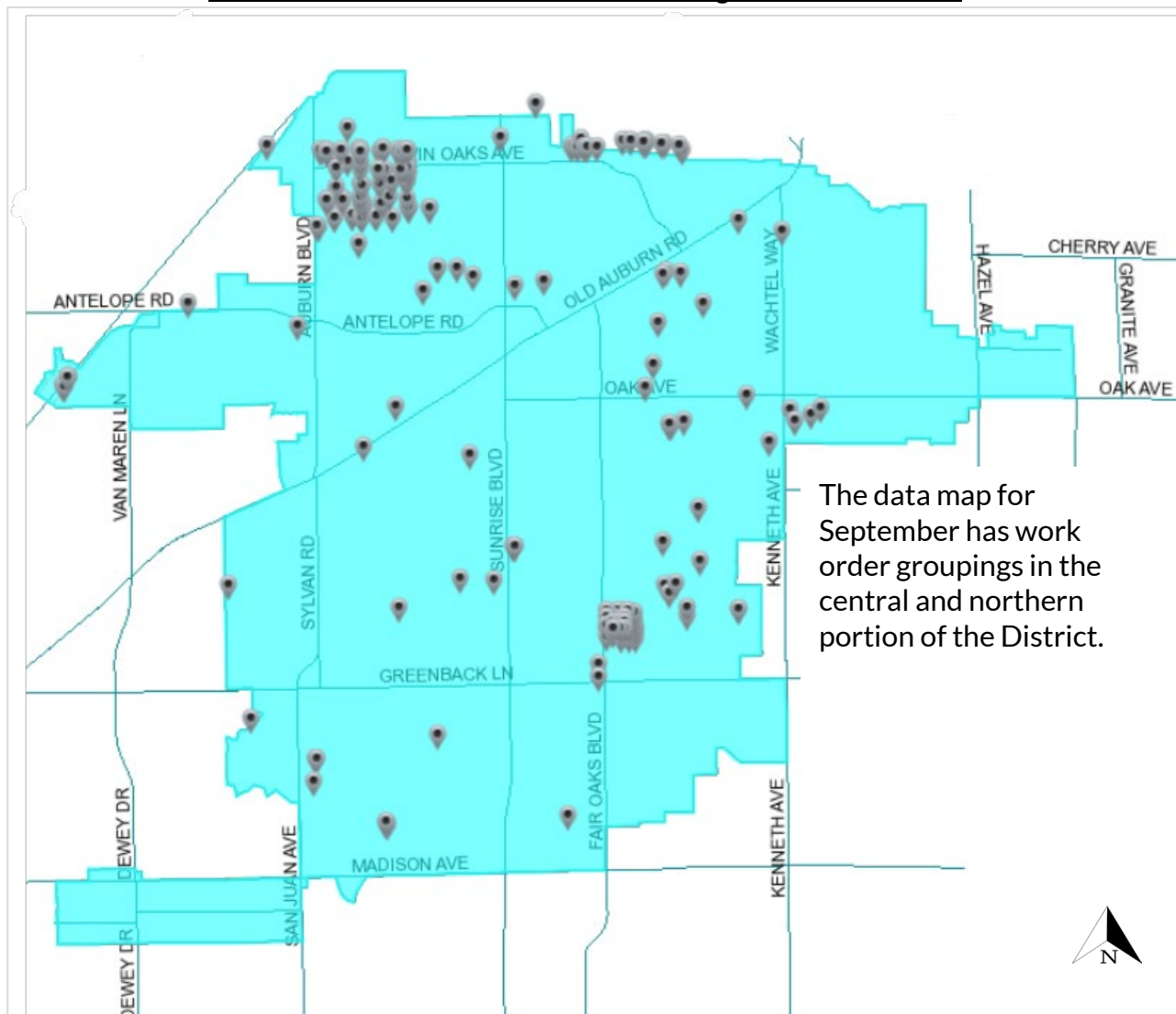
CIP Projects	September 2025	Total YTD 2025
C25-010 Water Mainline	1	2
C25-011 Water Valves	0	6
C25-012 Water Services	25	241
C25-013 Water Meters	1	32
C25-014 Fire Hydrants	2	12
C25-103 Pothole Main	0	1
Total	29	294

The graphic below shows a monthly comparison of hydrant maintenance, service/saddle replacements, and valve exercising activities.



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

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	20	13	7
February	29	18	11
March	28	18	10
April	22	10	12
May	41	21	20
June	34	20	14
July	26	13	13
August	49	29	20
September	29	16	13

C. Operations Specialist

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

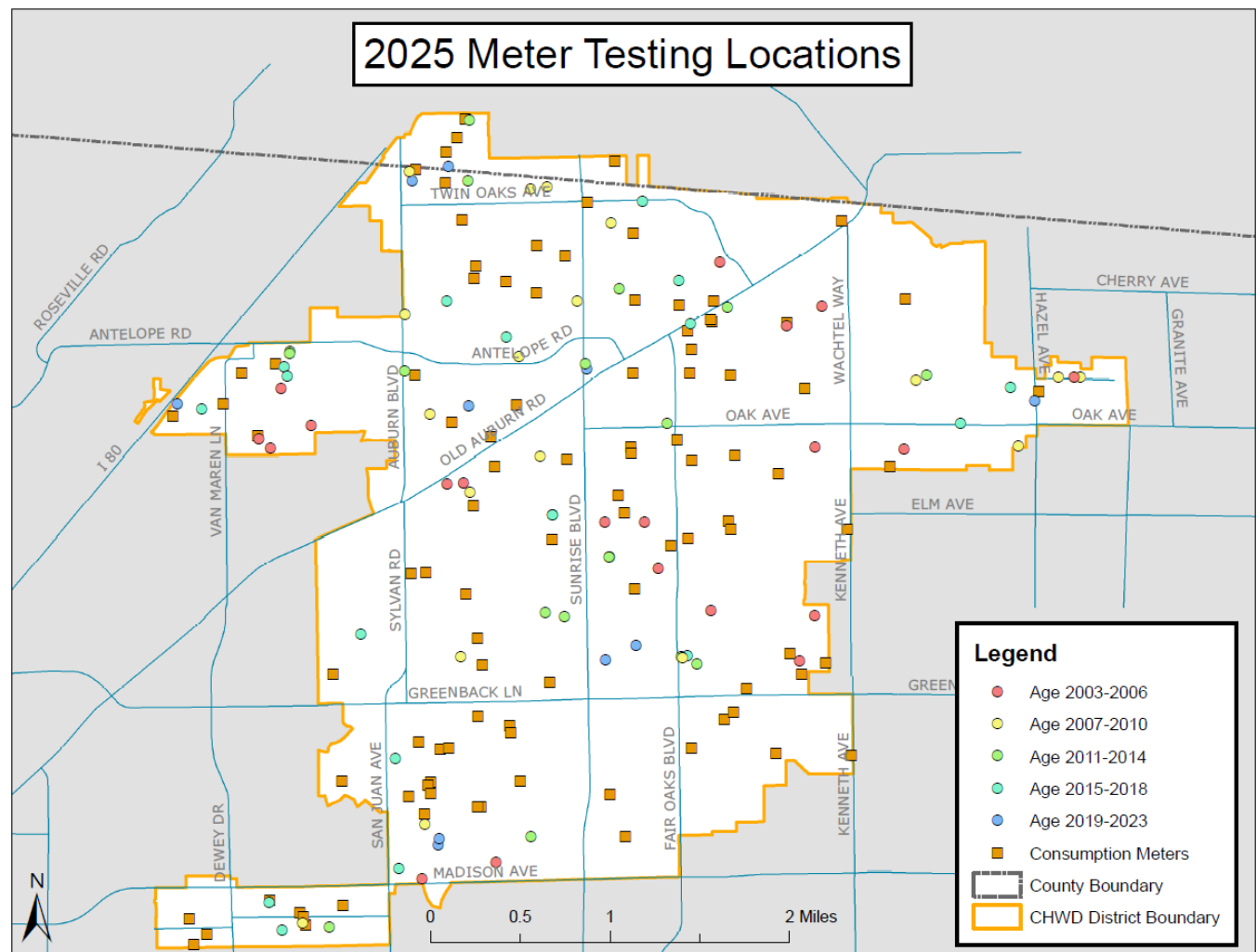
Operations Specialist Summary		
Work Description	September 2025	Total CY 2025
USA Markings	891	5,033
Check for Leak	26	282
Fire Hydrant Investigation	0	3
Locate a Meter	0	0
Turn Water On/Off	11	70
Total	928	5,388

D. Water Quality/Sampling Summary

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

Meter Testing Program

In 2022, a consortium of 12 local agencies, led by CHWD, completed a study to review new meter technologies and determine the best path forward for meter testing and replacement. The study recommended that the District develop an annual meter testing program to verify the accuracy and condition of its meters. As a precursor to meter replacement at the agency level and further exploration of partnerships a testing protocol has been developed categorizing meters by age and flow brackets, then randomly sampling from these categories to analyze the data for any trends in meter inaccuracies. The District completed its first year of meter testing in 2023. The meters for this year's testing have been selected (see map below), and the District's Operations staff will be removing and replacing them in the coming months in preparation for the testing. Additionally, the district is in active discussions with the City of Sacramento and with a committee it is in leading through Regional Water Authority to explore cooperative purchasing and asset management, including meters with a program roll out in early 2027.



2025 Meter Testing Locations

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

SUBJECT : 2025 WATER SUPPLY - PURCHASED & PRODUCED
 STATUS : Information Item
 REPORT DATE : October 6, 2025
 PREPARED BY : Brian Hensley, Water Resources Supervisor
 : Todd Jordan , 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	2020	2021	2022	2023	2024	2025				Year-to-Date Comparison to 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	519.03	575.54	528.73	501.92	515.29	495.86	60.36	556.22	556.22	-46.30	-7.7%
Feb	606.36	589.8	485.17	605.17	487.3	467.3	408.07	72.34	480.41	1,036.63	-172.25	-14.2%
Mar	819.55	654.31	601.02	774.74	472.65	539.72	477.36	79.62	556.98	1,593.61	-434.82	-21.4%
Apr	1,029.73	767.24	1,001.96	763.83	698.84	634.32	682.01	58.74	740.75	2,334.36	-723.80	-23.7%
May	1,603.43	1,168.99	1,277.33	1,133.06	1,016.07	1,044.91	1,152.38	37.84	1,190.22	3,524.58	-1,137.01	-24.4%
Jun	1,816.73	1,475.82	1,541.32	1,288.62	1,265.25	1,399.15	1,368.82	26.53	1,395.35	4,919.93	-1,558.39	-24.1%
Jul	2,059.21	1,682.83	1,643.73	1,536.69	1,513.02	1,645.98	1,431.40	64.01	1,495.41	6,415.34	-2,122.19	-24.9%
Aug	1,924.28	1,660.59	1,538.76	1,461.15	1,494.76	1,501.15	1,421.98	45.15	1,467.13	7,882.47	-2,579.34	-24.7%
Sep	1,509.82	1,381.14	1,333.29	1,228.49	1,220.46	1,321.12	1,193.89	48.72	1,242.61	9,125.08	-2,846.55	-23.8%
Oct	1,297.42	1,185.00	972.09	1,065.99	966.12	1,159.16						
Nov	911.55	779.34	576.37	637.25	648.08	668.79						
Dec	700.94	620.34	536.97	541.93	558.87	573.3						
Total	14,881.54	12,484.43	12,083.55	11,565.65	10,843.34	11,470.19	8,631.77	493.31	9,125.08	9,125.08		
% of Total							94.59%	5.41%				

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025, REGULAR MEETING

Subject:	WATER SUPPLY RELIABILITY
Status:	Information Item
Report Date:	October 6, 2025
Prepared By:	Brian Hensley, Water Resources Supervisor Todd Jordan, 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 October 1, 2025, storage in Folsom Lake was at 442,045 acre-feet, forty-five percent (45%) of the total capacity of 977,000 acre-feet. This represents a decrease in storage of 32,827 acre-feet in the past month. Total storage in the lake is above the 5-year average for this month (105%).

