

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
August 18, 2021

The Regular Meeting of the Board of Directors was called to order at 8:17 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
Tim Cutler, Water Distribution Supervisor
Paul Dietrich, Project Manager
Brian Hensley, Water Resources Supervisor
Dana Mellado, Management Analyst
Brittney Moore, Senior Management Analyst/ Deputy Board Clerk
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

Teresa L. Highsmith, Special Counsel

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

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

- CC-1a. Minutes of the Regular Meeting – June 16, 2021 (A)
- CC-1b. Minutes of the Special Meeting – June 29, 2021 (A)
Recommendation: Approve the minutes of the June 16, 2021 Regular Meeting, and the June 29, 2021 Special Meeting.
- CC-2. Revenue Analysis Report for June and July 2021 (I)
- CC-3. Assessor/Collector's Roll Adjustment for June and July 2021 (I)
- CC-4. Treasurer's Report for June and July 2021 (I)
- CC-5. Treasurer's Report of Fund Balances for June and July 2021 (I)
- CC-6. Operating Budget Analysis for June and July 2021 (I)
- CC-7. Capital Projects Summary June and July 2021 (I)
- CC-8. Warrants for June and July 2021 (I)
- CC-9. Purchase Card Distributions for June and July 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-15a. June Water Supply Reliability (I)
CC-15b. July Water Supply Reliability (I)
CC-16. Water Efficiency and Safety Program Update (I)
CC-17. 2021 Strategic Plan Update and 2022 Strategic Plan

Recommendation:

1. Receive and file an update of the 2021 Strategic Plan.
2. Approve the 2022 Strategic Plan, and direct that Strategic Planning Objectives be included in the 2022 proposed budget, which will be considered by the Board of Directors for adoption later in 2021 for The 2022 budget year.

- CC-18. Discussion and Possible Action to Approve Agreement with Flowline Contractors, Inc. for Fair Oaks Water Main Replacement Project (A)

Recommendation:

Accept the bid of Flowline Contractors, Inc. in the amount of \$261,273.00 and establish a contingency fund in the amount of \$26,127.00 (10%), for a total amount of \$287,400.00. Authorize the General Manager to execute an agreement with Flowline Contractors, Inc.

ACTION:

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

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

PRESENTATIONS:

P-1. Capital Improvement Program. (CIP) Update

PUBLIC HEARINGS:

None.

STUDY SESSION:

None.

BUSINESS:

B-1. Discussion and possible Action to Approve District Policy Updates (A)

ACTION:

The Board requested that staff bring this back for further discussion at the September 15, 2021 and October 20, 2021 Regular Meetings.

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).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Talwar).
- D-8. RWA Legislative and Regulatory Affairs Update (Talwar).
- D-9. Customer Advisory Committee (Riehle).
- D-10. Other Reports.

CLOSED SESSION:

None.

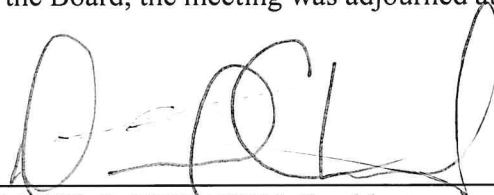
ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 9:42 p.m.

APPROVED:



BRITTNEY C. MOORE
Deputy Secretary
Citrus Heights Water District



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