

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
December 10, 2024

The Special Meeting of the Board of Directors was called to order at 6:00 p.m. by President Sheehan and roll was called. Present were:

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

Attended at a teleconference location:  
David C. Wheaton, Vice President

Staff and Consultants:

Tammy Gordon, Director of Public Affairs  
Habib Isaac, IB Consulting, Rate Advisor  
Brittney Moore, Administrative Services Manager/Chief Board Clerk  
Viviana Munoz, Customer Service Technician  
Annie Liu, Director of Administrative Services  
Melissa Pieri, Director of Engineering/District Engineer  
Kyler Rayden, BBK Associate, Acting General Counsel  
Rebecca Scott, Director of Operations  
Kayleigh Shepard, Management Analyst/Deputy Board Clerk  
Michael Shorter, Accounting Manager  
Hilary Straus, General Manager

Visitors:

Ted Costa, Resident  
Susan Bayless, Resident  
Julia Eunice, Resident  
Andrew Johnson, Resident  
Diane Louise, Resident  
Kathy Morris, Resident  
Michael Nishimura, Resident  
Pearl Oen, Resident  
Bill Shirley, Resident

After the meeting was called to order, President Sheehan announced that Vice President Wheaton was attending remotely. Although this item was not agendaized, President Sheehan requested a motion to allow for Vice President Wheaton to participate virtually. A motion was made by Director Riehle, and approved by all three Board Directors, permitting the remote participation of Vice President Wheaton for the remainder of the meeting.

**PLEDGE OF ALLEGIANCE:**

President Sheehan led the Pledge of Allegiance.

**PUBLIC COMMENT:**

Kathy Morris, Resident  
Susan Bayless, Resident  
Pearl Oen, Resident  
Bill Shirley, Resident

**PUBLIC HEARINGS:**

President Sheehan declared the three public hearings open at 7:11 p.m.

Chief Board Clerk, Brittney Moore, stated for the record that nine (9) statutorily compliant protest letters were received out of a total possible of twenty-one thousand four hundred ninety (21,490) identified parcels or .041879% of total accounts protesting the proposed water rate increase.

PH-1. Water Rates Effective 2025 (A)

**ACTION:**

Director Riehle moved, and Vice President Wheaton seconded a motion to conduct the Public Hearing on the proposed Water Rates effective 2025; and to adopt Resolution No. 13-2024 Establishing Water Rates for Citrus Heights Water District effective 2025.

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

PH-2. Miscellaneous Fees and Charges and Capacity Fees Effective 2025 (A)

**ACTION:**

Director Riehle moved, and Vice President Wheaton seconded a motion to conduct the Public Hearing on the proposed Miscellaneous Fees and Charges, and Capacity Fees effective 2025; and to adopt Resolution 14-2024 Adopting Miscellaneous Fees, Charges and Capacity Fees for Citrus Heights Water District effective 2025.

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

PH-3. 2024 Operating and Capital Improvements Budgets (A)

**ACTION:**

Vice President Wheaton moved, and Director Riehle seconded a motion to conduct a Public Hearing on the proposed Budget for 2025; and to adopt Resolution 15-2024, establishing the Fiscal Year 2025 Budget.

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

President Sheehan closed the public hearing at 7:27 p.m.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 7:42 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