The District's total water use during September 2025 (1,242.61 acre-feet) was eighteen percent (18%) below that of September 2013 (1,509.82 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. Construction on the Ella Way Well Project is proceeding, and drilling is complete on our Highland site. Highland is now moving into the design phase, preparatory for above-ground construction.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS October 28, 2025 REGULAR MEETING

Subject:	WATER EFFICIENCY & SAFETY PROGRAM UPDATE
Status:	Information Item
Report Date:	October 7, 2025
Prepared By:	Jace Nunes, Senior Management Analyst Todd Jordan, Director of Operations

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

ACTIVITIES AND PROGRESS REPORT

- Water Efficiency activities during the month of September 2025 included the following:
 - Two High Efficiency Toilet (HET) rebates were processed.
 - Two Pressure Reducing Valve (PRV) rebates were processed.
 - Eleven landscape irrigation efficiency reviews were performed.
- Fourteen reports of water waste were received in September. Staff continues to follow up with customers about water waste violations.

The District typically holds several safety meetings per month. The September safety meetings were titled "Hard Hat Safety," "Common Accident Causes," and "Lightning Safety."

The 2024 WaterSmart class schedule concluded in October. In total, the District offered five WaterSmart classes, which included three in-person classes and two webinars. All of these classes are available on CHWD's YouTube channel, where they serve as resources for our customers and are viewable on demand. The 2026 WaterSmart class schedule is now being developed and will be posted on this report in the new year.

CHWD has a demonstration garden at the Sylvan Ranch Community Garden showcasing water-efficient landscaping. CHWD works with a customer-based volunteer group, the "Garden Corps," who help maintain the plots by removing weeds and checking the irrigation system and controller settings. The garden's webpage, www.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 2025:

Month	R-GPCD 2025	R-GPCD 2024	% CHANGE
January	71	66	8%
February	68	66	3%
March	70	69	2%
April	101	86	18%
May	145	130	11%
June	186	185	1%
July	182	208	-12%
August	185	180	3%
September	*156	170	-8%

**Preliminary number as of the report date*

The following tables summarize the service requests and work orders of Water Efficiency staff for September 2025:

Work Orders	Sept 2025	Sept 2024
CHANGE TOUCH-READ TO RADIO READ	1	1
CONVERT TO RADIO-READ METER	27	11
METER BOX MAINTENANCE	6	0
METER REPAIR	0	0
METER REPLACEMENT	0	0
METER TESTING	0	0
REGISTER REPLACEMENT	1	6
RADIO-READ REGISTER REPLACEMENT	4	8
INSTALL METER	1	6
TOTAL	40	32

Service Requests	Sept 2025	Sept 2024
CONSERVATION REQUEST	14	21
CHECK FOR LEAK	2	3
UNABLE TO OBTAIN METER READ	54	36
TRIM SHRUBS	0	12
METER BURIED	30	16
METER MAINT.	18	11
LOCKED GATE	3	1
RE-READ METER	29	26
READ METER	0	0
METER BOX MAINT.	1	0
MOVE-IN/MOVE-OUT	10	9
CAR OVER METER	24	9
TOTAL	185	144

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 14-2025 ADDING A REGULAR MEETING FOR NOVEMBER 12, 2025; NOVEMBER 18, 2025; AND DECEMBER 15, 2025
Status:	Action Item
Report Date:	October 8, 2025
Prepared By:	Brittney Moore, Administrative Services Manager/Chief Board Clerk

OBJECTIVE:

Consider adoption of Resolution 14-2025 adding Regular Meetings for November 12, 2025, November 18, 2025, and December 15, 2025.

BACKGROUND AND ANALYSIS:

Under Policy 3000.01, the Board of Directors generally holds a regular meeting on the fourth Tuesday of each month. For November 2025, the regular meeting was originally scheduled for November 25, 2025, which falls during the Thanksgiving holiday week. To avoid this conflict, staff recommends scheduling a Regular Meeting for November 18, 2025, in lieu of November 25, 2025.

Additionally, a meeting previously planned as a special meeting for November 12, 2025, to consider the proposed 2026 Water Rates, Miscellaneous Fees and Charges, Capacity Fees and the 2026 Operating and Capital Improvements Budgets, should also be held as a Regular Meeting in accordance with Government Code section 66016 due to the consideration of adopting updated miscellaneous fees and charges.

Lastly, due to the office closure on December 25, 2025, in observance of the District's holiday schedule, staff recommends that the Board of Directors schedule a regular Board meeting for December 15, 2025.

To update the meeting type for the November and December meeting dates referenced above, staff recommends the adoption of Resolution 14-2025. Without this adjustment, the Board would only be able to hold special meetings in November and December. Under the Brown Act, special meetings are more limited in scope, and adopting this resolution ensures the Board can conduct all necessary year-end business under a regular meeting format.

RECOMMENDATION:

Adopt Resolution 14-2025 adding Regular Meetings for November 12, 2025, November 18, 2025, and December 15, 2025.

ATTACHMENT:

Resolution No. 14-2025 Resolution of the Board of Directors of the Citrus Heights Water District Adding Regular Meetings for November 12, 2025, November 18, 2025, and December 15, 2025.

ACTION:

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

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 14-2025

RESOLUTION OF THE BOARD OF DIRECTORS
AUTHORIZING AND DESIGNATING THE CITRUS HEIGHTS WATER DISTRICT'S
NOVEMBER 12, 2025, NOVEMBER 18, 2025, AND DECEMBER 15, 2025, SPECIAL
MEETINGS AS REGULAR MEETINGS

WHEREAS, the Citrus Heights Water District ("CHWD") currently holds its regular meetings on the fourth Tuesday of the month under Policy 3000.01; and

WHEREAS, CHWD staff recommend adding Regular Meetings on November 12, 2025, November 18, 2025, and December 15, 2025; and

WHEREAS, the Board of Directors of CHWD has reviewed and considered adding Regular Meetings on November 12, 2025, November 18, 2025, and December 15, 2025; and

WHEREAS, the Board finds it in the best interest of CHWD to add Regular Meetings on November 12, 2025, November 18, 2025, and December 15, 2025; and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Directors hereby adds Regular Meetings on November 12, 2025, November 18, 2025, and December 15, 2025.
2. This Resolution shall be effective immediately and shall be included in the official records of the Citrus Heights Water District.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT, this 28th day of October 2025, by the following vote:

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

RAYMOND A. RIEHLE, President
Board of Directors
Citrus Heights Water District

SEAL

BRITTNEY C. MOORE, Chief Board Clerk
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	Correction to the September 23, 2025 Staff Report—Customer Advisory Committee Appointments
Status:	Action Item
Report Date:	October 28, 2025
Prepared By:	Mary Elise Conzelmann, Principal Public Affairs Analyst

OBJECTIVE:

To correct an administrative error in the staff report and recommendation presented at the September 23, 2025 Board of Directors meeting regarding appointments to the Customer Advisory Committee (CAC), ensuring the public record accurately reflects the Board's intended action.

BACKGROUND AND ANALYSIS:

At the September 23, 2025 meeting, the Board considered Agenda Item CC-17, "Discussion and Possible Action to Fill Vacancies on the Customer Advisory Committee." That staff report recommended the appointment of two members and four alternates to fill vacant CAC positions.

At that meeting, the Board appointed Amanda Camacho and Susan Powers to the vacant residential member seats; and appointed Stephen Pay, Marguerite (Pennie) Rose, and Korene Woodard as CAC residential alternate members.

Following Board approval of that item, staff identified an administrative error in the recommendation section of the report. The name "Staci Lawless" was inadvertently included as one of the recommended alternate appointments. The correct name should have been "Lana Crum."

This correction is administrative in nature and does not alter the intent or substance of the Board's prior action. All other information and appointments approved at the September 23, 2025 meeting remain unchanged.

RECOMMENDATION:

Correct the administrative error identified in the September 23, 2025 staff report by clarifying that "Lana Crum" was the intended appointee to the CAC residential alternate seat, in place of "Staci Lawless."

ATTACHMENT:

Lana Crum- Customer Advisory Committee Application

ACTION:

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

Customer Advisory Committee Application

Name:

Lana Crum

City / ZIP:

Citrus Heights, CA 95610

Occupation:

Retired

Other community involvement:

Worked for Sacramento County for 15 years in Purchasing and am a member of CH Womens Club

How long have you been a CHWD customer?

11-30 Years

Please tell us why you would like to join the Customer Advisory Committee?

I would like to help residents keep our city beautiful without wasting our precious resource.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	RESOLUTION COMMENDING JENNA MOSER FOR HER SERVICE AS CHAIR OF THE CUSTOMER ADVISORY COMMITTEE (CAC)
Status:	Action Item
Report Date:	October 28, 2025
Prepared By:	Mary Elise Conzelmann, Principal Public Affairs Analyst

OBJECTIVE:

Consider adoption of Resolution No. 15 -2025 Commending Jenna Moser for her service as President of the Customer Advisory Committee (CAC).

BACKGROUND AND ANALYSIS:

Citrus Heights Water District (CHWD) residential customer, Jenna Moser concluded her service on the CAC on June 4, 2025, having served as a founding Member since the CAC's formation in 2018 and having served as the CAC's first-ever Chair.

A Resolution acknowledging and commending Jenna's service is presented for the Board's consideration.

RECOMMENDATION:

Adopt Resolution No. 15-2025 Commending Jenna Moster for her service on the CAC and serving as its first Chair.

ATTACHMENT:

Resolution No. 15-2025 Commending Jenna Moster for her service on the CAC.

ACTION:

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

CITRUS HEIGHTS WATER DISTRICT
RESOLUTION NO. 15-2025
RESOLUTION OF THE BOARD OF DIRECTORS
OF CITRUS HEIGHTS WATER DISTRICT (CHWD)
COMMENDING JENNA MOSER FOR OUTSTANDING SERVICE

WHEREAS, Citrus Heights Water District customer Jenna Moser served on the Customer Advisory Committee (CAC) from its inception in 2018 until 2025; and

WHEREAS, Jenna Moser served as the CAC's first ever Chair, guiding the CAC's work to develop a strategy and policy recommendation to the Board of Directors concerning how CHWD will phase, cost and fund the replacement of its aging water distribution system; and

WHEREAS, Jenna Moser's professional background in local government policy and program administration contributed to her ability to effectively preside over the CAC and lead the panel as it navigated complex technical, financial and policy issues about water system lifecycle replacement; and

WHEREAS, During her tenure on the CAC, Jenna Moser encouraged other members of the CAC to step forward and lead by voluntarily stepping down as Chair and encouraging leadership succession within the CAC; and

WHEREAS, Jenna Moser has found other ways to support CHWD by being involved in the Garden Corps and showcasing her wonderful home garden through CHWD's digital education and outreach to its customers.

THEREFORE, BE IT RESOLVED that the Board of Directors of the Citrus Heights Water District does hereby commend Citrus Heights Water District customer Jenna Moser for her dedication and outstanding service to the Citrus Heights Water District's Customer Advisory Committee and looks forward to future opportunities to work with Jenna Moser.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 28th day of October 2025 by the following vote, to-wit:

AYES: Directors:
NOES: Directors:
ABSTAIN: Directors:
ABSENT: Directors:

SEAL

RAYMOND A. RIEHLE, President
Board of Directors
Citrus Heights Water District

BRITTNEY C. MOORE, Chief Board Clerk
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	Discussion and Possible Action to Consider Selection of Local Agency Formation Commission Special District Representatives
Status:	Action Item
Report Date:	October 8, 2025
Prepared By:	Brittney Moore, Administrative Services Manager/Chief Board Clerk

OBJECTIVE:

Consider Selection of Sacramento Local Agency Formation Commission (Sacramento LAFCo or LAFCo) Special District Representatives.

