

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
November 18, 2024

The Special Meeting of the Board of Directors was called to order at 6:15 p.m. by President Sheehan.
Present were:

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

Also present were:

Steve Anderson, General Counsel
Tamar Dawson, Assistant Engineer
Tammy Gordon, Director of Public Affairs
Annie Liu, Director of Administrative Services
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

David C. Wheaton, Vice President was not present during roll call, and arrived at 6:23 p.m.

PLEDGE OF ALLEGIANCE:

President Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

- CC-1a. Minutes of the Special Meeting – October 22, 2024 (A)
- CC-1b. Minutes of the Regular Meeting – October 22, 2024 (A)
- CC-1c. Minutes of the Special Meeting – November 7, 2024 (A)

Recommendation:

Approve the minutes of the October 22, 2024 Special and Regular Meetings,
and the minutes of the November 7, 2024 Special Meeting.

- CC-2. Revenue Analysis Report for October 2024 (I)
- CC-3. Assessor/Collector's Roll Adjustment for October 2024 (I)
- CC-4. Treasurer's Report for October 2024 (I)
- CC-5. Treasurer's Report of Fund Balances for October 2024 (I)
- CC-6. Operating Budget Analysis for October 2024 (I)
- CC-7. Capital Projects Summary for October 2024 (I)
- CC-8. Warrants for October 2024 (I)
- CC-9. Purchase Card Distributions for October 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. 2024 Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Resolution 11-2024 Commending Laura Mason Smith for Facilitation Services to the Citrus Heights Water District (A)

Recommendation:

Adopt Resolution No. 11-2024 Commending Laura Mason-Smith for facilitation services to the Citrus Heights Water District.

ACTION:

Director Riehle moved, and Vice President Wheaton seconded the 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 Approve an Agreement with Rawles Engineering, Inc. for the Minnesota Drive Water Main Project (A)

ACTION:

Director Riehle moved, and Vice President Wheaton seconded the motion to accept the bid of Rawles Engineering, Inc. in the amount of \$427,833.00 and to establish a contingency fund in the amount of \$42,783.30 (10%), for a total amount of \$470,616.30, and authorized the General Manager to execute an agreement with Rawles Engineering, Inc.

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 (Riehle/Wheaton).
- D-5. ACWA Joint Powers Insurance Authority (Wheaton/Moore).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Gordon).
- D-8. RWA Legislative and Regulatory Affairs Update (Riehle/Gordon).
- D-9. Customer Advisory Committee (Riehle/Gordon).
- D-10. Other Reports.

President Sheehan adjourned the meeting to Closed Session at 6:51 p.m.

CLOSED SESSION:

CL-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 233-0440-031-0000
Agency Negotiators: Steve Anderson, Brian Hensley, Rebecca Scott,
Jessica Lomakin, Josh Nelson, Hilary Straus, Annie Liu,
Brittney Moore, Missy Pieri, Carlos Urrutia, Tammy Gordon, Kayleigh
Shepard
Negotiating Parties: DCR 10 CA LLC.
Under Negotiation: Price and Terms of Payment

No reportable action.

CL-2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 243-0180-002-0000
Agency Negotiators: Steve Anderson, Brian Hensley, Rebecca Scott,
Josh Nelson, Hilary Straus, Annie Liu, Brittney Moore, Missy Pieri, Carlos
Urrutia, Tammy Gordon, Kayleigh Shepard
Negotiating Parties: Ashwani Kumar, Teresita Kumar
Under Negotiation: Price and Terms of Payment

No reportable action.

CL-3. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Section 54956.9)
CHWD v. San Juan Water District, Sacramento Superior Court,
Case No. 24WM000064

No reportable action.

CL-4. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
(1 case)

No reportable action.

President Sheehan adjourned the meeting back to open session at 7:27 p.m.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:27p.m.

APPROVED:



BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District



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