

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 28, 2025

The Special Meeting of the Board of Directors was called to order at 6:42 p.m. by President Riehle.
Present were:

Raymond A. Riehle, President
Caryl F. Sheehan, Vice President

Attended at a teleconference location:
David C. Wheaton, Director

Also present were:

Tammy Gordon, Director of Public Affairs
Brian Hensley, Water Resources Supervisor
Annie Liu, Director of Administrative Services
Josh Nelson, Assistant General Counsel
Melissa Pieri, Director of Engineering/District Engineer
Rebecca Scott, Director of Operations
Kayleigh Shepard, Management Analyst/Deputy Board Clerk
Hilary Straus, General Manager
Andrew Tran, Information Technology Manager

Renee Baur, Bender Rosenthal, Inc.
Adam Probolsky, Probolsky Research LLC
Pat West, Facilitator

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

CC-1a. Minutes of the Special Meeting – December 16, 2024 (A)

CC-1b. Minutes of the Special Meeting – January 13, 2025 (A)

Recommendation:

Approve the minutes of the December 16, 2024 Special Meeting, and the minutes of the January 13, 2025 Special Meeting.

CC-2. Revenue Analysis Report for December 2024 (I)

CC-3. Assessor/Collector's Roll Adjustment for December 2024 (I)

CC-4. Treasurer's Report for December 2024 (I)

CC-5. Treasurer's Report of Fund Balances for December 2024 (I)

CC-6. Operating Budget Analysis for December 2024 (I)

CC-7. Capital Projects Summary for December 2024 (I)

CC-8. Warrants for December 2024 (I)

CC-9. Purchase Card Distributions for December 2024 (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. Water Supply (I)
CC-15. Water Supply Reliability (I)
CC-16. Water Efficiency and Safety Program Update (I)
CC-17. Amended Miscellaneous Fees and Charges and Capacity Fees Effective 2025 (A)
 Recommendation:
 Adopt Resolution 01-2025 amending Miscellaneous Fees, Charges and Capacity Fees for Citrus Heights Water District effective 2025.
CC-18. Discussion and Possible Action to Approve Professional Services Agreements with Flowline Contractors, Inc. and Rawles Engineering Inc. for Engineering Support Services (A)
 Recommendation:
 Approve the professional services agreements with Flowline Contractors, Inc., and with Rawles Engineering, Inc., and authorize the General Manager to execute the agreements.
CC-19. Discussion and Possible Action to Update District Policy 4210.00 Health Insurance (A)
 Recommendation:
 Amend Policy No. 4210.00 to include Western Health Advantage and Kaiser Silver Plans.
CC-20. Discussion and Possible Action to Approve a Professional Services Agreement with Probolsky Research LLC (A)
 Recommendation:
 Approve the professional services agreement with Probolsky Research LLC and authorize the General Manager to execute the agreement.
CC-21. Discussion and Possible Action to Approve a Professional Services Agreement with Bender Rosenthal, Inc. (A)
 Recommendation:
 Approve the professional services agreement with Bender Rosenthal, Inc. and authorize the General Manager to execute the agreement.

ACTION:

Vice President Sheehan moved, and President Riehle seconded the motion to approve the consent calendar.

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

PRESENTATIONS:

None.

PUBLIC HEARINGS:

None.

STUDY SESSION:

S-1. 2024 Strategic Plan Update and 2025 Strategic Plan Preview (I/D)

BUSINESS:

- B-1. Discussion and Possible Action to Award a Contract for the Ella Way Well Project (A)

ACTION:

Vice President Sheehan moved, and Director Wheaton seconded the motion to approve the contract with BDW Construction, Inc. for the Ella Well Project in the amount of \$3,252,675.00 and establish a change order contingency funds in the amount of \$325,268 (10%) and authorize the General Manager to execute the contract.

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

- B-2. Discussion and Possible Action to Approve a Merit-Based Salary Adjustment for the General Manager (A)

ACTION:

Director Wheaton moved, and Vice President Sheehan seconded the motion to approve the proposed salary adjustments for the General Manager.

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

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:44 p.m.

APPROVED:



BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District



RAYMOND A. RIEHLE, President
Board of Directors
Citrus Heights Water District