BACKGROUND AND ANALYSIS:

The Citrus Heights Water District (CHWD or District) recently received a memorandum and accompanying materials (Attachment 1) from the Sacramento LAFCo Special District Selection Committee regarding an election to select representatives to serve a new four-year term, a two-year term and a new alternate four-year term beginning on January 1, 2026.

The attached Ballot and other accompanying election materials (voting instructions and candidate biographies) (Attachment 1) were included with the memorandum. Additionally, the District received a separate letter of consideration from candidate Gay Jones, which is provided as Attachment 2.

The Ballot permits the CHWD Board of Directors to select one candidate for the regular four-year term, one candidate for the regular two-year term, and one candidate for the alternate four-year term. If the CHWD Board chooses to participate in the election process, the completed ballot with the CHWD-selected candidates will be sent to Sacramento LAFCo to be tallied with other agencies' ballots. Candidates must receive more than fifty percent (50%) of the submitted votes to be selected as a LAFCo Representative.

At the October 28, 2025, Regular Board Meeting, the CHWD Board will determine whether to participate in the election process. If the Board elects to do so, it may act by motion, and the Board President (or presiding officer) must sign the ballot before it can be returned to LAFCo. The deadline to return the ballot to the Sacramento LAFCo office is on or before 5:00 p.m. on Friday, November 21, 2025.

RECOMMENDATION:

Provide direction to staff concerning the Sacramento LAFCo Special District Representatives Election .

ATTACHMENTS:

1. Sacramento LAFCo Election materials
2. Letter of Consideration submitted by Gay Jones

ACTION:

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

ATTACHMENT 1

Sacramento LAFCo Election Materials



Sacramento
LAFCo

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458

www.saclafco.org

MEMO

DATE: September 22, 2025

TO: Special District Presiding Officer

FROM: José C. Henríquez, Executive Officer 
Sacramento Local Agency Formation Commission

SUBJECT: Election of Special District Representative to Sacramento LAFCo

The Special District Selection Committee is electing representatives to serve a new four-year term, a two-year term and a new alternate four-year term beginning on January 1, 2026.

Due to the size of the Special District Selection Committee, it has been difficult to establish a quorum when meeting in person. Therefore, pursuant to the provisions of Government Code §56332(f), the Executive Officer has determined that the business of the Special District Selection Committee will be conducted in writing to elect a regular Special District Representative to Sacramento LAFCo.

Election of Special District Representative to LAFCO

Thank you for submitting nominations for the Special District Representative election.

At the time the election ends, in order to be selected as a LAFCo Representative, a nominee must receive more than fifty-percent (50%) of the submitted votes. Enclosed with this memo you will find a ballot and a copy of each candidate's Statement of Qualifications received as of the date of this memo. Please note that there are two regular (voting) seats and one alternate seat up for election.

Commissioners

Rich Desmond, Patrick Hume County Members ■ *Rosario Rodriguez, Alternate*
Lisa Kaplan, Mat Pratton City Members ■ *Dr. Jayna Karpinski-Costa, Alternate*
Chris Little, Public Member ■ *Timothy Murphy, Alternate*
Vacant, Gay Jones, Special District Members ■ *Charlea Moore, Alternate*

Staff

José C. Henríquez, Executive Officer ■ *Desirae Fox, Policy Analyst*
Nancy Miller, DeeAnne Gillick, Commission Counsel

The nominees for the four-year regular term, in alphabetical order, are:

- 1) Gay Jones*, Sacramento Metropolitan Fire District
- 2) Jim Frazier, Herald Fire Protection District
- 3) Robert “Bob” Wichert, Sacramento Suburban Water District

The nominees for the two-year regular term, in alphabetical order, are:

- 1) Beau Reynolds, North Highlands Recreation and Park District
- 2) Brandon D. Rose, Sacramento Municipal Utility District
- 3) Jim Frazier, Herald Fire Protection
- 4) Robert “Bob” Wichert, Sacramento Suburban Water District

The nominees for the four-year alternate member, in alphabetical order, are:

- 1) Charlea Moore*, Rio Linda Elverta Recreation and Park District
- 2) Jim Frazier, Herald Fire Protection

*Incumbent

Election Deadline

The voting period will be 60 days from September 18, 2025; all votes are due in writing on or before **5:00 pm on November 21, 2025**. Voting will cease on this date or whenever a quorum of special districts is reached, whichever occurs later. Please do not forget to have the Board President, or Chair, or the presiding officer of the board meeting in which you made your selection sign the returned ballot.

District managers or other staff members may not substitute their signature for Board President, or Chair, or the presiding officer’s signature.

Thank you for your time and please feel free to contact me or any member of my staff at 916-874-6458 if you have any questions.



Sacramento
LAFCo

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458

www.saclafco.org

Mail to: LAFCO
1112 I Street, Suite 100
Sacramento, CA 95814

Or email:

commissionclerk@saclafco.org

ELECTION BALLOT

Special District Representative to LAFCo Regular Seat #7

***The election ends on November 21, 2025 at 5:00 p.m. or until a quorum of
Special District ballots is received, whichever occurs later.***

Four-Year Regular Term Candidate & District	Select one (1)
Gay Jones*, Sacramento Metropolitan Fire District	
Jim Frazier, Hearld Fire Protection	
Robert "Bob" Wichert, Sacramento Suburban Water District	

Two-Year Regular Term Candidate & District	Select one (1)
Beau Reynolds, North Highlands Recreation and Park District	
Brandon D. Rose, Sacramento Municipal Utility District	
Jim Frazier, Hearld Fire Protection	
Robert "Bob" Wichert, Sacramento Suburban Water District	

Four-Year Alternate Term Candidate & District	Select one (1)
Charlea Moore*, Rio Linda Elverta Recreation and Park District	
Jim Frazier, Hearld Fire Protection	

*Incumbent

BALLOT CONTINUES ON THE NEXT PAGE

Commissioners

Rich Desmond, Patrick Hume County Members ■ *Rosario Rodriguez, Alternate*

Lisa Kaplan, Mat Pratton City Members ■ *Dr. Jayna Karpinski-Costa, Alternate*

Chris Little, Public Member ■ *Timothy Murphy, Alternate*

Vacant, Gay Jones, Special District Members ■ *Charlea Moore, Alternate*

Staff

José C. Henríquez, Executive Officer ■ *Desirae Fox, Policy Analyst*

Nancy Miller, DeeAnne Gillick, Commission Counsel

SIGNATURE OF PRESIDING OFFICER (Original Signature Required):

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER (Required):

AGENDA ATTACHED (Optional): Yes _____ No _____

Attest:

District Secretary, Clerk or General Manager



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458
www.saclafco.org

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Director, Division 8	Gay Jones	Sacramento Metropolitan Fire District

SIGNATURE OF PRESIDING OFFICER: 

(Original Signature Required)

Note: *Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.*

PRINTED NAME OF PRESIDING OFFICER: Ted Wood, Board President
(Required)

NAME OF NOMINATING DISTRICT: Sacramento Metropolitan Fire District

MINUTES ATTACHED *(Optional)*: Yes ☒ No ☐

NOMINEE IS RUNNING FOR POSITION: Regular (Voting): ☒ 4-year term ☐ 2-year term
Alternate ☐

Attest:



District Secretary, Clerk or General Manager

**Nominations must be received by LAFCo before
5:00 p.m. on July 31, 2025**

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

Rich Desmond, Pat Hume, County Members ■ Rosario Rodriguez, Alternate
Lisa Kaplan, Mat Pratton, City Members ■ Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates
Chris Little, Public Member ■ Timothy Murphy, Alternate
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henríquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel

Candidate Statement

I am requesting your vote and continued support as your special District Commissioner, Seat #7, to Sacramento Local Agency Formation Commission (LAFCO).

Challenges to Districts continue unabated. As your LAFCO Commissioner and as a Metro Fire Director, I am committed to ensuring that all District voices are heard. Everyone needs to be included in conversations regarding boundary changes, whether they be annexations, detachments, consolidations, spheres of influence or incorporations.

One example of meeting challenges occurred when county funding became available to agencies to help recover from winter storms, many agencies were unaware. My position allowed me to alert my fellow Special Districts to contact County OES for storm damages reimbursement. My efforts also included getting a filing period extension for Special Districts.

Another example: as your LAFCO Commissioner I worked diligently with fellow Commissioners and staff to develop a sustainable water delivery structure for citizens residing in Del Paso Manor Water District. That effort was a success. Now our LAFCO is studying the Florin Water District to achieve sustainability for residents in that area.

Past and future issues include expansion of urban services within our county. Who should deliver them, and at what cost? The answer is what is best for the people living in these communities, with logical and efficient service delivery for the public providing the framework. Special District input is critical to this decision-making process.

My hope is to continue as your Special District Commissioner and to work with you on these matters.

I respectfully ask for your vote.

Feel free to contact me with any questions, comments or concerns.

Sincerely,

Gay Jones

Special District Commissioner

Sacramento County Local Agency Formation Commission

STATEMENT OF QUALIFICATIONS

Gay Jones
Sacramento Metropolitan Fire District
10545 Armstrong Ave., Suite 200
Mather, CA 95655
916-208-0736

EXPERIENCE

- 2000 - Present: Director for Sacramento Metropolitan Fire District.
- 2006 - Present: Commissioner for Sacramento Local Agency Formation Commission (LAFCO).
- 2006 - Present: Board Member for California Association of LAFCO (CALAFCO).
- 2022 - Present: Executive Board Member, CALAFCO.
- 2004 - 2006: Alternate Commissioner for Sacramento LAFCO.
- 1981 - 2006: Sacramento Fire Department (Captain, Ret.).
- 1973 - 1979: United States Peace Corps.

EDUCATION AND CERTIFICATIONS

- Master's Degree, California State University, Sacramento.
- Bachelor of Science, Lewis and Clark College.
- Associate Degree, American River Community College.
- Chief Officer Certification, California State Board of Fire Service.
- Special District Leadership and Management Certification, Special District Institute.

COMMUNITY ACTIVITIES

- Chair, Steering Committee, Butterfield Riviera East Community Association (BRECA).
- Member, Cordova Community Planning Advisory Council.
- Member, American River Parkway Coalition.
- Member, Great American Triathlon Committee.
- Officer, Sacramento Retired City Employees Association.



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, June 26, 2025

Held at the following locations:

10545 Armstrong Avenue – Board Room

Mather, California

&

Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:01 pm by President Wood. Board members present: Clark, Costa, Rice, Saylors, Webber and Wood. Remotely on Zoom: Jones. Board members absent: Goold, and Stark. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

No public comments were received.

CONSENT ITEMS

Moved by Director Webber, seconded by Costa, and carried unanimously by members present to adopt the consent calendar as follows:

1. **Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of May 22, 2025.
Action: Adopted the Action Summary Minutes.
2. **Board Policy 01.012.01 – Debt Management Policy**
Recommendation: Approve the amendments to the Debt Management Policy.
Action: Adopted the Debt Management Policy.
3. **Board Policy 01.010.03 – Purchasing and Contracting Policy**
Recommendation: Approve the amendments to the Purchasing and Contracting Policy.
Action: Adopted the Purchasing and Contracting Policy.
4. **Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation - \$537,745.00**
Recommendation: Authorize a payment of \$537,745.00 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.
Action: Authorized a payment of \$537,745.00 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.

5. **Disclosure of Material Expenditure – General/Property/Liability Commercial Insurance – Fire Agencies Insurance Risk Authority (FAIRA) for the FY 25/26 – \$3,031,6555**
Recommendation: Authorize a payment of \$3,031,655.00 to Fire Agencies Insurance Risk Authority (FAIRA) for commercial insurance.
Recommendation: Authorized a payment of \$3,031,655.00 to Fire Agencies Insurance Risk Authority (FAIRA) for commercial insurance.

