

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 21, 2021

The Regular Meeting of the Board of Directors was called to order at 6:32 p.m. by President Wheaton and roll was called. Present were:

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

Staff:

Madeline Henry, Administrative Services Manager/ Chief Board Clerk
Rex Meurer, Water Efficiency Supervisor
Brittney Moore, Management Analyst
Missy Pieri, Director of Engineering/ District Engineer
David Rucker, Principal Information Technology Analyst
Rebecca Scott, Director of Operations
Hilary Straus, General Manager
Susan Talwar, Director of Finance and Administrative Services

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

President Wheaton asked for consideration and/or approval of the Consent Calendar.

- CC-1a. Minutes of the Special Meeting – March 17, 2021 (A)
- CC-1b. Minutes of the Regular Meeting – March 17, 2021 (A)
Recommendation: Approve the minutes of the March 17, 2021 Regular and Special Meetings.
- CC-2. Revenue Analysis Report for March 2021 (I)
- CC-3. Assessor/Collector's Roll Adjustment for March 2021 (I)
- CC-4. Treasurer's Report for March 2021 (I)
- CC-5. Treasurer's Report of Fund Balances for March 2021 (I)
- CC-6. Operating Budget Analysis for March 2021 (I)
- CC-7. Capital Projects Summary March 2021 (I)
- CC-8. Warrants for March 2021 (I)
- CC-9. Purchase Card Distributions for March 2021 (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. 2021 Water Supply – Purchased and Produced (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. 2021 Strategic Plan Update (I)
- CC-18. Discussion and Possible Action to Approve and Add-on Agreement with Invoice Cloud.

Recommendation:

Approve the add-on agreement with Invoice Cloud, and authorize the General Manager to execute the agreement.

- CC-19. Discussion and Possible Action to Amend Policy 5700A: Records Retention Schedule (A)

Recommendation:

Amend District Policy 5700A: Records Retention Schedule as presented.

- CC-20. Discussion and Possible Action to Adopt Resolution 01-2021 Establishing a Customer Advisory Committee. (A)

Recommendation:

Adopt Resolution 01-2021 Establishing a Customer Advisory Committee.

ACTION:

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

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

PRESENTATIONS:

- P-1. Resolution 02-2021 Commending Rex Meurer for Service to the Citrus Heights Water District (A)

ACTION:

Vice President Sheehan moved and Director Riehle seconded a motion to adopt Resolution 02-2021 Commending Rex Meurer for Service to the Citrus Heights Water District

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

- P-2. Information Technology (IT) Update (I)

PUBLIC HEARINGS:

None.

STUDY SESSIONS:

None.

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/Henry).
- D-10. Other Reports.

CLOSED SESSION:

None.

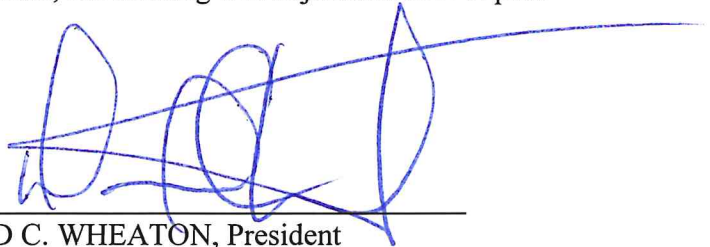
ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:42 p.m.

APPROVED:



MADELINE A. HENRY
Deputy Secretary
Citrus Heights Water District



DAVID C. WHEATON, President
Board of Directors
Citrus Heights Water District