

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
June 16, 2021

The Regular Meeting of the Board of Directors was called to order at 6:31 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
Teresa Highsmith, Special Counsel
Brittney Moore, Management Analyst
Joshua Nelson, Assistant General Counsel
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

Karen Blakely, Regional Government Services
Roger Burton, Precision Actuarial Inc.
Betsey Cline, Bender Rosenthal
Jim Crowley, Zanjero
Dave Wraa, Bender Rosenthal
Brandon Young, Lance, Soll and Lunghard, LLP.

PUBLIC COMMENT:

Paul Helliker, San Juan Water District

CONSENT CALENDAR:

- CC-1a. Minutes of the Special Meeting – May 19, 2021 (A)
- CC-1b. Minutes of the Regular Meeting – May 19, 2021 (A)
- CC-1c. Minutes of the Special Meeting – May 26, 2021 (A)
Recommendation: Approve the minutes of the May 19, 2021 Regular and Special Meetings, and the May 26, 2021 Special Meeting
- CC-2. Revenue Analysis Report for May 2021 (I)
- CC-3. Assessor/Collector's Roll Adjustment for May 2021 (I)
- CC-4. Treasurer's Report for May 2021 (I)
- CC-5. Treasurer's Report of Fund Balances for May 2021 (I)
- CC-6. Operating Budget Analysis for May 2021 (I)
- CC-7. Capital Projects Summary May 2021 (I)
- CC-8. Warrants for May 2021 (I)

- CC-9. Purchase Card Distributions for May 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 Lance, Soll & Lunghard LLP For Professional Auditing Services (A)

Recommendation:

Authorize the General Manager to execute an Agreement for Financial Audit Services with Lance, Soll & Lunghard in accordance with their proposal.

- CC-18. Discussion and Possible Action to Approve Agreement with Precision Actuarial Inc. for Actuarial Services (A)

Recommendation:

Authorize the General Manager to execute an Agreement for Actuarial Services with Precision Actuarial Inc. in accordance with their proposal.

- CC-19. Discussion and Possible Action to Adopt Resolution 06-2021 Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Sacramento County to Collect Such Charges on the Tax Roll and Resolution 05-2021 Approving and Confirming the Report of Delinquent Utilities Charges and Requesting Placer County to Collect Such Charges on the Tax Roll (A)

Recommendation:

Adopt Resolutions 06-2021 (Sacramento County) and 05-2021 (Placer County) approving and confirming the Report of Delinquent Utilities Charges and requesting the respective county to place such charges on the respective tax roll.

- CC-20. Discussion and Possible Action to Approve an Updated 42-Inch Main Wheeling Rate and Methodology (A)

Recommendation:

Adopt the updated wheeling rate and methodology for water delivered to SJWD through the CHWD 42-Inch transmission main.

- CC-21. Discussion and Possible Action to Approve Agreement with Bender Rosenthal Incorporated for the District Wide Easement Project (A)

Recommendation:

Authorize the General Manager to execute a Task Order style Professional Services Agreement with Bender Rosenthal Inc. for the District-wide Easement Project and approve a 10% contingency fund.

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:

None.

PUBLIC HEARINGS:

PH-1. Review and Consideration of the 2020 Urban Water Management Plan, Water Shortage Contingency Plan, And Water Conservation Program (A)

President Wheaton opened the public hearing at 7:48pm.
There was one public comment. Paul Helliker, San Juan Water District.

Water Resources Supervisor Brian Hensley, and Consultant Jim Crowley presented information concerning the 2020 Urban Water Management Plan, Water Shortage Contingency Plan, and Water Conservation Program.

President Wheaton closed the public hearing at 7:52pm.

ACTION:

Director Riehle moved and Vice President Sheehan seconded a motion to adopt: Resolution No. 03-2021 Adopting the 2020 Urban Water Management Plan; Resolution No. 04-2021 Adopting the Water Shortage Contingency Plan; and Ordinance No. 01-2021 Adopting the Amended Water Conservation Program.

The motion carried 3-0 with Directors voting yes.

President Wheaton made a motion and Director Riehle seconded a motion to provide direction regarding drought messaging to customers:

Water Conservation Program Stage Adoption

- Stage 1
- Voluntary 10% reduction
- Add current stage to the website
- Continued strong messaging for water efficiency programs/services

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

STUDY SESSION:

None.

BUSINESS:

B-1. Discussion and Possible Action to Approve The Projected Staffing Requirements Report for Years 2021-2045.

ACTION:

Director Riehle moved and Vice President Sheehan seconded a motion to approve the Citrus Heights Water District Projected Staffing Requirements Report for Years 2021 Through 2045 and authorize staff to proceed with the Corporation Yard Pre-Architectural Study.

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 (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:

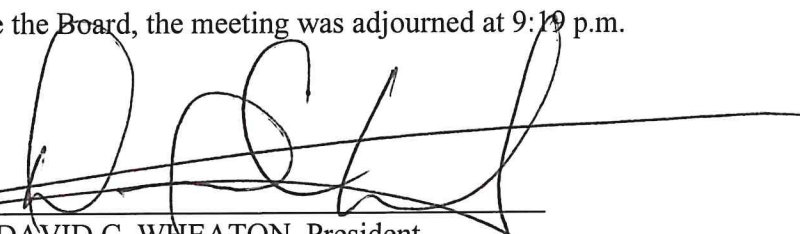
None.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 9:10 p.m.

APPROVED:


BRITTNEY C. MOORE
Deputy Secretary
Citrus Heights Water District


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