

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

**JANUARY 13, 2015 beginning at 6:30 PM  
DISTRICT ADMINISTRATIVE OFFICE  
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**



**CITRUS  
HEIGHTS  
WATER  
DISTRICT**

6230 Sylvan Road  
P.O. Box 286  
Citrus Heights  
California  
95611-0286

phone  
916/ 725-6873  
fax  
916/ 725-0345  
website  
www.chwd.org

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 Assistant General Manager or Human Resources Specialist 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:**

**PLEDGE OF ALLEGIENCE:**

**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, subject to reasonable time limitation of each speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

**CONSENT CALENDAR: (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 – December 9, 2014.
- CC-2. Assessor/Collector's Report for December 2014.
- CC-3. Assessor/Collector's Roll Adjustments for December 2014.
- CC-4. Treasurer's Report for December 2014.
- CC-5. Payables for December 2014.
- CC-6. CAL-Card Purchases – December 2014
- CC-7. Summary of 2014 Directors, Officers and Employees Training, Seminars and Conference Expenses.
- CC-8. Xavier Holcomb Claim for Damages.

*Board of Directors*  
**Allen B. Dains**  
**Joseph M. Dion**  
**Caryl F. Sheehan**

*General Manager/  
Secretary*  
**Robert A. Churchill**

*Assistant General  
Manager/Treasurer*  
**Darlene J. Gillum**

*Customer Service  
Administrator  
Assessor/Collector*  
**Susan K. Sohal**

**OLD BUSINESS:**

- O-1. Skycrest Well Equipping (A)  
Consider acceptance of a bid for equipping the Skycrest Well site.
- O-2. Assistant General Manager Recruitment (I)  
Receive a status report on the Assistant General Manager Recruitment process.
- O-3. Water Supply (I)  
Receive a status report on surface water supply conditions.
- O-4. Administration Building Improvements (I)  
Receive a status report on the construction phase of the project.
- O-5. San Juan Water District / Sacramento Suburban Water District Joint Meetings (I/D)  
Receive and discuss information regarding SJWD/SSWD Meetings.
- O-6. Antelope Pump-Back Booster Pump Station Project (I/D)  
Receive information and discuss the Antelope Pump-Back Booster Pump Station Project being proposed by San Juan Water District and Sacramento Suburban Water District.

**NEW BUSINESS:**

- N-1. Training/Continued Education /Meetings (I)  
Discuss training, continued education, and meeting opportunities.
- N-2. Health Plan Coverage for District Employees for 2015 (A)  
Consider health care insurance coverage for District employees for the health plan year beginning February 1, 2015 and related changes to District Human Resources Policy No. 4210, Health Insurance.
- N-3. Sonora Way and Hanson Ave Water Main Replacement Project (A)  
Consider acceptance of a bid to replace water mains serving two residential streets.
- N-4. 2015 Fleet Vehicle Purchase (A)  
Consider the purchase of three trucks to replace existing vehicles as authorized in the 2015 Capital Budget.
- N-5. Resignation of Director Joseph M. Dion (I,D,A)
  - a. Receive correspondence from Director Dion (I)
  - b. Adopt Resolution No. 01-2015 Commending Director Joseph M. Dion for Service as Director of Citrus Heights Water District. (A)
  - c. Discuss and consider approval of a plan to appoint a Director from Division 2. (D/A)

- N-6. Amendment to Professional Services Agreement for Legal Services  
(A)  
Consider an amendment to Exhibit A of the 2010 Professional Services Agreement for Legal Services with Albietz Law Firm to amend the hourly rate from \$250.00 per hour to \$285.00 per hour.

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

**PROJECT MANAGER'S REPORTS (I):**

- PM-1. Accepted Water Systems.
- PM-2. Projects Under Construction by Private Developers.
- PM-3. Contractor / Developer Projects Pending Construction.
- PM-4. Proposed District Capital Improvement Projects.
- PM-5. Projects Contracted by Citrus Heights Water District.
- PM-6. City of Citrus Heights Projects.

**OPERATIONS MANAGER'S REPORTS (I):**

- OM-1. Monthly report on construction and maintenance activities plus water analysis reports.
- OM-2. 2014 Water Consumption.

**RECESS:** The Meeting will have a brief recess.

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

- D-1. Regional Water Authority (Sheehan, Churchill)
  - a. Executive Committee
- D-2. Sacramento Groundwater Authority (Dains)
- D-3. San Juan Water District
  - a. Executive Committee (Dains, Churchill)
- D-4. Association of California Water Agencies (Dains)
- D-5. ACWA Joint Powers Insurance Authority (Churchill)
- D-6. Sacramento Local Agency Formation Commission
- D-7. City of Citrus Heights
- D-8. Chamber of Commerce Government Issues Committee (Kane)
- D-9. Other Reports:

**ASSISTANT GENERAL MANAGER'S REPORTS (I):**

- AGM-1. Water Efficiency Program Update.
- AGM-2. Water Forum Update.
- AGM-3. Government Accounting Standards Board Statement No. 68.
- AGM-4. Winter 2015 Waterline Newsletter.
- AGM-5. Financial Audit for 2014.

**GENERAL MANAGER'S REPORTS (I):**

- GM-1. Employee Recognition.
- GM-2. General Manager's Task List.

**CORRESPONDENCE:**

- C-1. None

**CLOSED SESSION:**

CL-1. Receive report/conference with Legal Counsel

Pursuant to subdivision (a) of Government Code Section  
54956.9 (one case).

Existing Litigation: Citrus Heights Water District v. Fed Ex

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

February 10, 2015    6:30 PM    Regular Meeting

March 10, 2015    6:30 PM    Regular Meeting

**ADJOURNMENT:**

**CERTIFICATION:**

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

*Robert A. Churchill*

ROBERT A. CHURCHILL, Secretary

Dated: January 8, 2015

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**ASSESSOR/COLLECTOR'S REPORT TO THE BOARD OF DIRECTORS  
CITRUS HEIGHTS WATER DISTRICT**

Month of Dec. 2014

**BEGINNING ACCOUNTS RECEIVABLE BALANCE**

**\$843,635.25**

**ACCRUED REVENUE**

Penalties & Costs	\$6,329.51	
Fire Protection Services Charge	\$9,212.96	
Backflow Service Charge	\$5,652.95	
Dom - Cons	\$316.20	
Dom - Commercial - Cons	\$34,439.70	
Dom - Residential - Cons	\$244,451.99	
Dom - Public Agency - Cons	\$6,159.57	
Irrigation - Cons	\$988.03	
Irrg - Commercial - Cons	\$5,225.89	
Irrg - Residential - Cons	\$8,172.12	
Irrg - Public Agency - Cons	\$4,132.15	
Fire Service - Cons	\$5.21	
Dom - Commercial - SvcChg	\$36,655.21	
Dom - Residential - SvcChg	\$581,674.62	
Dom - Public Agency - SvcChg	\$3,358.04	
Construction Meters - SrvChg	\$50.98	
Irrg - Commercial - SvcChg	\$6,273.98	
Irrg - Residential - SvcChg	\$8,662.44	
Irrg - Public Agency - SvcChg	\$2,992.38	
FS - Fire Service - SvcChg	\$163.50	
Tap Fees	\$5,195.00	
S & R Inspection	\$3,361.00	
S&R Plan Check Fees	\$692.00	
Turn-off Fees	\$11,686.00	
Connection Fees	\$18,006.00	
Miscellaneous Income	\$5,345.39	
Reimbursed Expenses	\$95.04	
New Acct Setup	\$2,370.00	
Toilet Rebate RWA Reimbursement	\$1,200.00	
Misc Reimbursements	\$263.55	
Small Tools & Supplies - lock off tools	\$15.00	
Continued Education	\$934.93	
Cobra Insurance reimbursement	\$2,709.88	
<b>TOTAL REVENUE</b>		<b>\$1,016,791.22</b>

**ADJUSTMENTS**

Total Cash Receipts	\$1,000,860.34	
Toilet Rebate Credits Applied	\$525.00	
Deposits refunded to acct	\$7,065.00	
Deposit Interest refunded to acct	\$255.19	
Web pmts applied but not settled by Bank	\$260.00	
Account Adjustments	(\$88.20)	
Web pmts settled but applied prior Month	(\$889.84)	
Cash Receipts to Deposits	(\$5,513.65)	
Customer Refunds	(\$31,177.43)	
Returned Checks	(\$5,534.71)	
<b>TOTAL ADJUSTMENTS</b>		<b>(\$965,761.70)</b>

**TOTAL RECEIVABLES** \$894,664.77

**LESS UNAPPLIED PAYMENTS** **(\$84,738.33)**

**TOTAL NET ACCOUNTS RECEIVABLE** \$809,926.44

**BEGINNING LIENS RECEIVABLE BALANCE**

**\$533.61**

Liens Assessed	\$0.00
Liens Redeemed	\$0.00

**TOTAL LIENS RECEIVABLE** \$533.61

**BEGINNING GRANTS RECEIVABLE BALANCE**

**\$1,173.47**

Grants Submitted	\$0.00
Grants Funds Received	\$0.00

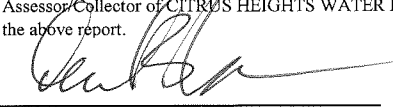
**TOTAL GRANTS RECEIVABLE** \$1,173.47

**TOTAL RECEIVABLES** \$811,633.52

I, **Susan K. Sohal**, Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT, do hereby swear that the foregoing report is true and correct to the best of my knowledge and belief.

  
SUSAN K. SOHAL, Assessor/Collector

RECEIPT OF TREASURER: I hereby acknowledge the receipt from the Assessor/Collector of CITRUS HEIGHTS WATER DISTRICT of the sums set forth in the above report.

  
DAVE KANE, Treasurer

Filed: January 13, 2015

  
ROBERT CHURCHILL, Secretary

CITRUS HEIGHTS WATER DISTRICT  
2014 ACCOUNTS RECEIVABLE ANALYSIS

Mo-Yr	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Est. Revenue	To Date	Balance	% Collected
Metered Service Charges	414,850	547,290	554,976	622,244	460,944	528,574	645,713	440,348	530,052	558,187	529,262	639,831	6,260,214	6,472,271	-212,057	103.4%
Metered Water Deliveries	187,372	219,492	171,162	190,990	166,877	316,655	524,430	362,055	477,728	452,021	337,156	303,891	4,308,938	3,709,829	599,109	86.1%
Penalties	15,269	12,196	9,515	12,186	11,763	10,882	11,950	15,569	19,269	16,771	15,539	18,016	215,600	168,925	46,675	78.4%
Interest	4,208	5	0	3,702	22	5	3,608	9	9	3,982	5	4	0	15,557	-15,557	0.0%
New Acct, Fire & Backflow Fees	7,289	15,771	9,552	14,597	10,163	14,542	12,462	12,491	8,489	16,467	8,496	17,236	112,720	147,555	-34,835	130.9%
WS Install & S&R	5,931	3,417	43,881	4,769	2,481	46,234	6,953	705	0	25,298	5,067	9,248	25,850	153,984	-128,134	595.7%
Grant Funds	0	0	0	778	0	0	6,558	0	824	4,484	625	1,200	0	14,469	-14,469	0.0%
Misc*	4,326	4,383	302,805	9,915	8,476	383,268	13,958	681	5,705	6,276	27,486	27,370	117,000	794,649	-677,649	679.2%
Wheeling Water	0	0	0	0	0	0	0	0	0	0	0	0	4,300	0	4,300	0.0%
Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
<b>Total</b>	<b>639,245</b>	<b>802,554</b>	<b>1,091,891</b>	<b>859,180</b>	<b>660,726</b>	<b>1,300,159</b>	<b>1,225,632</b>	<b>831,858</b>	<b>1,042,077</b>	<b>1,083,484</b>	<b>923,636</b>	<b>1,016,796</b>	<b>11,044,622</b>	<b>11,477,237</b>	<b>-432,615</b>	<b>103.9%</b>

\* Includes Assessments, Inclusions, Back Charges, Capacity Fees and other Miscellaneous Revenue Sources

<b>Assessor/Collector Roll Adjustment</b>		
<b>December-14</b>		
	<b>Dollar</b>	<b>Count</b>
<b>3-DAY DOOR HANG</b>		
One Time Courtesy	\$ 78.00	3
MIMO back to ower	\$ 26.00	1
Pre Notice Payment Received	\$ 52.00	2
<b>3-DAY DOOR HANG Total</b>	<b>156.00</b>	<b>6</b>
<b>DEFAULT</b>		
One Time Courtesy	\$ 50.29	10
Payment Misapplied	\$ 3.73	1
Customer advised to wait for Final Bill to come.	\$ 4.51	1
NSF Charged No penalty Charged	\$ 1.79	1
New Owner	\$ 10.96	3
<b>DEFAULT Total</b>	<b>71.28</b>	<b>16</b>
<b>DISCONNECT CHG</b>		
Pre Shut off Payment	\$ 120.00	2
<b>DISCONNECT CHG Total</b>	<b>\$ 120.00</b>	<b>2</b>
<b>Grand Total</b>	<b>\$ 347.28</b>	<b>24</b>

**ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR  
December 31, 2014**

Board Of Directors  
Citrus Heights Water District

Pursuant to Policy No. 7315 the following charges have been cancelled.

LID	CID	Charge Type	Date	Reason For Cancellation	Amount
10064	0031174	3-DAY DOOR HANG	12/16/2014	MIMO back to ower	\$26.00
15456	0025518	3-DAY DOOR HANG	12/22/2014	Pre Notice Payment Received	\$26.00
10294	0009100	3-DAY DOOR HANG	12/22/2014	One Time Courtesy	\$26.00
19895	0017828	3-DAY DOOR HANG	12/22/2014	Pre Notice Payment Received	\$26.00
05251	0004696	3-DAY DOOR HANG	12/30/2014	One Time Courtesy	\$26.00
03683	0003369	3-DAY DOOR HANG	12/8/2014	One Time Courtesy	\$26.00
10318	0009115	DEFAULT	12/8/2014	One Time Courtesy	\$4.47
16079	0014169	DEFAULT	12/1/2014	One Time Courtesy	\$3.58
14369	0031685	DEFAULT	12/10/2014	Payment Misapplied	\$3.73
11532	0010210	DEFAULT	12/11/2014	One Time Courtesy	\$2.76
09672	0008594	DEFAULT	12/16/2014	Customer advised to wait for Final Bill to come.	\$4.51
13820	0012277	DEFAULT	12/18/2014	NSF Charged No penalty Charged	\$1.79
09392	0026994	DEFAULT	12/2/2014	New Owner	\$3.58
15128	0026070	DEFAULT	12/2/2014	New Owner	\$4.36
11071	0019643	DEFAULT	12/22/2014	One Time Courtesy	\$1.67
11706	0030799	DEFAULT	12/23/2014	One Time Courtesy	\$2.26
19938	0022615	DEFAULT	12/29/2014	One Time Courtesy	\$2.73
19025	0001217	DEFAULT	12/30/2014	One Time Courtesy	\$12.13
19026	0001217	DEFAULT	12/4/2014	One Time Courtesy	\$10.85
03683	0003369	DEFAULT	12/4/2014	One Time Courtesy	\$4.55
00155	0027121	DEFAULT	12/8/2014	New Owner	\$3.02
06129	0006124	DEFAULT	12/8/2014	One Time Courtesy	\$5.29
01039	0000880	DISCONNECT CHG	12/9/2014	Pre Shut off Payment	\$60.00
04691	0030903	DISCONNECT CHG	12/1/2014	Pre Shut off Payment	\$60.00
					<b><u>\$347.28</u></b>



**TREASURER'S REPORT TO THE BOARD OF DIRECTORS  
CITRUS HEIGHTS WATER DISTRICT**

Month of Dec. 2014

**RECEIPTS:**

Received from Collector		1,000,860.34
Interest on Accounts		
Money Mkt Activity Acct	4.36	
Total Interest		4.36
Voided Checks		1,025.44
Total Receipts		\$1,001,890.14
Balance from Last Report		\$9,354,247.53
Total		\$10,356,137.67

**DISBURSEMENTS:**

Checks Issued / ACH Payments	312,660.88	
Interest to SJ/CH COP Debt Service		
Bank Adj		
Employee Payroll & Taxes	269,004.44	
Director's Payroll	2,030.00	
COP Payment Adj		
Returned Checks	5,646.63	
	\$	589,341.95

**TOTAL BALANCE** \$ 9,766,795.72

**RECONCILEMENT:**

Bank of the West (General Account)	2,226,669.36	
Local Agency Investment Fund	6,523,792.64	
COP Reserve Account	536,949.57	
COP 2010 Delivery Cost Fund	0.03	
Money Mkt Activity Account	530,377.79	
Total	\$ 9,817,789.39	
Less Outstanding Checks - Bank of the West	\$ (63,804.93)	
Deposits in Transit	\$ 12,812.09	
Bank Adj	\$ (0.83)	

**TOTAL BALANCE** \$ 9,766,795.72

**CASH & INVESTMENT SUMMARY**

Bank of the West (General Account)	2,175,675.69	
Local Agency Investment Fund	6,523,792.64	
COP 2010 Reserve Account	536,949.57	
COP 2010 Delivery Cost Fund	0.03	
Money Mkt Activity Account	530,377.79	
Total	\$ 9,766,795.72	

INSTITUTION	MATURITY DATE	INT RATE	DEPOSIT AMOUNT	DATE OF LAST TRANSACTION
Local Agency Investment Fund	Daily	0.24%	3,972.59	10/15/2014

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.



