

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 28, 2026

The Regular Meeting of the Board of Directors was called to order at 6:37 p.m. by President Sheehan, and roll was called. Present were:

Caryl F. Sheehan, President
David C. Wheaton, Vice President
Raymond A. Riehle, Director

Also present were:

Mary Elise Conzelmann, Principal Public Affairs Analyst
Tamar Dawson, Assistant Engineer
Todd Jordan, Director of Operations
Annie Liu, Director of Administrative Services
Viviana Munoz, Customer Service Specialist
Joshua Nelson, Assistant General Counsel
Melissa Pieri, Director of Engineering
Kayleigh Shepard, Senior Management Analyst/Deputy Board Clerk
Hilary Straus, General Manager
Torrance York, Information Technology Technician

VISITORS:

George Machado, Board Director, San Juan Water District

PLEDGE OF ALLEGIANCE:

President Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

- CC-1a. Minutes of the Special Meeting – March 24, 2026 (A)
- CC-1b. Minutes of the Regular Meeting – March 24, 2026 (A)
- CC-1c. Minutes of the Special Meeting – March 31, 2026 (A)

Recommendation:

Approve the minutes of the March 24, 2026 Special and Regular Meetings, and the March 31, 2026 Special Meeting.

- CC-2. Revenue Analysis Report for March 2026 (I)
- CC-3. Assessor/Collector's Roll Adjustment for March 2026 (I)
- CC-4. Treasurer's Report for March 2026 (I)
- CC-5. Treasurer's Report of Fund Balances for March 2026 (I)

- CC-6. Operating Budget Analysis for March 2026 (I)
- CC-7. Capital Projects Summary for March 2026 (I)
- CC-8. Warrants for March 2026 (I)
- CC-9. Purchase Card Distributions for March 2026 (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 (I)
- CC-17. Discussion and Possible Action to Approve Amendment to Best Best & Krieger LLP Legal Services Agreement (A)
 - Recommendation:
Approve the Amendment to the Best Best & Krieger LLP Legal Services Agreement to add (1) advocacy and (2) bond counsel services.
- CC-18. Discussion and Possible Action to Approve District Policy 6300 – Investments of District Funds (A)
 - Recommendation:
Approve District Policy 6300.00 - Investments of District Funds, with minor revisions.
- CC-19. Discussion and Possible Action to Call for a November 3, 2026 Election (A)
 - Recommendation:
Adopt Resolutions 05-2026 (Sacramento County) and 06-2026 (Placer County) calling for a November 3, 2026 election of a Director for a regular 4-year term in Division two and election of a Director for a regular 4-year term in Division three.

ACTION:

Vice President Wheaton moved, and Director Riehle 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:

- S-1. Q1 2026 Strategic Plan Update (I/D)

BUSINESS:

- B-1. Discussion and Possible Action to Approve an Agreement with LaFleur Engineering, Inc. for the Donnanwood Way Water Main Project (A)

ACTION:

Director Riehle moved, and Vice President Wheaton seconded a motion to accept the bid of LaFleur Engineering, Inc.

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

- B-2. Discussion and Possible Action to Approve the Addition of a Management Technician/Management Analyst Position

ACTION:

Vice President Wheaton moved, and Director Riehle seconded a motion to approve the addition of a Management Technician/Management Analyst position to support Administrative Services functions.

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 (Wheaton/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan/Riehle).
- 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 (Conzelmann).
- D-8. RWA Legislative and Regulatory Affairs Update (Conzelmann).
- D-9. Other Reports

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:38 p.m.

APPROVED:



KAYLEIGH SHEPARD
Deputy Board Clerk
Citrus Heights Water District



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