

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
September 28, 2022

The Regular Meeting of the Board of Directors was called to order at 7:05 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:

Steve Anderson, General Counsel
Tim Katkanov, Engineering/GIS Technician
Brittney Moore, Administrative Services Manager/ Chief Board Clerk
Lea Park-Kim, Communications & Public Engagement Manager
Alberto Preciado, Interim Director of Finance and Administrative Services
Missy Pieri, Director of Engineering
Rebecca Scott, Director of Operations
Hilary Straus, General Manager

Steve Winchester, Harris & Associates

PLEDGE OF ALLEGIANCE:

President Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

- CC-1a. Minutes of the Regular Meeting – August 17, 2022 (A)
- CC-1b. Minutes of the Special Meeting – September 6, 2022 (A)
- CC-1c. Minutes of the Special Meeting – September 19, 2022 (A)

Recommendation:

Approve the minutes of the August 17, 2022 Regular Meeting, minutes of the September 6, 2022 Special Meeting, and the minutes of the September 19, 2022 Special Meeting.

- CC-2. Revenue Analysis Report for August 2022 (I)
- CC-3. Assessor/Collector's Roll Adjustment for August 2022 (I)
- CC-4. Treasurer's Report for August 2022 (I)
- CC-5. Treasurer's Report of Fund Balances for August 2022 (I)
- CC-6. Operating Budget Analysis for August 2022 (I)
- CC-7. Capital Projects Summary for August 2022 (I)
- CC-8. Warrants for August (I)

- CC-9. Purchase Card Distributions for August (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 Agreement with TAK Communications Ca, Inc. for the 6700 Madison Avenue at Dewey Drive Water Main Project (A)

Recommendation:

Accept the bid of TAK Communications Ca, Inc. in the amount of \$57,930.00 and establish a contingency fund in the amount of \$5,793.00 (10%), for a total amount of \$63,723.00. Authorize the General Manager to execute an agreement with TAK Communications Ca, Inc.

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:

None.

PUBLIC HEARINGS:

None.

STUDY SESSION:

None.

BUSINESS:

- B-1. Advanced Water Meter Replacement Planning Study Update (A)

ACTION:

Director Wheaton moved and Vice President Riehle seconded a motion to Receive and file the Study's Technical Memos, and provided direction to Staff to return to the Board in Q2 of 2023 with an update on CHWD's meter program and the Regional Program.

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 (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 8:02 p.m.

APPROVED:



BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District



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