**DAVID KANE**, Treasurer



**ROBERT CHURCHILL**, Secretary

TREASURER'S REPORT OF FUND BALANCES  
DECEMBER 31, 2014

	Beginning Balance 1/1/2014	Year to Date Transfers In / Collections	Year to Date Transfers Out	Current Month Transfers In / Collections	Current Month Transfers Out	11/30/2014 Ending Balance	2014 Target Balance per Policy
Connection Fund	\$ -	\$ 318,644	\$ (318,644)	\$ -	\$ -	\$ -	N/A
Operating Fund	\$ 5,780,733	\$ 8,848,071	\$ (12,069,412)	\$ 1,567,184	\$ (1,392,642)	\$ 2,733,933	\$ 1,918,930
Operating Reserve	\$ 3,085,466	\$ 8,728,525	\$ (8,978,003)			\$ 2,835,988	N/A
Rate Stabilization Fund	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Depreciation Reserve	\$ (621,260)	\$ 6,889,000	\$ (4,851,608)		\$ (432,592)	\$ 983,540	\$ 3,609,597
Capital Improvement Reserve	\$ 627,185	\$ 1,318,644	\$ (1,005,794)		\$ (283,826)	\$ 656,209	\$ 2,265,246
Restricted for Debt Service	\$ 536,973	\$ -	\$ -	\$ -	\$ -	\$ 536,973	N/A
Fleet Equipment Reserve	\$ 400,229	\$ 92,000	\$ (201,594)			\$ 290,635	\$ 290,444
Employment-Related Benefits Reserve	\$ 423,120	\$ 120,000	\$ (221,409)		\$ (4,744)	\$ 316,967	\$ 864,229
	<u>\$ 11,232,446</u>	<u>\$ 26,314,884</u>	<u>\$ (27,646,464)</u>	<u>\$ 1,567,184</u>	<u>\$ (2,113,804)</u>	<u>\$ 9,354,246</u>	

  
**DAVID KANE, Treasurer**

**TREASURER'S REPORT OF FUND BALANCES**  
**DECEMBER 31, 2014**

**October Fund Transfers Summary:**

The Capital Improvement Fund transferred:	<u>\$ 283,826.20</u> <u>\$ 283,826.20</u>	to Operating Fund to Repay for Capital Improvement Purchases
The Depreciation Reserve Transferred:	<u>\$ 432,592.00</u> <u>\$ 432,592.00</u>	to Operating Fund to Repay for capital Asset Replacements
The Employment-Related Benefits Reserve Transferred:	<u>\$ 4,743.63</u> <u>\$ 4,743.63</u>	to Operating Fund to Repay for capital Asset Replacements
The Operating Fund received:	<u>\$ 806,398.71</u> <u>\$ 39,624.00</u> <u>\$ 4,743.63</u> <u>\$ 432,592.00</u> <u>\$ 283,826.20</u> <u>\$ 1,567,184.54</u>	from funds collected in Nov 2014 per Treasurer's Report from Funds balance from Employment-Related Benefits Reserve from Depreciation Reserves from Capital Improvement Fund to Repay for capital improvement purchases
The Operating Fund transferred:	<u>\$ 1,392,641.91</u> <u>\$ 1,392,641.91</u>	disbursements made in Nov 2014 per Treasurer's Report

CITRUS HEIGHTS WATER DISTRICT  
2014 OPERATING BUDGET -- SUMMARY BY ACCOUNT  
Month of DEC 2014

	<i>Description</i>	<i>2014 Adopted Budget</i>	<i>Monthly Expenses</i>	<i>Year to Date</i>	<i>% Complete</i>
0000-28200-00	RATE STABILIZATION RESERVE	-	-	-	0.00%
0000-28300-00	DEPRECIATION RESERVE	(889,000)	-	(983,540)	110.63%
0000-28400-00	CAPITAL IMPROVEMENT RESERVE	(1,000,000)	(318,644)	(656,208)	65.62%
0000-28800-00	EMPLOYMENT-RELATED BENEFITS RESERVE	(120,000)	-	(120,000)	100.00%
0000-51000-01	WATER DEMAND MANAGEMENT - POSTAGE	13,000	-	12,098	93.06%
0000-51000-02	WATER DEMAND MANAGEMENT - PRINTING	6,800	125	4,977	73.20%
0000-51000-03	WATER DEMAND MANAGEMENT - MATERIALS AND SUPPLIES	7,900	-	8,380	106.08%
0000-51000-04	WATER DEMAND MANAGEMENT - CONTRACT SERVICES	67,532	3,340	49,192	72.84%
0000-51000-05	WATER DEMAND MANAGEMENT - OTHER	6,950	-	4,501	64.76%
0000-51000-06	WATER DEMAND MANAGEMENT - INCENTIVE PROGRAMS	27,500	1,500	15,105	54.93%
0000-52000-00	PURCHASED WATER	2,361,410	-	1,790,503	75.82%
0000-52050-00	COOPERATIVE TRANSMISSION PIPELINE MAINTENANCE	5,000	-	4,694	93.89%
0000-52300-01	POWER TO WELLS	128,728	8,946	175,059	135.99%
0000-52300-02	WELLS - REPAIR/MAINTENANCE	12,520	115	1,000	7.99%
0000-52400-00	WATER QUALITY ANALYSIS	37,432	7,948	27,873	74.46%
0000-54110-00	DIRECTORS MEETING COMPENSATION	15,950	145	11,455	71.82%
0000-54110-01	RETIREE HEALTH CARE BENEFIT	37,790	2,182	26,101	69.07%
0000-54120-01	SALARY - GENERAL MANAGER	166,964	20,254	161,720	96.86%
0000-54120-02	SALARY - ASSISTANT GENERAL MANAGER	160,091	10,400	229,078	143.09%
0000-54120-03	SALARY - OFFICE (6 authorized positions)	404,059	59,037	402,701	99.66%
0000-54120-04	SALARY -WATER DEMAND MANAGEMENT (2 authorized positions)	135,114	16,623	142,270	105.30%
0000-54130-01	SALARY - OPERATIONS MANAGER	140,109	21,815	142,366	101.61%
0000-54130-02	SALARY - FIELD / O&M (15 authorized positions)	1,034,664	86,328	743,365	71.85%
0000-54130-03	STANDBY DUTY	16,640	1,280	16,000	96.15%
0000-54200-01	FIELD MISCELLANEOUS - DUMP FEES	1,000	-	-	0.00%
0000-54200-03	FIELD MISCELLANEOUS - OTHER	500	-	1,075	214.96%
0000-54210-00	SMALL TOOLS - FIELD	18,000	2,215	22,779	126.55%
0000-54211-00	SUPPLIES - FIELD	18,000	565	18,327	101.82%
0000-54220-00	MATERIALS	35,000	8,256	12,256	35.02%
0000-54222-00	ROADBASE	36,000	-	28,791	79.97%
0000-54223-01	CONTRACT SERVICES - CONCRETE	10,000	-	-	0.00%
0000-54223-02	CONTRACT SERVICES - MISC FIELD / O&M	32,000	50,961	11,378	35.55%
0000-54223-03	CONTRACT SERVICES - OFFICE REPAIRS / MAINT.	2,000	44	544	27.21%
0000-54223-04	CONTRACT SERVICES - PAVING	15,000	-	17,168	114.45%
0000-54231-01	MAINTENANCE AGREEMENTS - EQUIPMENT	9,876	76	2,597	26.30%
0000-54231-02	MAINTENANCE AGREEMENTS - SOFTWARE	134,977	8,084	119,527	88.55%
0000-54241-01	REPAIR - FLEET EQUIPMENT	32,000	1,145	39,461	123.31%
0000-54241-02	REPAIR - TOOLS AND EQUIPMENT	18,500	720	16,415	88.73%
0000-54242-00	GAS AND OIL	50,000	3,181	53,965	107.93%
0000-54243-01	EQUIPMENT RENTAL - FIELD	3,000	106	3,155	105.17%
0000-54243-02	EQUIPMENT RENTAL & MAINT - OFFICE & BUILDING EQUIP	12,858	855	11,523	89.62%
0000-54250-03	PERMIT FEE - AIR QUALITY / HAZ MAT	3,800	-	3,343	87.96%
0000-54250-04	PERMIT FEE - CA DEPT OF PUBLIC HEALTH (CDPH)	14,000	-	11,758	83.98%
0000-54250-05	PERMIT FEE - ENCROACHMENT PERMITS	29,625	(1,472)	29,029	97.99%
0000-56120-00	JANITORIAL	9,904	743	9,154	92.43%
0000-56150-00	BANK FEES	64,800	6,092	66,121	102.04%
0000-56200-00	OFFICE EXPENSE	12,500	1,630	13,968	111.75%
0000-56210-00	SMALL OFFICE EQUIPMENT	2,000	-	1,695	84.77%
0000-56220-00	DUES & SUBSCRIPTIONS	75,695	909	80,956	106.95%
0000-56230-00	POSTAGE	98,244	16,277	101,068	102.88%
0000-56240-00	PRINTING	5,875	93	6,759	115.06%

	<i>Description</i>	<i>2014 Adopted Budget</i>	<i>Monthly Expenses</i>	<i>Year to Date</i>	<i>% Complete</i>
0000-56250-01	TELEPHONE - WIRELESS	11,000	7,953	18,582	168.93%
0000-56250-02	TELEPHONE - LOCAL / LONG DISTANCE	11,720	953	11,704	99.86%
0000-56250-04	TELEPHONE - ANSWERING SERVICE	1,950	211	2,354	120.72%
0000-56251-00	UTILITIES	21,550	1,332	18,323	85.02%
0000-56310-01	INSURANCE - LIABILITY & COMPREHENSIVE	78,280	1,633	86,479	110.47%
0000-56310-02	INSURANCE - DISABILITY & LIFE	28,188	2,050	24,998	88.68%
0000-56310-03	INSURANCE - WORKER'S COMPENSATION	64,481	-	39,635	61.47%
0000-56400-01	EMPLOYEE BENEFIT - VISION INSURANCE	5,000	422	4,966	99.31%
0000-56400-02	EMPLOYEE BENEFIT - DENTAL INSURANCE	40,644	3,294	43,194	106.27%
0000-56400-03	EMPLOYEE BENEFIT - HEALTH INSURANCE	395,229	29,569	316,470	80.07%
0000-56400-04	EMPLOYEE BENEFIT - PERS RETIREMENT	576,976	16,218	608,364	105.44%
0000-56400-05	EMPLOYEE BENEFIT - SOCIAL SECURITY	144,523	13,230	151,434	104.78%
0000-56400-06	EMPLOYEE BENEFIT - MEDICARE	33,800	3,788	37,729	111.62%
0000-56400-07	EMPLOYEE BENEFIT - UNEMPLOYMENT INSURANCE	6,728	106	5,349	79.52%
0000-56400-08	EMPLOYEE BENEFIT - HEALTH INSURANCE REIMBURSEMENT	26,000	2,244	23,879	91.84%
0000-56400-99	EMPLOYEE SALARY AND BENEFITS - ALLOCATION TO CAPITAL PROJECTS	(638,299)	(12,052)	(284,099)	44.51%
0000-56810-00	LEGAL & AUDIT	56,000	-	42,151	75.27%
0000-56830-00	CONTINUED EDUCATION	31,780	109	17,836	56.12%
0000-56840-01	PROFESSIONAL/CONTRACT SERVICES - ENGINEERING	2,000	-	-	0.00%
0000-56840-02	PROFESSIONAL/CONTRACT SERVICES - TEMPORARY LABOR	5,000	-	12,366	247.32%
0000-56840-03	PROFESSIONAL/CONTRACT SERVICES - WELLS	-	-	-	0.00%
0000-56840-04	PROFESSIONAL/CONTRACT SERVICES - OFFICE LABOR	-	-	-	0.00%
0000-56840-05	PROFESSIONAL/CONTRACT SERVICES - METER READING	105,696	8,542	102,723	97.19%
0000-56840-06	PROFESSIONAL/CONTRACT SERVICES - BILL PRINT/MAIL	25,200	-	27,552	109.33%
0000-56840-08	PROFESSIONAL/CONTRACT SERVICES - FINANCIAL	-	-	7,800	0.00%
0000-56840-09	PROFESSIONAL/CONTRACT SERVICES - OTHER	328,512	4,823	77,904	23.71%
0000-56845-00	ELECTION EXPENSE	25,550	900	29,021	113.58%
0000-56846-00	PUBLICATION NOTICES	1,200	-	83	6.92%
0000-56890-01	OFFICE MISC - DISTRICT EVENTS	4,760	51	4,407	92.59%
0000-56890-02	OFFICE MISC - MEETING ACCOMODATIONS	300	5	176	58.77%
0000-56890-03	OFFICE MISC - OTHER	1,132	245	959	84.80%
0000-56890-04	OFFICE MISC - MILESTONE EVENTS	2,540	749	2,733	107.60%
0000-56950-00	COMPUTER SOFTWARE	3,500	-	-	0.00%
0000-57000-00	INTEREST EXPENSE - LEASES	-	-	-	0.00%
0000-59000-01	DEBT SERVICE - COP SERIES 2010	570,438	-	567,222	99.44%
0000-59010-01	DEBT SERVICE - COP SERIES 2012	173,038	-	173,035	100.00%
		\$ 5,666,720	\$ 108,246	\$ 5,066,830	89.41%

**Citrus Heights Water District**  
**2014 CAPITAL PROJECTS BUDGET SUMMARY BY PROJECT**  
 Month of Dec. 2014

Project Number	Name	Original Project Budget	2014 Adopted	Month to Date Costs	Project Costs To-date	% Complete
2012-03	Auburn Blvd - Watson Way 8" Distribution Main Replacement	592,103	503,354	23	639,611	108%
2013-31	Park Drive/Poplar 8" Distribution Main Replacement	835,599	809,126	37,246	511,942	61%
2014-30	Sonora Way/Hanson 8" Distribution Main Replacement	495,116	39,857	2,307	36,637	7%
<b>Distribution Mains - Replacement / Rehabilitation Total</b>		<b>1,922,818</b>	<b>1,352,337</b>	<b>39,577</b>	<b>1,188,189</b>	<b>62%</b>
2012-25	Palm Avenue 12" / Castle Street 8" / Kilborn Drive 8" & 6" / Ronnie Street 8" / Billie Street 6"	1,339,844	1,293,268	237	1,085,970	81%
<b>Distribution Mains - Replacement / Rehabilitation and Transmission Mains - Replacement / Rehabilitation Total</b>		<b>1,339,844</b>	<b>1,293,268</b>	<b>237</b>	<b>1,085,970</b>	<b>81%</b>
2014-14	Fire Hydrants - Replacements / Upgrades / Infill / New	151,212	151,212	1,048	105,526	70%
<b>Fire Hydrants - Replacements/Upgrades/New Total</b>		<b>151,212</b>	<b>151,212</b>	<b>1,048</b>	<b>105,526</b>	<b>70%</b>
2014-02	Annual Corporation Yard Improvements/Replacements	2,500	2,500	-	37	1%
2014-03	Annual Fleet and Field Operations Equipment Improvements/Replacements	227,700	227,700	-	210,016	92%
2014-04	Annual Technology Hardware and Software Improvements/Replacements	99,500	99,500	-	29,088	29%
2014-10	Water Main Pipeline Replacements	19,560	19,560	9,788	43,088	220%
2014-11	Water Valve Replacements	90,211	90,211	2,294	64,045	71%
2014-12	Water Service Replacements	618,429	618,429	55,601	931,966	151%
2014-40	Other City Partnership Opportunities	100,104	16,441	-	47,433	47%
2014-41	Other Miscellaneous Infrastructure Projects	100,104	16,441	-	-	0%
<b>Miscellaneous Projects Total</b>		<b>1,258,109</b>	<b>1,090,782</b>	<b>67,684</b>	<b>1,325,672</b>	<b>105%</b>
2012-13	Administration Building & Entry / Security Improvements	325,000	794,880	14,308	119,246	37%
<b>Miscellaneous Projects - Facilities Total</b>		<b>325,000</b>	<b>794,880</b>	<b>14,308</b>	<b>119,246</b>	<b>37%</b>
2014-01	Annual Non-Project Specific Project Management & Engineering Salaries & Benefits	194,901	194,901	4,155	90,513	46%
<b>Miscellaneous Projects-Miscellaneous CIP Total</b>		<b>194,901</b>	<b>194,901</b>	<b>4,155</b>	<b>90,513</b>	<b>46%</b>
2013-30	San Juan High School 24" North Property Line Transmission Main Installation	662,979	658,904	1,375	17,277	3%
2013-33	Old Auburn Road 14" / Orelle Creek Court to Robert Creek Court crossing Cripple Creek	180,439	147,266	-	167,000	93%
<b>Transmission Mains - New Total</b>		<b>843,418</b>	<b>806,170</b>	<b>1,375</b>	<b>184,277</b>	<b>22%</b>
2014-33	Mariposa Avenue 18" & 8" Sycamore Drive to Pratt Avenue	472,735	24,693	1,065	12,853	3%
2014-37	Old Auburn Road 16" Water Main Project- between Garry Oak Dr and Coral Oak Way	290,571	290,571	-	225,539	78%
<b>Transmission Mains - New and Distribution Mains - Replacement / Rehabilitation Total</b>		<b>763,306</b>	<b>315,264</b>	<b>1,065</b>	<b>238,392</b>	<b>31%</b>
2012-24	Old Auburn Road 18" / Mariposa Avenue 12" Transmission Main Replacement	615,037	581,577	-	541,141	88%
2014-32	Sunrise Blvd./Highwood 12" Pipeline Replacement	79,879	79,879	76,375	133,948	168%
2014-36	San Juan Park 12" Water Main Installation - 5555 Mariposa Avenue to UC Davis Medical Center	306,814	24,016	-	123	0%
2014-34	Mariposa Avenue 24" Transmission Main Replacement - Greenback Ln to SJHS	703,292	31,785	-	558,501	79%
<b>Transmission Mains - Replacement / Rehabilitation Total</b>		<b>1,705,022</b>	<b>717,257</b>	<b>76,375</b>	<b>1,233,713</b>	<b>72%</b>
2014-13	Water Meter Replacements	39,946	39,946	-	45,991	115%
<b>Water Meters Total</b>		<b>39,946</b>	<b>39,946</b>	<b>-</b>	<b>45,991</b>	<b>115%</b>
2011-01	Fair Way 12" x 8" Interconnection w/ RV	73,235	25,456	-	-	0%
2012-09	Blossom/Hill Drive 6" x 10" Interconnection w/ RV	23,623	25,456	-	-	0%
2012-10	Crestmont Avenue 6" Interconnection w/ RV	18,713	19,956	-	-	0%
2013-32	Dewey Drive WM - Emergency Interconnection(s) w/ CWD & SSWD	73,135	-	-	-	0%
<b>Water Meters - Emergency Intertie Water Meters Total</b>		<b>188,706</b>	<b>70,868</b>	<b>-</b>	<b>-</b>	<b>0%</b>
2012-11	Skycrest Well No. 13 Design	547,430	301,915	683	327,209	60%
2013-21	Skycrest Well No. 13 Construction	2,682,211	2,682,211	44,429	486,155	18%
2014-20	Groundwater Well Improvements	61,920	61,920	4,007	85,705	138%
<b>Water Production / Treatment / Storage Facilities Total</b>		<b>3,291,562</b>	<b>3,046,046</b>	<b>49,120</b>	<b>899,068</b>	<b>27%</b>
2013-22	Regional Booster Pump Project	376,355	26,094	-	-	0%
<b>Water Production / Treatment / Storage Facilities - Other Water Supply Improvements Total</b>		<b>376,355</b>	<b>26,094</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Grand Total</b>		<b>12,400,200</b>	<b>9,899,026</b>	<b>254,943</b>	<b>6,516,557</b>	<b>53%</b>

**Citrus Heights Water District**  
**BALANCE SHEET (unaudited)**  
**For the Twelve Months Ending December 31, 2014**

	YTD 2014	YTD 2013
<b>ASSETS AND DEFERRED OUTFLOWS</b>		
<b>CURRENT ASSETS</b>		
Cash and investments	9,240,790	10,018,613
Accounts receivable	896,371	1,879,615
Accrued interest receivable	5	4,203
Inventory	314,643	314,643
Prepaid expenses and other assets	452,594	411,531
<b>TOTAL CURRENT ASSETS</b>	<b>10,904,405</b>	<b>12,628,605</b>
<b>RESTRICTED ASSETS</b>		
Restricted cash and investments	536,949	536,973
<b>CAPITAL ASSETS, NET</b>		
	46,002,567	47,548,395
<b>TOTAL ASSETS</b>	<b>57,443,922</b>	<b>60,713,972</b>
<b>DEFERRED OUTFLOWS</b>		
Deferred amount from refunding debt	88,093	88,093
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>57,532,014</b>	<b>60,802,065</b>
<b>LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	249,519	428,674
Accrued payroll	144	39,819
Accrued interest payable	-117	74,677
Accrued use tax	2,402	0
Deposits payable	300,423	263,899
Current portion of long-term liabilities	232,393	742,393
<b>TOTAL CURRENT LIABILITIES</b>	<b>784,764</b>	<b>1,549,462</b>
<b>LONG-TERM LIABILITIES</b>		
Long-term debt	5,467,124	5,467,124
Accrued other postemployment benefits	535,000	535,000
Compensated absences	172,363	172,363
<b>TOTAL LONG-TERM LIABILITIES</b>	<b>6,174,488</b>	<b>6,174,488</b>
<b>TOTAL LIABILITIES</b>	<b>6,959,251</b>	<b>7,723,950</b>
<b>DEFERRED INFLOWS</b>		
Deferred amount from refunding debt	29,172	29,172
<b>NET POSITION</b>		
Invested in capital assets, net of related debt	42,504,519	42,504,519
Restricted for debt service	536,973	536,973
Unrestricted	10,006,373	7,249,586
Net Income	-2,504,274	2,757,864
<b>TOTAL NET POSITION</b>	<b>50,543,590</b>	<b>53,048,943</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AN NET POSITION</b>	<b>57,532,014</b>	<b>60,802,065</b>

