

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

The Regular Meeting of the Board of Directors was called to order at 6:32 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:

Robert Churchill, Retired Annuitant  
Paul Dietrich, Project Manager  
Brian Hensley, Water Resources Supervisor  
Lea Park-Kim, Communications & Public Engagement Manager  
Brittney Moore, Senior Management Analyst/ Deputy Board Clerk  
Joshua Nelson, Assistant General Counsel  
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  
Roderick Wood, Retired Annuitant

Chris Peterson, Consultant

**PUBLIC COMMENT:**

Paul Helliker, San Juan Water District

**CONSENT CALENDAR:**

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

- CC-1a. Minutes of the Special Meeting – October 20, 2021 (A)
- CC-1b. Minutes of the Regular Meeting – October 20, 2021 (A)
- CC-1c. Minutes of the Special Meeting – November 2, 2021 (A)
  - Recommendation: Approve the minutes of the October 20, 2021 Special and Regular Meetings and the November 2, 2021 Special Meeting.
- CC-2. Revenue Analysis Report for October 2021 (I)
- CC-3. Assessor/Collector’s Roll Adjustment for October 2021 (I)
- CC-4. Treasurer’s Report for October 2021 (I)
- CC-5. Treasurer’s Report of Fund Balances for October 2021 (I)
- CC-6. Operating Budget Analysis for October 2021 (I)
- CC-7. Capital Projects Summary for October 2021 (I)

- CC-8. Warrants for October 2021 (I)
- CC-9. Purchase Card Distributions for October 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 October 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 Agreement with Water Systems Consulting, Inc. for Design, Testing, and Construction Management Services for the Ella Way Well Project (A)
- Recommendation:  
Authorize the General Manager to execute the Professional Services Agreement with Water Systems Consulting, Inc. for the Design, Testing, and Construction Management Services for the Ella Way Well Project and approve a 10% contingency fund.
- CC-19. Discussion and Possible Action to Approve a Professional Services Agreement with Wallace-Kuhl & Associates for Geotechnical Services (A)
- Recommendation:  
Approve the Professional Services Agreement with Wallace-Kuhl & Associates, and Authorize the General Manager to Execute the Agreement
- CC-20. Discussion and Possible Action to Award a Contract to B&M Builders for 2022/23 On-Call Concrete Restoration Services (A)
- Recommendation:  
Award a contract to B&M Builders for 2022/23 on-call concrete restoration services throughout the District service area for the amount of \$24 per square foot for concrete flatwork restoration and \$65 per linear foot of concrete curb and gutter restoration.
- CC-21. Discussion and Possible Action to Receive and File the Sacramento Region Water Utility Collaboration/Integration Study Report (A)
- Recommendation:  
Receive and file the Sacramento Region Water Utility Collaboration/Integration Study Report.
- CC-22. Discussion and Possible Action to Approve an Agreement with B&M Builders, Inc. for HVAC Maintenance and Repair Services (A)
- Recommendation:  
Authorize the General Manager to execute the agreement with B&M Builders, Inc. for HVAC Maintenance and Repair Services.

**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:**

- P-1. Resolution R11-2021 Commending Christopher Boyd for Service to the Citrus Heights Community (A)

**ACTION:**

President Wheaton moved and Director Riehle seconded a motion to adopt Resolution R11-2021 Commending Christopher Boyd for Services to the Citrus Heights Community.

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

**PUBLIC HEARINGS:**

None.

**STUDY SESSION:**

None.

**BUSINESS:**

- B-1. Review and Consideration of the Strategic Plan for ASR Implementation (A)

**ACTION:**

Vice President Sheehan moved and Director Riehle seconded a motion to receive the Strategic Plan for ASR Implementation Groundwater Planning Report and to authorize Staff to implement a phased plan for the District's ASR Program and to seek grant funding for ASR implementation as needed.

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

- B-2. Discussion and Possible Action to Approve District Policy Updates (A)

**ACTION:**

Director Riehle moved and Vice President Sheehan seconded a motion to approve updates to the District's Policies (2000 Series).

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

**ACTION:**

Vice President Sheehan moved and Director Riehle seconded a motion

to approve updates to the District's Policies (3000 Series).

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

**MANAGEMENT SERVICES REPORTS (I):**

MS-1. 2022 Board Meeting Schedule.

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

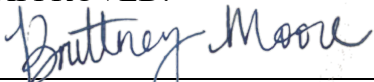
**CLOSED SESSION:**

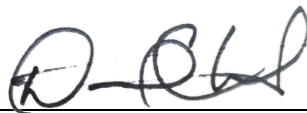
None.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 8:06 p.m.

APPROVED:

  
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BRITTNEY C. MOORE  
Deputy Board Clerk  
Citrus Heights Water District

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