PRESENTATION ITEMS:

1. **Measure O General Obligation Bond Issuance**
(Chief Financial Officer Dave O'Toole)
Recommendation: Receive the presentation.
Action: Presentation received.

ACTION ITEMS

1. **Disclosure of Material Expenditure – Excess General Liability Insurance – Vantage Risk Specialty Insurance Company for \$307,992.30 and Westchester Surplus Lines Insurance Company for \$215,439.84**
(Brad Svenningsen, USI Insurance Services)
Recommendation: Authorize payment of \$307,992.30 to Vantage Risk Specialty Insurance Company and \$215,439.84 to Westchester Surplus Lines Insurance Company for Excess General Liability Insurance.
Recommendation: Moved by Director Clark, seconded by Webber, and carried unanimously by members present to authorize a payment of \$307,992.30 to Vantage Risk Specialty Insurance Company and \$215,439.84 to Westchester Surplus Lines Insurance Company for Excess General Liability Insurance.
2. **Sacramento Local Agency Formation Commission (LAFCo) - Nominations for Special District Commissioners**
(Board Clerk Marni Rittburg)
Recommendation: Nominate Director Jones to Sacramento LAFCo for the Special District Commissioner seat as a full voting member to serve a 4-year term.
Action: Moved by Director Rice, seconded by Webber, and carried unanimously by members present to nominate Director Jones to Sacramento LAFCo for the Special District Commissioner seat as a full voting member to serve a 4-year term.

REPORTS

1. **PRESIDENT'S REPORT - *(President Wood)***

No Report
2. **FIRE CHIEF'S REPORT — *(Chief House)***

Good evening, Directors, Colleagues, and Members of the Public

New Hire:

Please join me in welcoming Arthur Kleets, hired for the position of Fire Inspector I in the Community Risk Reduction Division, effective June 23.

Promotions:

Congratulations to following

- Anthony Berkey for being promoted to Fire Inspector I effective June 23.
- Jasmine Vu for being promoted to Plan Intake Specialist effective June 23.
- Ray Mora for being promoted to Engineer effective June 13.

OPERATIONS REPORT – (Deputy Chief Mitchell)

1. Service Delivery Changes to Address Staffing

- Following up on the discussion at the last Board meeting about eliminating mandatories and brown outs
- Operations Staffing Priorities have been, and will continue to be:
 - #1 Eliminate Brownouts
 - #2 Eliminate Mandatory Overtime
 - #3 Increase Service Delivery
 - Our focus and goal to achieve the above priorities is still Spring, 2026. This includes fully staffed ranks of both MMPs and firefighters, while having a fully staffed pool in both ranks as well. We haven't had this for quite a number of years.
 - However, we're not waiting until Spring of next year to be adaptive and respond efficiently to the needs of our members and the community.
- To reinforce the last point, Ops brought forward a plan to exec staff the week following the last Board meeting, which had been in development for a while, to transition two FDM ambulances to MMP ambulances.
- Current staffing levels support the transition and don't burden any of our members unnecessarily
- Allows for a pool of firefighters immediately to decrease brownouts and mandatory callbacks, while still maintaining an MMP pool.
- Met with 522, and with some minor changes, we reached an agreement last week.
- I'm happy to report that the plan was implemented on Monday of this week, which is having an immediate impact on staffing as we move further into summer.

2. Shift Commander Spotlight

- Chief Rudnicki introduced new Captain Carlile who was promoted effective June 9. Captain Carlile introduced himself to the Board.

ADMINISTRATIVE REPORT – (Deputy Chief Fiorica)

COMMUNITY RELATIONS DIVISION

- Last week, Metro Fire hosted an amazing Fire Camp that left 80 kids bursting with confidence and a newfound appreciation for teamwork! They experienced the rewarding life of a Metro firefighter. A heartfelt thank you goes out to everyone who made this incredible experience possible—our dedicated firefighters, supportive staff, logistics team, reserves, and explorers, all of whom played vital roles. We would also like to extend a huge shout-out to the behind-the-scenes divisions, such as finance, fleet, facilities, and logistics, that contributed in many valuable ways! Together, we created a week filled with life skills and memories that the kids will cherish for years to come.

- This week, media coverage was provided for two prescribed burns. To ensure the public was informed, we collaborated with several regional agencies, including Sacramento Regional Parks, the City of Rancho Cordova, the Board of Supervisors, the City of Citrus Heights, and OES.
- As we prepare for the 4th of July, our public relations strategy includes several key initiatives. We have placed "Keep it Safe, Keep it Legal" stickers on our engines to promote the importance of using Safe and Sane fireworks. Our social media presence will be enhanced with posts highlighting safety tips. Additionally, we aim to secure media coverage that focuses on safety, which may include ride-along experiences for journalists to observe our CRRD team in action.

FINANCE

- The Finance Division received notice recently that it has been officially recognized by the Government Finance Officers of America for achieving "Triple Crown" status. Specifically, excellence awards were given for three major fiscal year 2022-23 reports:
 - Annual Comprehensive Financial Report
 - Popular Annual Financial Report (what we call our Community Annual Report), and
 - Annual Final Budget

The District is one of 401 winners across the U.S. and Canada, putting us in the top half of one percent of all cities, counties, and special districts.

There are only two other fire district winners.

Within California, we're among 48 winners, putting us in the top 1.4% of local governments in the state.

SUPPORT SERVICES – (Deputy Chief Wagaman)

Logistics:

- Promotional opportunity underway from the position of Warehouse Manager - we hope to have the position filled with an internal candidate within the next month.
- In preparation to move station 64 to market, cleanup and asset removal have been completed.
- With continual cost savings in mind, Logistics Manager Siebert is actively renegotiating our drinking water machine rental and oxygen tank contracts.

CRRD:

- Of the 805 weed abatement inspections conducted, we have seen a compliance rate of 85% compared to 76% last year.
- In preparation for safe and insane fireworks sales, inspectors will be busy conducting 152 fireworks stand inspections on Saturday.
- Additionally, CRRD staff will be active July 3, 4 and 5 supporting local fireworks displays and to assist our Fire Investigations Unit with enforcement, and fire origin & cause.

- In effort to enhance public outreach on the use and proper disposal of Safe and Sane fireworks, and to reinforce no tolerance for dangerous fireworks use and sales, there will be a joint press conference on July 1 with the State Fire Marshal Office, the DA's Office, the Sacramento County Sheriff's Department and local agencies. The press conference will be held at the McClellan brick yard at 10:00 AM. Fire Marshal Nygren will also be attendance.

Facilities:

- The station re-flooring project at 53, 31, and 108 have recently been completed.
- To help support our PPE laundering program - facilities just completed installing two additional washer extractors and a new ultrasonic cleaner at out Logistics building.
- Facilities Manager Eachus has finalized an extensive plan to complete several roof repairs and HVAC upgrades throughout the district starting July 1, with the Station 50 apparatus bay first up.
- All District owned properties requiring weed abatement have been successfully mitigated.

Fleet:

- Within the next few weeks, Fleet will be sending one representative down to L.A. to inspect two new ambulance re-mounts and a team of six will be heading Wisconsin to complete an inspection on 5 new Type I engines.
- Fleet has an open recruitment for the position of Shop Assistant with approximately 30 applications have been received thus far. The final filing date is Tuesday, July 15, at 4:00 PM.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT (Captain Sean Scollard, *Local 522 Vice President*)

Captain Sean Scollard reported that Local 522 will be sending over a Notice of Intension to Negotiate early next week. We would like to have the District get salary surveys done now. We collaborated with the District to reduce brownouts. There is still work to be done to be successful but we look forward to having continued conversations. Director Rice requested a salary survey be completed for all unrepresented positions.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

A. Executive Committee – (President Wood)

No Report

B. Communications Center JPA – (Deputy Chief Fiorica)

The Communication Center JPA Board last met on June 24, 2025. During that meeting the Board approved the Fiscal Year 25/26 Final Budget for the Communications Center. The Board was also notified that Assistant Chief Robert Knaggs would be replacing Assistant Chief Scott Williams on the Board as the representative for the Sacramento Fire Department. Chief Williams is retiring after 30 year of service to the Sacramento Fire Department. Chief Williams was thanked for his many years of service.

C. Finance and Audit Committee – (Director Clark)

The Finance and Audit Committee met tonight and received a presentation from CFO O'Toole on the Bimonthly Fiscal Report through April 30, 2025. The takeaways were: General Fund revenue \$8.0 million below budget and \$15.4 million higher than prior year. General Fund expenditures are \$7.3 million lower than Midyear Budget. Labor costs are trending \$1.8 million above Midyear Budget estimate. PPGEMT revenues are growing across 28 months.

D. Policy Committee – (Director Costa)

No Report

BOARD MEMBER QUESTIONS AND COMMENTS

Director Clark stated he has a great time at Fire Camp. It's one of the most exciting events of the year. Wishing everyone a happy and safe July 4th.

Director Webber stated that he would like a proclamation or something similar for Brenda Briggs for running Fire Camp for so many years.

President Wood thanked Brenda Briggs and April West for putting on Fire Camp.

CLOSED SESSION:

The Board recessed to closed session at 6:41 p.m. on the following matter(s):

1. Pursuant to California Government Code Section 54956.9 (a) – one (1) matter of Workers' Compensation Compromise and Release

Jason Cahill and the Sacramento Metropolitan Fire District
Claim # 4A2305MHPDS0001
Workers' Compensation Settlement Authority
Melisa Maddux, Chief Human Resources Officer

Moved by Director Webber, seconded by Rice, and carried unanimously by members present to give authority to its third-party administrator to conclude a settlement of the matter.

2. Pursuant to California Government Code Section 54956.9 (a) –one (1) matter of Workers' Compensation Settlement Authority

Loren Mansel and the Sacramento Metropolitan Fire District
Claim # 4A2302G3HGG0001
Workers' Compensation Settlement Authority
Melisa Maddux, Chief Human Resources Officer

Moved by Director Webber, seconded by Costa, and carried unanimously by members present to give authority to its third-party administrator to conclude a settlement of the matter.

CLOSED SESSION REPORT OUT:

The Board reconvened in open session at 6:53 p.m. General Counsel John Lavra reported that the Board met in closed session on two items: 1. Workers' Compensation Compromise and Release: Jason Cahill Workers' Compensation Claim, the Board voted unanimously to

give authority to its third-party administrator to conclude a settlement of the matter. 2. Workers' Compensation Settlement Authority: Loren Mansel Workers' Compensation Claim, the Board voted unanimously to give authority to its third-party administrator to conclude a settlement of the matter.

To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:

<https://metrofire.ca.gov/2025-06-26-board-meeting>

https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA

ADJOURNMENT

The meeting was adjourned at 6:54 p.m.



Ted Wood, Board President



Robert Webber, Secretary



Marni Rittburg, CMC
Board Clerk



Sacramento
LAFCo

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458
www.saclafco.org

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Director	Jim Frazier	Herald Fire Protection District

SIGNATURE OF PRESIDING OFFICER: [Signature]
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Dennis Johnson
(Required)

NAME OF NOMINATING DISTRICT: Herald Fire Protection District

MINUTES ATTACHED (Optional): Yes ☒ No ☐

NOMINEE IS RUNNING FOR POSITION: Regular (Voting): ☒ 4-year term ☒ 2-year term
Alternate ☒

Attest:

[Signature]
District Secretary, Clerk or General Manager

Nominations must be received by LAFCo before
5:00 p.m. on September 15, 2025

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

Rich Desmond, Pat Hume, County Members ■ Rosario Rodriguez, Alternate
Lisa Kaplan, Mat Pratton, City Members ■ Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates
Chris Little, Public Member ■ Timothy Murphy, Alternate
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henríquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel



Herald Fire Protection District

Candidate Statement

Jim Frazier

On behalf of the Herald Fire Protection District Board of Directors, we are proud to nominate **Jim Frazier** for the Sacramento LAFCo Special District Representative Seat #8.