### December 31, 2014 - Payables

Check #	Vendor	Description	Amount
58146	ABA DABA Rentals & Sales	Supplies-Field	\$109.41
58147	Astral Communications Inc	Tele-Wireless	\$7,016.00
58148	Bart/Riebes Auto Parts	Repair-Trucks	\$24.61
58149	James Buford	Small Tools	\$180.00
58150	California State Disbursement Unit	Garnishment	\$184.61
58151	California State Disbursement Unit	Garnishment	\$109.61
58152	Citrus Heights Saw & Mower	Repair-Equip/Hard	\$30.23
58153	City of Citrus Heights	Permit Fees	\$3,960.00
58154	Robin Cope	Health Insurance	\$389.00
58155	ESRI	Maint Agree-Equip	\$12,416.00
58156	Future Ford	Repair-Trucks	\$460.50
58157	GreatAmerica Leasing Corp	Equip Rent-Office	\$218.79
58158	Groeniger & Company	Material	\$11,318.40
58159	Douglas A MacTaggart	Contract Services-Paving/Concrete	\$9,525.00
58160	Neighborly Pest Management	Janitorial	\$88.00
58161	NV5 / Nolte Associates, Inc.	Contract Services	\$36,373.46
58162	Performance Piping	Contract Services-Misc	\$24,179.79
58163	Preston Pipelines Inc	Contract Services	\$261.59
58164	Victor E or Jenne C Sanders	Overpayments	\$152.64
58165	SMUD	Utilities	\$10,084.76
58166	US Bank I.M.P.A.C. Government Services	See November Agenda Item CC:6	\$3,401.62
58167	ABA DABA Rentals & Sales	Supplies-Field	\$125.61
58168	AFLAC	Employee Paid Ins	\$810.27
58169	Alexander's Contract Services	Contract Services-Meter Read	\$3,446.66
58170	AnswerNet	Tele-Answer Service	\$183.44
58171	AREA Restroom Solutions	Equip Rental-Field	\$106.20
58172	Awards By Kay Inc	Office Expense	\$32.40
58173	Jeffrey R Barrett or Doug Fowler	Overpayments	\$90.30
58174	Peggy Ann Bost	Overpayments	\$34.66
58175	BSK Associates	Water Analysis	\$264.00
58176	Burketts	Office Expense	\$93.81
58177	California Laboratory Services	Water Analysis	\$795.00
58178	California Urban Water Conservation Council	Water Cons-Other	\$100.00
58179	Central Valley Engineering & Asphalt, Inc.	Contract Services-Paving/Concrete	\$1,080.26
58180	Nicole Chavez or John or Dorothy Yarak	Overpayments	\$44.84
58181	CirclePoint	Water Conservation-Contract	\$1,430.00
58182	City of Citrus Heights	Permit Fees	\$15.00
58183	Coverall North America Inc	Janitorial	\$280.00
58184	DHS-OCP	Dues & Subscriptions	\$170.00
58185	Edward or Crystal Downing	Overpayments	\$17.08
58186	Ronald G or Carmen A Gardner	Overpayments	\$196.60
58187	Steve M or Jennifer Huston	Overpayments	\$10.54
58188	Indoor Environmental Services	Maint Agree-Equip	\$130.00
58189	Kooltronic Inc	Fixed Assets	\$4,007.39
58190	Xiaoming Li or Yan Xiong	Overpayments	\$15.00
58191	Moonlight BPO	Contract Services-Bill Print/Mail	\$2,927.98
58192	One Print Source & Graphics	Printing	\$163.30
58193	Orange Coast Title	Overpayments	\$120.98
58194	USPS	Postage	\$220.00
58195	Preston Pipelines Inc	Contract Services	\$1,750.96
58196	Gary L or Carol J Putman	Overpayments	\$37.54
58197	Republic Services #922	Utilities	\$214.19
58198	RUE EQUIPMENT	Repair-Equip/Hard	\$2,788.43
58199	Sacramento Bee	Publication Notices	\$621.06
58200	Nina Semenyuk	Overpayments	\$21.92
58201	Peter T or Margaret M Shek	Overpayments	\$55.76



58202	SureWest Directories	Tele-Local/Long Dis	\$49.00
58203	Gerald P or Rosella V Tapalla	Overpayments	\$35.41
58204	Trench Plate Rental Co	Equip Rental-Field	\$442.68
58205	Gregory or Angela Turner	Overpayments	\$25.01
58206	Vogel Trust	Overpayments	\$31.30
58207	Sacramento County	Permit Fees	\$2,438.00
58208	Absolute Secured Shredding Inc	Equip Rent-Office	\$40.00
58209	Maxine Acevedo	Overpayments	\$99.86
58210	ACWA/JPIA Health Benefits Authority	Disability & Life In	\$4,002.36
58211	Carole A Atkinson	Overpayments	\$546.21
58212	Audrey L Aubuchon	Toilet Rebate Program	\$180.67
58213	Bart/Riebes Auto Parts	Repair-Trucks	\$25.86
58214	Robert L Birchfield Jr Trust	Overpayments	\$45.23
58215	Daniel J or Wendy A Boutell	Overpayments	\$218.25
58216	BSK Associates	Water Analysis	\$276.00
58217	Burketts	Office Expense	\$137.00
58218	California Surveying & Drafting Supply	Small Tools	\$5.00
58219	Canon Solutions America, Inc.	Maint Agree-Equip	\$50.00
58220	Mildred Cardo Trustee	Overpayments	\$577.31
58221	Century 21 Select	Overpayments	\$32.94
58222	Andrea Ciokewicz	Overpayments	\$78.31
58223	Citrus Heights Chamber of Commerce	Continued Education	\$660.00
58224	Mildred E Clement- Moore	Overpayments	\$173.40
58225	Consolidated	Tele-Local/Long Dis	\$892.96
58226	Corelogic Information Solutions Inc	Dues & Subscriptions	\$22.00
58227	Chad M Coughran	Overpayments	\$15.66
58228	Dawson Oil Company	Gas & Oil	\$1,135.38
58229	Mark R Drago	Overpayments	\$251.94
58230	Gandhi 2012 Trust	Overpayments	\$127.37
58231	Darlene Gillum	Employee Paid Ins	\$70.13
58232	Guy P Guilfoy	Overpayments	\$202.60
58233	Haney Garcia Realty	Overpayments	\$11.68
58234	John Lane Harry or Kirk Harry or Kevin Harry	Overpayments	\$582.80
58235	Brian M Hensley	Continued Education	\$269.22
58236	Carol J Heuer	Overpayments	\$21.87
58237	Holt of California	Repair-Equip/Hard	\$2,362.40
58238	David P or Jana R Hunt	Overpayments	\$229.54
58239	Cindi C Keefe	Overpayments	\$83.32
58240	Joyce Koltun	Overpayments	\$45.50
58241	Lawnman Commercial Landscape	Janitorial	\$301.77
58242	Laurie S Maruca	Overpayments	\$88.37
58243	Kimberli J Mitchell	Overpayments	\$225.80
58244	Moonlight BPO	Contract Services-Bill Print/Mail	\$5,527.41
58245	Nancy M Muck	Overpayments	\$30.15
58246	Nathan J or Huli M Munso	Overpayments	\$385.31
58247	Pacific Gas & Electric	Utilities	\$68.03
58248	Tyler M or Shannon N Pierce	Overpayments	\$12.70
58249	Marsha A Ross	Overpayments	\$15.39
58250	Les Schwab Tires	Repair-Trucks	\$416.48
58251	Ronald L Seme	Overpayments	\$53.65
58252	State Water Resources Control Board	Dues & Subscriptions	\$55.00
58253	A. Teichert & Son, Inc.	Road Base	\$2,551.25
58254	THR California	Overpayments	\$17.72
58255	TriFresh Technologies, Inc.	Wells Maintenance	\$1,219.25
58256	Underwood Revocable Living Trust/Traci Underwood Owens	Overpayments	\$327.61
58257	Unum Life Insurance Co of America	Disability & Life In	\$1,654.41
58258	Voncille B Verneuille	Overpayments	\$398.80
58259	John R or Mary M Wallock	Overpayments	\$24.14
58260	Warren Consulting Engineers Inc	Contract Services	\$1,375.00

58261	Zane Dezign	Water Cons-Contract	\$1,536.80
58262	Zee Medical Company	Supplies-Field	\$220.57
58263	California State Disbursement Unit	Garnishment	\$184.61
58264	California State Disbursement Unit	Garnishment	\$109.61
58265	Void	Void	\$0.00
58266	Void	Void	\$0.00
58267	Void	Void	\$0.00
58268	CirclePoint	Water Cons-Contract	\$2,126.25
58269	Alexander's Contract Services	Contract Services-Meter Read	\$7,155.12
58270	Joseph D or Sharon Brady	Overpayments	\$6.63
58271	George or Lupe Bruno	Overpayments	\$21.69
58272	BSK Associates	Water Analysis	\$884.00
58273	Burketts	Office Expense	\$233.62
58274	California Laboratory Services	Water Analysis	\$330.00
58275	California Surveying & Drafting Supply	Small Tools	\$5.00
58276	Canon Solutions America, Inc.	Maint Agree-Equip	\$14.10
58277	Connected Document Solutions	Maint Agree-Equip	\$95.33
58278	Corix Water Products, Inc	Material	\$2,490.03
58279	Darlene Gillum	Employee Paid Ins	\$7,085.26
58280	Golden Valley Investors LLC	Overpayments	\$165.00
58281	Indoor Environmental Services	Maint Agree-Equip	\$515.00
58282	Kaiser Foundation Health Plan, Inc	Health Insurance	\$12,227.88
58283	Kelly L McKinney	Overpayments	\$10.00
58284	Emerson or Saralu Methven	Overpayments	\$183.30
58285	Pace Supply Corp	Material	\$520.74
58286	Placer County Clerk	Election Expense	\$848.75
58287	Jack D or Teresa M Porter	Overpayments	\$27.68
58288	Sacramento County	Permit Fees	\$1,841.57
58289	Susan Sohal	Continued Education	\$160.65
58290	Sophos Solutions	PC-Other	\$5,812.50
58291	Dale R or Rose A Stone	Overpayments	\$122.40
58292	Village Properties	Overpayments	\$7.63
58293	Voyager Fleet Systems Inc	Gas & Oil	\$1,488.64
58294	Wallace Kuhl & Associates Inc	Contract Services-Misc	\$296.25
58295	Charles L Williams Trust	Overpayments	\$169.05
58296	Laura S Wood	Overpayments	\$203.99
58297	Clecel A Abellanos	Overpayments	\$205.03
58298	Alexander's Contract Services	Contract Services-Meter Read	\$1,866.85
58299	Jean Anderson	Overpayments	\$745.97
58300	Venceslav T Baksa	Toilet Rebate Program	\$75.00
58301	Dorothy M Barringer	Overpayments	\$674.18
58302	Helene beddingfield	Overpayments	\$424.56
58303	Harold J or Margaret Bitcon	Overpayments	\$674.19
58304	Bjorgum Virginia	Overpayments	\$424.56
58305	BSK Associates	Water Analysis	\$480.00
58306	Burketts	Office Expense	\$148.55
58307	California State Disbursement Unit	Garnishment	\$184.61
58308	California State Disbursement Unit	Garnishment	\$109.61
58309	California Surveying & Drafting Supply	Small Tools	\$5.00
58310	Rhonda Cherin	Overpayments	\$626.23
58311	Robert Clayton or Corinne E Bartley	Toilet Rebate Program	\$75.00
58312	Corix Water Products, Inc	Material	\$113.40
58313	Barbara D Crosley	Overpayments	\$222.58
58314	Bret Daniels	Election Expense	\$100.00
58315	Jan M Derrah	Overpayments	\$424.56
58316	Joseph M Dion	Continued Education	\$250.00
58317	George W or Patricia J Ehrman	Overpayments	\$674.18
58318	Anthony A/ Beverly L Farfan	Overpayments	\$606.38
58319	Thomas S or Dixie M Fletcher	Overpayments	\$447.50

58320	FP Mailing Solutions	Equip Rent-Office	\$223.65
58321	Lois A Galloway Trust	Overpayments	\$580.39
58322	Garrison Trust	Overpayments	\$424.56
58323	Elizabeth Geraghty	Overpayments	\$62.77
58324	Dominic or LaVonne E Giordano	Overpayments	\$22.67
58325	Paul or Gloria Stanier	Overpayments	\$404.70
58326	Jean C Goodin	Toilet Rebate Program	\$374.77
58327	GreatAmerica Leasing Corp	Equip Rent-Office	\$218.79
58328	Groeniger & Company	Material	\$859.68
58329	Phyllis M Honer	Overpayments	\$501.88
58330	Nancy G Inman	Overpayments	\$380.03
58331	Integrity Administrators Inc	Health Insurance	\$2,000.00
58332	J&J Locksmiths	Contract Services-Office Repair/Maint	\$340.60
58333	J4 Systems	PC-Other	\$2,550.00
58334	Void	Void	\$0.00
58335	Joshua Tree Homes LLC	Overpayments	\$81.43
58336	KASL Consulting Engineers	Contract Services	\$140.00
58337	Keith Klaff	Overpayments	\$424.56
58338	Siri S Klovstad	Overpayments	\$424.56
58339	Janet A Lamb	Overpayments	\$424.56
58340	James E or Leonora A Lambert	Toilet Rebate Program	\$150.00
58341	Clarence C or Carolyn D Locke	Overpayments	\$424.64
58342	Donald or Eileen D Lyda	Overpayments	\$674.18
58343	David or Linda Makis	Overpayments	\$674.18
58344	Stephen L March	Overpayments	\$114.57
58345	Martha A May	Overpayments	\$370.71
58346	Bryce or Jacqueline J McGinness	Overpayments	\$424.56
58347	Charles D Miller	Toilet Rebate Program	\$75.00
58348	Thomas R or Marion E Montgomery	Overpayments	\$98.62
58349	Moonlight BPO	Contract Services-Bill Print/Mail	\$2,828.77
58350	Carol Muzio	Overpayments	\$424.56
58351	Neighborly Pest Management	Janitorial	\$88.00
58352	Carolyn W Willis Nichols	Overpayments	\$674.18
58353	Albert B Norris	Overpayments	\$674.18
58354	Pace Supply Corp	Material	\$31.76
58355	Judy Padilla Trust	Overpayments	\$574.05
58356	Yvonne M Pimentel	Overpayments	\$443.25
58357	David G Richwine	Overpayments	\$424.58
58358	Stuart E or Marylou Robken	Overpayments	\$424.56
58359	Schmidt Trust	Overpayments	\$674.18
58360	Robert C or Sandra S Sedgwick	Overpayments	\$424.56
58361	Snyder Commercial Real Estate	Overpayments	\$53.58
58362	Kelly Todd	Overpayments	\$424.56
58363	Top Quality Painting	Contract Services	\$237.50
58364	Douglas E or Kathy E Tow	Overpayments	\$17.15
58365	Duc B Tran	Overpayments	\$424.56
58366	United Textile	Supplies-Field	\$244.62
58367	Ronald or Nancy E Van Abrahams	Overpayments	\$663.92
58368	Verizon Wireless	Tele-Wireless	\$1,309.96
58369	Glenn A or Rowena J Ward	Toilet Rebate Program	\$75.00
58370	Glen R or Dorothy Williams	Overpayments	\$455.75
58371	David Wismar	Toilet Rebate Program	\$75.00
58372	Frank A or Judith R Wolfe	Overpayments	\$99.08
58373	Bart or Kelly Zacks	Toilet Rebate Program	\$150.00
58374	Zee Medical Company	Supplies-Field	\$50.06
58375	James C Jackson or Donna L Murphy	Overpayments	\$424.56
58398	Preston Pipelines Inc	Contract Services-Engineer	\$0.00
<b>Total</b>			<b>\$256,623.19</b>

ACH	12/31/14 DEF COM	Deferred Compensation	\$1,820.00
ACH	2014112700 NOV14	PC-Other	\$330.20
ACH	BOW DEC2014	Water Cons-Other	\$2,019.56
ACH	DEC 142014	Equip Rent-Office	\$1,000.00
ACH	ELAVON 1212014 P	Bank Fees	\$109.10
ACH	ELAVON120114 ON	Bank Fees	\$3,010.38
ACH	ELAVON1212014	Bank Fees	\$160.88
ACH	ING 12/4/2014	Deferred Compensation	\$45.00
ACH	NOV2014	PC-Other	\$56.60
ACH	PERS 12182014	PERS	\$8,496.37
ACH	VALIC 12/4/2014	Deferred Compensation	\$1,820.00
ACH	VALIC 12182014	Deferred Compensation	\$1,820.00
ACH	VK7077 12/31/14	Deferred Compensation	\$45.00
ACH	VOYA 12182014	Deferred Compensation	\$45.00
ACH	WHA 12312014	Health Insurance	\$18,266.86
ACH	PERS1242014	PERS	\$8,496.37
ACH	PERS12312014	PERS	\$8,496.37
<b>Total</b>			\$56,037.69
<b>Grand Total</b>			<u><u>\$312,660.88</u></u>

#### December Checks Approved At January Board Meeting

58386	Forsgren Associates, Inc.	Contract Services-Miscellaneous	\$9,797.00
58396	NV5 / Nolte Associates, Inc.	Contract Services -Engineer	\$11,490.25
58392	Kaler/Dobler Construction Inc	Contract Services-Engineer	\$11,547.52
58403	SMUD	Utilities	\$11,688.45
58381	Albietz Law Firm	Legal & Audit	\$13,138.75
58409	Preston Pipelines Inc	Contract Services-Engineer	\$18,994.78
58391	ICM Group, Inc.	Contract Services-Miscellaneous	\$19,992.75
58384	County of Sacramento	Election Expense	\$27,971.84
58407	Zim Industries Inc	Contract Services-Wells	\$43,499.40
58388	GM Construction & Developers	Contract Services-Engineer	\$52,978.75
			<u><u>\$221,099.49</u></u>

**US BANK - CAL-Card Distributions**

December 2014

*i:/users/ap/CalCard/(current year) -Distribution for monthly payment.xls*

<b>TOTAL</b>
<b>BILL</b>

11180-00	54210	54211	1-54211-00	54241-01	54241-02	56200	56830	56890-01	56890-02
Fixed Asset/Office Equip	Tools	Supplies	CIP/Supplies	Repair Truck	Repair - Equip/Hardware	Office Exp	C.E.	Office Misc, District Event	Mtg Accom

**\$6,074.15**

Churchill	\$ 26.00						26.00		
Cutler	\$ 43.27	43.27							
Gillium	\$ 466.15						466.15		
Dains	\$ -								
Dietrich	\$ 97.31						73.56		
Dion	\$ -								
Evans	\$ 4,571.47	941.69		2,512.45	203.33	4.29		19.54	
Sheehan	\$ -								
Hensley	\$ 129.16		105.94			23.22			
Smoot	\$ -								
Townsel	\$ 740.79	215.98						519.81	5.00

\$ 6,074.15 \$ - \$ 1,181.42 \$ 933.44 \$ 105.94 \$ 2,512.45 \$ 203.33 \$ 27.51 \$ 565.71 \$ 539.35 \$ 5.00

**V#:**

**Date:** 12/31/14

**Doc #:**

54210	Tools	1,181.42
54211	Supplies	933.44
1-54211-0	CIP-Supplies	105.94
54241-01	Rep-Truck	2,512.45
54241-02	Rep-Eq/Hdwe	203.33
56200	Off Exp	27.51
56830	CE	565.71
56890-01	Off Misc - Dist Event	539.35
56890-02	Mtg Accom	5.00
		<b>6,074.15</b>

