

**BOARD MEETING AGENDA  
SPECIAL MEETING OF THE BOARD OF DIRECTORS OF  
CITRUS HEIGHTS WATER DISTRICT (CHWD)  
FEBRUARY 8, 2021 beginning at 6:00 PM**



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

**PHONE CALL IN: (253) 215-8782  
PHONE MEETING ID: 935 3346 0590**

**COMPUTER AUDIO/LIVE MEETING PRESENTATIONS:** <https://zoom.us/j/93533460590>

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. Pursuant to Executive Order N-29-20, the meeting will be held at the listed physical location and electronically through the above phone number.

Directors and members of the public may attend the meeting in person at the District headquarters or remotely through the phone number and link above. In compliance with the Sacramento County Health Order issued May 26, 2020, which states “Persons should wear face coverings when in public places,” members of the public shall wear a face covering unless they are exempt per the order.

**CALL TO ORDER:**

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

**ROLL CALL OF DIRECTORS:**

**PLEDGE OF ALLEGIANCE:**

**VISITORS:**

**PUBLIC COMMENT:**

The Public shall have the opportunity to directly address the Board on any item of interest to the public before or during the Board’s consideration of that item pursuant to Government Code Section 54954.3. Public comment on items of interest within the jurisdiction of the Board is welcome. The Presiding Officer will limit comments to three (3) minutes per speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

**CLOSED SESSION:**

CL-1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of Litigation pursuant to Government Code, section 54956.9(d)(4):  
(one case)

**CONSENT CALENDAR:**

None.

**PRESENTATIONS:**

None.

**PUBLIC HEARINGS:**

None.

**STUDY SESSIONS:**

S-1. Projected Staffing Requirements Report (I/D)

**BUSINESS:**

None.

**MANAGEMENT SERVICES REPORTS (I):**

None.

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

None.

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

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

**FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:**

February 17, 2021	6:30 PM	Regular Meeting
March 17, 2021	6:30 PM	Regular Meeting
April 21, 2021	6:30 PM	Regular Meeting
May 19, 2021	6:30 PM	Regular Meeting
June 16, 2021	6:30 PM	Regular Meeting
August 18, 2021	6:30 PM	Regular Meeting
September 15, 2021	6:30 PM	Regular Meeting
October 20, 2021	6:30 PM	Regular Meeting
November 17, 2021	6:30 PM	Regular Meeting
December 15, 2021	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 54954.2.



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Madeline Henry, Administrative Services Manager/  
Chief Board Clerk

Dated: February 4, 2021

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS FEBRUARY 8, 2021 SPECIAL MEETING

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SUBJECT : Projected Staffing Requirements Report  
STATUS : Information Item  
REPORT DATE : January 28, 2021  
PREPARED BY : Rebecca Scott, Principal Operations Specialist  
Missy Pieri, Director of Engineering  
Susan Talwar, Director of Administrative Services  
Karen Blakely, Project Advisor, Regional Government Services

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A Project Team of staff and Regional Government Services (RGS) will provide an overview of the “Citrus Heights Water District Projected Staffing Requirements Report – Years 2021 Through 2045.” This Report, with its analysis and findings, is based on an assessment of current and projected workload. This Report serves as a foundation to space needs planning/phasing and anticipated next steps for the Corporation Yard Master Plan/Improvements Project, included in CHWD’s Strategic Plan.