Mr. Frazier joined the Herald Fire Protection District Board in November 2024, bringing with him deep roots in the Herald community and prior service as a volunteer firefighter. His longstanding commitment to public service and dedication to the safety and well-being of our residents make him an exceptional candidate for this role.

Jim is passionate about ensuring that special districts remain strong, effective, and responsive to the communities they serve. He values the important role these districts play in delivering essential services and believes it is vital to both highlight their unique contributions and preserve their ability to operate effectively within Sacramento County.

With his combination of community leadership, integrity, and firsthand experience in fire protection services, Mr. Frazier will represent special districts with dedication and balance on the Sacramento LAFCo. We respectfully ask for your support of Jim Frazier for Seat #8 so that the voice of special districts continues to be heard and protected.



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SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Regular, 4-year voting seat	Robert Wichert	Sacramento Suburban Water District

SIGNATURE OF PRESIDING OFFICER: _____

(Original Signature Required)

Note: *Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.*

PRINTED NAME OF PRESIDING OFFICER: Robert Wichert, Board President

(Required)

NAME OF NOMINATING DISTRICT: Sacramento Suburban Water District

MINUTES ATTACHED (*Optional*): Yes ☐ No ☐ Resolution is attached

NOMINEE IS RUNNING FOR POSITION:

Regular (Voting):

☒ 4-year term

☐ 2-year term

Alternate ☐

Attest:

District Secretary, Clerk or General Manager

**Nominations must be received by LAFCo before
5:00 p.m. on July 31, 2025**

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

Rich Desmond, Pat Hume, County Members ■ Rosario Rodriguez, Alternate
Lisa Kaplan, Mat Pratton, City Members ■ Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates
Chris Little, Public Member ■ Timothy Murphy, Alternate
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henríquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel



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www.saclafco.org

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Regular 2 Year Voting Seat	Robert Wichert	Sacramento Suburban Water District

SIGNATURE OF PRESIDING OFFICER: _____

(Original Signature Required)

Note: *Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.*

PRINTED NAME OF PRESIDING OFFICER: Robert Wichert

(Required)

NAME OF NOMINATING DISTRICT: Sacramento Suburban Water District

MINUTES ATTACHED (*Optional*):

Yes ☐

No ☐

Resolution Attached

NOMINEE IS RUNNING FOR
POSITION:

Regular (Voting):

☐ 4-year
term

☒ 2-year
term

Alternate ☐

Attest:

[Signature]

District Secretary, Clerk or General Manager

**Nominations must be received by LAFCo before
5:00 p.m. on July 31, 2025**

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

Rich Desmond, Pat Hume, County Members ■ Rosario Rodriguez, Alternate
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Chris Little, Public Member ■ Timothy Murphy, Alternate
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henriquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel

GOVERNMENT CODE - GOV

TITLE 5. LOCAL AGENCIES [50001 - 57607] (Title 5 added by Stats. 1949, Ch. 81.)

DIVISION 3. CORTESE-KNOX-HERTZBERG LOCAL GOVERNMENT REORGANIZATION ACT OF 2000 [56000 - 57550] (Heading of Division 3 amended by Stats. 2001, Ch. 388, Sec. 1.)

PART 2. LOCAL AGENCY FORMATION COMMISSION [56300 - 56430] (Part 2 added by Stats. 1985, Ch. 541, Sec. 3.)

CHAPTER 2. Formation of Commission and Selection of Commissioners [56325 - 56337] (Chapter 2 added by Stats. 1985, Ch. 541, Sec. 3.)

56332. (a) The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district, as shown on the last equalized county assessment roll. Each member of the committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer or his or her alternate as designated by the governing body. Members representing a majority of the eligible districts shall constitute a quorum.

(b) The executive officer shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances:

(1) Whenever the executive officer anticipates that a vacancy will occur within the next 90 days among the members or alternate member representing independent special districts on the commission.

(2) Whenever a vacancy exists among the members or alternate member representing independent special districts upon the commission.

(3) Upon receipt of a written request by one or more members of the selection committee representing districts having 10 percent or more of the assessed value of taxable property within the county, as shown on the last equalized county assessment roll.

(4) Upon the adoption of a resolution of intention pursuant to Section 56332.5.

(5) Upon receipt of a written request by one or more members of the selection committee notifying the executive officer of the need to appoint a member representing independent special districts on an oversight board pursuant to paragraph (3) of subdivision (j) of Section 34179 of the Health and Safety Code.

(c) The selection committee shall appoint two regular members and one alternate member to the commission. The members so appointed shall be elected or appointed members of the legislative body of an independent special district residing within the county but shall not be members of the legislative body of a city or county. If one of the regular district members is absent from a commission meeting or disqualifies himself or herself from participating in a meeting, the alternate district member may serve and vote in place of the regular district member for that meeting. Service on the commission by a regular district member shall not disqualify, or be cause for disqualification of, the member from acting on proposals affecting the special district on whose legislative body the member serves. The special district selection committee may, at the time it appoints a member or alternate, provide that the member or alternate is disqualified from voting on proposals affecting the district on whose legislative body the member serves.

(1) The executive officer may prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. This paragraph shall be operative only if the written notice of the meeting provided pursuant to subdivision (b) discloses that, if nominations are received for only one candidate by the end of the nominating period, the candidate shall be deemed appointed and the meeting may be cancelled.

(d) If the office of a regular district member becomes vacant, the alternate member may serve and vote in place of the former regular district member until the appointment and qualification of a regular district member to fill the vacancy.

(e) A majority of the independent special district selection committee may determine to conduct the committee's business by mail, including holding all elections by mailed ballot, pursuant to subdivision (f).

(f) If the independent special district selection committee has determined to conduct the committee's business by mail or if the executive officer determines that a meeting of the special district selection committee is not feasible, the executive officer shall conduct the business of the committee by mail. Elections by mail shall be conducted as provided in this subdivision.

(1) The executive officer shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. If two or more candidates are nominated, the executive officer shall prepare and deliver one ballot and voting instructions to each eligible

district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district.

(3) The call for nominations, ballots, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, the executive officer may transmit materials by electronic mail. All notices and election materials shall be addressed to the presiding officer, care of the clerk of the district.

(4) Nominations and ballots may be returned to the executive officer by electronic mail.

(5) Each returned nomination and ballot shall be signed by the presiding officer or his or her alternate as designated by the governing body of the eligible district.

(6) For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be elected, unless another procedure has been adopted by the selection committee. Any nomination and ballot received by the executive officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. The executive officer shall announce the results of the election within seven days of the date specified.

(7) For a vote on special district representation to be valid, at least a quorum of the special districts must submit valid ballots to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. By majority vote of those district representatives voting on the issue, the selection committee shall either accept or deny representation. The executive officer shall announce the results of the election within seven days of the date specified.

(8) All election materials shall be retained by the executive officer for a period of at least six months after the announcement of the election results.

(g) For purposes of this section, "executive officer" means the executive officer or designee as authorized by the commission.
(Amended by Stats. 2018, Ch. 86, Sec. 6. (AB 3254) Effective January 1, 2019.)

My name is Robert Wichert, and everybody calls me “Bob”. With more than ten years of experience on the Board of Directors of the Sacramento Suburban Water District (SSWD), and currently Board President, I have developed a deep understanding of the critical issues that face our region, including efficient delivery of public services and the importance of local agency collaboration. My background includes:

Extensive Public Service: Serving on the Board of Directors with SSWD for more than ten years, where I work to ensure fiscal accountability and efficient delivery of a safe and reliable water supply at the lowest reasonable rates, as I insisted at SSWD from the start of my tenure.

Knowledge of LAFCO Responsibilities: I have direct experience with jurisdictional boundary changes, annexations, and special district reorganizations, as SSWD has attempted combination efforts with two regional water agencies, and most recently achieved a successful reorganization of the former Del Paso Manor Water District (DPMWD) into SSWD. I was a leader and key decision maker during the merger (reorganization) of Del Paso Manor Water District into SSWD.

Striving for excellence: I am not automatically in favor of mergers and reorganizations and consolidations, however, I believe that in some situations, such actions are best for everyone. I work as a fiscal conservative, striving to keep costs as low as possible in all of our efforts. I will not tolerate runaway spending or disregard for the costs of special districts borne by their customers.

Community Engagement: I am a leader with a proven commitment to transparency and public participation, having facilitated community meetings and outreach efforts to include residents in local governance decisions.

Collaborative Leadership: I have a track record of working effectively with city and county officials, special districts, and the public to find balanced solutions to complex local issues including serving on the Board of Directors and the Executive Committee of the Sacramento Regional Water Authority supporting The Water Forum.

Utility Management: My previous experience includes almost twenty years as an Engineer at SMUD, where I worked successfully with the SMUD Board of Directors to establish SMUD Greenergy, the first customer choice all-renewable energy option in California that allows customers to choose renewable energy by choice, not by force. Greenergy is still available to customers, more than twenty-five years after I put it in place.

Equitable Implementation: During the many discussions of the DPMWD reorganization into SSWD, I was careful to do my best to ensure that neither set of customers were disadvantaged, overcharged, or treated in a disrespectful manner. As leaders of SSWD, our Board was careful to make sure that all employees of both Districts were included. The combined employee staff structure is equitable and allows for advancement and growth. Additionally, the SSWD Board approved a term contract for the former General Manager of DPMWD to assist in the transition process of the reorganization to aid him in moving forward in his career.

In keeping my commitment to transparency and community engagement during the DPMWD / SSWD negotiations I was instrumental in transitioning to joint Board meetings. This led to improved communication and facilitated wise and equitable decision making. I was always striving to see things on all sides of all issues, to help formulate the most reasonable approach to reorganization, being fair to all.

Vision for LAFCO: LAFCO is more than mergers, reorganizations, and consolidations. LAFCO is responsible for new local agencies and assigning responsibilities to existing agencies. I plan to do that with the same approach; doing my best to keep customer costs as low as we can while keeping services best-in-class and responsive to the expressed needs of the customers served. My graduate work in Communication Studies taught me that public outreach and customer involvement is essential to this work. I look forward to being involved and encouraging public input in all of our efforts.

I am asking for your vote. Let’s work together to keep local agencies efficient and responsive to the needs of the customers they serve.

RESOLUTION NO. 25-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SACRAMENTO SUBURBAN WATER DISTRICT NOMINATING ROBERT WICHERT TO SERVE AS SPECIAL DISTRICT COMMISSIONER ON SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

BE IT RESOLVED by the Board of Directors of Sacramento Suburban Water District as follows:

A. Recitals

The Board of Directors of the Sacramento Suburban Water District encourages and supports the involvement of its Board Members in local and regional governance and planning efforts, including participation with the Sacramento Local Agency Formation Commission (LAFCO).

Director Robert Wichert has expressed an interest in serving as a Special District Commissioner or Alternate on the Sacramento LAFCO.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF SACRAMENTO SUBURBAN WATER DISTRICT,

1. Does hereby place its full and unreserved support in the nomination of Robert Wichert for appointment as a Special District Commissioner or Alternate to the Sacramento Local Agency Formation Commission for all three open positions to be voted on this cycle, including the (1) four-year voting seat, (2) two-year voting seat, and (3) four-year alternative position.
2. Does hereby determine that any expenses incurred in connection with Robert Wichert's service on the Sacramento LAFCO shall be borne by the Sacramento Suburban Water District.

PASSED AND ADOPTED by the Board of Directors of the Sacramento Suburban Water District on this 21st day of July 2025 by the following vote:

AYES: Boatwright, Locke, Thomas, and Wichert.

NOES: None.

ABSENT: Jones.

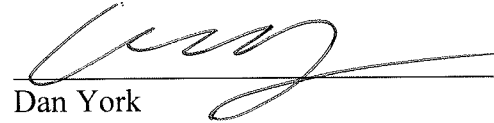
By: _____


Robert P. Wichert
President, Board of Directors
Sacramento Suburban Water District

I hereby certify that the foregoing resolution was duly and regularly adopted and passed by the Board of Directors of Sacramento Suburban Water District at a regular meeting hereof held on the 21st day of July 2025.