**6,074.15** Double check by Acct ID

Citrus Heights Water District  
2014 Director Training Courses/Seminars/Conferences

as of 1/9/2015  
I:\users\Continued Ed\Continued Ed-2009.xls

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/ phone
03/27/14	1	Executive Briefing	WEF	Sacramento	Dains	275.00	275.00					
					<b>Dains Total</b>	<b>275.00</b>	<b>275.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
12/03/13	4	Fall Conference	ACWA	Los Angeles	Dion	1,433.21	695.00	690.30			31.91	16.00
03/27/14	1	Executive Briefing	WEF	Sacramento	Dion	275.00	275.00					
02/14/14	1	2014 Drought	ACWA/Vet al	Sacramento	Dion	0.00	No Cost					
03/12/14	1	2014 State Legislative Summit	Meto-Chamber	Sacramento	Dion	190.00	175.00					15.00
					<b>Dion Total</b>	<b>1,708.21</b>	<b>1145.00</b>	<b>690.30</b>	<b>0.00</b>	<b>0.00</b>	<b>31.91</b>	<b>31.00</b>
					Sheehan	0.00						
					<b>Sheehan Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
04/30/44	4	How to be an Effective Board Member	CSDA	Sacramento	Geforth	25.00	25.00	cancellation fee				
					<b>Geforth Total</b>	<b>25.00</b>	<b>25.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
					<b>Grand Total</b>	<b>2,198.21</b>	<b>1445.00</b>	<b>690.30</b>	<b>0.00</b>	<b>0.00</b>	<b>31.91</b>	<b>31.00</b>

**Citrus Heights Water District**  
**2014 Officer Training Courses/Seminars/Conferences**

as of 1/9/2015

I:/users/Continued Ed/Continued Ed-2009.xls

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/phone
	4	Annual Conference	ASCE	Panama City	Churchill	1,805.18	760.00	781.00	0.00	0.00	161.18	103.00
					<b>Churchill Total</b>	<b>1,805.18</b>	<b>760.00</b>	<b>781.00</b>	<b>0.00</b>	<b>0.00</b>	<b>161.18</b>	<b>103.00</b>
					<b>Gillum Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
					<b>Grand Total</b>	<b>1,805.18</b>	<b>760.00</b>	<b>781.00</b>	<b>0.00</b>	<b>0.00</b>	<b>161.18</b>	<b>103.00</b>

Citrus Heights Water District  
2014 Employee Training Courses/Seminars/Conferences

as of 1/9/2015

I:/users/Continued Ed/Continued Ed-2009.xls

Date	Days	Topic	Sponsor	Location	Attendee	Total Expenses	Registration	Hotel	Air/Travel	Car rental	Meals	Parking/Taxi/ phone
03/10/14	5	California OSHA Compliance Course	National Seminars	Sacramento	Drake	1,065.51	999.00				66.51	
03/24/14	4	2014 Spring Conference	CANV AWWA	Anaheim	Townsel	1,626.28	445.00	663.39	334.00		183.89	
07/14/14	4	User Conference	ESRI	San Diego	Swing	1,267.93	No Cost	841.88	227.00		152.05	47.00
07/14/14	4	User Conference	ESRI	San Diego	Pieri	1,262.73	No Cost	840.99	227.00		104.65	90.09
05/19/14	4	User Conference	Cityworks	Salt Lake City	Evans	956.27	No Cost	486.42	427.00		13.77	29.08
10/08/14	3	Innovations 2014	WaterSmart	Las Vegas	Meurer	963.08	335.00	252.00	222.46		125.72	27.90
08/20/14	1	Legal and Practical Issues of Easements	Lozman	Sacramento	Pieri	284.00	284.00					
08/20/14	1	Legal and Practical Issues of Easements	Lozman	Sacramento	Gordon	284.00	284.00					
						0.00						
						0.00						
						0.00						
<b>Grand Total</b>						<b>7,709.80</b>	<b>2347.00</b>	<b>3084.68</b>	<b>1437.46</b>	<b>0.00</b>	<b>646.59</b>	<b>194.07</b>



# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : XAVIER HOLCOMB CLAIM FOR DAMAGES  
 STATUS : Action Item – Consent Calendar  
 REPORT DATE : December 18, 2014  
 PREPARED BY : David B. Kane, Interim Assistant General Manager

**OBJECTIVE:**

Consider a claim for personal injury from Xavier Holcomb.

**BACKGROUND AND ANALYSIS:**

Xavier Holcomb of Citrus Heights has submitted a claim of an unspecified dollar amount for personal injuries claimed to have been sustained in a collision involving a CHWD vehicle on October 7, 2014. Mr. Holcomb is being represented in this matter by the Law Office of Gilberto Lopez Jr., of Sacramento. The claim specifies injuries to Mr. Holcomb’s back of neck, upper mid and low back, left shoulder and hip. A copy of the claim and related documentation is attached to this report.

Prior to receipt of this personal injury claim, the District’s liability insurer, ACWA-JPIA, acted on behalf of the District to settle a claim for the damage to the vehicle being driven by Mr. Holcomb. The vehicle, a 2014 Honda Accord Sport, belongs to Mr. Holcomb’s mother, Chinell Holcomb, and the claim was settled with her in the amount of \$5,294.25, paid by ACWA-JPIA to Sacramento Collision Center where repairs to her vehicle were to be made. A copy of ACWA-JPIA’s claim settlement letter and documentation related to the collision are attached to this report.

Rejection of this claim by the CHWD Board of Directors is the necessary first step to allow the claim to be turned over to ACWA-JPIA for handling.

**RECOMMENDATION:**

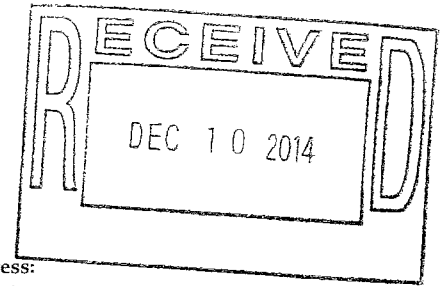
Reject the claim from Xavier Holcomb in an unspecified dollar amount and forward it to the District's insurance carrier, ACWA-JPIA.

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_



*Law Office of  
Gilberto Lopez Jr.  
Attorney at Law*



Office:  
7420 Greenhaven Drive, Suite 100  
Sacramento, CA 95831  
Phone: 916-665-1122

Mailing Address:  
P.O. Box 221358  
Sacramento, CA 95822  
Fax: 916-258-6787

---

*Letters Reply to: mailing address*

December 8, 2014

Citrus Heights WD  
Attn: Claims Dept.  
P.O. Box 286  
Citrus Heights, CA 95611-0286

**RE:   Date of Loss    : 10/07/14  
      My Client        : XAVIER HOLCOMB**

To Whom It May Concern:

Please be advised that this office represents XAVIER HOLCOMB with respect to an automobile collision as referenced above. Enclosed is an executed Authorization For Representation pursuant to C.C.R. section 2695.2(c). You are not authorized to contact my client for any purpose whatsoever. Please direct all future correspondence and communications to my office.

MR. HOLCOMB sustained injuries as a result of this collision and continues to seek has medical treatment therefore. Specifically, he suffers from pain to his back of neck, upper mid and low back, left shoulder and hip pain. As soon as her condition has stabilized and she has been released from treatment, I will obtain and provide to you the appropriate documentations to support his claim.

Thank you for your courtesy and cooperation in this regard.

Sincerely,

GILBERTO LOPEZ JR.  
Attorney for XAVIER HOLCOMB

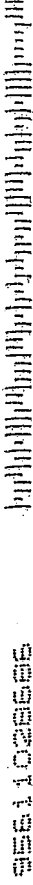
Enclosures:

Law Office of Gilberto Lopez, Jr.  
P.O. Box 221358  
Sacramento, CA 95822

SACRAMENTO, CA 957  
08 DEC 2014 PM 7 L



Citrus Heights WD  
Attn: Claims Dept.  
P.O. Box 286  
Citrus Heights, CA 95611-0286



John

# Claim Form

(A claim shall be presented by the claimant or by a person acting on his behalf.)

NAME OF DISTRICT: <u>Citrus Heights WATER DISTRICT</u>	
<b>1</b>	<p>Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.  <i>Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking medical damages we must have both your Social Security Number and your date of birth.</i></p> <p>Name: <u>Xavier Holcomb</u> Phone Number: <u>(916) 517-9643</u>            Address(es): <u>5811 OUR WAY</u> Social Security No.: <u>617768359</u>  <u>Citrus Heights, CA 95610</u> Date of Birth: <u>09-07-1994</u>            E-mail:</p>
<b>2</b>	<p>List name, address, and phone number of any witnesses.</p> <p>Name: <u>Tim Cutler</u>            Address: <u>P.O. Box 286 Citrus Heights, CA 95611</u>            Phone Number: <u>(916) 725-6873</u></p>
<b>3</b>	<p>List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.</p> <p>Date: <u>10-07-2014</u> Time: <u>~ 2:50</u> Place: <u>Southbound lanes Sunrise Blvd, South of Kingswood Drive, Sacramento County</u>            Tell What Happened (give complete information): <u>Xavier was driving south in the #2 Lane of Sunrise Blvd, Citrus Heights Water District employee/driver, James Ferro, was driving a large truck in the #1 Southbound lane of Sunrise Blvd, just behind Xavier's vehicle. Mr. Ferro drove his vehicle into the #2 lane hitting the back of Xavier's vehicle, ripping off his bumper</u></p> <p style="text-align: center;"><i>NOTE: Attach any photographs you may have regarding this claim.</i></p>
<b>4</b>	<p>Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.</p> <p><u>Xavier sustained injuries to: 1) Back of neck; 2) upper, mid, low back; Left shoulder; and has hip pain.</u></p>
<b>5</b>	<p>Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.</p> <p><u>Driver - James Ferro</u></p>
<b>6</b>	<p>The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.</p> <p><u>The claim amount is not known at this time.</u></p>
<p>Date: <u>11-17-14</u> Time: <u>11:08/14</u> Signature: <u>Xavier Holcomb</u></p> <p style="text-align: center;"><b>ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!</b></p>	



*Law Office of  
Gilberto Lopez Jr.*

*Attorney at Law*

Office:  
7420 Greenhaven Drive, Suite 100  
Sacramento, CA 95831  
Phone: 916-665-1122

Mailing Address:  
P.O. Box 221358  
Sacramento, CA 95822  
Fax: 916-258-6787

*Letter Reply to: Mailing Address*

**AUTHORIZATION FOR REPRESENTATION**

TO : *Citrus Heights Water District*  
YOUR INSURED :  
DATE OF LOSS : *10-7-2014*  
POLICY NUMBER :  
CLAIM NUMBER :  
CLAIMANT : *Xavier Holcomb*

I have retained the Law Office of Gilberto Lopez Jr. to represent me relative to the above-referenced claim which arises out of an incident/accident which occurred on the aforementioned date involving the above-named parties.

Pursuant to Section 2695.2(c) of the California Code of Regulations, Title 10, chapter 5, the Law Office of Gilberto Lopez Jr. is hereby authorized to represent me with respect to the above-referenced claim.

This authorization shall be valid for only one year from the date below unless renewed or revoked by the undersigned. Any and all prior authorizations are hereby revoked by the undersigned as of the date of this authorization.

In addition, my legal representative is hereby authorized to prepare and file all appropriate legal documents on my behalf.

A copy of this authorization is as valid as the original.

DATED: *10-23-2014*

*Xavier Holcomb*  
Signature of Client

*Xavier Holcomb*  
Print Name of Client

DOB: *09/07/94*



*Law Office of  
Gilberto Lopez Jr.*

*Attorney at Law*

Office:  
7420 Greenhaven Drive, Suite 100  
Sacramento, CA 95831  
Phone: 916-665-1122

Mailing Address:  
P.O. Box 221358  
Sacramento, CA 95822  
Fax: 916-258-6787

---

*Letters Reply to: Mailing Address*

**AUTHORIZATION FOR INFORMATION**

Please be advised that the Law Office of Gilberto Lopez Jr. represents me relative to a certain matter in which I am involved.

Please release to the Law Office of Gilberto Lopez Jr. and/or his representatives, any and all information requested by them.

This authorization to release information to the Law Office of Gilberto Lopez Jr. and/or his representatives includes, if so requested, copies of any reports, records, documents, papers, files, items, and x-rays (including, but not limited to, legal, financial, criminal, medical, dental, mental health, drug or alcohol-related, school, employment, payroll, Department of Motor Vehicle-related, insurance-related, or otherwise) in your possession or under your control.

**All prior authorizations given to any person, firm, or corporation you may have in your possession executed by me are hereby revoked.**

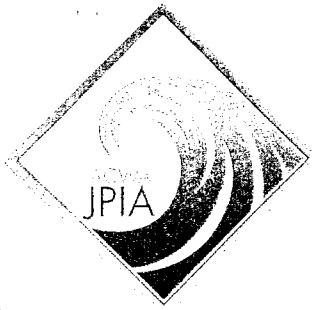
A copy of this authorization is as valid as the original.

DATED: 10-23-2014

Xavier Holcomb  
Signature of Client

Xavier Holcomb  
Print Name of Client

DOB: 09/07/94



COPY

October 20, 2014

**JOINT POWERS**  
INSURANCE AUTHORITY

P. O. Box 619082  
Roseville, CA 95661-9082

phone  
916.786.5742  
800.231.5742

direct line  
916.774.7050  
800.535.7899

fax  
916.774.7040

[www.acwajpia.com](http://www.acwajpia.com)

**President**  
E.G. "Jerry" Gladbach

**Vice President**  
Tom Cuquet

**Chief Executive Officer**  
Walter "Andy" Sells

**Executive Committee**  
John A. Coleman  
Tom Cuquet  
Joseph Dion  
E.G. "Jerry" Gladbach  
David T. Hodgkin  
W.D. "Bill" Knutson  
Melody A. McDonald  
Charles W. Muse  
Lou Reinkens

Sacramento Collision Center  
2880 47<sup>th</sup> Avenue  
Sacramento, CA 95823

Re: Member - Citrus Heights Water District  
Claimant - Holcomb, Chinell  
D/Loss - 10/07/2014  
Claim No. - 15-0221

To Whom It May Concern:

Enclosed is a check for \$5,294.25 made payable to Sermeno Corporation/Sacramento Collision Center. This check represents payment for the initial repair estimate on Ms. Holcomb's 2014 Honda Accord Sport, VIN 130554.

If there is a supplement, I will issue that payment directly to you. If you have any questions, please call me at 800.535.7899 ext. 3134.

Sincerely,

Cece Wuchter  
Sr. Claims Examiner  
[cwuchter@acwajpia.com](mailto:cwuchter@acwajpia.com)

Enclosure

C: Chinell Holcomb

John Townsel  
Citrus Heights WD



**INCIDENT REPORT**

CITRUS HEIGHTS WATER DISTRICT  
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA 95610-5610  
PO BOX 286, CITRUS HEIGHTS, CA 95611-0286  
FAX (916) 725-0345 VOICE (916) 725-6873

Date of Incident Report: 10/7/2014 By: Tim Cutler

Location: 5623 Sunrise Blvd. - South of Kingwood Dr. City / County: Sacramento

APN: \_\_\_\_\_ Lot No. \_\_\_\_\_

Subdivision: \_\_\_\_\_

Reported By: Tim Cutler Title: Distribution Supervisor

Describe Incident: James Ferro turned south onto Sunrise Blvd. from Kingswood Dr. and moved into the #1 lane. Xavier Holcomb was behind Mr. Ferro on Kingswood Dr. and also turned south on Sunrise Blvd. and was traveling in the #2 lane. The #3 lane was closed by CHWD for construction. Mr. Ferro attempted to cross the #2 lane to pull into the construction zone, and hit the driver's side rear fender of Mr. Holcomb's Honda Accord.

Responsible Party: James Ferro

Address: 6230 Sylvan Rd. Citrus Heights, CA. 95610

Acknowledgement: \_\_\_\_\_ Title: Water Distribution Operator  
Signature

Vehicle License No. 1276980 Telephone No.: 916-725-6873

How Corrected? Or Recommended Action: \_\_\_\_\_

Check the appropriate box

Paving included:  Concrete included:

Landscape Restoration

Photo/s taken:

