

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
August 27, 2024

The Regular Meeting of the Board of Directors was called to order at 6:36 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:

Thais Alvez, Special Labor Counsel  
Steve Anderson, General Counsel  
Tim Cutler, Water Distribution Supervisor  
Ryan Domino, Lance, Soll & Lunghard, LLP  
Tammy Gordon, Director of Public Affairs  
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  
Michael Shorter, Accounting Manager  
Hilary Straus, General Manager  
Andrew Tran, Information Technology Manager  
Carlos Urrutia, Strategic Advisor

**VISITORS:**

Roger Canfield  
Nick Spiers

**PLEDGE OF ALLEGIANCE:**

President Sheehan led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**CONSENT CALENDAR:**

- CC-1a. Minutes of the Special Meeting – May 28, 2024 (A)
- CC-1b. Minutes of the Regular Meeting – May 28, 2024 (A)
- CC-1c. Minutes of the Special Meeting – June 18, 2024 (A)
- CC-1d. Minutes of the Special Meeting – June 20, 2024 (A)
- CC-1e. Minutes of the Special Meeting – July 1, 2024 (A)

**Recommendation:**

Approve the minutes of the May 28, 2024 Special and Regular Meetings,

**BUSINESS:**

- B-1. Annual Comprehensive Financial Report for the Year Ended December 31, 2023  
(A)

**ACTION:**

Director Riehle moved and Vice President Wheaton seconded the motion to Receive and file the District's Annual Report for the Year Ended December 31, 2023, and to Receive and file the Report on Internal Control and Required Communications for the Year Ended December 31, 2023.

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

- B-2. Discussion and Possible Action to Approve District Policy Updates and Adopt Resolution 09-2024 Relating to Employer-Employee Organization Relations (A)

**ACTION:**

Vice President Wheaton moved and Director Riehle seconded the motion to:

1. Approve an increase to Life Insurance Coverage for employees from \$100,000 to \$250,000
2. Approve updates to the District's Human Resources Policies (4000 Series)
3. Adopt Resolution 09-2024 Relating to Employer-Employee Organization Relations

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 (Riehle).
- D-8. RWA Legislative and Regulatory Affairs Update (Nunes/Scott).
- D-9. Customer Advisory Committee (Riehle/Moore).
- D-10. Other Reports.

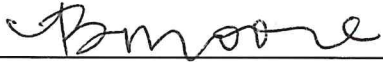
**CLOSED SESSION:**

None.

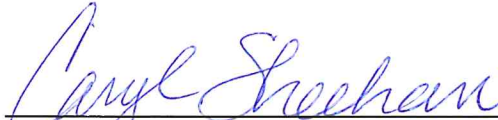
**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 8:10 p.m.

APPROVED:



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BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District



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