(SEAL)

By:

A handwritten signature in black ink, appearing to read 'Dan York', is written over a horizontal line.

Dan York
General Manager
Sacramento Suburban Water District



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
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SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Two year term	Beau Reynolds	North Highlands Recreation and Park Dist.

SIGNATURE OF PRESIDING OFFICER:

(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER:

JODANNA McVay
(Required)

NAME OF NOMINATING DISTRICT:

North Highlands Recreation and Park Dist.

MINUTES ATTACHED (Optional):

Yes ☐

No ☒

NOMINEE IS RUNNING FOR
POSITION:

Regular (Voting):

☐ 4-year
term

☒ 2-year
term

Alternate ☐

Attest:

District Secretary, Clerk or General Manager

**Nominations must be received by LAFCO before
5:00 p.m. on September 15, 2025**

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

Rich Desmond, Pat Hume, County Members ■ Rosario Rodriguez, Alternate
Lisa Kaplan, Mat Pratton, City Members ■ Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates
Chris Little, Public Member ■ Timothy Murphy, Alternate
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henriquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel

Candidate Statement for LAFCO Special District Representative - Beau Reynolds

I am honored to be a candidate for the Local Agency Formation Commission (LAFCO) and would be privileged to serve the community in this vital role. As an elected member of the North Highlands Recreation and Park District since 2020, I have had the opportunity to work closely with local agencies and residents to improve services and strengthen our community. My experience in local governance has equipped me with a deep understanding of the complexities of public service, and I am eager to bring that knowledge to LAFCO.

Throughout my time on the North Highlands Recreation and Park District board, I have worked tirelessly to ensure that our community receives high-quality services, fosters collaboration between local agencies, and advocates for the needs of residents. This experience has given me a hands-on understanding of how government agencies can work together to meet the needs of their constituents, and how important it is to make informed, responsible decisions that benefit all.

If elected to LAFCO, I will prioritize the following:

- **Ensuring Efficient and Transparent Services:** I am committed to making sure that local government agencies operate efficiently, minimizing redundancy and maximizing the value of taxpayer dollars. It's important that we continually assess the effectiveness of the services provided to our residents.
- **Promoting Sustainable Development:** I will advocate for land use decisions that prioritize smart growth and environmental sustainability, balancing the needs of development with the protection of our natural resources and the long-term viability of our communities.
- **Supporting Collaborative Solutions:** My experience in the North Highlands Recreation and Park District has shown me the importance of collaboration between local agencies. I will work to ensure that LAFCO fosters a spirit of cooperation, sharing resources, and finding solutions that are in the best interest of our communities.
- **Advocating for Equity and Inclusion:** I will ensure that LAFCO decisions consider the diverse needs of our communities, especially those that have historically been underrepresented. Every resident deserves to have their voice heard, and I will work to ensure that no one is left behind in the decisions that impact their neighborhoods.

It would be an honor to bring my knowledge, passion, and commitment to public service to LAFCO. Together, we can build a more efficient, equitable, and sustainable future for our community.

Thank you for your consideration and support.



SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Director, Ward 1	Brandon D. Rose	Sacramento Municipal Utility District (SMUD)

SIGNATURE OF PRESIDING OFFICER:


(Original Signature Required)

Note: *Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.*

PRINTED NAME OF PRESIDING OFFICER: Gregg Fishman

(Required)

NAME OF NOMINATING DISTRICT: Sacramento Municipal Utility District (SMUD)

MINUTES ATTACHED (Optional):

Yes ☐

No ☒

NOMINEE IS RUNNING FOR POSITION:

Regular (Voting):

☐ 4-year term

☒ 2-year term

Alternate ☒

Attest:



District Secretary, Clerk or General Manager

**Nominations must be received by LAFCo before
5:00 p.m. on July 31, 2025**

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

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Lisa Kaplan, Mat Pratton, City Members ■ Phil Pluckebaum, Dr. Jayna Karpinski-Costa, Alternates
Chris Little, Public Member ■ Timothy Murphy, Alternate
Gay Jones, Vacant, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henríquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel



Brandon D. Rose

**Director, Ward 1,
Sacramento Municipal Utility District (SMUD)**

**Candidate for Special District Representative,
Local Agency Formation Commission**

I am running for the Sacramento County Local Agency Formation Commission (LAFCO) to represent all special districts. It is an important job and I will bring a unique wealth of experience and skill to the position.

I am currently elected to the SMUD Board of Directors and prior to that spent eight years on the Fair Oaks Recreation & Park District Board. I am very familiar with LAFCO and served on the Special District Advisory Committee in 2023 and 2024. Previously, I was the Special District Representative and Chair of the Sacramento County Treasury Oversight Committee.

I understand many of the issues we face and will strive to represent all special districts countywide. My goal on LAFCO would be to protect the power and interests of all special districts - putting you first – and of course to ensure logical and orderly planning in the County that follows the General Plan.

I will bring my experience managing diverse coalitions to the position, including facilitation, collaboration and educational skills. My favored approach includes fostering understanding and trust-building between stakeholders. I believe that authenticity through open and honest communication is key to community buy-in and ultimately, policy success.

- ✓ Experienced
- ✓ Open & accountable
- ✓ Problem solver
- ✓ Honest leadership
- ✓ No conflicts of interest

I have learned that decision making is a collaborative process (with an understanding that the process itself is often as important as the ends) and am skilled at understanding core drivers to help shape productive conversations and drive successful outcomes.

My education is in Environmental Science and Policy with a focus on City and Regional Planning from UC Davis. I have also followed LAFCO operations over the years through my environmental volunteer work. I believe my years of experience with local government and knowledge of LAFCO allows me to stand out as a candidate.

I promise to be accountable to all special districts and am always available to discuss your issues or concerns. Please feel free to contact me directly at brandon.rose@smud.org or (916)844-5510.

Thank you for your time, commitment to service and for your support.

-Brandon

PUBLIC, NON-PROFIT & WORK EXPERINCE

2017-Current Board of Directors, Sacramento Municipal Utility District

As an elected board member, I work with my fellow directors to establish policies and values about how the publicly-owned electric utility best represents the community. The Board sets governance structures, long-term strategic direction and actively monitors compliance. The Board oversees and approves an annual budget of \$2.2 billion.

2023-24; 2010-11 Special District Advisory Committee; Sacramento LAFCO

This appointed advisory committee provided a forum for multi-agency coordination and information exchange between special districts and with LAFCO staff.

2008-2017 Board of Directors, Fair Oaks Recreation and Park District

As an elected member of the Board of Directors, I worked in conjunction with the District Administrator to determine long-term policy development and strategic planning for the Agency. As Chair of the Personnel and Management Committee, I was responsible for updates to district policies as well as negotiations with the employee association and management. As Chair of the Finance and Budget Committee, I direct the drafting and approval of the annual budget. In addition, as Board President, I focused on long-term master planning.

2011- 2019 Chair & Special District Representative, Sacramento County Treasury Oversight Committee

The Special District Representative is elected by the region's local governments to the Committee to oversee the County's pooled investment funds. Duties included review of the investment policies, investments and bond issuances, and to direct the creation and review of the annual portfolio audit. Board Chair 2014-2018.

2007-Current Board Member, Environment Council of Sacramento (ECOS)

ECOS is a local advocacy coalition non-profit that strives to achieve regional and community sustainability for existing and future residents in the Sacramento region by working proactively with local organizations, stakeholders and government. While President in 2016 and 2017, I was responsible for all operations, budget development and staff supervision.

2008-Current Air Pollution Specialist, California Air Resources Board

My current focus is on risk reduction measures for heavy-duty zero-emission vehicles such as financing, residual value support and secondary market development strategies.

2004-2007 Associate Energy Specialist, California Energy Commission

I managed the Emerging Renewables Program List of Eligible Solar and Wind Generation Equipment and was lead staff for the pilot Performance Based Incentive Program.



Sent Via Email Only – clerk@saclafco.org and commissionclerk@saclafco.org

September 19, 2025
BOD 25-014

José C. Henríquez
Sacramento Local Agency Formation Commission
1112 I Street, Suite 100
Sacramento, CA 95814

Re: Election of Special District Representatives to Sacramento LAFCo

Dear Mr. Henríquez:

Please let this letter serve as my official request to withdraw solely from the nomination for the position of Alternate Special District Representative (four-year term).

Sincerely,

A handwritten signature in black ink that reads "Brandon D. Rose". The signature is written in a cursive, flowing style.

Brandon D. Rose
Director, Ward 1
SMUD

cc: Corporate Files



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www.saclafco.org

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCo, Regular and Alternate

Position	Nominee's Name	Originating District
Alternate	Charlea Moore	Rio Linda Elverta Recreation and Park District

SIGNATURE OF PRESIDING OFFICER: Wayne Del Nero
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: Wayne Del Nero
(Required)

NAME OF NOMINATING DISTRICT: Rio Linda Elverta Recreation and Park District

MINUTES ATTACHED (Optional): Yes ☐ No ☒

NOMINEE IS RUNNING FOR POSITION: Regular (Voting) ☐ Alternate ☒

Attest:

District Secretary, Clerk or General Manager

**Nominations must be received by LAFCo before
5:00 p.m. on July 31, 2025**

Return to:

Sacramento LAFCo (clerk@saclafco.org or at the address above)

Commissioners

Sue Frost, Rich Desmond, County Members ■ Patrick Hume, Alternate
Sean Loloee, Iva Walton, City Members ■ Katie Valenzuela, Jay Vandenburg, Alternates
Chris Little, Public Member ■ Timothy Murphy, Alternate
Lindsey Liebig, Gay Jones, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henríquez, Executive Officer ■ Desirae Fox, Policy Analyst
Nancy Miller, DeeAnne Gillick, Commission Counsel

Charlea R Moore

8840 El Verano Ave. • Elverta, CA 95626

Phone 916-991-0338 (home)

Cell 916-275-3275 (best contact)

Email - Charhorseranch@aol.com

Applicant Statement for the Alternate Special District LAFCO Representative

I moved from Glassboro New Jersey to Rio Linda Elverta in 1981, along with my 3 year old daughter and my husband.

Almost immediately I became involved with Sacramento County Service Area #3 which was the forerunner of our current independent Parks and Recreation District serving the Rio Linda Elverta Communities. This involvement was the result of reading a statement in the local paper, indicating that the Parks Advisory Board had determined that there were sufficient equestrian trails in the area. I was very happy to advocate for additional trails and in the process begin my education in local governance processes.

Over the next several decades I was appointed to numerous County and Local advisory boards, steering committees and ad hoc committees. My interest expanded to include growth issues, flood issues and agriculture/suburban/urban issues.

I learned a great deal about how government works and how Special Districts fit into the process. I became a strong advocate for local governance after going through 3 incorporation attempts in the Rio Linda Elverta communities and in the education process I switched from anti-incorporation to pro-incorporation for unincorporated communities.

In 2002 I successfully ran for the Rio Linda Elverta Recreation and Parks District. I truly enjoyed and have greatly benefited from the experience of becoming an elected board member. I ran again in 2016 and 2020 am currently serving as Chair for the RLE Recreation and Parks District. I have taken numerous SDLA courses and Board Training seminars and I continue to learn about the process of governance.

I anticipate taking CALAFCO U Webinar 1 July 17, 2025 Commissioner Best Practices in order to continue educating myself about LAFCO. I have participated in several LAFCO decisions as an alternate and I hope to continue to do so in the future.

As Chair of RLEPD I requested investigating the very opaque process of County funding for Special Districts and into the ERAF funds that are taken from Special Districts by the State every year. These investigations are prompted by what I perceive as very unfair and unfathomable processes and procedures for funding Special Districts. I believe that all Special Districts statewide will need to be included in any actions regarding this funding.