Asbuilt Drawing:  Damaged Piping

Damaged Valve

Damaged Meter

Other

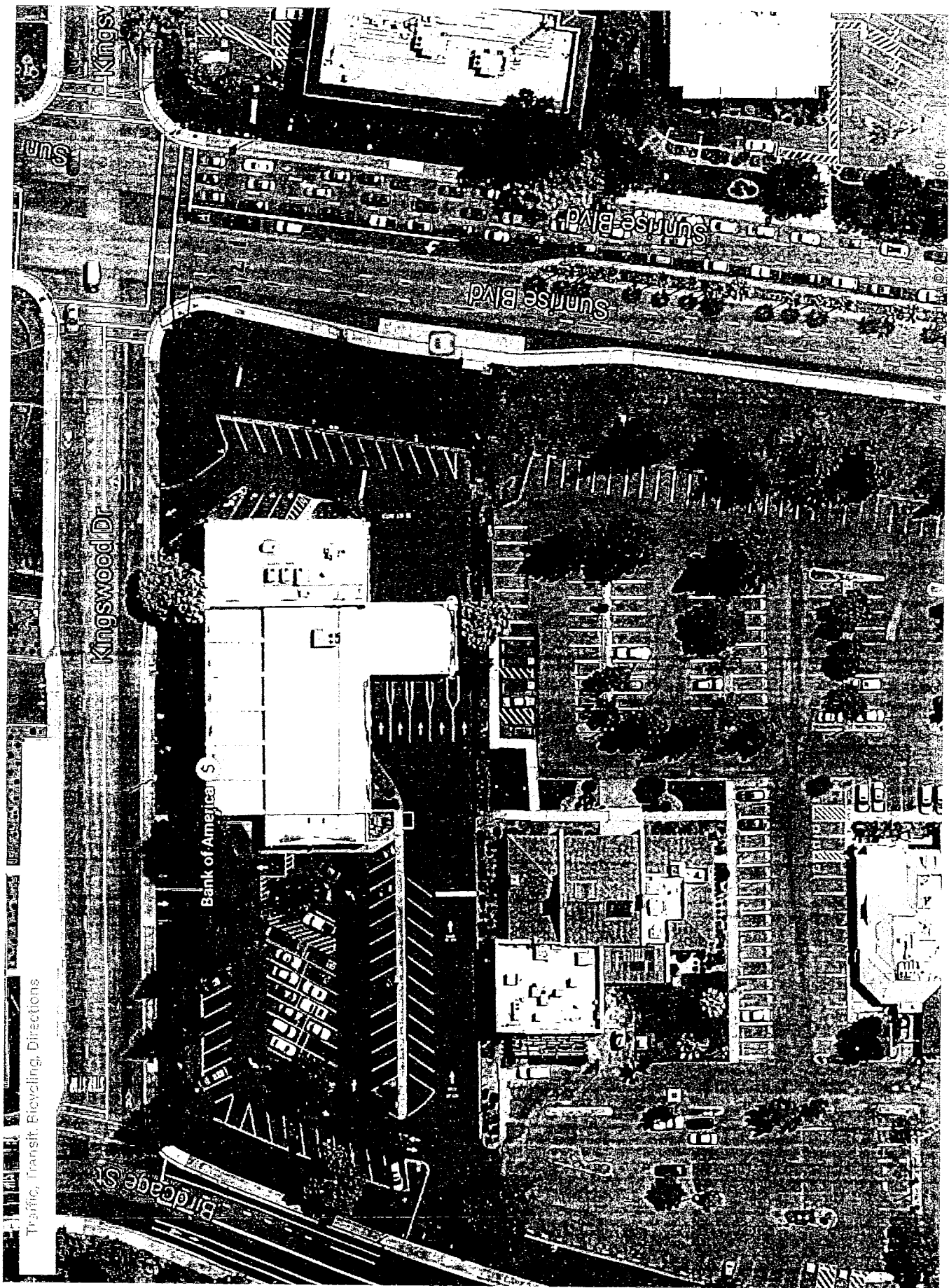


ACWA/JOINT POWERS INSURANCE AUTHORITY

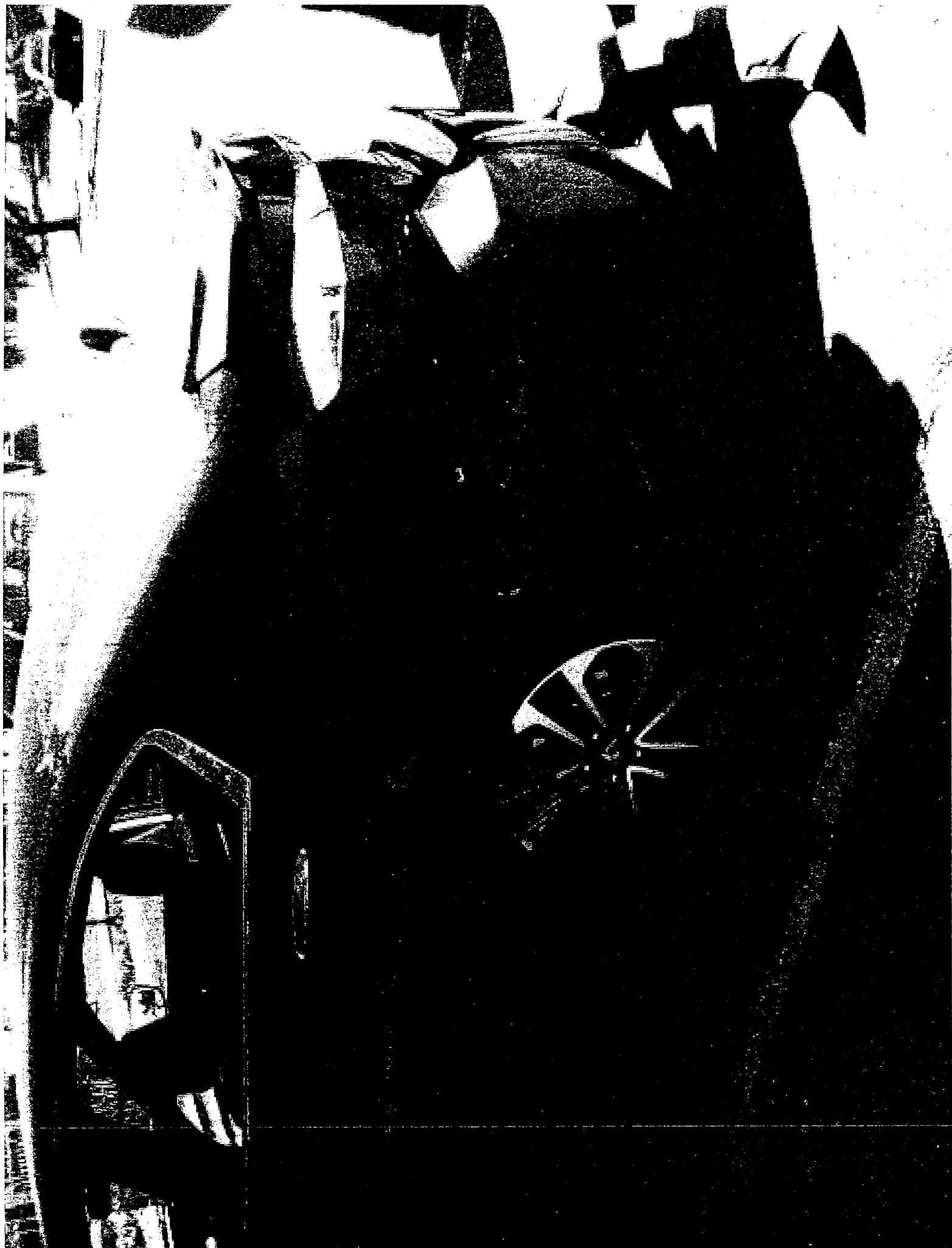
5620 Birdcage Street, Suite 200, Citrus Heights, California 95610-7632 \*\*\*(800) 231-5742 \*\*\* fax (916) 965-6847

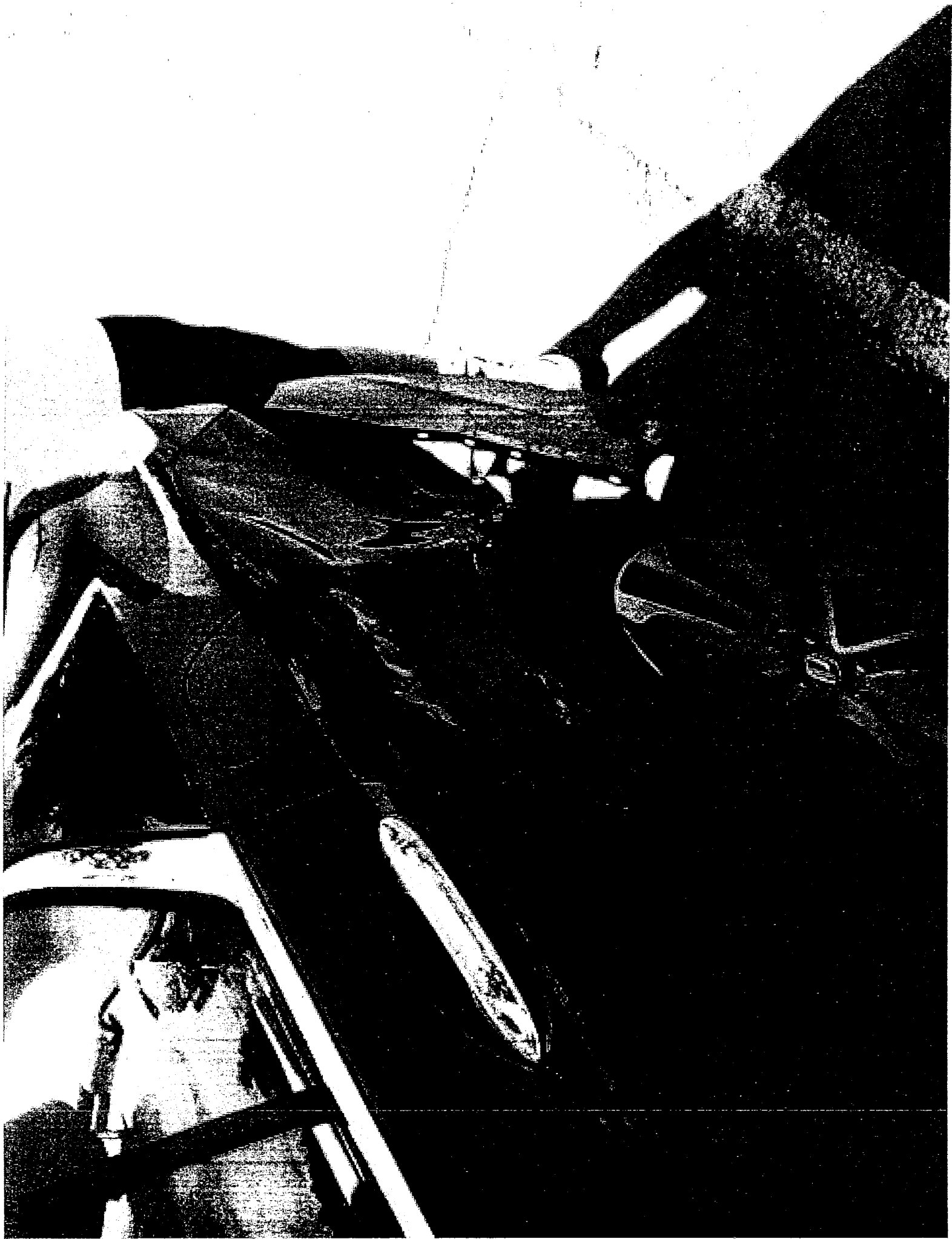
DRIVER'S REPORT OF ACCIDENT

Agency Name: <u>CITRUS HEIGHTS WATER DISTRICT</u>		
Location of Accident: <u>SOUTH BOUND SUNRISE BLVD - SOUTH OF KINGWOOD DR.</u>	Accident Date: <u>10-7-2014</u>	Time: <u>AM</u> <u>3:00</u> <u>PM</u>
Road Conditions: <u>DRY</u>	Weather Conditions: <u>Clear</u>	
Direction of Travel of Your Vehicle: <u>South</u>	Speed: <u>30</u>	
Direction of Travel of Other Vehicle: <u>South</u>	Speed: <u>30</u>	
Police Report Taken? Yes / <u>NO</u> Police Department:	Report No.:	
Name of Police Officer:	Badge No.:	
<b>YOUR VEHICLE (VEHICLE #1)</b>		
Year, Make, Model: <u>2015 FORD F-650 XL SUPER DUTY</u>		
Vehicle ID Number (VIN):	License Plate No.: <u>1276980</u>	
Driver: <u>JAMES FERRO</u>	Driver License No.:	
Address, City, State:	Home Phone No.: <u>916-725-6873</u>	
Department: <u>OPERATIONS</u>	Job Title: <u>DISTRIBUTION SUPERVISOR</u>	Supervisor: <u>TIM CUTLER</u>
Damage to your Vehicle: <u>Scratch on Right Front Bumper</u>		
<b>OTHER VEHICLE (VEHICLE #2)</b>		
Driver: <u>Xavier Holcomb</u>	Driver License No.: <u>F4903050</u>	
Address, City, State: <u>584 our way Citrus Heights Cal 95610</u>	Home Phone No.:	
Year, Make, Model: <u>2011 Honda accord</u>		
License Plate No.: <u>TEXU765</u>	State: <u>California</u>	
Insurance Company: <u>21st Century Casualty Company</u>	Policy Number: <u>2096 82 17</u>	
Insurance Broker Name:	Phone No.: <u>916-705-9568</u>	
Damage to Other Vehicle: <u>LEFT <del>RIGHT</del> REAR PANEL, LEFT BUMPER, ENTIRE BUMPER MOLDING</u>		
Owner Name: <u>Chinell Holcomb</u>	Phone No.:	
Address, City, State:		
<b>OTHER VEHICLE (VEHICLE #3)</b>		
Driver:	Driver License No.:	
Address, City, State:	Home Phone No.:	
Year, Make, Model:		
License Plate No.:	State:	
Insurance Company:	Policy Number:	
Insurance Broker Name:	Phone No.:	
Damage to Other Vehicle:		
Owner Name:	Phone No.:	
Address, City, State:		



Traffic, Transit, Recycling, Directions





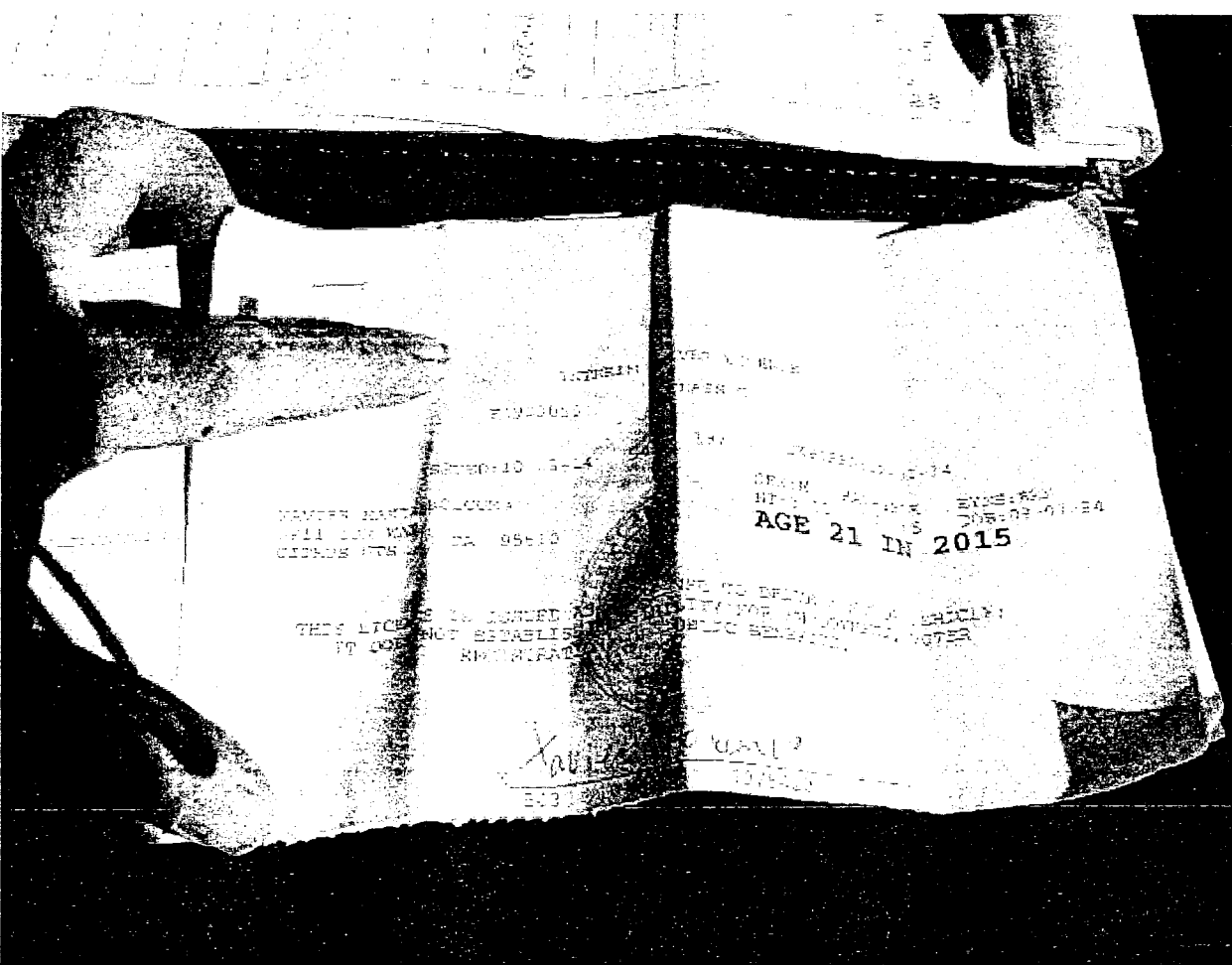








By clicking continue you are certifying that you have viewed the photo/error code. Not a Verified Identification.



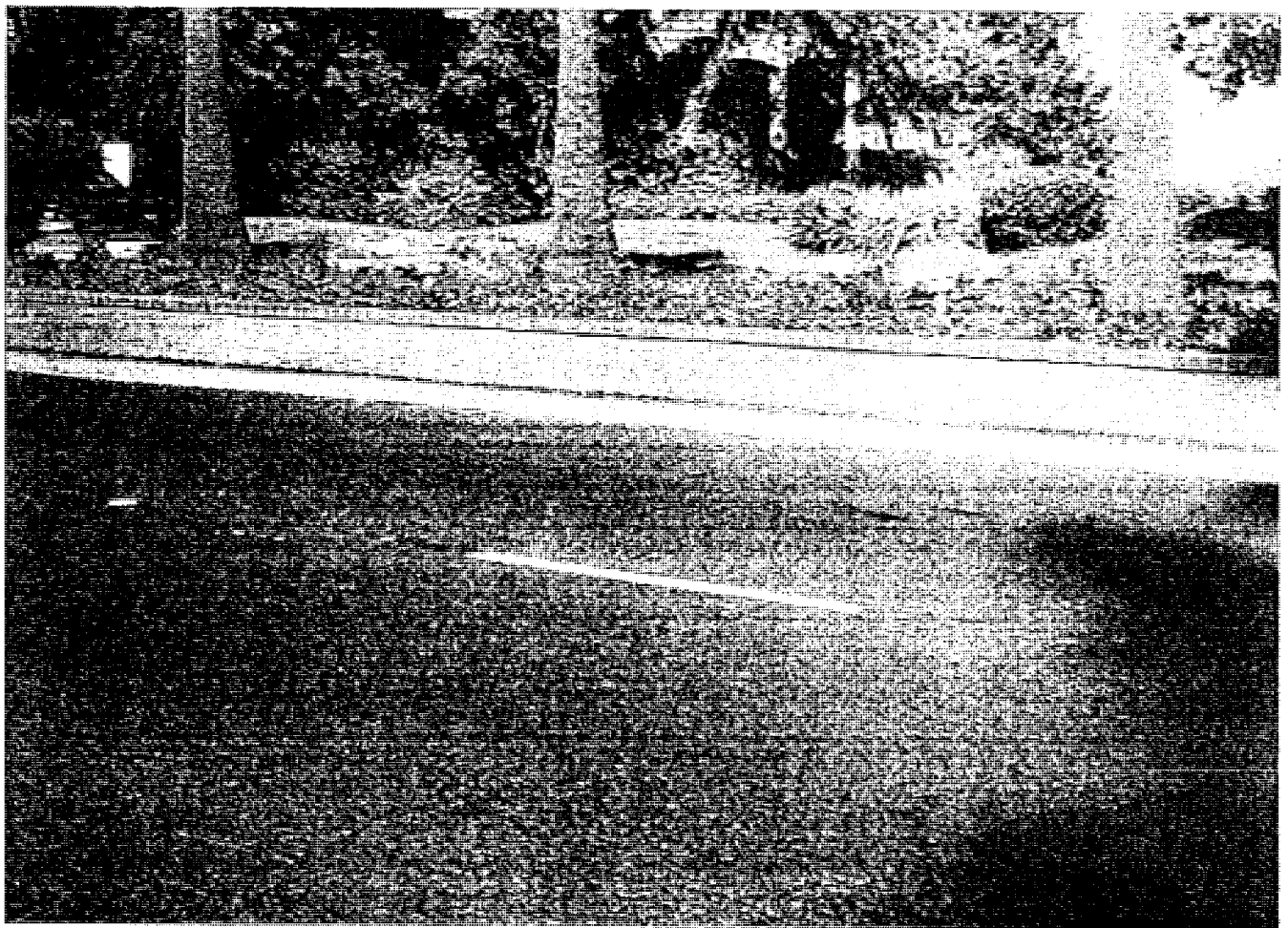
NAME: Kevlar Holcomb  
DOB: 01-11-1994  
ADDRESS: 1711 1st Ave, DA 95810

