

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 20, 2021

The Regular Meeting of the Board of Directors was called to order at 6:30 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:

Madeline Henry, Administrative Services Manager/ Chief Board Clerk
Brittney Moore, Management Analyst
Josh Nelson, Assistant General Counsel
Missy Pieri, Director of Engineering/ District Engineer
David Rucker, Principal Information Technology Analyst
Rebecca Scott, Senior Management Analyst
Hilary Straus, General Manager
Susan Talwar, Director of Finance and Administrative Services

Andrew Jared, Special Counsel
Charley Howard, Regional Government Services

PLEDGE OF ALLEGIANCE:

President Wheaton led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

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

- CC-1a. Minutes of the Special Meeting – December 16, 2020 (A)
- CC-1b. Minutes of the Regular Meeting – December 16, 2020 (A)
- CC-1c. Minutes of the Special Meeting – January 4, 2021 (A)
 - Recommendation: Approve the minutes of the December 16, 2020 Regular and Special Meetings and the minutes of the January 04, 2021 Special Meeting.
- CC-2. Revenue Analysis Report for December 2020 (I)
- CC-3. Assessor/Collector's Roll Adjustment for December 2020 (I)

- CC-4. Treasurer's Report for December 2020 (I)
- CC-5. Treasurer's Report of Fund Balances for December 2020 (I)
- CC-6. Operating Budget Analysis for December 2020 (I)
- CC-7. Capital Projects Summary December 2020 (I)
- CC-8. Warrants for December 2020 (I)
- CC-9. Purchase Card Distributions for December 2020 (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. 2020 Water Supply – Purchased and Produced (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Strategic Plan Update and Preview (I)
- CC-18. Discussion and Possible Action to Amend Policy 4309: New Parent Leave (A)

Recommendation:

Approve updates to Human Resources Policy 4309.

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:

None.

BUSINESS:

B-1. Discussion and Possible Action to Consider Request from Wyatt Ranch Project Developer to Defer Portions of the 2021 Project Charges & Fees for the Wyatt Ranch Project

ACTION:

Director Riehle moved and Vice President Sheehan seconded a motion to approve deferment of portions of the 2021 project charges and fees for the Wyatt Ranch Project, and authorized the General Manager to execute the deferral agreement.

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

B-2. Discussion and Possible Action to Update Policy 7500 Capacity Charges

ACTION:

Director Riehle moved and Vice President Sheehan seconded a motion to delete 7500.07 from Policy No. 7500, Capacity Charges.

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

B-3. Discussion and Possible Action to Approve Employee Assistance Program to Employee Benefits Program

ACTION:

Vice President Sheehan moved and Director Riehle seconded a motion to authorize the General Manager to execute agreement needed to implement the Employee Benefits Program with ACWA JPIA.

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

B-4. First Amendment to Employment Agreement for General Manager

ACTION:

Director Riehle moved and Vice President Sheehan seconded a motion to approve the amendment to agreement in sections 3, 4(a), 5(b) and 5(a) except for the 3-vote requirement for a no cause termination.

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

MANAGEMENT SERVICES REPORTS (I):

MS-1. Electronic Document and Records Management System (EDRMS) System Update.

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):

None.

DIRECTOR'S AND REPRESENTATIVE'S REPORTS (I):

- D-1. Regional Water Authority (Riehle).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District (All).
- D-4. Association of California Water Agencies (Riehle).
- 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/Gordon/Pieri).
- D-10. Other Reports.

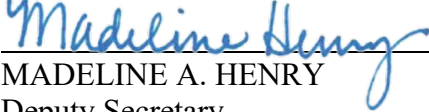
CLOSED SESSION:

None.


ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 8:54 p.m.

APPROVED:



MADELINE A. HENRY
Deputy Secretary
Citrus Heights Water District



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