

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
March 17, 2021

The Regular Meeting of the Board of Directors was called to order at 7:24 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  
Tamar Dawson, Assistant Engineer  
Madeline Henry, Administrative Services Manager/ Chief Board Clerk  
Brian Hensley, Water Resources Supervisor  
Brittney Moore, Management Analyst  
Missy Pieri, Director of Engineering/ District Engineer  
Rebecca Scott, Senior Management Analyst  
Hilary Straus, General Manager  
Susan Talwar, Director of Finance and Administrative Services

Scott Lewis, Luhdorff and Scalmanini Consulting Engineering  
Justin Shobe, Luhdorff and Scalmanini Consulting Engineering  
Kay Randolph-Pollard, Regional Government Services

**PUBLIC COMMENT:**

Dane Wadle, California Special Districts Association

**CONSENT CALENDAR:**

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

- CC-1a. Minutes of the Special Meeting – February 8, 2021 (A)
- CC-1b. Minutes of the Regular Meeting – February 17, 2021 (A)
- CC-1c. Minutes of the Special Meeting – February 17, 2021 (A)  
Recommendation: Approve the minutes of the February 8, 2021 Special Meeting and the February 17, 2021 Regular and Special Meetings.
- CC-2. Revenue Analysis Report for February 2021 (I)
- CC-3. Assessor/Collector's Roll Adjustment for February 2021 (I)
- CC-4. Treasurer's Report for February 2021 (I)
- CC-5. Treasurer's Report of Fund Balances for February 2021 (I)

- CC-6. Operating Budget Analysis for February 2021 (I)
- CC-7. Capital Projects Summary February 2021 (I)
- CC-8. Warrants for February 2021 (I)
- CC-9. Purchase Card Distributions for February 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 Amend Policy 4101.A1: Salary Schedule (A)  
Recommendation:  
Amend District Policy No. 4101.A1 Salary Schedule as presented.
- CC-18. Review and Possible Action to Approve Investment of District Funds Policy (A)  
Recommendation:  
Review District Policy 6300, Investment of District Funds, and readopt as required by Section 6300.90 of the District’s investment policy.

**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:**

None.

**STUDY SESSIONS:**

- S-1. Overview of District-Wide Easement Project (I/D)

**BUSINESS:**

- B-1. Discussion and Possible Action Regarding Water Distribution System Projects (A)

**ACTION:**

Director Riehle moved and Vice President Sheehan seconded a motion to:

1. Receive and file the Luhdorff & Scalmanini report titled “Evaluation of Palm and Sunrise Wells, Treatment and Storage Options.”
2. Approve the modified Property Acquisition Matrix to accommodate potential tank storage.

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 9:29 p.m.

APPROVED:

  
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MADELINE A. HENRY  
Deputy Secretary  
Citrus Heights Water District

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