

**BOARD MEETING AGENDA  
SEMI-ANNUAL MEETING OF THE BOARD OF DIRECTORS OF  
CITRUS HEIGHTS WATER DISTRICT FINANCING CORPORATION  
DECEMBER 20, 2023 beginning at 6:30 PM**



**DISTRICT ADMINISTRATIVE OFFICE  
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**

**PHONE CALL IN: (669) 444-9171**

**PHONE MEETING ID: 823 8176 7263**

**COMPUTER AUDIO/LIVE MEETING PRESENTATIONS:** <https://us06web.zoom.us/j/82381767263>

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 General Manager 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.

Members of the public may attend the meeting in person at the District headquarters or remotely through the phone number and link above.

Materials related to an agenda item for an open session of a regular meeting of the Citrus Heights Water District are posted on the Citrus Heights Water District website at [www.chwd.org](http://www.chwd.org).

**CALL TO ORDER:**

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

**ROLL CALL OF DIRECTORS:**

**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. The Presiding Officer will limit comments to three (3) minutes per speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

**CONSENT CALENDAR:**

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 Special Meeting of the Citrus Heights Water District Financing Corporation – August 16, 2023 (A)

Recommendation:

Approve the minutes from the August 16, 2023 Citrus Heights Water District Financing Corporation meeting.

**BUSINESS:**

B-1. Confirmation/Appointment of CHWD Financing Corporation Officers (A)

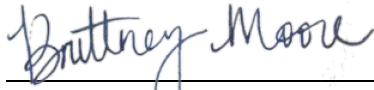
Recommendation:

Consider confirmation and appointment of Citrus Heights Water District Financing Corporation Officers.

**ADJOURNMENT:**

**CERTIFICATION:**

I do hereby certify that this agenda was posted in a location accessible to the public at 6230 SYLVAN ROAD, CITRUS HEIGHTS, CA 95610 at least 72 hours prior to the regular meeting in accordance with Government Code Section 54954.2.



\_\_\_\_\_  
Brittney Moore, Chief Board Clerk

Dated: December 14, 2023

CITRUS HEIGHTS WATER DISTRICT FINANCING CORPORATION  
BOARD OF DIRECTORS MEETING MINUTES  
August 16, 2023

The Annual Meeting of the Board of Directors of the Citrus Heights Water District Financing Corporation was called to order at 7:41 p.m. by President Riehle and roll was called. Present were:

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

**Staff:**

Bryan Abaya, Principal Information Technology Analyst  
Annie Liu, Director of Administrative Services  
Brittney Moore, Administrative Services Manager/Chief Board Clerk  
Josh Nelson, Assistant General Counsel  
Melissa Pieri, Director of Engineering/ District Engineer  
Rebecca Scott, Director of Operations  
Kayleigh Shepard, Management Analyst  
Hilary Straus, General Manager

**VISITORS:**

Nick Spiers

**PUBLIC COMMENT:**

None.

**CONSENT CALENDAR:**

President Riehle asked for consideration and/or approval of the consent calendar.

CC-1a. Minutes of the Annual Meeting of the Citrus Heights Water District Financing Corporation – June 21, 2023 (A)

**ACTION:**

Vice President Wheaton moved, and Director Sheehan seconded a motion to approve the consent calendar.

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

**PRESENTATION:**

P-1. Status of the San Juan Water District / CHWD Revenue Refunding Bonds Series 2012A (A)

**ACTION:**

Vice President Wheaton moved, and Director Sheehan seconded a motion to approve the draft Annual Report for the SJWD/CHWD Revenue Refunding Bonds, Series 2012A and Authorize staff to file the Annual Report as required by the Municipal Securities Rulemaking Board (MSRB).

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 7:46 p.m.

**APPROVED:**

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Brittney C. Moore  
Chief Board Clerk  
Citrus Heights Water District

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Raymond A. Riehle, President  
Board of Directors  
Citrus Heights Water District

# CITRUS HEIGHTS WATER DISTRICT FINANCING CORPORATION

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS OF THE CHWD FINANCING CORPORATION DECEMBER 20, 2023 MEETING

SUBJECT : CONFIRMATION / APPOINTMENT OF CHWD FINANCING CORPORATION OFFICERS  
 STATUS : Action Item  
 REPORT DATE : December 14, 2023  
 PREPARED BY : Brittney Moore, Administrative Services Manager

**OBJECTIVE:**

Consider confirmation and appointment of Citrus Heights Water District Financing Corporation Officers.

**BACKGROUND AND ANALYSIS:**

In light of the change in one of the Staff the following proposed changes are noted below.

Existing Officers:

President	Raymond A. Riehle
Vice President	David C. Wheaton
Director	Caryl F. Sheehan
Chief Financial Officer	Annie Liu
Secretary	Hilary M. Straus

Proposed Officers:

President	David C. Wheaton	Appoint as President
Vice President	Caryl F. Sheehan	Appoint as Vice President
Director	Raymond A. Riehle	Appoint as Director
Chief Financial Officer	Annie Liu	Reconfirm as CFO
Secretary	Hilary M. Straus	Reconfirm as Secretary

**RECOMMENDATION:**

Confirm and appoint the following Citrus Heights Water District Financing Corporation Officers:

President	David C. Wheaton	Appoint as President
Vice President	Caryl F. Sheehan	Appoint as Vice President
Director	Raymond A. Riehle	Appoint as Director
Chief Financial Officer	Annie Liu	Reconfirm as CFO
Secretary	Hilary M. Straus	Reconfirm as Secretary

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

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