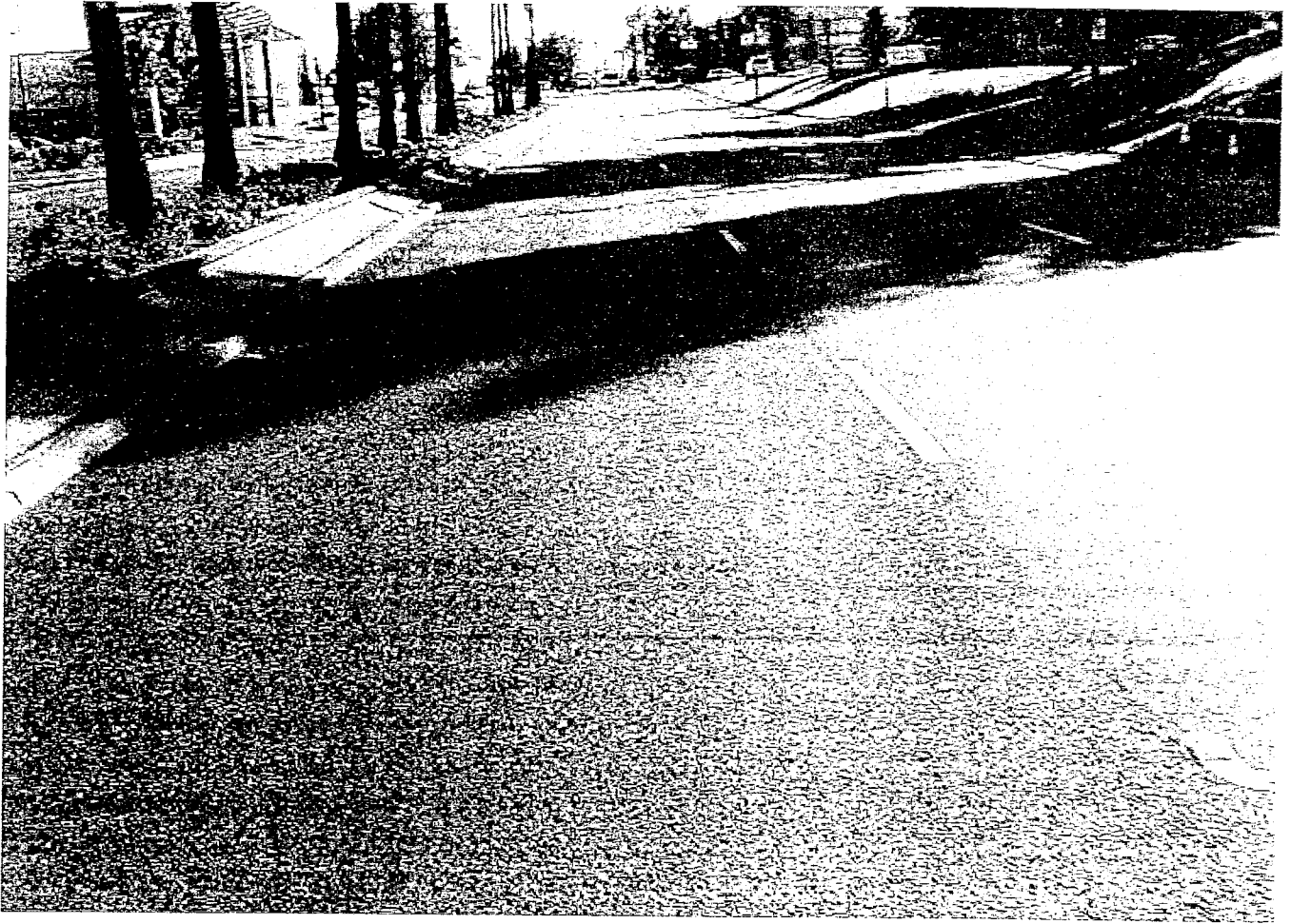
AGE 21 IN 2015  
DOB: 01-11-1994

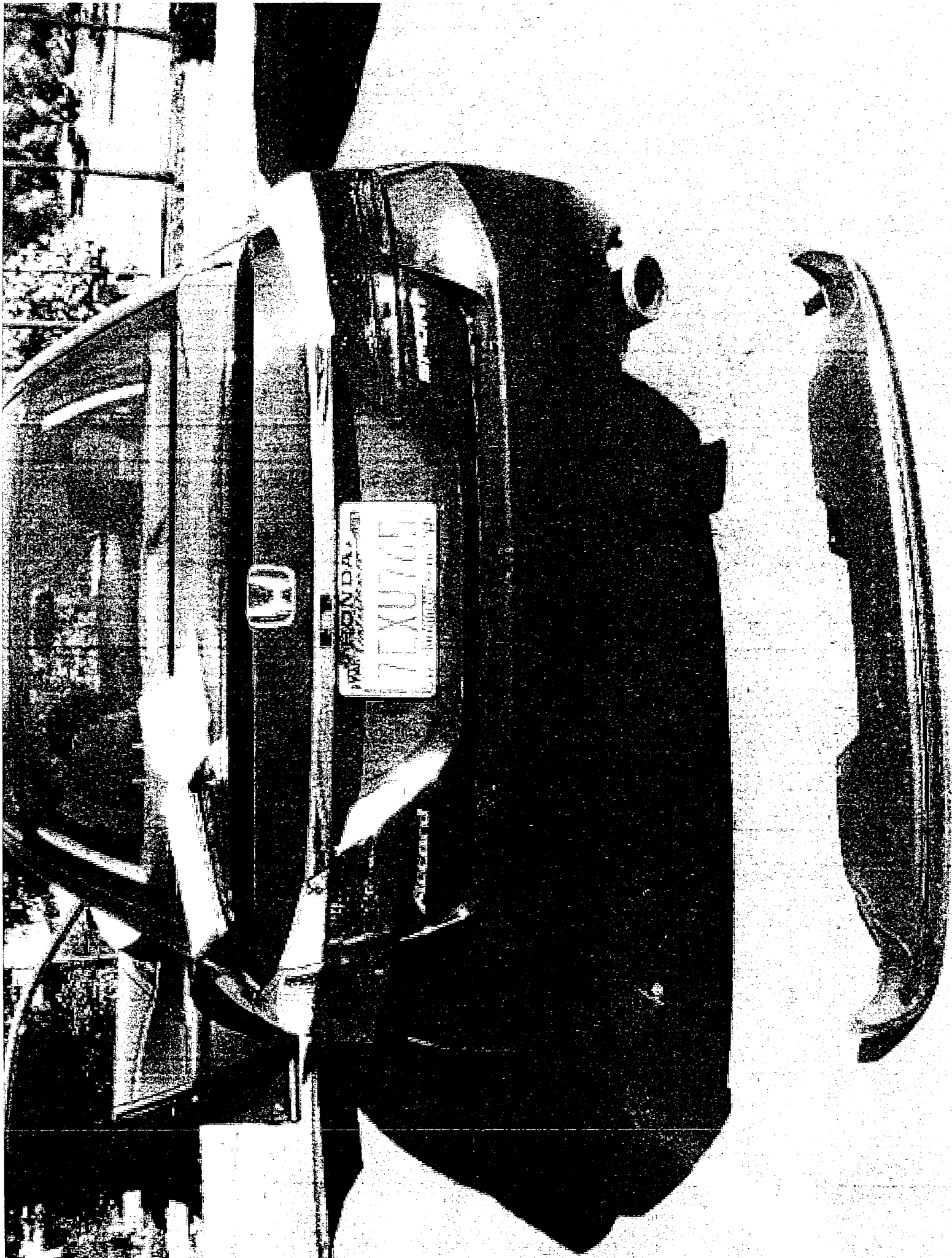
THIS LICEN...  
NOT BE ABLE TO...  
RENEW...

Kevlar Holcomb  
E-1903050









TEXAS  
70XU700



# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : SKYCREST WELL EQUIPPING  
 STATUS : Action Item  
 REPORT DATE : January 7, 2015  
 PREPARED BY : Robert A. Churchill, General Manager

**OBJECTIVE:**

Consider acceptance of bid for equipping and constructing of the Skycrest Wellsite.

**BACKGROUND AND ANALYSIS:**

Plans were prepared by NV5 Consulting Engineers and the District Operations Department and distributed on November 20, 2014 for equipping and constructing of the Skycrest Wellsite.

The District received five (5) sealed bids on December 30, 2014, at which time bids were opened and read publicly. The apparent low bidder is R.E. Smith Contractor, Inc. of Newcastle, CA. Bids received are as follows:

Bid

- |                                       |                |
|---------------------------------------|----------------|
| 1. R.E. Smith Contractor, Inc.        | \$1,822,000.00 |
| 2. Conoco-West, Inc.                  | \$1,845,500.00 |
| 3. Sierra National Construction, Inc. | \$1,878,500.00 |
| 4. Manito Construction, Inc.          | \$1,930,300.00 |
| 5. JJM Engineering Constructors, Inc. | \$1,996,936.00 |

The Engineer’s Estimate for the project was \$1,740,115.00.

**RECOMMENDATION:**

Accept the bid of R.E. Smith Contractor, Inc. of \$1,822,000.00 and establish a change order contingency fund in the amount of \$90,000.00 (4.94%). Authorize the General Manager to execute the contract.

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : ASSISTANT GENERAL MANAGER RECRUITMENT  
 STATUS : Information Item  
 REPORT DATE : January 7, 2015  
 PREPARED BY : Robert A. Churchill, General Manager

**OBJECTIVE:**

Provide a status report on the Assistant General Manager recruitment process.

**BACKGROUND AND ANALYSIS:**

Outreach to identify potential candidates of the District’s vacant Assistant General Manager position continues directed by CPS HR Consulting. To date 18 applications have been received by the Consultant.

An updated schedule for filling this vacancy is as follows:

Date	Task	By
December 4-January 20	Application Period	CPS HR
January 20- February 9	Review Applications, Screening Interviews	CPS HR
February 12	Deliver Report	CPS HR
February 12-18	Select Finalists	GM, President
March 2	Interviews	GM, President
March 3	Selection and Offer of Employment	GM, President
March 4-12	Pre-Employment Process	Candidate
April 6	Begin Work	Candidate

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

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SUBJECT : WATER SUPPLY  
STATUS : Information Item  
REPORT DATE : January 7, 2015  
PREPARED BY : Robert A. Churchill, General Manager

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### **OBJECTIVE:**

Receive status report on water supplies available to the District.

### **BACKGROUND AND ANALYSIS:**

As of midnight on January 6, 2015, storage in Folsom Lake was at 438,750 acre-feet, 45 percent of the total capacity of 977,000 acre-feet. This is about 91 percent of historical average for this date. This represents an increase in storage of nearly 150,000 acre feet in the past month due to the December rainfall.

CHWD continues to assist with preserving surface water supplies in the Lake by operating its groundwater wells. All District wells (Bonita, Mitchell Farms, Palm, Sylvan and Sunrise) remain operational and are being operated on a rotational or modified-as-needed basis.

As noted on the Operations Manager's 2014 Water Consumption Report (OM-2), total water use from January 1 through the end of December 2014 was 11,792.65 acre-feet, 16.9 percent less than the five year average for the same period. Total water consumption for the month of December was 563.15 acre-feet; 15.9 percent below the five year average for the month of December and 19.7% below December 2013 use. Year-to-date water use in 2014 is 20.8% below the corresponding time period in 2013.

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

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SUBJECT : ADMINISTRATION BUILDING IMPROVEMENTS  
STATUS : Information Item  
REPORT DATE : January 7, 2015  
PREPARED BY : Robert A. Churchill, General Manager

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### **OBJECTIVE:**

Receive a status report on the construction phase of the Administration Building Expansion and Renovation Project.

### **BACKGROUND AND ANALYSIS:**

On December 9, 2014, the Board of Directors accepted the Bid of Kaler/Dobler Construction, Inc. in the amount of \$743,200 for construction of the Administration Building Expansion and Renovation Project. Subsequently, as authorized, the General Manager executed an Agreement for Construction Services with the Contractor.

A preconstruction meeting took place on January 5, 2015 and a target date for beginning construction was set as Tuesday January 20, 2015. The duration of the construction is estimated to be six months.

The Administrative staff is preparing to relocate temporarily to leased office space at 7011 Sylvan Road, Suite D with the majority of the moving to be done from Friday January 16 to Monday January 19, a holiday.

It is anticipated that the regular Board of Directors Meetings beginning in February and likely continuing until July will be held at the temporary location.

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

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SUBJECT : SAN JUAN WATER DISTRICT / SACRAMENTO SUBURBAN WATER  
DISTRICT JOINT MEETINGS  
STATUS : Information Item  
REPORT DATE : January 11, 2015  
PREPARED BY : Robert A. Churchill, General Manager

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**OBJECTIVE:**

Receive and discuss information regarding San Juan Water District (SJWD) and Sacramento Suburban Water District (SSWD) Joint Meetings.

**BACKGROUND AND ANALYSIS:**

Director Dains, Director Sheehan and GM Churchill attended the SJWD/SSWD Joint Board of Directors Meeting held on December 16, 2014 at SSWD.

Comments on the Phase 2A Draft report were requested to be submitted by the Directors by January 5, 2015. After this date a final administrative draft report will be provided to the Joint Boards and to the 2 x 2 Ad Hoc Water Management Committee which will then circulate the report for a 30-day public review period. To date meetings of the Joint Board and 2 x 2 Ad Hoc Committee have not been scheduled and a report is not available.

Director Dains, GM Churchill and legal counsel Albietz attended the 2 x 2 Ad Hoc Water Management Committee Meeting held on in the morning of December 18, 2014 at SSWD.

Copies of the Meeting Agenda and additional information from the meeting are attached.

The schedule for upcoming meetings is as follows:

January TBA Joint Board and 2 x 2 Committee Meetings  
Final administrative report draft for consideration  
Begins 30-day public review

February TBA Joint Board and 2 x 2 Committee Meetings  
Final report and recommendations  
Opportunity to take actions

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

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SUBJECT : ANTELOPE PUMP-BACK BOOSTER PUMP STATION PROJECT  
STATUS : Information / Discussion Item  
REPORT DATE : January 11, 2015  
PREPARED BY : Robert A. Churchill, General Manager

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### **OBJECTIVE:**

Receive information and discuss the Antelope Pump-Back Booster Pump Station Project being proposed by San Juan Water District (SJWD) and Sacramento Suburban Water District (SSWD).

### **BACKGROUND AND ANALYSIS:**

As reported previously, SJWD is entertaining a project with SSWD whereby SSWD's current Antelope pumping facility will be modified to pump surplus SSWD groundwater to SJWD – Wholesale (SJWD-W) in dry years, during planned outages of SJWD-W or United States Bureau of Reclamation (USBR) facilities, or in emergencies. The primary beneficiaries of the pump-back groundwater project are proposed to be San Juan Water District's retail customers, Orange Vale Water Company and the City of Folsom's service area north of the American River (aka: Ashland). As presently proposed, those benefitting agencies noted above will be paying approximately \$1.935 million for upgrades to the Antelope Pump Station through a capital program sub-charge by SJWD-W.

Attached is my December 1, 2014 letter to SJWD GM Shauna Lorance detailing my questions and concerns related to assignment of capacity, use of facilities and the operation of the Project and equity between the retail customers served by SJWD-W.

Also attached is SJWD's January 6, 2015 response to CHWD's comment letter. A response to SJWD will be forthcoming upon staff and legal counsel review and Board direction.

### **RECOMMENDATION:**

Discuss the Antelope Pump-Back Booster Pump Station Project and provide direction to staff.

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : TRAINING / CONTINUED EDUCATION / MEETINGS  
 STATUS : Information Item  
 REPORT DATE : January 8, 2015  
 PREPARED BY : Robert A. Churchill, General Manager

Upcoming training, continued education and meeting opportunities for consideration. New items are noted in ***bold italics***.

Common Abbreviations:	ACWA	Association of California Water Agencies
	ASCE	American Society of Civil Engineers
	AWWA	American Water Works Association
	CSDA	California Special Districts Association
	JPIA	Joint Powers Insurance Authority
	WEF	Water Education Foundation

- A. May 4-5 ACWA-JPIA Spring Conference  
Sacramento, CA  
  
Attendees: To be determined
- B. May 5-8 ACWA Spring Conference  
Sacramento, CA  
  
Attendees: To be determined
- C. Jun 7-10 AWWA Annual Conference  
2015  
Anaheim, CA  
  
Attendees: To be determined
- D. Oct 11-14 ASCE Annual Conference  
New York, NY  
  
Attendees: To be determined
- E. Oct 26-29 AWWA Ca/NV Section  
Las Vegas, NV  
  
Attendees: To be determined
- F. Nov 30-Dec 1 ACWA-JPIA Fall Conference  
Indian Wells, CA  
  
Attendees: To be determined

G. Dec 1-4 ACWA Fall Conference  
Indian Wells, CA

Attendees: To be determined

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : HEALTH PLAN COVERAGE FOR DISTRICT EMPLOYEES FOR 2015  
 STATUS : Action Item  
 REPORT DATE : January 7, 2015  
 PREPARED BY : David B. Kane, Interim AGM & Lisa A. Smoot, Human Resources Specialist

### **OBJECTIVE:**

Consider health care insurance coverage for District employees for the health plan year beginning February 1, 2015 and related changes to District Human Resources Policy No. 4210, Health Insurance.

### **BACKGROUND AND ANALYSIS:**

The District's health care insurance coverage for employees expires after January 31, 2015. The District currently offers Kaiser and Western Health Advantage (WHA) as its health care insurance providers for employees. Employees with spouses and employee with families pay an amount each pay period toward their health insurance premium, and this amount was most recently increased in 2013. The District continues to combine higher co-payment insurance plans, specified levels of co-payment reimbursement and employee contributions to premiums to control health care benefit costs while maintaining a high level of health-care benefit for employees.

While CHWD continues to see changes to its health care insurance plans as a result of the Patient Protection and Affordable Care Act (PPACA), the plans proposed for 2015 are very similar to those that were offered to CHWD employees in 2014. The plans being offered by Kaiser and WHA provide comparable coverage in benefits and co-payment levels and continue the trend of having much higher annual out-of-pocket maximums than plans that were offered prior to the PPACA. Premium rates are determined by the individual age of the employee and the individual ages of all covered family members including spouse or domestic partner, up to three children under the age of 21 (if there are more than three children under 21 they are covered at no additional cost) and all adult children ages 21 to 25. The rates change with each birthday after the age of 18.

The overall change in monthly premium costs for the two plans compared with 2014 rates are as follows:

Kaiser:	6.8% increase	WHA	8.1% increase
---------	---------------	-----	---------------

The District continues to offer in-lieu-of health insurance payments for employees who have duplicating health care coverage through a spouse's employer and decline to be covered under a District offered health insurance plan. This practice reduces the District's overall health insurance premium costs while offering an incentive to employees who have the option to be covered under a spouse's plan. The District has a total of six employees taking advantage of this alternate health insurance payment. The District realizes a savings of more than \$48,117 annually from providing this in-lieu-of payment rather than paying for duplicating family insurance and it is recommended that this program be continued.

It is further recommended that no additional contribution be required from employees to share in the cost of premiums for 2015. With the current employee contributions, the recommended plans (Kaiser Gold 80 HMO 0/30 and WHA Gateway 30) will maintain the existing high level of health care benefit and keep costs within the 2015 adopted budget limits.

Employee contribution amounts for health insurance premiums are set by District policy as follows:

Employee Only	No contribution
Employee + Spouse	\$25.00 per pay period (\$650 annually)
Employee + Family	\$50.00 per pay period (\$1,300 annually)

It is most equitable to not require those employees with “Employee Only” coverage to contribute toward the cost of health insurance premiums. This is because the cost of Employee Only premiums is significantly lower than those for Employee + Spouse or Employee + Family. The employee contributions to health care are a pre-tax contribution, so that the actual effect on take-home pay is less than the amounts shown above, depending upon the individual employee’s income tax bracket.

Staff also recommends increasing the dollar “cap” for monthly health care premiums from the current level of \$1,654.00 per month to \$1,786.00. This recommended increase is consistent with the Board’s recent practice of establishing a “cap” that represents the lowest cost of the two offered health insurance plans for the most expensive employee premium. There is currently only one employee that has a monthly health insurance premium that exceeds the “cap” and this employee pays the difference between the “cap” amount and the monthly premium through a payroll deduction. For 2015, it is anticipated that there will continue to be one employee whose premiums will exceed the recommended 2015 cap. This employee has the option to avoid exceeding the cap by switching health insurance providers during the January 2015 open enrollment period.

The District reimburses employees for specified amounts of their co-payments through the use of a Supplemental Medical Reimbursement Account (SMRA). In 2007, the District implemented an SMRA in conjunction with switching to health plans with higher co-payments for medical services and prescriptions. The District offset the employee’s higher co-pay costs by reimbursing them for their co-payments through the use of a SMRA. This program has been successful in reducing the District’s health care costs while minimally impacting the out-of-pocket costs for the employees. It is recommended the reimbursement limits set by District policy with a 75 percent reimbursement limit for office visit co-payments for spouses and dependents be kept in place. Brand name and non-formulary prescription drugs are reimbursed at 75 percent of the co-payment amount as an incentive for employees to request lower-cost generic drugs when available. As proposed, the District will continue to fully cover co-payments for other more costly medical services such as emergency room visits, hospitalization and medical equipment. The SMRA co-payment utilization for 2014 was budgeted for \$26,000; the actual amount for 2014 was \$19,712, a total of \$6,288 under the budgeted amount. Co-payments within the two offered plans will remain substantially the same for 2015, so it is estimated that co-payment utilization will remain in the same range as well.

The table on the following page shows the proposed 2015 renewal rates and the range of premium rates, the number of employees currently covered under each plan, and the estimated total cost of the District’s health insurance benefit for 2015. Note that the total number of employees covered under District-sponsored health insurance plans is only 23 of the total 30 approved District positions for 2015. Six employees are currently electing the option to not enroll in a District-provided health insurance plan by obtaining their health insurance coverage through a spouse’s employer as discussed above. These employees receive a credit in lieu of District-paid health insurance. Under District policy, employees making this election must provide written documentation to the District verifying their health insurance coverage at least every six months. One position is currently vacant.

