

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 19, 2022

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

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

Staff:

Paul Dietrich, Project Manager
Brittney Moore, Senior Management Analyst/ Deputy Board Clerk
Joshua Nelson, Assistant General Counsel
Lea Park-Kim, Communications & Public Outreach Manager
Melissa Pieri, Director of Engineering/ District Engineer
Rebecca Scott, Director of Operations
Sheila Shah, Management Technician
Hilary Straus, General Manager
Susan Talwar, Director of Finance and Administrative Services

Christine Chua, Consultant
Jeanine Foster, Consultant
Terri Highsmith, Special Labor Counsel
Anne Staines, Consultant

PUBLIC COMMENT:

None

CONSENT CALENDAR:

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

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-1a. Minutes of the Regular Meeting – December 15, 2021 (A)
- CC-1b. Minutes of the Special Meeting – December 20, 2021 (A)
- CC-1c. Minutes of the Special Meeting – January 10, 2022 (A)

Recommendation: Approve the minutes of the December 15, 2021 Regular Meeting, the Minutes of the December 20, 2021 Special Meeting

and the Minutes of the January 10, 2022 Special Meeting.

- CC-2. Revenue Analysis Report for December 2021 (I)
- CC-3. Assessor/Collector's Roll Adjustment for December 2021 (I)
- CC-4. Treasurer's Report for December 2021 (I)
- CC-5. Treasurer's Report of Fund Balances for December 2021 (I)
- CC-6. Operating Budget Analysis for December 2021 (I)
- CC-7. Capital Projects Summary for December 2021 (I)
- CC-8. Warrants for December 2021 (I)
- CC-9. Purchase Card Distributions for December 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 for December 2021 (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-18. Discussion and Possible Action to Approve a Maintenance Service Agreement with West Coast Arborists (A)

Recommendation:

Approve the maintenance services agreement with West Coast Arborists, and authorize the General Manager to execute the agreement.

- CC-19. Discussion and Possible Action to Approve District Policy Updates (A)

Recommendation:

1. Approve updates to the District's Policy 4831: Insurance Benefits for Retirees
2. Approve updates to the District's Policy 7200: Establishing and Closing Customer Accounts
3. Approve updates to the District's Policy 7330: Disputed Water Consumption Charges

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. CHWD Branding and Marketing Updates (I/D)

PUBLIC HEARINGS:

None.

Staff asked for Board consideration to review item B-1 before item S-1.

STUDY SESSION:

S-1. 2021 Strategic Plan Update and 2022 Strategic Plan Preview (I/D)

BUSINESS:

B-1. Discussion and Possible Action to Adopt the Sacramento County Local Hazard Mitigation Plan Update (A)

Recommendation:

Adopt Resolution No. 01-2022 to Adopt the Sacramento Local Hazard Mitigation Plan Update

ACTION:

Vice President Riehle moved and Director Wheaton seconded a motion to adopt the Sacramento Local Hazard Mitigation Plan Update.

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

B-2. Discussion and possible action to approve a Merit-Based salary adjustment for General Manager (A)

Recommendation:

Approve a salary adjustment for the General Manager

ACTION:

Director Wheaton moved and Vice President Riehle seconded a motion to approve a merit-based salary adjustment for the General Manager.

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 (Sheehan).
- 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/Moore).
- D-9. Customer Advisory Committee (Riehle/Park-Kim).
- D-10. Other Reports.

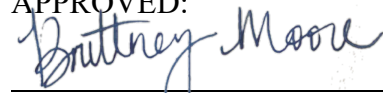
CLOSED SESSION:

None.

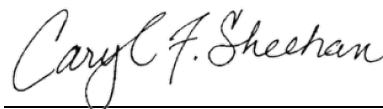
ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 9:17 p.m.

APPROVED:



BRITTNEY C. MOORE
Deputy Board Clerk
Citrus Heights Water District



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