



**CITRUS
HEIGHTS
WATER
DISTRICT**

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California
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**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT**

**DECEMBER 13, 2011 beginning at 6:30 PM
DISTRICT ADMINISTRATIVE OFFICE
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Assistant General Manager or Office Administrator at (916) 725-6873. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

CALL TO ORDER:

Upon request, agenda items may be moved to accommodate those in attendance wishing to address that item. Please inform the General Manager.

ROLL CALL OF DIRECTORS:

PLEDGE OF ALLEGIENCE:

VISITORS:

PUBLIC COMMENT:

The Public shall have the opportunity to directly address the Board on any item of interest to the public before or during the Board's consideration of that item pursuant to Government Code Section 54954.3. Public comment on items of interest within the jurisdiction of the Board is welcome, subject to reasonable time limitation of each speaker.

(A) Action Item (D) Discussion Item (I) Information Item

CONSENT CALENDAR: (A)

All items under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, Audience, or Staff request a specific item be removed for separate discussion/action before the motion to approve the Consent Calendar.

- CC-1. Minutes of the Regular Meeting – November 8, 2011.
- CC-2 Assessor/Collector's Report for November 2011.
- CC-3. Assessor/Collector's Roll Adjustment Letter for November 2011.
- CC-4. Treasurer's Report for November 2011.
- CC-5. Bills to be Paid for November 2011.
- CC-6. CAL-Card Purchases for November 2011.
- CC-7. Summary of 2011 Directors, Officers and Employees Training, Seminars and Conference Expenses.

Board of Directors
Allen B. Dains
Joseph M. Dion
Charles T. Rose

*General Manager/
Secretary*
Robert A. Churchill

*Assistant General
Manager/Treasurer*
David B. Kane

Assessor/Collector
Nancy E. Alaniz

OLD BUSINESS:

- O-1. Auburn Boulevard Water Main Replacement Project (I)
Receive a status report on the project.

NEW BUSINESS:

- N-1. Training/Continued Education /Meetings (I)
Discuss training, continued education, and meeting opportunities.
- N-2. Cost-of-Living Adjustment to Salary Schedule, Retiree Insurance Benefits and Directors' Compensation (A)
Consider amending District Policy No. 4101.A1 to adjust the District's Salary Schedule pursuant to a 3.4% increase in the Consumer Price Index; and consider amending Policy No. 4831 to adjust District financial participation in retiree health insurance coverage consistent with CPI; and provide direction to staff regarding a Cost-of-Living Adjustment for Compensation of the Board of Directors.
- N-3. Acquisition of New Telephone System (A)
Consider authorizing an agreement for purchase of a new telephone system for the District.
- N-4. Agreement for Landscape Irrigation Review Services (A)
Consider approval of an agreement with Irrigation Consultation & Evaluation for professional services to provide landscape irrigation reviews for District customers.
- N-5. Restatement of Section 457(b) Deferred Compensation Plan (A)
Consider adoption of a resolution adopting the restatement of the District's Deferred Compensation Plan to comply with recent federal tax legislation.
- N-6. Selection of President and Vice President (A)
Consider selection of President and Vice President of the Board of Directors.
- N-7. Appointment of District Officers (A)
Consider appointments to the District Offices of Assessor / Collector, Treasurer and Secretary.
- N-8. Appointment of Board Representatives and Alternates (A)
Consider appointments to serve as District representatives to various organizations.

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

PROJECT MANAGER'S REPORTS (I):

- PM-1. Accepted Water Systems.
- PM-2. Projects Under Construction by Private Contractors/Developers.
- PM-3. Contractor / Developer Projects Pending Construction.
- PM-4. Proposed District New Construction / Replacement / Rehabilitation.
Project and Development Design.
- PM-5. Projects Contracted by Citrus Heights Water District.
- PM-6. City of Citrus Heights – Auburn Boulevard Joint Utility Trench
Design.
- PM-7. City of Citrus Heights – Sunrise Blvd. Complete Streets Project.

OPERATIONS MANAGER'S REPORTS (I):

- OM-1. Monthly report on construction and maintenance activities plus
water analysis reports.
- OM-2. 2011 Water Consumption.

RECESS: The Meeting will have a 5 minute recess.

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

- D-1. Regional Water Authority (Dains, Churchill)
 - a. Executive Committee (Churchill)
- D-2. Sacramento Groundwater Authority (Rose)
- D-3. San Juan Water District
 - a. Executive Committee (Dion, Churchill)
- D-4. Association of California Water Agencies
 - a. ACWA Fall 2011 Conference (Dains, Dion, Rose)
- D-5. ACWA Joint Powers Insurance Authority (Dion)
 - a. ACWA/JPIA Fall 2011 Conference
- D-6. Sacramento Local Agency Formation Commission (Rose)
- D-7. City of Citrus Heights (Rose)
- D-8. Chamber of Commerce Government Issues Committee (Kane)
- D-9. Other Reports:

ASSISTANT GENERAL MANAGER'S REPORTS (I):

- AGM-1. Financial Audit for 2011.
- AGM-2. Water Efficiency Program Update.
- AGM-3. Winter 2012 WaterLine Newsletter.
- AGM-4. Water Forum Update.
- AGM-5. ACWA-JPIA President's Special Recognition Awards.
- AGM-4. Health Plan Coverage for District Employees for 2012.

GENERAL MANAGER'S REPORTS (I):

- GM-1. Employee Recognition.
- GM-2. ACWA Fall 2011 Conference.
- GM-3. ACWA-JPIA Safety Award.
- GM-4. General Manager Task List.

CORRESPONDENCE:

C-1. None

CLOSED SESSION:

1. None

REPORT OF CLOSED SESSION:

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

January 10, 2012	6:30 PM	Regular Meeting
February 14, 2012	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

I do hereby declare and certify that this agenda for the regular meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the outdoor bulletin board at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 72 hours prior to the regular meeting in accordance with Government Code Section 54945.2.

Robert A. Churchill

ROBERT A. CHURCHILL, Secretary

Dated: December 8, 2011