Insurance Company & Plan	Single Employee		Employee + Spouse or Child		Family		Total Annual Premium Costs (including age increases for Kaiser)
	Number of Employees in Plan	Actual Monthly Premium Range	Number of Employees in Plan	Actual Monthly Premium Range	Number of Employees in Plan	Actual Monthly Premium Range	
<b>PROPOSED PLANS FOR 2015</b>							
Western Health Advantage –Gateway 30	2	\$369-\$371	3	\$1,457–\$1,879	8	\$963 – \$ 1,612	\$193,063
Kaiser for Small Business – Gold 0/30	0		2	\$581–\$1,307	8	\$900-\$1,487	\$139,607
<i>Proposed Plan Total Annual Cost</i>							\$332,670
Estimated Self-Funded Co-Payments through SMRA							\$26,000
Third-Party Administrator Costs for SMRA							\$3,500
Over “Cap” Employee Reimbursement							(\$1,120)
Reimbursement for Employees Covered Under Spouse’s Plan (6 @ \$4,800)							\$28,800
Employee Participation (16 @ \$50, 5 @ \$25, 2 @ \$0)							(\$24,050)
<b>Total Estimated Cost for 2015 Plan Year</b>							<b>\$365,800</b>

The total estimated cost for the 2015 Plan Year is within the total \$375,272 budgeted for insurance premiums and co-payment reimbursements when employee participation is included. The 2015 budgeted amount for co-payment reimbursements is \$26,000.

A copy of District Policy No. 4210, Health Insurance, with proposed amendments is attached for review. It has been revised to include the proposed change to the monthly health care premium “cap”. A minor change has also been made to reflect the actual \$400 per month in lieu of health insurance enrollment amount.

**RECOMMENDATION:**

1. Approve the Kaiser Permanente - Gold 0/30 Plan and the Western Health Advantage – Gateway 30 Plan Plan as the District’s employee health care plans for 2015; and
2. Adopt District Human Resources Policy No. 4210, Health Insurance, with amendments as presented.

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : SONORA WAY 8-INCH AND HANSON AVENUE 6-INCH  
WATER MAIN REPLACEMENT PROJECT

STATUS : Action Item

REPORT DATE : January 7, 2015

PREPARED BY : Paul Dietrich, Project Manager

**OBJECTIVE:**

Consider acceptance of bid to replace a water mains along Sonora Way between Palm Avenue and Madison Avenue in the community of Carmichael, and along Hanson Avenue between Wonder Street and Glen Tree Drive in the City of Citrus Heights.

**BACKGROUND AND ANALYSIS:**

Project Plans were prepared by Unico Engineering, Inc. and the District Engineering Department and distributed to twenty-one contractors and three material suppliers for installing and connecting approximately 985 lineal feet (lf) of 8-inch water main and 540 lineal feet (lf) of 6-inch water main and related appurtenances along Sonora Way between Palm Avenue and Madison Avenue in the community of Carmichael, and along Hanson Avenue between Wonder Street and Glen Tree Drive in the City of Citrus Heights.

The District received six (6) sealed proposals on January 6, 2015, at which time proposals were opened and read publicly. The apparent low bidder is Rawles Engineering, Inc. of Folsom, CA. Bids received are as follows:

1. Rawles Engineering, Inc.	<b>\$320,734.00</b>
2. Lamon Construction Company, Inc.	\$342,440.00
3. Civil Engineering Construction, Inc.	\$367,880.00
4. Performance Piping, Inc.	\$421,858.50
5. Martin General Engineering, Inc.	\$439,057.50
6. North Star Construction & Engineering, Inc.	\$518,338.00

The District’s budget estimate for the Project was: \$400,000.00.

**RECOMMENDATION:**

Accept the bid of Rawles Engineering, Inc. in the amount of \$320,734.00 and establish a change order contingency fund in the amount of \$32,000.00 (10.0%). Authorize the General Manager to execute the contract.

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : RESIGNATION OF DIRECTOR JOSEPH M. DION  
 STATUS : Information, Discussion, Action Item  
 REPORT DATE : January 8, 2015  
 PREPARED BY : Robert A. Churchill, General Manager

### **OBJECTIVE:**

- Receive correspondence from Director Dion (I)
- Consider adoption of Resolution No. 01-2015 Commending Director Joseph M. Dion for Service as Director of Citrus Heights Water District. (A)
- Discuss and consider approval of outreach to appoint a Director from Division 2. (D/A)

### **BACKGROUND AND ANALYSIS:**

#### Correspondence

Joseph M. Dion, Director from Division 2 of Citrus Heights Water District, provided the District Secretary with a letter addressed to the Board President of his intent to step down from his position as of January 13, 2015. A copy of his letter is attached.

#### Resolution

A draft resolution commending Director Dion for his service to the District is presented for consideration by the Board of Directors.

#### Appointment to Fill Vacancy

Appointment to fill vacancies on the District's elected Board of Directors is governed by the California Government Code Section 1780 (copy attached).

Within the 15 days of January 13, 2015, the Sacramento County Elections Division needs to be notified of the vacancy. The District General Manager/Secretary will send written correspondence in this regard on January 14, 2015.

Within 60 days of January 13, 2015 the Board of Directors shall make an appointment to fill the vacancy. Said date is Friday March 13, 2015.

The Code is silent on the method to determine an appointee, except that a Notice of Vacancy shall be posted in three or more conspicuous places in the District at least 15 days prior to the appointment. It is recommended that the Notice of Vacancy be posted on January 14, 2015 at the District office, at the City of Citrus Heights City Hall, at Sunrise Recreation and Park District, at Orangevale Recreation and Park District and at Fair Oaks recreation and Park District. The Board may choose to appoint an individual outright or may choose to solicit candidates to interview.



A map of the District's Division Boundaries is attached. Division 2 contains the following areas:

- All of Citrus Heights Neighborhood No. 9
- The southeast portion of Citrus Heights Neighborhood No. 8
- The easterly one-third of Citrus Heights Neighborhood No. 11 east of Sunrise Boulevard
- All of the District's service territory in the community of Orangevale, and
- The District's service territory in the community of Fair Oak east of Fair Oaks Boulevard

It is noted that, due to the timing of the vacancy, the appointee, if he or she so chooses, will be required to run for election in November 2016 General Election for the remaining two years of the Division 2 term.

**RECOMMENDATION:**

Adopt Resolution No. 01-2015 Commending Director Joseph M. Dion for Service as Director of Citrus Heights Water District. (A)

Provide direction on a plan to appoint a Director from Division 2

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

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SUBJECT : AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR LEGAL SERVICES  
STATUS : Action Item  
REPORT DATE : January 10, 2015  
PREPARED BY : Robert A. Churchill, General Manager

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**OBJECTIVE:**

Consider an amendment to Exhibit A of the 2010 Professional Services Agreement for Legal Services with Albietz Law Firm to amend the hourly rate from \$250.00 per hour to \$285.00 per hour.

**BACKGROUND AND ANALYSIS:**

The current Professional Services Agreement for Legal Services with the Albietz Law Firm was executed in November of 2010 and is attached to this report. The compensation rate as noted in Exhibit A for All Attorneys was set at \$250.00 per hour and that for Law Clerks & Paralegals at \$150.00 per hour. Legal Counsel Judith Albietz is requesting an increase in the rate for All Attorneys to \$285.00 per hour. The rate for Law Clerks and Paralegals is proposed to remain the same.

A survey of four neighboring water utilities found that the rates for similar services ranged from \$250.00 per hour to \$370.00 per hour with an average of \$295.00 per hour.

**RECOMMENDATION:**

Approve an amendment to Exhibit A of the 2010 Professional Services Agreement for Legal Services with Albietz Law Firm to amend the hourly rate from \$250.00 per hour to \$285.00 per hour.

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

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# CITRUS HEIGHTS WATER DISTRICT

## PROJECT MANAGER'S REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : PROJECT MANAGER'S REPORT  
 STATUS : Information Item  
 REPORT DATE : January 7, 2015  
 PREPARED BY : Paul A. Dietrich, Project Manager

Significant assignments and activities for the Project Manager (PM) and District engineering, construction inspection, and geographical information system maintenance staff are summarized below. I will be available at the meeting to answer questions and/or provide additional details.

*New values or projects noted in bold italics*

### **PM-1 ACCEPTED WATER SYSTEMS**

Recent additions to the District's water distribution system that were constructed by independent State Licensed contractors on behalf of private developers / owners, inspected by the District and formally accepted:

<u>Project</u>	<u>Count</u>	<u>Facilities</u>	<u>Value</u>
<i>None</i>			

### **PM-2 PROJECTS UNDER CONSTRUCTION BY PRIVATE DEVELOPERS**

Water distribution system facilities currently under construction by independent State Licensed contractors on behalf of private developers / owners requiring District inspection:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Muschetto Subdivision 46 Residential Lots	7108 Antelope Rd	<b><i>95% Complete</i></b>
Fair Oaks Village	6800 Madison Ave	<b><i>Construction Started January 6, 2015</i></b>
Texas Roadhouse	6309 Sunrise Blvd	<b><i>75% Complete</i></b>
Residential Service	7591 Cedar Drive	<b><i>90% Complete</i></b>

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**PM-3 CONTRACTOR / DEVELOPER PROJECTS PENDING CONSTRUCTION**

<u>Project</u>	<u>Location</u>	<u>Status</u>
<i>Stock Ranch Retail - Interior Drive Aisle Improvements</i>	<i>Auburn Blvd at Stock Ranch</i>	<i>Plans Approved December 12, 2014</i>
<i>4-lot Subdivision</i>	<i>8200 Oak Avenue</i>	<i>Plans Approved January 5, 2015</i>

**PM-4 PROPOSED DISTRICT CAPITAL IMPROVEMENT PROJECTS**

Project Plans and Contracts currently under review and development by the Engineering Department:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Sonora Way 8" Water Main Hanson Ave 6" Water Main UNICO Engineering	Madison Ave to Palm Ave Between Wonder St and Glen Tree Dr	<i>Bids Received January 6, 2015</i>
Mariposa Ave 18" and 8" Water Main Area West Engineers, Inc.	Sycamore Drive to Pratt Avenue	<i>Designing New System</i>
San Juan High School 24" Water Main Warren Consulting Engineers	Along North Property Line	Appraisal Complete
San Juan Park 12" Water Main	5555 Mariposa Avenue to U.C. Davis Medical Center	<i>Initial Review Underway</i>

**PM-5 PROJECTS CONTRACTED BY CITRUS HEIGHTS WATER DISTRICT**

Capital Improvement Projects currently under construction by Citrus Heights Water District contractors requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Park Dr 8" Water Main Poplar Ave 8" Water Main Preston Pipelines, Inc.	Sylvan Rd to east South end of Poplar Ave	<i>95% Complete</i>
Sunrise Blvd 12" Water Main Highwood Way 6" Water Main GM Construction & Developers, Inc.	7180 Sunrise Blvd Highwood Way	<i>99% Complete</i>

**PM-6 CITY OF CITRUS HEIGHTS PROJECTS**

City of Citrus Heights Projects requiring coordination and inspection by the District:

<u>Project</u>	<u>Location</u>	<u>Status</u>
Auburn Blvd Widening Teichert Construction (Segment 3)	Sylvan Corners to Sycamore Dr	Minor Remaining Punchlist Work
Sunrise Blvd Signalization Teichert Construction	Sungarden Drive	Construction Continues

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# CITRUS HEIGHTS WATER DISTRICT

## OPERATIONS MANAGER'S REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : OPERATIONS MANAGER'S REPORT  
 STATUS : INFORMATION ITEM  
 REPORT DATE : JANUARY 01, 2015

### ABANDON MAIN: (2)

December 1, 2014 5657 SOUTHGROVE DR  
 December 2, 2014 7041 DOLAN WAY

### ABANDON SERVICE: (2)

December 1, 2014 5657 SOUTHGROVE DR  
 December 1, 2014 5651 SOUTHGROVE DR

### BLOW OFF FLUSH: (60)

December 1, 2014 8300 BARDMOOR CT  
 December 1, 2014 6020 LONG ACRES CT  
 December 1, 2014 6131 KENNETH AVE  
 December 1, 2014 8465 LONELY OAK CT  
 December 1, 2014 6018 LONELY RIDGE CT  
 December 1, 2014 8450 BAY MEADOWS CT  
 December 1, 2014 5904 COURVILLE CT  
 December 1, 2014 5901 DUTCHESS CT  
 December 2, 2014 8368 FOREST CREEK LN  
 December 2, 2014 8737 COUNTRY CREEK DR  
 December 2, 2014 8301 FIR TREE WAY  
 December 3, 2014 11755/87 FAIR OAKS BLVD  
 December 3, 2014 5479 VENTANA PL  
 December 3, 2014 5656 MARIPOSA AVE  
 December 3, 2014 7970/72 MARSALA CT  
 December 3, 2014 8020 DORAL CT  
 December 3, 2014 5589 RUBION CIR  
 December 3, 2014 5569 RUBION CIR  
 December 3, 2014 8059 BRIAR RIDGE LN  
 December 3, 2014 8237 WALNUT HILLS WAY  
 December 3, 2014 8411 ERIKA JEAN WAY  
 December 3, 2014 8421 AQUADUCT DR  
 December 3, 2014 5990 TANFORAN CT  
 December 3, 2014 5643 GITTA RIA CT  
 December 8, 2014 5900 BELMONT PARK CT  
 December 8, 2014 8301 APPLEWOOD CT

December 10, 2014	7551 MADISON AVE
December 10, 2014	7520 KALAMAZOO DR
December 10, 2014	5512 CEDAR CREEK WAY
December 10, 2014	5540 ASPENWOOD CT
December 11, 2014	7322 SUNRISE SCHOOL
December 16, 2014	11707 FAIR OAKS BLVD
December 16, 2014	7046/48 INDIGO CT
December 16, 2014	5128 DOVE DR
December 16, 2014	7200 COYLE CREEK CIR
December 16, 2014	7200 COYLE CREEK CIR
December 16, 2014	5121/23 SAN JUAN AVE
December 16, 2014	7656 KENSINGTON DR
December 16, 2014	7448 LARRY AVE
December 16, 2014	7473 WILLOW CREEK DR
December 16, 2014	5517 CELESTIAL WAY
December 17, 2014	5400 SAGITARIUS WAY
December 17, 2014	7648 TAURUS CT
December 17, 2014	5400 HERITAGE TREE LN
December 17, 2014	5260 SONORA WAY
December 17, 2014	5213 OLEANDER DR
December 17, 2014	5312 PAGEL CT
December 17, 2014	5445 ELSINORE WAY
December 18, 2014	6940 PINTADO CT
December 18, 2014	5125 NORTH SIMS WAY
December 18, 2014	7500 GREENBACK LN
December 18, 2014	8341 OLIVE HILL CT
December 18, 2014	6724 PALMTREE CT
December 18, 2014	5337 PACIFIC PALM CT
December 18, 2014	8320 MYRTUS CT
December 22, 2014	7115/19 GREENBACK LN
December 23, 2014	7535 GREENBACK LN
December 23, 2014	7901 GREENBACK LN
December 23, 2014	8017 GREENBACK LN
December 23, 2014	6900 PALM AVE

BLOW OFF INSTALL: (1)

December 11, 2014	8218 FOX MEADOW PL
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BLOW OFF LOCATE: (9)

December 1, 2014	7637 KILARNEY LN
December 1, 2014	6141 SHUPE DR
December 1, 2014	8286 HOLLY OAK ST
December 1, 2014	5540 ASPENWOOD CT
December 2, 2014	8400 OLD AUBURN RD
December 16, 2014	8585 CHRIS LN
December 16, 2014	7701 DEANTON CT

December 17, 2014 8279 HAZELHURST CT  
December 17, 2014 7971/73 MARSALA CT

BLOW OFF REPAIR: (1)

December 11, 2014 8013 DORAL CT

BLOW OFF REPLACEMENT: (1)

December 9, 2014 7813 COTTINGHAM CT

HYDRANT PAINT: (44)

December 10, 2014 7016 SYLVAN RD  
December 10, 2014 7040 SYLVAN RD  
December 10, 2014 7817 OLD AUBURN RD  
December 10, 2014 7817 OLD AUBURN RD  
December 10, 2014 7647 OLD AUBURN RD  
December 10, 2014 7301 MARIPOSA AVE  
December 10, 2014 7656 OLD AUBURN RD  
December 10, 2014 7808 OLD AUBURN RD  
December 10, 2014 7011 SYLVAN RD  
December 10, 2014 7084 OLD AUBURN RD  
December 10, 2014 7088 OLD AUBURN RD  
December 10, 2014 7548 OLD AUBURN RD  
December 10, 2014 7600 OLD AUBURN RD  
December 10, 2014 6718 SYLVAN RD  
December 10, 2014 6501 SYLVAN RD  
December 10, 2014 7305 SYLVAN RD  
December 10, 2014 7349 SYLVAN RD  
December 10, 2014 7435 STOCK RANCH RD  
December 15, 2014 7524 OLD AUBURN RD  
December 15, 2014 7667 WES WAY  
December 15, 2014 7115 LITTLE OL CT  
December 15, 2014 7605 WES WAY  
December 15, 2014 7609 ANNE MARIE CT  
December 15, 2014 7131 KAREN RAE CT  
December 15, 2014 7635 ANNE MARIE CT  
December 15, 2014 7631 RENAISSANCE CT  
December 15, 2014 7030 CHAROLAIS WAY  
December 17, 2014 7679 GLEN ACRE WAY  
December 17, 2014 6912 MITCHELL CT  
December 17, 2014 6919 MARIPOSA COVE CT  
December 17, 2014 7520 PRINCE ST  
December 17, 2014 7559 DUDLEY ST  
December 17, 2014 6983 ROSA VISTA AVE  
December 17, 2014 7111 GLEN ACRE WAY  
December 17, 2014 7100 MARIPOSA AVE  
December 17, 2014 7613 PRINCE ST



December 17, 2014	7336 PRINCE ST
December 17, 2014	7137 AUBURN BLVD
December 17, 2014	6965 SYLVAN RD
December 17, 2014	7521 COMMUNITY DR
December 17, 2014	6635 SYLVAN RD
December 17, 2014	7563 COMMUNITY DR
December 17, 2014	7589 COMMUNITY DR

MAIN REPAIR: (1)

December 8, 2014	8100 TREECREST AVE
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MAIN REPLACE: (1)

December 8, 2014	7440 MARIPOSA AVE
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METER BOX MAINTENANCE: (3)

December 8, 2014	6901 GARDENVINE AVE
December 10, 2014	8216 FIREWOOD CT
December 16, 2014	7831 GLEN ECHO ST

RAISE/LOWER METER & SETTER: (1)

December 9, 2014	6909 LONICERA DR
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REGISTER CHANGE OUT: (8)

December 1, 2014	8505 PEARL WAY
December 4, 2014	7034 HOLLAND AVE
December 4, 2014	7007 VALERIANA AVE
December 4, 2014	7200 VALERIANA AVE
December 8, 2014	7465 KANAI AVE
December 8, 2014	7329 MARIPOSA AVE
December 8, 2014	7780 SYCAMORE DR
December 8, 2014	7507 BUCKHAVEN WAY

SADDLE REPLACEMENT: (3)

December 9, 2014	7581 PARK DR
December 10, 2014	8217 FOX MEADOW PL
December 10, 2014	8218 FOX MEADOW PL

SERVICE REPAIR: (1)

December 23, 2014	7421 WESTGATE DR
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SERVICE REPLACEMENT: (3)

December 1, 2014	5651 SOUTHGROVE DR
December 30, 2014	8226 ECON CT
December 31, 2014	8220 ECON CT

SERVICE/SADDLE REPLACEMENT: (17)

