

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
May 19, 2021

The Regular Meeting of the Board of Directors was called to order at 6:33 p.m. by President Wheaton and roll was called. Present were:

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

Staff:

Steve Anderson, General Counsel
Madeline Henry, Administrative Services Manager/ Chief Board Clerk
Brian Hensley, Water Resources Supervisor
Brittney Moore, Management Analyst
Melissa Pieri, Director of Engineering/ District Engineer
Alberto Preciado, Accounting Manager
David Rucker, Principal Information Technology Analyst
Rebecca Scott, Director of Operations
Hilary Straus, General Manager
Susan Talwar, Director of Finance and Administrative Services

David Alvey, Maze and Associates

VISITORS:

Nicole Enright, Institute for Local Government
Christine Kohn, Regional Water Authority
Jessica Law, Sacramento Water Forum
Jim Peifer, Regional Water Authority

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

President Wheaton requested CC-18 be pulled from Consent Calendar for discussion.
President Wheaton moved to add CC-18 back to Consent Calendar after discussion.

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

- CC-1. Minutes of the Regular Meeting – April 21, 2021 (A)
Recommendation: Approve the minutes of the April 21, 2021 Regular Meeting.
- CC-2. Revenue Analysis Report for April 2021 (I)
- CC-3. Assessor/Collector's Roll Adjustment for April 2021 (I)
- CC-4. Treasurer's Report for April 2021 (I)
- CC-5. Treasurer's Report of Fund Balances for April 2021 (I)

- CC-6. Operating Budget Analysis for April 2021 (I)
- CC-7. Capital Projects Summary April 2021 (I)
- CC-8. Warrants for April 2021 (I)
- CC-9. Purchase Card Distributions for April 2021 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report (I)
- CC-14. 2021 Water Supply – Purchased and Produced (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Discussion and Possible Action to Approve Agreement with Rawles Engineering, Inc. for the Langley Avenue and Chance Way Water Main Project
Recommendation:

Accept the bid of Rawles Engineering, Inc. in the amount of \$324,680.00 and establish a contingency fund in the amount of \$32,468.00 (10%), for a total amount of \$357,148.00. Authorize the General Manager to execute an agreement with Rawles Engineering, Inc.

- CC-18. Discussion and Possible Action to Accept a Comprehensive Annual Financial Report for Year Ending December 31, 2020 (A)
Recommendations:

1. Accept the Audited Financial Statements of the Citrus Heights Water District for Year ending December 31, 2020 and related reports; and
2. Accept the Memorandum on Internal Control and Required Communications for the Year ended December 31, 2020.

ACTION:

Director Riehle moved and Vice President Sheehan 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 Forum & Water Caucus Update (I)

PUBLIC HEARINGS:

None.

STUDY SESSION:

- S-1. Review of the Institute for Local Government Beacon Program (I)

BUSINESS:

None.

MANAGEMENT SERVICES REPORTS (I):

None.

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

None.

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

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

CLOSED SESSION:

None.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 10:02 p.m.

APPROVED:



MADELINE A. HENRY
Deputy Secretary
Citrus Heights Water District



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