

**BOARD MEETING AGENDA
SPECIAL MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT (CHWD)
NOVEMBER 7, 2022 beginning at 6:00 PM**



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

PHONE CALL IN: (253) 215-8782

PHONE MEETING ID: 832 4232 8428

COMPUTER AUDIO/LIVE MEETING PRESENTATIONS: <https://us06web.zoom.us/j/83242328428>

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.

CALL TO ORDER:

Upon request, agenda items may be moved to accommodate those in attendance wishing to address that item. Please inform the General Manager.

ROLL CALL OF DIRECTORS:

PUBLIC COMMENT:

STUDY SESSION:

S-1. 2023 Miscellaneous Fees and Charges and Capacity Fees (A)

Recommendation:

Provide direction to staff concerning the draft Miscellaneous Fees, Charges and Capacity Fees for 2023.

CLOSED SESSION:

CL-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 243-0276-002-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Melissa Pieri, Hilary Straus, Steve Anderson, Carlos Urrutia, Brittney Moore
Negotiating Parties: City of Citrus Heights
Under Negotiation: Price and Terms of Payment
- b. Pursuant to Section 54956.8:
Property: Parcel Number 243-0276-003-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Melissa Pieri, Hilary Straus, Steve Anderson, Carlos Urrutia, Brittney Moore
Negotiating Parties: City of Citrus Heights
Under Negotiation: Price and Terms of Payment
- c. Pursuant to Section 54956.8:
Property: Parcel Number 243-0276-004-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Melissa Pieri, Hilary Straus, Steve Anderson, Carlos Urrutia, Brittney Moore
Negotiating Parties: City of Citrus Heights
Under Negotiation: Price and Terms of Payment

CL-2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED
LITIGATION Initiation of Litigation pursuant to Government Code,
section 54956.9(d)(4): (two cases)

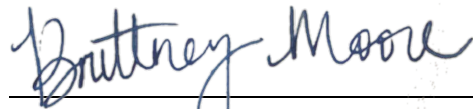
FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

November 16, 2022	6:30 PM	Regular Meeting
December 12, 2022	6:00 PM	Special Meeting
December 21, 2022	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

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



Brittney Moore, Chief Board Clerk

Dated: November 4, 2022

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 7, 2022 SPECIAL MEETING

SUBJECT: 2023 MISCELLANEOUS FEES AND CHARGES AND CAPACITY FEES
STATUS: Discussion Item
REPORT DATE: November 2, 2022
PREPARED BY: Alberto Preciado, Interim Director of Finance and Administrative Services

OBJECTIVE:

Review and discuss the proposed Miscellaneous Fees and Charges and Capacity Fees for 2023.

BACKGROUND AND ANALYSIS:

As a follow up to the October 19, 2022 Regular Board Meeting, staff will provide additional information and review of the proposed updated Miscellaneous Fees and Charges, and Capacity Fees for 2023.

2023 Schedule of Miscellaneous Fees, Charges and Capacity Fees

A schedule comparing current 2022 adopted Miscellaneous Fees and Charges and Capacity Fees with the proposed 2023 Miscellaneous Fees and Charges and Capacity Fees accompanies this staff report.

Significant elements of the 2023 fee schedule are as follows:

- Adjustments to Other Charges and Fees are based on an analysis of staff time, equipment, materials, and other costs involved in providing the specified services.
- Capacity Fees and Construction Water Charges are proposed to an adjustment of 8.0% per the Engineering News-Record (ENR) cost index average from January to August 2022 as compared to the prior year.

Next Steps:

The draft 2023 Miscellaneous Fees and Charges and Capacity Fees schedule is proposed to be included as part of the Public Hearing agenda for Board consideration at the December 12, 2022 Special Board meeting concerning the adoption of the 2023 budget, rate and fee schedules.

RECOMMENDATION:

Provide direction to staff concerning the draft Miscellaneous Fees, Charges and Capacity Fees for 2023.

ATTACHMENT:

2023 Proposed Miscellaneous Fees, Charges and Capacity Fees

CITRUS HEIGHTS WATER DISTRICT
WATER RATES, FEES AND CHARGES EFFECTIVE 2023
Proposed -- October 19, 2022

Type of Charge	Applied Basis or Frequency	2022	2023
		Adopted	Proposed
Construction Water Charges			
Construction Water Charges	minimum charge	\$273.83	\$295.73
Schedule A - Projects	per lot	\$188.29	\$203.35
Schedule B - Trenches, Excavations & Grading	per 100 cubic yards	\$50.83	\$54.90
Schedule C - Tank Trucks	per 1,000 gallons	\$8.42	\$9.09
Schedule D - Metered Use	per unit, for all units bi-monthly	\$3.6391	\$3.93
Schedule E - Non-Profit	per day	\$57.18	\$61.76
Construction Meter Deposit	per meter	\$2,006.00	\$2,166.48
Water Service Installation Charges			
¾-inch & larger services w/meter	per service	Actual Cost	Actual Cost
Meter set charge:			
⅝ inch x ¾ inch	per meter	\$577.00	\$606.00
¾ inch	per meter	\$627.00	\$656.00
1 inch	per meter	\$646.00	\$675.00
1½ inch	per meter	\$960.00	\$989.00
2 inch	per meter	\$1,286.00	\$1,316.00
>2 inch	actual cost		
Backflow prevention assembly installation charge			
¾ inch & larger	each	Actual Cost	Actual Cost
Capacity Fees			
⅝ inch	per service	\$2,983.80	\$3,222.51
¾ inch	per service	\$4,475.70	\$4,833.76
1 inch	per service	\$7,459.51	\$8,056.27
1½ inch	per service	\$14,919.01	\$16,112.53
2 inch	per service	\$23,870.42	\$25,780.06
3 inch	per service	\$52,216.55	\$56,393.87
4 inch	per service	\$93,989.78	\$101,508.97
6 inch	per service	\$193,947.18	\$209,462.95
8 inch	per service	\$417,732.38	\$451,150.98
10 inch	per service	\$626,598.58	\$676,726.46
12 inch	per service	\$784,539.73	\$847,302.90

CITRUS HEIGHTS WATER DISTRICT
WATER RATES, FEES AND CHARGES EFFECTIVE 2023
Proposed -- October 19, 2022

Type of Charge	Applied Basis or Frequency	2022	2023
		Adopted	Proposed
Other Charges and Fees			
Agenda-By-Mail Charge (e-mail delivery free)	per packet	\$28.00	\$28.00
Standby Service Charge	per hour, 1 hour minimum	\$127.00	\$129.00
Returned Payment Fee	per check	\$33.00	\$33.00
Late Payment Penalty	5% of overdue account balance	5.00%	5.00%
Missed Appointment/No-Show Fee	per occurrence	\$49.00	\$49.00
Reconnect Service Charge (Non Business Hours)	per occurrence	\$126.00	\$126.00
Meter Re-Read / Maintenance Charge	per occurrence	\$49.00	\$49.00
Customer Account Deposit	per account	\$212.00	\$214.00
Copy Charge	per page	\$0.14	\$0.14
Recording of Lien	per occurrence	\$80.00	\$83.00
Release of Lien	per occurrence	\$93.00	\$96.00
Tamper Charge	per occurrence	\$120.00	\$120.00
Water Conservation Violation Charge (1)	first occurrence	\$50.00	\$50.00
Water Conservation Violation Charge (2)	second occurrence	\$75.00	\$100.00
Water Conservation Violation Charge (3)	third occurrence	\$100.00	\$250.00
Inclusion / Annexation Fee	per gross acre, ½ acre or greater	\$1,726.00	\$1,780.00
	minimum to ½ acre	\$813.00	\$890.00
Plan Check Charges	minimum charge + per connection	\$1,285.00	\$1,370.00
	per connection	\$31.31	\$42.02
Easement/Quitclaim	per easement/quitclaim	\$813.00	\$849.00
Inspection Charges			
Minimum	min. + per connect. + per main tie	\$1,343.00	\$1,435.00
Plus per connection	per connection	\$220.00	\$220.00
Plus per main tie-in	per main tie-in	\$1,280.00	\$1,439.00
AC pipe disposal charge	per foot, 4 feet minimum (\$200 or	\$60.00	\$64.00
Hydrostatic pressure test	each	\$349.00	\$393.00
Chlorination & Flushing	per project	\$465.00	\$523.00
Weekend/After Hours	per hour (4 hr. minimum)	\$159.00	\$175.00
Holiday	per hour (4 hr. minimum)	\$201.00	\$220.00
Backflow Prevention Assembly Testing Charge	per assembly bimonthly	\$13.00	\$15.00
Backflow Prevention Assembly Re-testing Charge	per test	\$85.00	\$94.00
Backflow Prevention Assembly Testing Charge			
for New Development	per assembly	\$93.00	\$106.00
Bacteriological water test sampling	minimum	\$1,176.00	\$1,300.00
Additional Bacteriological water sample	additional samples after minimum	\$66.00	\$69.00
Fire Flow Certification Letter	per letter	\$28.00	\$27.00
Fire Flow Modeling	per modeling	\$341.00	\$339.00
Fire Flow Modeling & Certification Letter	per modeling plus letter	\$369.00	\$366.00