December 1, 2014	5657 SOUTHGROVE DR
December 3, 2014	7041 DOLAN WAY

December 3, 2014	6940 ENRIGHT DR
December 3, 2014	8009 MESA OAK WAY
December 4, 2014	7031 DOLAN WAY
December 4, 2014	6950 ENRIGHT WAY
December 9, 2014	8053 MESA OAK WAY
December 9, 2014	8048 MESA OAK WAY
December 10, 2014	7840 WOODDALE WAY
December 10, 2014	8049 MESA OAK WAY
December 15, 2014	8273 MOSS OAK AVE
December 15, 2014	8057 MESA OAK WAY
December 17, 2014	8025 DORAL CT
December 17, 2014	8024 DORAL CT
December 22, 2014	8041 MESA OAK WAY
December 23, 2014	8044 MESA OAK WAY
December 31, 2014	8115 STACEY HILLS DR

VALVE BOX MAINTENANCE: (1)

December 9, 2014	8216 FIREWOOD CT
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VALVE EXERCISE: (237)

December 1, 2014	7900 ARCADIA DR
December 1, 2014	6330 SUNRISE BLVD
December 1, 2014	7942 ARCADIA DR
December 1, 2014	7942 ARCADIA DR
December 1, 2014	6302/04 SUNRISE BLVD
December 1, 2014	6302/04 SUNRISE BLVD
December 1, 2014	7900 ARCADIA DR
December 2, 2014	6397 BONHAM CIR
December 2, 2014	6434 SUNRISE BLVD
December 2, 2014	6434 SUNRISE BLVD
December 2, 2014	6406 SUNRISE BLVD
December 2, 2014	7900 ARCADE LAKE LN
December 2, 2014	7906 ARCADE LAKE LN
December 2, 2014	7946 ARCADE LAKE LN
December 2, 2014	7960 ARCADE LAKE LN
December 2, 2014	7958 ARCADE LAKE LN
December 2, 2014	7978 ARCADE LAKE LN
December 2, 2014	8031 ARCADE LAKE LN
December 2, 2014	8031 ARCADE LAKE LN
December 2, 2014	7954 ARCADE LAKE LN
December 2, 2014	7903 ARCADE LAKE LN
December 2, 2014	7901 ARCADE LAKE LN
December 2, 2014	7877 SAYONARA DR
December 2, 2014	6397 BONHAM CIR
December 2, 2014	6330 SUNRISE BLVD

December 2, 2014	7747 GREENBACK LN
December 2, 2014	7901 SUNRISE BLVD
December 2, 2014	6406 SUNRISE BLVD
December 3, 2014	6330 SUNRISE BLVD
December 3, 2014	6400 SUNRISE BLVD
December 3, 2014	6406 SUNRISE BLVD
December 3, 2014	6406 SUNRISE BLVD
December 3, 2014	6311 BRANDO LOOP
December 3, 2014	6375 BRANDO LOOP
December 3, 2014	6375 BRANDO LOOP
December 3, 2014	6385 BRANDO LOOP
December 3, 2014	6399 BRANDO LOOP
December 3, 2014	6401 BRANDO LOOP
December 3, 2014	6402 BRANDO LOOP
December 3, 2014	6414 BRANDO LOOP
December 3, 2014	6413 BRANDO LOOP
December 3, 2014	6375 BRANDO LOOP
December 3, 2014	6377 BRANDO LOOP
December 4, 2014	6349 BRANDO LOOP
December 4, 2014	6425 BRANDO LOOP
December 4, 2014	6435 BRANDO LOOP
December 4, 2014	6447 BRANDO LOOP
December 4, 2014	6459 BRANDO LOOP
December 4, 2014	6461 BRANDO LOOP
December 4, 2014	6473 BRANDO LOOP
December 4, 2014	6486 ASTAIRE LN
December 4, 2014	8161 BRANDO LOOP
December 4, 2014	6486 ASTAIRE LN
December 4, 2014	6486 ASTAIRE LN
December 4, 2014	8157 ASTAIRE LN
December 4, 2014	8145 ASTAIRE LN
December 4, 2014	8144 ASTAIRE LN
December 4, 2014	8133 ASTAIRE LN
December 4, 2014	8132 ASTAIRE LN
December 4, 2014	8121 ASTAIRE LN
December 4, 2014	8120 ASTAIRE LN
December 4, 2014	6369 BRANDO LOOP
December 4, 2014	6369 WELLS LN
December 4, 2014	6357 BRANDO LOOP
December 4, 2014	6245 BRANDO LOOP
December 4, 2014	6334 BRANDO LOOP
December 4, 2014	6322 BRANDO LOOP
December 4, 2014	6311 BRANDO LOOP
December 4, 2014	6310 BRANDO LOOP
December 4, 2014	6626 BRANDO LOOP

December 4, 2014	6522 BRANDO LOOP
December 4, 2014	6496 BRANDO LOOP
December 4, 2014	6300 BRANDO LOOP
December 4, 2014	6300 BRANDO LOOP
December 4, 2014	6300 BRANDO LOOP
December 4, 2014	6351 BRANDO LOOP
December 4, 2014	6324 BRANDO LOOP
December 4, 2014	6496 BRANDO LOOP
December 8, 2014	12801 FAIR OAKS BLVD
December 8, 2014	12801 FAIR OAKS BLVD
December 8, 2014	6501 SKYVIEW DR
December 8, 2014	8115 WOODLAKE HILLS DR
December 8, 2014	8132 WOODLAKE HILLS DR
December 8, 2014	6537 SKYVIEW DR
December 8, 2014	8201 NORTHWIND WAY
December 8, 2014	6618 SKYVIEW DR
December 8, 2014	8100 GOLDEN CREST WAY
December 8, 2014	8147 WOODLAKE HILLS DR
December 8, 2014	8152 WOODLAKE HILLS DR
December 8, 2014	8162 WOODLAKE HILLS DR
December 8, 2014	6501 SKYVIEW DR
December 8, 2014	6630 SKYVIEW DR
December 8, 2014	
December 8, 2014	6633 SKYVIEW DR
December 8, 2014	8192 WOODLAKE HILLS DR
December 8, 2014	12633 FAIR OAKS BLVD
December 8, 2014	6501 SKYVIEW DR
December 9, 2014	12633 FAIR OAKS BLVD
December 9, 2014	7980 ARCADIA DR
December 9, 2014	6391 BRANDO LOOP
December 9, 2014	12801 FAIR OAKS BLVD
December 9, 2014	6377 BRANDO LOOP
December 9, 2014	12633 FAIR OAKS BLVD
December 9, 2014	12801 FAIR OAKS BLVD
December 9, 2014	6391 BRANDO LOOP
December 9, 2014	12625 FAIR OAKS BLVD
December 9, 2014	6349 BRANDO LOOP
December 9, 2014	12625 FAIR OAKS BLVD
December 10, 2014	6549 NORTHWIND WAY
December 10, 2014	8229 NORTHWIND WAY
December 10, 2014	8273 NORTHWIND WAY
December 10, 2014	8321 NORTHWIND WAY
December 10, 2014	8280 WOODLAKE HILLS DR
December 10, 2014	8257 WOODLAKE HILLS DR
December 10, 2014	6501 PINEBURR CT

December 10, 2014	6500 PINEBURR CT
December 10, 2014	6601 PINEBURR CT
December 10, 2014	6501 ADDINGTON CT
December 10, 2014	6449 WOODLAKE HILLS DR
December 10, 2014	6406 WITTENHAM WAY
December 10, 2014	6245 WITTENHAM WAY
December 10, 2014	8251 FOXFIRE DR
December 10, 2014	8229 FOXFIRE DR
December 10, 2014	8241 FOXFIRE DR
December 10, 2014	8280 WOODLAKE HILLS DR
December 10, 2014	8301 FOXFIRE DR
December 10, 2014	8323 FOXFIRE DR
December 10, 2014	6460 BAY HILL WAY
December 10, 2014	6436 TRAJAN DR
December 10, 2014	6341 WITTENHAM WAY
December 10, 2014	6248 WITTENHAM WAY
December 10, 2014	8225 NORTHWIND WAY
December 10, 2014	6321 WITTENHAM WAY
December 10, 2014	6309 WITTENHAM WAY
December 10, 2014	6400 WITTENHAM WAY
December 10, 2014	8251 FOXFIRE DR
December 10, 2014	8301 CAMELBACK CT
December 10, 2014	8301 CAMELBACK CT
December 10, 2014	6331/35 NIGHTINGALE CT
December 15, 2014	8418 PALMAIRE WAY
December 15, 2014	8418 PALMAIRE WAY
December 15, 2014	6526 TRAJAN DR
December 15, 2014	8212 CRESTSHIRE CIR
December 15, 2014	8321 GREENBACK LN
December 15, 2014	8231 GREENBACK LN
December 15, 2014	8401 HARBOURWOOD DR
December 15, 2014	8401 HARBOURWOOD DR
December 15, 2014	6521 GETAWAY CT
December 15, 2014	6401 CERROMAR CIR
December 15, 2014	6450 INNSBROOK WAY
December 15, 2014	6401 CERROMAR CIR
December 15, 2014	6400 TRAJAN DR
December 15, 2014	6328 TRAJAN DR
December 15, 2014	6328 TRAJAN DR
December 15, 2014	8401 HARBOURWOOD DR
December 15, 2014	8315 PLUMWOOD CT
December 15, 2014	6300 TRAJAN DR
December 15, 2014	8447 HARBOURWOOD DR
December 15, 2014	8447 HARBOURWOOD DR
December 15, 2014	6450 INNSBROOK WAY

December 15, 2014	8343 FOXFIRE DR
December 15, 2014	8347 FOXFIRE DR
December 15, 2014	6401 BAY HILL WAY
December 15, 2014	8239 CRESTSHIRE CIR
December 15, 2014	8201 CRESTSHIRE CIR
December 15, 2014	8201 CRESTSHIRE CIR
December 15, 2014	8359 FOXFIRE DR
December 15, 2014	8323 FOXFIRE DR
December 16, 2014	6124 SAN JUAN AVE
December 16, 2014	6199 SAN JUAN AVE
December 16, 2014	7210 GREENBACK LN
December 16, 2014	7210 GREENBACK LN
December 16, 2014	5900 SPERRY DR
December 16, 2014	6101 GRADY DR
December 16, 2014	6000/02 ROWAN WAY
December 16, 2014	5921 SPERRY DR
December 16, 2014	7340 GREENBACK LN
December 16, 2014	7342 GREENBACK LN
December 16, 2014	6091 SAN JUAN AVE
December 16, 2014	7210 GREENBACK LN
December 16, 2014	7342 GREENBACK LN
December 16, 2014	6141 SHUMAN LN
December 16, 2014	6121 SHUPE DR
December 16, 2014	6135 GREENBACK LN
December 16, 2014	6121 SHUPE DR
December 16, 2014	6012 SHUPE DR
December 16, 2014	6091 SAN JUAN AVE
December 17, 2014	7455 GREENBACK LN
December 17, 2014	6124 SAN JUAN AVE
December 17, 2014	7500 GREENBACK LN
December 17, 2014	7455 GREENBACK LN
December 17, 2014	6124 SAN JUAN AVE
December 17, 2014	6124 SAN JUAN AVE
December 17, 2014	7411 GREENBACK LN

VALVE LOCATE: (1)

December 17, 2014	8690 EL SOBRANTE WAY
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VALVE REPLACEMENT: (1)

December 1, 2014	5657 SOUTHGROVE DR
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**Total Count: 398**

WATER ANALYSIS REPORTS:

Bacteriological testing has met all California Department of Public Health requirements. 90 samples were collected with no positive results.

**CITRUS HEIGHTS WATER DISTRICT  
OPERATIONS MANAGER'S REPORT TO BOARD OF DIRECTORS  
JANUARY 13, 2014 REGULAR BOARD MEETING**

SUBJECT            2014 WATER CONSUMPTION  
STATUS             Information Item  
REPORT DATE     January 7, 2015

**OBJECTIVE:**

Report on annual water consumption including comparison with prior years. \*Water Pumped to SJWD-W.

Month	2009    2010    2011    2012    2013					Five Year Monthly Average  acre feet	2014				Year-to-Date Comparison to Annual Average  acre feet    %	
							Surface Water Purchased	Ground Water Produced	Total Water Monthly	Total Water Annual		
							acre feet					
Jan	716.24	504.80	614.87	699.90	602.52	627.67	436.39	260.64 94.64 *	602.39	602.39	-25.28	-4.0%
Feb	702.86	573.66	572.27	641.61	606.36	619.35	71.96	428.91 49.91 *	450.96	1,053.35	-193.67	-15.5%
Mar	787.46	700.25	587.32	618.01	819.55	702.52	446.44	165.76	612.20	1,665.55	-283.99	-14.6%
Apr	1,240.91	757.45	809.81	764.98	1,029.73	920.58	626.62	110.68	737.30	2,402.85	-467.26	-16.3%
May	1,309.54	1,127.29	1,232.08	1,419.27	1,603.43	1,338.32	1,090.49	99.58	1,190.07	3,592.92	-615.51	-14.6%
Jun	1,688.96	1,702.34	1,411.11	1,836.99	1,816.73	1,691.23	1,375.14	173.52	1,548.66	5,141.58	-758.08	-12.8%
Jul	2,141.10	2,113.68	1,905.41	2,028.59	2,059.21	2,049.60	1,314.37	307.73	1,622.10	6,763.68	-1,185.58	-14.9%
Aug	2,052.63	1,991.82	1,948.82	1,991.59	1,924.28	1,981.83	1,377.01	100.48	1,477.49	8,241.17	-1,689.92	-17.0%
Sep	1,727.78	1,678.69	1,712.77	1,677.54	1,509.82	1,661.32	1,185.84	89.27	1,275.11	9,516.28	-2,076.13	-17.9%
Oct	1,101.95	1,216.12	1,005.80	1,212.70	1,297.42	1,166.80	957.17	73.57	1,030.74	10,547.02	-2,212.18	-17.3%
Nov	737.02	716.46	733.65	675.32	911.55	754.80	636.78	45.70	682.48	11,229.50	-2,284.50	-16.9%
Dec	692.06	633.79	718.27	603.26	700.94	669.66	489.40	73.75	563.15	11,792.65	-2,391.02	-16.9%
<b>Total</b>	<b>14,898.51</b>	<b>13,716.35</b>	<b>13,252.18</b>	<b>14,169.76</b>	<b>14,881.54</b>	<b>14,183.67</b>	<b>10,007.61</b>	<b>1,929.63</b>	<b>11,792.65</b>	<b>11,792.65</b>		
							<b>84.86%</b>	<b>16.36%</b>				

# CITRUS HEIGHTS WATER DISTRICT

## ASSISTANT GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : ACTIVITIES AND PROGRESS REPORT  
 STATUS : Information Item  
 REPORT DATE : January 8, 2015  
 PREPARED BY : David B. Kane, Interim Assistant General Manager

Significant assignments and activities for the Assistant General Manager (AGM) and District administrative, customer service and water efficiency staff are summarized below. I will be available at the meeting to answer questions and/or provide additional details.

### **AGM-1 WATER EFFICIENCY PROGRAM UPDATE**

Water Efficiency Program activities during the month of December 2014 included:

- 16 ultra-low-flush toilet rebates. A total of \$19,350 in rebates were provided to customers during the year ending December 21, 2014.
- No update on the number of High Efficiency Clothes Washer (HECW) rebates that were processed by SMUD for District customers has been received from SMUD. As of the most recent update received, 34 HECW rebates were processed by SMUD on CHWD's behalf during 2014 for a total of \$1,700 in HECW rebates.
- No water waste violations were issued during the month of December.
- CHWD, along with most other water purveyors in California, is now submitting monthly reports on water consumption to the State Water Resources Control Board. For the month of December 2014, the District's Residential Gallons Per Capita Per Day (R-GPCD) was 84. In comparison, the November R-GPCD was 98, and was 153 for October. This demonstrates the extent to which residential outdoor watering affects overall water consumption.

### **AGM-2 WATER FORUM UPDATE**

There has been no Water Forum activity since the November 19, 2014 Board of Directors meeting.

### **AGM-3 GOVERNMENT ACCOUNTING STANDARDS BOARD STATEMENT NO. 68**

Information from CalPERS is still pending regarding the amount they will charge to perform the GASB 68 actuarial. They anticipate publishing the cost in early 2015.

### **AGM-4 WINTER 2015 WATERLINE NEWSLETTER**

The Winter 2015 edition of the District's WaterLine has been printed and sent to the mailing vendor. Customers are expected to begin receiving this edition of the newsletter in the mail during the week of January 12, 2015.

### **AGM-5 FINANCIAL AUDIT FOR 2014**

The District's auditor, Richardson & Company, was on site at the District offices during the month of December 2014 to perform interim field work and inventory observation in preparation for the financial



audit for the Fiscal Year Ending December 31, 2014. The auditors will return in late February 2015 to perform their field work on the 2014 audit. The auditor will present their report and findings to the Board at the April 14, 2015 Board meeting

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# CITRUS HEIGHTS WATER DISTRICT

## GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

SUBJECT : EMPLOYEE RECOGNITION  
 STATUS : Information Item  
 REPORT DATE : January 8, 2015

The following District employees were recognized for superior attendance, outstanding customer service and quality of work during the month of December 2014.

### PROJECT MANAGEMENT and ENGINEERING DEPARTMENT

David Gordon: Work Quality – Compliment from Poplar Ave customer R Salsberry – 2014 Dec 31  
 Missy Pieri: Work Quality – Compliment from Poplar Ave customer R Salsberry – 2014 Dec 31  
 Borey Swing: Work Quality – Compliment from Poplar Ave customer R Salsberry – 2014 Dec 31

### OPERATIONS and WATER QUALITY DEPARTMENT

James Buford: Superior Attendance  
 Work Quality – Response to on-call request to repair Park Drive saddle failure –  
 2014 Dec 05

Tim Cutler: Superior Attendance

Robyn Evans: Superior Attendance  
 Work Quality – Safety Meeting Presentation on “Flagger Safety” - 2014 Dec 24

James Ferro: Work Quality – Response to on-call request to repair Park Drive saddle failure -  
 2014 Dec 05

Gil Garcia: Superior Attendance

Brian Hensley: Superior Attendance  
 Work Quality – Design and management of Sylvan Well VFD installation –  
 2014 Dec

Rick Jimenez: Superior Attendance

Mike Mariedth: Superior Attendance  
 Work Quality – Filled in for WDS Cutler during holiday vacation – 2014 Dec 22-31

Chris Nichols: Superior Attendance

Ryon Ridner: Work Quality – Safety Meeting Presentation on “Controlling Stress” – 2014 Dec 11

Nick Spiers: Superior Attendance

Jason Tupper: Work Quality – Volunteered to take Standby-Duty for employee w/ family emergency

ADMINISTRATION and WATER DEMAND MANAGEMENT DEPARTMENT

Kelly Drake: Superior Attendance

Dana Mellado: Work Quality – Detailed attention in processing manual billing statements for incorrectly billed Heritage Meadows ¾” meters – 2014 Nov

Rex Meurer: Superior Attendance

Beth Shockley: Superior Attendance

Desiree Smith: Superior Attendance

Lisa Smoot: Work Quality – Planning and organizing Pam Peters’ Retirement Party – 2014 Nov 06

Susan Sohal: Work Quality – Planning and organizing Pam Peters’ Retirement Party – 2014 Nov 06

Work Quality – Planning and organizing Darlene Gillum’s Retirement Luncheon – 2014 Dec 23

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# CITRUS HEIGHTS WATER DISTRICT

## GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS JANUARY 13, 2015 REGULAR MEETING

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SUBJECT : GENERAL MANAGER'S TASK LIST  
STATUS : Information Item  
REPORT DATE : January 8, 2015

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Significant assignments and activities for the General Manager (GM) are listed on the attached list. I will be available at the meeting to answer questions and/or provide additional details.

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