

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
November 18, 2020

The Regular Meeting of the Board of Directors was called to order at 6:31 p.m. by President Riehle and roll was called. Present were:

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

Staff:

Steve Anderson, General Counsel
Madeline Henry, Administrative Services Manager/ Chief Board Clerk
Brittney Moore, Management Analyst
Missy Pieri, Director of Engineering/ District Engineer
Alberto Preciado, Accounting Supervisor
Rebecca Scott, Senior Management Analyst
Hilary Straus, General Manager
Susan Talwar, Director of Finance and Administrative Services

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

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

- CC-1a. Minutes of the Special Meeting – October 21, 2020 (A)
- CC-1b. Minutes of the Regular Meeting – October 21, 2020 (A)
Recommendation: Approve the minutes of the October 21, 2020 Regular and Special Meetings.
- CC-2. Revenue Analysis Report for October 2020 (I)
- CC-3. Assessor/Collector's Roll Adjustment for October 2020 (I)
- CC-4. Treasurer's Report for October 2020 (I)
- CC-5. Treasurer's Report of Fund Balances for October 2020 (I)
- CC-6. Operating Budget Analysis for October 2020 (I)
- CC-7. Capital Projects Summary October 2020 (I)
- CC-8. Warrants for October 2020 (I)
- CC-9. Purchase Card Distributions for October 2020 (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. 2020 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 an Agreement and Resolution to allow District Participation in Regional Government Services (RGS) Joint Powers Authority (JPA) (A)

Recommendation:

Approve Resolution 12-2020, approving an agreement for membership with RGS, and authorizing the General Manager to execute the agreement.

ACTION:

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

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

PRESENTATIONS:

None.

PUBLIC HEARINGS:

President Riehle declared Public Hearing 1 and Public Hearing 2 open at 6:34pm.

President Riehle closed Public Hearing 1 and Public Hearing 2 at 7:03 pm.

- PH-1. 2021 Water Rates (No Change), Miscellaneous Fees and Charges and Capacity Fees (No Change) (A)

Recommendations:

1. Conduct the Public Hearing on the proposed Water Rates and Miscellaneous Charges and Fees effective 2021; and
2. Adopt Resolution No. 13-2020 Establishing Water Rates and Miscellaneous Charges and Fees for Citrus Heights Water District effective 2021.

ACTION:

Director Sheehan moved and Vice President Wheaton seconded a motion to adopt Resolution No. 13-2020 Establishing Water Rates and Miscellaneous Charges and Fees for Citrus Heights Water District effective 2021.

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

- PH-2. Proposed 2021 Budgets (A)

Recommendations:

1. Conduct a Public Hearing on the proposed Budget for 2021; and
2. Adopt Resolution 14-2020, establishing the Fiscal Year 2021 Budget.

ACTION:

Vice President Wheaton moved and Director Sheehan seconded a motion to adopt Resolution 14-2020, establishing the Fiscal Year 2021 Budget.

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

STUDY SESSIONS:

None.

BUSINESS:

B-1. Discussion and Possible Action to Approve a Cost of Living Adjustment (A)

Recommendations:

1. Amend District Policy No. 4101.A1 Salary Schedule as presented to include a 1.2 percent Cost-of-Living Adjustment to the District's Salary Schedule effective January 4, 2021; and
2. Amend District Policy 4831 Insurance Benefits for Retirees Retiring After March 19, 1996 as presented to include a 1.2 percent Cost-of-Living Adjustment to the monthly insurance benefit amount for retirees to reflect said adjustments in the CPI-U; and
3. Provide direction to staff regarding Compensation of the Board of Directors.

ACTION:

Director Sheehan moved and Vice President Wheaton seconded a motion to amend District Policy No. 4101. A1 Salary Schedule as presented to include a 1.2 percent Cost-of-Living Adjustment to the District's Salary Schedule effective January 4, 2021.

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

Vice President Wheaton moved and Director Sheehan seconded a motion to amend District Policy 4831 Insurance Benefits for Retirees After March 19, 1996 as presented to include a 1.2 percent Cost-of-Living Adjustment to the monthly insurance benefit amount for retiree to reflect said adjustments in the CPI-U.

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

Board provided direction to staff to not adjust compensation of the Board of Directors.

MANAGEMENT SERVICES REPORTS (I):

MS-1. 2021 Board Meeting Schedule.

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

None.

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

- D-1. Regional Water Authority (Riehle).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District (All).
- D-4. Association of California Water Agencies (Riehle).
- 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/Gordon/Pieri).
- D-10. Other Reports.

CLOSED SESSION:

None.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:44 p.m.

APPROVED:



MADELINE A. HENRY
Deputy Secretary
Citrus Heights Water District



RAYMOND A. RIEHLE, President
Board of Directors
Citrus Heights Water District