



**CITRUS  
HEIGHTS  
WATER  
DISTRICT**

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**BOARD MEETING AGENDA  
MEETING OF THE BOARD OF DIRECTORS OF  
CITRUS HEIGHTS WATER DISTRICT FINANCING CORPORATION**

**TUESDAY, August 11, 2015 beginning at 6:30 PM**

**\*\*\*\* NOTE CHANGE IN MEETING LOCATION \*\*\*\*  
DISTRICT TEMPORARY ADMINISTRATIVE OFFICE  
7011 SYLVAN ROAD, SUITE E, 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 Citrus Heights Water District Assistant General Manager or Human Resources Specialist 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

**N-1. CONSIDERATION OF APPROVAL OF THE MINUTES OF THE ANNUAL MEETING OF THE CITRUS HEIGHTS WATER DISTRICT FINANCING CORPORATION OF JULY 14, 2015 (A)**

Review and consider approval of the draft minutes.

**ADJOURNMENT:**

**CERTIFICATION:**

I do hereby certify that this agenda was posted in a location accessible to the public at 7011 SYLVAN RD, SUITE E, CITRUS HEIGHTS, CA 95610 at least 72 hours prior to the regular meeting in accordance with Government Code Section 54954.2.

*Robert A. Churchill*

ROBERT A CHURCHILL, SECRETARY  
Citrus Heights Water District Financing Corporation

Dated: August 4, 2015

Board of Directors  
**Allen B. Dains**  
**Caryl F. Sheehan**  
**Raymond A. Riehle**

General Manager/  
Secretary  
**Robert A. Churchill**

Assistant General  
Manager/Treasurer  
**Hilary M. Straus**

Accounting Supervisor  
Assessor/Collector  
**Susan K. Sohal**

CITRUS HEIGHTS WATER DISTRICT FINANCING CORPORATION  
BOARD OF DIRECTORS MEETING  
July 14, 2015

The Annual Meeting of the Board of Directors of the Citrus Heights Water District was called to order at 6:36 PM by President Dains. Present were:

- Allen B. Dains, President
- Carol F. Sheehan, Vice President
- Raymond A. Riehle, Director
- Robert A. Churchill, Secretary, who arrived at 6:53 PM, upon returning from travel to Montana and Oregon
- Hilary M. Straus, Chief Financial Officer
- Susan Sohal, CHWD Accounting Supervisor
- John J. Townsel, CHWD Operations Manager
- Paul A. Dietrich, CHWD Project Manager
- Rex W. Meurer, CHWD Water Efficiency Coordinator

VISITORS

- John Moore, 8429 Victory Way, Citrus Heights, CA 95610
- Matthew Carroll, Paladin, Private Security, 320 Commerce Circle, Sacramento, CA 95815

Confirmation / Appointment of CHWD Financing Corporation Officers

The Board confirmed and appointed the following Citrus Heights Water District Financing Corporation Officers:

President	Allen B. Dains	Reconfirm as President
Vice President	Caryl F. Sheehan	Confirm as Vice President
Director	Raymond A. Riehle	Confirm as Director
Chief Financial Officer	Hilary M. Straus	Appoint as CFO
Secretary	Robert A. Churchill	Reconfirm as Secretary

Consideration of Approval of the Minutes of the Annual Meeting of the Citrus Heights Water District Financing Corporation of July 8, 2014.

The Board reviewed a draft copy of the minutes of the July 8, 2014 Annual Meeting of the CHWD Financing Corporation. It was moved by Director Riehle and seconded by Director Sheehan to approve the minutes of the July 8, 2014 Annual Meeting of the CHWD Financing Corporation.

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

## Status of the CHWD Revenue Refunding Certificates of Participation, Series 2010

Accounting Supervisor Sohal reported that the Citrus Heights Water District Financing Corporation (the Corporation) was formed in July 2000 for the purpose of issuing the \$7.9 million in Certificates of Participation (COPs) for the financing of water meter retrofits and well improvements. Section 3.5 of the Bylaws for the Corporation requires that an annual meeting be held each year. In June 2010, the Corporation authorized the refunding of the Series 2000 COPs with the issuance of the Revenue Refunding COPs, Series 2010, in the amount of \$5,155,000. The purpose of the meeting is to review information or developments related to the COP financing and to fulfill a legal requirement for California non-profit corporations.

Included with Directors' agenda packets was a copy of the Continuing Disclosure Annual Report for the Revenue and Revenue Refunding COPs (Attachment 1). This report is a requirement of the District's COP issuance and is generally required for all publicly-traded securities. It is filed with Nationally Recognized Municipal Securities Information Repositories where these reports are made available to the public. The Annual Report shows the status of the principal on the COPs and other financial and operating information about the District as of December 31, 2014. The balance outstanding on the COPs at that time was \$2,980,000.00.

The District made two installment payments in 2014 on the Series 2010 COPs for a total of \$567,250.00; \$435,000.00 as repayment of principal on the COPs; and \$132,250.00 in interest on the debt. The District has six years of payments remaining on this 10-year debt refunding as of December 31, 2014 (Attachment 2).

The debt under the San Juan Water District (SJWD)/CHWD COPs, originally issued in 2003, was not issued under the authority of the CHWD Financing Corporation, since it was done under the authority of the San Juan Suburban Water District Financing Corporation. However, staff has typically reported on the status of the SJWD/CHWD debt issuance at the time of the CHWD Financing Corporation Annual Meeting.

CHWD participated with SJWD in a refunding of the 2003 Series debt that was completed in May 2012. The new debt issuance is identified as the SJWD/CHWD Refunding Revenue Bonds, Series 2012A. This refunding resulted in a savings to SJWD and CHWD over the remaining life of their respective debt. The principal amount outstanding on the Series 2012A bonds as of December 31, 2014 was \$2,090,000.00. CHWD's annual principal and interest payments on the Series 2012A debt ranges from \$167,287.00 to \$175,878.00 annually over the remaining life of the debt through its retirement in 2033.

The District's AA bond rating on its debt was most recently reaffirmed in April 2012 during the process of refunding the Series 2003 COPs. The rating is a continued affirmation of the District's strong financial policies and financial stability.

Directors and staff discussed the District's debt issuances.

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 6:47 PM by President Dains.

APPROVED:

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ROBERT A. CHURCHILL  
Secretary  
Citrus Heights Water District  
Financing Corporation

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ALLEN B. DAINS, President  
Board of Directors  
Citrus Heights Water District  
Financing Corporation

DRAFT