

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

The Regular Meeting of the Board of Directors was called to order at 6:34 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:

Bryan Abaya, Principal Information Technology Analyst  
Brittney Moore, Administrative Services Manager/ Chief Board Clerk  
Jace Nunes, Management Analyst  
Alberto Preciado, Interim Director of Finance and Administrative Services  
Missy Pieri, Director of Engineering  
Rebecca Scott, Director of Operations  
Hilary Straus, General Manager

**PLEDGE OF ALLEGIANCE:**

President Sheehan led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**CONSENT CALENDAR:**

CC-1a. Minutes of the Special Meeting – September 28, 2022 (A)

CC-1b. Minutes of the Regular Meeting – September 28, 2022 (A)

**Recommendation:**

Approve the minutes of the September 28, 2022, Special and Regular Meetings.

- CC-2. Revenue Analysis Report for September 2022 (I)
- CC-3. Assessor/Collector's Roll Adjustment for September 2022 (I)
- CC-4. Treasurer's Report for September 2022 (I)
- CC-5. Treasurer's Report of Fund Balances for September 2022 (I)
- CC-6. Operating Budget Analysis for September 2022 (I)
- CC-7. Capital Projects Summary for September 2022 (I)
- CC-8. Warrants for September 2022 (I)
- CC-9. Purchase Card Distributions for September 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 Designate the District's Voting Representative for the November 30 General Session Membership Meeting at the 2022 ACWA Fall Conference (A)

Recommendations:

1. Designate Director Wheaton as the District's voting delegate, and General Manager Hilary Straus as the alternate delegate for the ACWA General Session Membership meeting.
2. Authorize the General Manager or designee to complete and submit the Proxy Designation Form to ACWA.

- CC-19. Approval of Errata for the 2020 Urban Water Management Plan and Water Conservation Program (A)

Recommendation:

Approve the errata to CHWD's Water Shortage Contingency Plan (WSCP) contained in the 2020 Urban Water Management Plan (UWMP), and the same errata in the CHWD's Water Conservation Program.

**ACTION:**

Director Wheaton moved and Vice President Riehle seconded a motion to approve the consent calendar.

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

**PRESENTATIONS:**

- P-1. Electronic Document Records Management System (EDRMS) Project Update (I/D)

**PUBLIC HEARINGS:**

None.

**STUDY SESSION:**

- S-1. 2023 Miscellaneous Fees and Charges and Capacity Fees (A)

The Board provided consensus direction to staff to bring the draft Miscellaneous Fees, Charges and Capacity Fees for 2023 back for further discussion at a future Board Meeting.

**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.

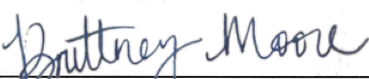
**CLOSED SESSION:**

None.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 8:42 p.m.

APPROVED:



BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District



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