I believe that my history in the community and experience as an elected public official will be an asset for all Special Districts as a LAFCO Special District Alternate Board member.

Thank you for your consideration,

Charlea R. Moore

ATTACHMENT 2

Letter of Consideration
Submitted by Gay Jones

Board of Directors,

I am requesting your vote and continued support as your special District Commissioner to Sacramento Local Agency Formation Commission (LAFCO).

As challenges to Special Districts continue, I am committed to ensuring that all District voices are heard. Everyone needs to be included in conversations regarding efficient delivery of municipal services and boundary changes, whether they be annexations, detachments, consolidations, spheres of influence or incorporations.

Current activities include the following items: Municipal Service Reviews (MSRs) for Southgate Parks and Rec, Orangevale Parks and Rec, Florin County Water District and Metro Fire are underway, as well as various annexations to SacSewer. Additional MSRs for applications from Omochumne Hartnell Water District and Florin Resource Conservation District are ongoing.

Future discussions need to happen regarding the future of Cemetery Districts as well as policy decisions for potential growth throughout our Sacramento County.

I look forward to having all these conversations with our Special District Advisory Committee to Sacramento LAFCO (SDAC). This group provides a great resource for us Commissioners and staff.

Another resource I bring to our Commission is my long-term participation as a Director for the California Association of LAFCOs (CALAFCO). This state association of LAFCOs offers me an amplified view on the many legislative activities that have potential to affect all of us. Working with Special Districts across the state, as well as with the California Special Districts Association, is very important to me as your commissioner.

I ask for your continued support and vote to represent you as your Special District Commissioner to Sacramento County LAFCO.

Sincerely,

Gay Jones

Commissioner, Sacramento LAFCO

Director, Sacramento Metropolitan Fire District

916-208-0736

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	DISCUSSION AND POSSIBLE ACTION TO APPROVE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ALEXANDER'S CONTRACT SERVICES, INC. FOR METER READING AND SUPPORT SERVICES
Status:	Action Item
Report Date:	October 16, 2025
Prepared By:	Todd Jordan, Director of Operations Kelly Drake, Water Efficiency Supervisor

OBJECTIVE:

Consider approval of an amendment to the professional services agreement with Alexander's Contract Services, Inc. for Meter Reading and Support Services.

BACKGROUND AND ANALYSIS:

Alexander's Contract Services, Inc. has provided meter reading and support services to the District since 1999. Over that time, as the District's meter population grew from a few thousand in the early 2000s to more than 20,000 meters today, Alexander's has consistently met the District's meter reading needs in a cost-effective and operationally efficient manner. Under the current contract, the District pays both a monthly administrative fee and a per-meter reading charge.

In addition to serving clients throughout the United States and abroad, Alexander's provides meter reading services to several water agencies in the greater Sacramento region. Because CHWD operates with a small staff, contracting with Alexander's helps control ongoing operating costs while ensuring meter reading is completed reliably and on schedule.

In late 2020, the CHWD Board approved an evergreen agreement with Alexander's (Attachment 1) The agreement allowed for modest annual price adjustments, based on mutual agreement and the Consumer Price Index (CPI), capped at 2.5% annually starting in 2024. Alexander's did not request a price increase in 2024. Historical charges from Alexander's are shown in the following table.

Alexander's Contract Services, Inc. Historical Charges			
Charge Type & Year	2000	2006	2020
Monthly Base Charge	\$480	\$580	\$580
Manual Read Meter	\$0.69	\$0.79	\$0.69
Touch Read Meter	\$0.59	\$0.69	\$0.69

In early 2025, Alexander's new CEO, Jim Beck, contacted District staff to discuss the need for a significant rate increase. In response, District staff requested a meeting to better understand the basis for the proposed adjustment. During the meeting, Mr. Beck explained that the company's workers' compensation and liability insurance costs in California had doubled in each of the previous two years. He further noted that Alexander's now pays more insurance in California than in all their other client states combined.

CHWD staff recognizes that it is not sustainable to maintain the same service rates for 20 plus years without adjustment. At the same time, staff remains committed to using ratepayer funds responsibly. Therefore, staff recommends revising the existing rate structure by eliminating the monthly base charge and transitioning to a single per-meter rate. The proposed rate is \$1.14 per meter, with an annual 3% increase beginning in November 2026. The following table shows the financial impact of the proposed rate increase.

Financial Impact of Proposed Rate		
Charge Type & Year	2020	2025
Monthly Base Charge	\$580	N/A
Manual Read Meter	\$0.69	\$1.14
Touch Read Meter	\$0.69	\$1.14
Total Annual Fee	\$85,525	\$118,305
Note: Annual fee based on reads of 17,269 meters.		

The District's legal counsel assisted staff in drafting the contract amendment (Attachment 2). Funding to support this adjustment is included in the District's approved 2026 budget.

Under the terms of the amended agreement, Alexander's will continue reading the majority of the District's meters on the weekly/per route cycle currently in place. In addition, Alexander's will continue to notify District staff of any damaged meters, boxes and/or lids, visible leaks or any other issues requiring the District's attention.

RECOMMENDATION:

Approve the amendment to the professional services agreement with Alexander's Contract Services, Inc., and authorize the General Manager to execute the agreement.

ATTACHMENTS:

1. Original Professional Services Agreement with Alexander's Contract Services, Inc. for meter reading services
2. Amendment to the Professional Services Agreement with Alexander's Contract Services, Inc.

ACTION:

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

ATTACHMENT 1

**Original Professional Services Agreement with
Alexander's Contract Services, Inc. for Meter
Reading Services**

CITRUS HEIGHTS WATER DISTRICT PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of December 17, 2020 by and between the Citrus Heights Water District, an irrigation district organized and operating under the laws of the State of California with its principal place of business at 6230 Sylvan Road, Citrus Heights, California ("District"), and Alexander's Contract Services, Inc. a California corporation, with its principal place of business at 8655 Morro Road, Suite C, Atascadero, CA 93422 ("Consultant" or "ACS"). District and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

RECITALS

A. District is a public agency of the State of California and is in need of professional services for the following project:

Meter Reading and Support Services (hereinafter referred to as "the Project").

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for District to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Scope of Services and Term.

1.1 Scope of Services. Consultant shall provide the District with the services described in the Scope of Services attached hereto as Exhibit "A."

2.1 Term. The term of this Agreement shall continue in force until either party notifies the other party in writing of its intent to terminate this agreement as outlined in Section 16. Consultant shall meet any other established schedules and deadlines set forth in Exhibit "A." All applicable indemnification provisions of this Agreement shall remain in effect following the termination of this Agreement.

2. Compensation.

Consultant shall receive compensation for all Services rendered under this Agreement at the rates set forth in Exhibit "B," attached hereto and incorporated herein by reference. Pricing as set forth in Exhibit "B" will remain in effect through December 31, 2023. For the years 2024 and later, pricing will be reviewed based upon the U.S. Department of Labor Consumer Price Index ("CPI") All Urban Consumers - West and mutually agreed upon by District and Consultant.



Increases shall not to be greater than 2.5% annually for the years 2024 and later. Additional Work may be authorized as described below.

This amount is to cover all printing and related costs, and the District will not pay any additional fees for printing expenses. Periodic payments shall be made within 45 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made within 30 days of the receipt of invoice.

3. Additional Work.

If changes in the work seem merited by Consultant or the District, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the District by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the District and executed by both Parties before performance of such services, or the District will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by District.

5. Time of Performance.

Consultant shall perform its services in a prompt and timely manner and shall commence performance upon receipt of written notice from the District to proceed ("Notice to Proceed"). Consultant shall complete the services required hereunder within the schedule as referenced in Exhibit B. The Notice to Proceed shall set forth the date of commencement of work.

6. Delays in Performance.

a. Neither District nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the District, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the District, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Consultant

Consultant is retained as an independent contractor and is not an employee of District. No employee or agent of Consultant shall become an employee of District. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from District as herein provided.

11. Insurance. Consultant shall not commence work for the District until it has provided evidence satisfactory to the District 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 secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the District.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

- (1) Bodily Injury and Property Damage
- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Contract
- (8) Broad Form Property Damage
- (9) Independent Consultants Coverage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give District, its officials, officers, employees, agents and District designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the District, and provided that such deductibles shall not apply to the District as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the District.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give District, its officials, officers, employees, agents and District designated volunteer's additional insured status.

(iv) Subject to written approval by the District, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the District as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer's Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain and maintain, for the period required by this Agreement, workers' compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to the District and in an amount indicated herein. 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. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

Combined Single Limit

Commercial General Liability	\$1,000,000 per occurrence / \$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 per occurrence for bodily injury and property damage
Employer's Liability	\$1,000,000 per occurrence
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

(ii) Defense costs shall be payable in addition to the limits.

(iii) 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.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the District evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the District at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the District at least ten (10) days prior to the effective date of cancellation or expiration.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the District or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the District, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their 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.

(v) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the District and shall not preclude the District from taking such other actions available to the District under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the District, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and 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.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the District, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) 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 cancel this Agreement.

(iii) The District may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the District nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

j. Subconsultant Insurance Requirements. 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.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel reasonably approved by the District), indemnify and hold the District, its officials, officers, employees, agents and volunteers free and harmless from any and all claims, demands, causes of action, suits, actions, proceedings, costs, expenses, liability, judgments, awards, decrees, settlements, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, (collectively, "Claims") in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this 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 not be restricted to insurance proceeds, if any, received by the District, its officials, officers, employees, agents or volunteers.

b. Additional Indemnity Obligations. Consultant shall defend, with counsel of District's choosing and at Consultant's own cost, expense and risk, any and all Claims covered by this section that may be brought or instituted against the District, its officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the District, its officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Consultant shall also reimburse District for the cost of any settlement paid by the District, its officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for the District's attorney's fees and costs, including expert witness fees. Consultant shall reimburse the District, its officials, officers, employees, agents and volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its officials, officers, employees, agents and volunteers.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., 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 \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws, if applicable. Consultant shall defend, indemnify and hold the District, its officials, officers, employees 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. 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, employment of apprentices, hours of labor and debarment of

contractors and subcontractors. 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).

b. 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.

14. Verification of Employment Eligibility.

By executing this 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, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Laws and Venue.

This 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 Agreement, the action shall be brought in a state or federal court situated in the County of Sacramento, State of California.

16. Termination or Abandonment

a. District has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, District shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. District shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by District and Consultant of the portion of such task completed but not paid prior to said termination. District shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days’ written notice to District only in the event of

substantial failure by District to perform in accordance with the terms of this Agreement through no fault of Consultant.

17. Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, drawings and specifications and other documents, produced or developed for the Project ("Documents & Data") shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the District. Nothing contained in this Section shall be construed as limiting or depriving Consultant of its rights to use its basic knowledge and skills to carry out other projects or work for itself or others, whether or not such other projects or work are similar to the work to be performed pursuant to this Agreement. Consultant shall have the right to retain and use copies of any Documents & Data furnished or to be furnished by Consultant less any specific details provided by the District unless such details are within the public realm. All Documents & Data are instruments of service and are not intended to be modified or represented to be suitable for reuse on other projects by District except as may be contemplated pursuant to the terms of this Agreement. Any such modification or reuse without Consultant's prior written approval will be at District's sole risk, without liability or legal exposure to Consultant. Rights to intellectual property developed, utilized, or modified in the performance of the services under this Agreement including the Documents & Data developed hereunder ("Intellectual Property") shall remain the property of Consultant. Consultant hereby grants to District an irrevocable, nonexclusive, royalty-free license to utilize Intellectual Property provided to District as part of the Services for the purposes set forth in this Agreement.

18. Organization

Consultant shall assign Mark Hibshman as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the District.

19. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

20. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

DISTRICT
Citrus Heights Water District
6230 Sylvan Road
Citrus Heights, California 95610
Attn: Rex Meurer

CONSULTANT:
Alexander's Contract Services, Inc.
8655 Morro Road, Suite C
Atascadero, CA 93422
Attn: Mark Hibshman



and shall be effective upon receipt thereof.

21. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the District and the Consultant.

22. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. 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.

23. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of District and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

24. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

25. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of District. Any attempted assignment without such consent shall be invalid and void.

26. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

27. Time of Essence

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

28. District's Right to Employ Other Consultants

District reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

29. 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 director, official, 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.

[SIGNATURES ON FOLLOWING PAGE]



**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITRUS HEIGHTS WATER DISTRICT
AND ALEXANDER'S CONTRACT SERVICES, INC.**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITRUS HEIGHTS WATER DISTRICT

By: 

Printed Name: Hilary M. Straus

Its: General Manager

ALEXANDER'S CONTRACT SERVICES,
INC.

By: 

Printed Name: Mark Hershman

Its: CEO

Federal ID No. 74-3138954
Business License Number _____ (City of
Citrus Heights)

EXHIBIT A

Scope of Services

I. Meter Reading Services

- Perform activities required to complete Meter Reading Services for all water meters located in or served by District, whether now existing or hereafter installed, during the term of our Agreement or any extension hereof, including, but not limited to, activity required to assist with the development of adequate Meter Routes, train Meter Readers and modify and/or configure computer programs.
- Provide Certified Reads on Meters for Negative, Unread with Notes, Double High.
- Provide Certified Read on all Trouble and Maintenance Codes
- Consultant acknowledges that the Service Area of the District is subject to change.
- Provide and maintain for the Meter Readers all apparatus necessary to perform the Services.
- Deliver Meter Reads via personalized Web Page proprietary to ACS for the District or any other agreed-upon medium to the District.
- As required operationally, re-sequence Meter Routes as needed in coordination with the District's Customer Service Supervisor or appointed Supervisor.
- Provide the Services for existing Meter Reading Cycles. There shall be no change in number of Meter Reading Cycles without the prior consent of District and Consultant. Ensure that reading equipment and files are compatible with the District's based operating systems.
- Notify the District the same day as Consultant observes them, of any hazardous conditions requiring immediate attention (i.e. broken water meter box lids or any other sidewalk "trip" hazards, broken meters, water bubbling up in sidewalk, gutter or street that could possibly be a water line break).
- The Consultant will make every effort to obtain reads on hard to get to meters and if Consultant is unable to obtain the read Consultant shall provide a certified certificate for the location. Consultant shall be excused from compliance with the performance criteria in the event such failure to comply was due to uncontrollable forces.
- Report to District damaged meters, damaged meter boxes and/or lids, leaking meters (if observed), missing or damaged touch pads or any other repairs that need to be made by District at time of attempted read.
- At all times, employ only competent readers, experienced or well trained in the task being performed, and who are familiar with meter locations, and Consultant shall continuously oversee the activities of such readers.
- All Consultant staff and employees will have a background check completed and drug tested upon hiring or in the case of an accident.
- All Consultant staff will be identified with a vest, badge and proper attire.

EXHIBIT B

Schedule of Charges/Payments

Consultant will read meters on a weekly/per route cycle on a rotating schedule agreed upon by the Consultant and the District. Consultant will invoice District on a weekly/per route cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform District regarding any out-of-scope work as required in Section 3 of this Agreement, Additional Work. This is a time-and-materials contract.

ACS will keep the per cycle pricing at the current rate of:

- \$0.69 per Touch Read Meter
- \$0.69 per Manually Read Meter
- \$580.00 Base Fee

ATTACHMENT 2

Amendment to the Professional Services
Agreement with Alexander's Contract Services, Inc.

**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT

BETWEEN THE CITRUS HEIGHTS WATER DISTRICT
AND
ALEXANDER'S CONTRACT SERVICES, INC.**

1. PARTIES AND DATE.

THIS FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT ("FIRST AMENDMENT") is made and entered into on October 9, 2025 ("Effective Date") by and between the Citrus Heights Water District ("District") and Alexander's Contract Services, Inc. ("Consultant"). District and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Amendment.

2. RECITALS.

2.1. Agreement. The Parties entered into that certain Professional Services Agreement dated December 17, 2020 ("Agreement"), whereby Consultant agreed to provide meter reading and support services.

2.2. Amendment. The Parties desire to amend the Agreement for the first time to provide for an increase to the Consultant's rates under the Agreement and make other amendments as set forth below.

3. TERMS.

3.1. Term. Section 2.1 of the Agreement is renumbered as Section 1.2 and amended to read in full as follows:

1.2 Term. Beginning on the Effective Date of the First Amendment, the term of this Agreement shall be until December 31, 2026. The term of the Agreement shall be extended on December 31, 2026, and each December 31st thereafter, for an additional year unless either party has provided at least twelve months' written notice to the other party of its intention not to extend the Agreement. In addition, either party may terminate this Agreement as outlined in Section 16. Consultant shall meet any other established schedules and deadlines set forth in Exhibit "A." All applicable indemnification provisions of this Agreement shall remain in effect following the termination of this Agreement.

3.2. Compensation. The First Paragraph of Section 2 of the Agreement is amended to read in full as follows:

Consultant shall receive compensation for the Services as set forth in Exhibit "B," attached hereto and incorporated herein by reference. Beginning November 1, 2026 and each November 1st thereafter, the

rate for the Services shall increase by three percent (3%) annually. Additional Work may be authorized as described below. The District may approve additional rate increases due to extraordinary cost increases in its sole discretion.

1. 3.3. Exhibit A. Exhibit A is hereby amended to read in full as set forth in Attachment

2. 3.4. Exhibit B. Exhibit B is hereby amended to read in full as set forth in Attachment

3.5. Continuing Effect of Agreement. Except as amended by this Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Agreement, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Amendment.

3.6. Adequate Consideration. The Parties irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

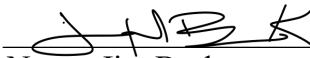
3.7. Counterparts. This Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the Parties have entered into this First Amendment as of October 9, 2025.

CITRUS HEIGHTS WATER DISTRICT

By: _____
Printed Name: Hilary Straus
Its: General Manager

ALEXANDER'S CONTRACT SERVICES, INC.

By: 
Printed Name: Jim Beck
Its: Chief Executive Officer

ATTACHMENT 1
REVISED EXHIBIT A

I. Meter Reading Services

- Perform activities required to complete Meter Reading Services for all water meters located in or served by District, whether now existing or hereafter installed, during the term of our Agreement or any extension hereof, including, but not limited to, activity required to assist with the development of adequate Meter Routes, train Meter Readers and modify and/or configure computer programs.
- Provide Certified Read Services on Meters, which include documentation and verification of anomalous or exception reads, including but not limited to: **high usage, low usage, negative reads, zero usage, and unread meters with a valid note..**
- For each Certified Read, Consultant will capture and deliver **GPS coordinates, photographic evidence**, and supporting field notes sufficient to allow the District to approve the read without dispatching District personnel.
- Consultant acknowledges that the Service Area of the District is subject to change.
- Provide and maintain for the Meter Readers all apparatus necessary to perform the Services.
- Deliver Meter Reads via personalized Web Page proprietary to ACS for the District or any other agreed-upon medium to the District.
- As required operationally, re-sequence Meter Routes as needed in coordination with the District's Customer Service Supervisor or appointed Supervisor.
- Provide the Services for existing Meter Reading Cycles. There shall be no change in number of Meter Reading Cycles without the prior consent of District and Consultant. Ensure that reading equipment and files are compatible with the District's based operating systems.
- Notify the District the same day as Consultant observes them, of any hazardous conditions requiring immediate attention (i.e. broken water meter box lids or any other sidewalk "trip" hazards, broken meters, water bubbling up in sidewalk, gutter or street that could possibly be a water line break).
- The Consultant will make every effort to obtain reads on hard to get to meters and if Consultant is unable to obtain the read Consultant shall provide a certified certificate for the location. Consultant shall be excused from compliance with the performance criteria in the event such failure to comply was due to uncontrollable forces.

- Report to District damaged meters, damaged meter boxes and/or lids, leaking meters (if observed), missing or damaged touch pads or any other repairs that need to be made by District at time of attempted read.
- At all times, employ only competent readers, experienced or well trained in the task being performed, and who are familiar with meter locations, and Consultant shall continuously oversee the activities of such readers.
- All Consultant staff and employees will have a background check completed and drug tested upon hiring or in the case of an accident.
- All Consultant staff will be identified with a vest, badge and proper attire.

II. Optional Additional Services.

If requested by the District and as set forth in a Task Order approved by the General Manager, Consultant shall provide the following services:

- Field Activity Services. Consultant will perform field activity services, which include but are not limited to:
 - Customer shut-offs and turn-ons
 - Door hanger and customer notification delivery
 - Meter investigations
 - Lid and box replacement or repair
 - Surveys and inspections
 - Starting and closing reads
- AMI Endpoint Integration (Plug-and-Play). Consultant offers plug-and-play AMI endpoint integration.
 - Equipment Cost: Billed at fair market value, not to exceed MSRP.
 - Billing: Each installed AMI endpoint (installed by District staff or by Contractor at the Field Activity rate above) must generate at least one (1) read per week. All reads (including weekly minimums) are billed at the same rate as manual reads.
 - Minimal Setup Required: Data will flow via Contractor's existing Meter Data Management (MDM) system to the District's route management software. No additional software or infrastructure upgrades are required.
- Risk and Resilience Compliance Assessments. Contractor will provide basic Risk and Resilience Compliance Assessments for the District's metered services.

- Reporting: Final assessment reports will be delivered to the District within 30 days of completing on-site inspections, if requested

ATTACHMENT 2

REVISED EXHIBIT B

Consultant will read meters on a weekly/per route cycle on a rotating schedule agreed upon by the Consultant and the District. Consultant will invoice District on a weekly/per route cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform District regarding any out-of-scope work as required in Section 3 of this Agreement, Additional Work. This is a time-and-materials contract.

Meter Reading Services (including Certified Reading Services): \$1.14 per meter

Field Activity Services: \$95.00/hour (one-hour minimum; negotiable for volume/scope)

AMI Endpoint Equipment (if applicable): Fair market value, not to exceed MSRP

AMI Endpoint Reads: Billed at standard rate per meter read with minimum of one (1) read/week per installed endpoint

Risk & Resilience Assessments: \$12.00 per meter annually (minimum 500 meters; if fewer, \$95/hour field rate applies)

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OCTOBER 28, 2025 REGULAR MEETING

Subject:	2026 Board Meeting Schedule
Status:	Information Item
Report Date:	October 8, 2025
Prepared By:	Brittney Moore, Administrative Services Manager/Chief Board Clerk

OBJECTIVE:

Administrative Services Manager/Chief Board Clerk, Brittney Moore, will discuss and receive direction on the draft 2026 Board Meeting times and dates proposed below, with the Board.

Day	Date	Notes
Tuesday	January 27	
Tuesday	February 24*	Meeting date to be discussed/revised. Same week as ACWA DC Conference.
Tuesday	March 24	
Tuesday	April 28	
Tuesday	May 26	
Tuesday	June 23	
JULY RECESS		
Tuesday	August 25	
Tuesday	September 22	
Tuesday	October 27	
Tuesday	November 24*	Meeting date to be discussed and possibly revised. Same week as Thanksgiving Holiday.
Tuesday	December 22*	Meeting date to be discussed and possibly revised. Same week as Christmas Holiday.

Regular Meetings of the Board of Directors are held beginning at 6:30 PM on the fourth Tuesday of each month. Regular Meeting agendas require a minimum notice of 72 hours in advance of each meeting. Meeting dates subject to change with 72-hour advance notice.

***Special Meetings** of the Board of Directors are held as may be necessary and require 24-hour advance posting of the meeting agenda. Additionally, any meeting that needs to be held on a date other than the fourth Tuesday of the month may be designated as a Regular Meeting through the adoption of a Board resolution.