

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
May 18, 2022

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

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

Staff:

Bryan Abaya, Principal Information Technology Analyst  
Paul Dietrich, Project Manager  
Timothy Katkanov, Engineering/ GIS Technician  
Brittney Moore, Senior Management Analyst/ Deputy Board Clerk  
Joshua Nelson, Assistant General Counsel  
Jace Nunes, Management Analyst  
Lea Park-Kim, Communications & Public Engagement Manager  
Melissa Pieri, Director of Engineering/ District Engineer  
Alberto Preciado, Accounting Manager  
Rebecca Scott, Director of Operations  
Hilary Straus, General Manager  
Susan Talwar, Director of Finance and Administrative Services

Brandon Young, Consultant  
J. Darby Howard, Consultant

**PLEDGE OF ALLEGIANCE:**

President Sheehan led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None

**CONSENT CALENDAR:**

Staff requested CC-18 be pulled from Consent Calendar.

President Sheehan asked for consideration and/or approval of the Consent Calendar as amended.

CC-1a. Minutes of the Special Meeting – April 20, 2022 (A)  
CC-1b. Minutes of the Regular Meeting – April 20, 2022 (A)

**Recommendation:**

Approve the minutes of the April 20, 2022 Special and Regular Meetings.

CC-2. Revenue Analysis Report for April 2022 (I)  
CC-3. Assessor/Collector's Roll Adjustment for April 2022 (I)

- CC-4. Treasurer's Report for April 2022 (I)
- CC-5. Treasurer's Report of Fund Balances for April 2022 (I)
- CC-6. Operating Budget Analysis for April 2022 (I)
- CC-7. Capital Projects Summary for April 2022 (I)
- CC-8. Warrants for April 2022 (I)
- CC-9. Purchase Card Distributions for April 2022 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report (I)
- CC-14. 2022 Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Discussion and Possible Action to Extend Resolution 07-2021 Authorizing Remote Public Meetings (A)

Recommendation:

Extend Resolution 07-2021 to permit future hybrid remote public meetings by the Board of Directors.

- CC-19. Discussion and Possible Action to Approve Budget Amendment for Property Purchase at 7515 Greenback Lane (A)

Recommendation:

Amend the budget to reflect the purchase of property at 7515 Greenback Avenue and other associated costs in the amount of \$415,000 as set forth in this Board report.

- CC-20. Resolution 04-2022 Commending Richard Jimenez for Service to the Citrus Heights Water District (A)

Recommendation:

Adopt Resolution 04-2022 Commending Richard Jimenez for Service to the Citrus Heights Water District

- CC-21. Discussion and Possible Action to Approve the Annexation of 8207 Oak Avenue and Portion of Contiguous Roadway

Recommendation:

Adopt Resolution R05-2022 approving the annexation of the undeveloped property and roadway section at 8207 Oak Avenue in Citrus Heights to the Citrus Heights Water District.

**ACTION:**

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

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

**PRESENTATIONS:**

- P-1. Water Awareness Poster Contest (I)
- P-2. Water Main Condition Assessment Program (I)

**PUBLIC HEARINGS:**

None.

**STUDY SESSION:**

None.

**BUSINESS:**

- B-1. Annual Comprehensive Financial Report for Years Ended December 31, 2021 and 2020 (A)

**ACTION:**

Director Wheaton moved and Vice President Riehle seconded a motion to Receive and file the District's Annual Report for the Years Ended December 31, 2021, and 2020; and Receive and file Report on Internal Control and Required Communications for the Year Ended December 31, 2021.

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

**MANAGEMENT SERVICES REPORTS (I):**

None

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

None.

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

- D-1. Regional Water Authority (Sheehan/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District (All).
- D-4. Association of California Water Agencies (Wheaton).
- D-5. ACWA Joint Powers Insurance Authority (Wheaton/Moore).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Park-Kim/Talwar).

- D-8. RWA Legislative and Regulatory Affairs Update (Talwar/Park-Kim).
- D-9. Customer Advisory Committee (Riehle/Park-Kim).
- D-10. Other Reports.

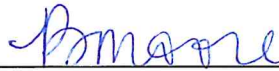
**CLOSED SESSION:**


None.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 8:09 p.m.

APPROVED:

  
\_\_\_\_\_  
BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District

  
\_\_\_\_\_  
CARYL F. SHEEHAN, President  
Board of Directors  
Citrus Heights Water District