

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
November 16, 2022

The Regular Meeting of the Board of Directors was called to order at 6:39 p.m. by President Sheehan and role was called. Present were:

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

Staff:

Tamar Dawson, Assistant Engineer  
Tim Katkanov, Engineering / GIS Technician  
Brittney Moore, Administrative Services Manager/ Chief Board Clerk  
Josh Nelson, Assistant General Counsel  
Lea Park-Kim, Communications and Public Engagement Manager  
Missy Pieri, Director of Engineering  
Rebecca Scott, Director of Operations  
Hilary Straus, General Manager

Renee Baur, Bender Rosenthal, Inc.  
Vivian Thompson, Bender Rosenthal, Inc.

**PLEDGE OF ALLEGIANCE:**

President Sheehan led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**CONSENT CALENDAR:**

- CC-1a. Minutes of the Regular Meeting – October 19, 2022 (A)
- CC-1b. Minutes of the Special Meeting – October 24, 2022 (A)
- CC-1c. Minutes of the Special Meeting – November 7, 2022 (A)

**Recommendation:**

Approve the minutes of the October 19, 2022, Regular Meeting, and the minutes of the October 24, 2022, and November 7, 2022 Special Meetings.

- CC-2. Revenue Analysis Report for October 2022 (I)
- CC-3. Assessor/Collector's Roll Adjustment for October 2022 (I)
- CC-4. Treasurer's Report for October 2022 (I)
- CC-5. Treasurer's Report of Fund Balances for October 2022 (I)

- CC-6. Operating Budget Analysis for October 2022 (I)
- CC-7. Capital Projects Summary for October 2022 (I)
- CC-8. Warrants for October 2022 (I)
- CC-9. Purchase Card Distributions for October 2022 (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. 2022 Water Supply (I)
- CC-15. Water Supply Reliability (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 District Policy Updates (A)

Recommendations:

1. Approve updates to the District's Operations Policies (5000 Series)
2. Approve updates to the District's Human Resources Policies 4112 and 4120
3. Approve updates to the District Policy 6500: Purchasing and Procurement

Vice President Riehle requested Item CC-18 be pulled from the Consent Calendar for discussion.

Staff presented on District Policy Updates.

Vice President Riehle moved, and President Sheehan seconded a motion to place Item CC-18 back onto the Consent Calendar.

**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. District-Wide Easement Project Update (I/D)

**PUBLIC HEARINGS:**

None.

**STUDY SESSION:**

None.

**BUSINESS:**

None.

**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 (Wheaton).
- D-5. ACWA Joint Powers Insurance Authority (Wheaton/Moore).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Park-Kim).
- D-8. RWA Legislative and Regulatory Affairs Update (Park-Kim).
- D-9. Customer Advisory Committee (Riehle/Park-Kim).
- D-10. Other Reports.

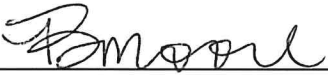
**CLOSED SESSION:**


None.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 7:53 p.m.

APPROVED:

  
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BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District

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