

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 27, 2026

The Regular Meeting of the Board of Directors was called to order at 6:30 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:

Steve Anderson, General Counsel
Khandriale Clark, Public Affairs Analyst
Mary Elise Conzelmann, Public Affairs Manager
Tamar Dawson, Assistant Engineer
Jarrett Flink, Senior Construction Inspector
Brian Hensley, Water Resources Supervisor
Todd Jordan, Director of Operations
Annie Liu, Director of Administrative Services
Brittney Moore, Administrative Services Manager/Chief Board Clerk
Josh Nelson, Assistant General Counsel
Jace Nunes, Senior Management Analyst
Melissa Pieri, Director of Engineering
Kayleigh Shepard, Senior Management Analyst/Deputy Board Clerk
Hilary Straus, General Manager
Torrance York, Information Technology Analyst

VISITORS:

George Machado, Board Member, 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 – December 15, 2025 (A)
- CC-1b. Minutes of the Regular Meeting – December 15, 2025 (A)
- CC-1c. Minutes of the Special Meeting – December 23, 2025 (A)
- CC-1d. Minutes of the Special Meeting – January 13, 2026 (A)

Recommendation:

Approve the minutes of the December 15, 2025 Special and Regular Meetings, the minutes of the December 23, 2025 Special Meeting, and the minutes of the January 13, 2026 Special Meeting.

- CC-2. Revenue Analysis Report for December 2025 (I)
- CC-3. Assessor/Collector's Roll Adjustment for December 2025 (I)
- CC-4. Treasurer's Report for December 2025 (I)
- CC-5. Treasurer's Report of Fund Balances for December 2025 (I)
- CC-6. Operating Budget Analysis for December 2025 (I)
- CC-7. Capital Projects Summary for December 2025 (I)
- CC-8. Warrants for December 2025 (I)
- CC-9. Purchase Card Distributions for December 2025 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report for December 2025 (I)
- CC-14. Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Discussion and Possible Action to Adopt Resolution No. 02-2026 Adding a Regular Meeting for February 17, 2026; November 17, 2026; and December 15, 2026 (A)
 - Recommendation:
Adopt Resolution 02-2026 adding Regular Meetings for February 17, 2026, November 17, 2026, and December 15, 2026.
- CC-18. Discussion and Possible Action to Approve a Professional Services Agreement with Carollo Engineers, Inc. (A)
 - Recommendation:
Approve the professional services agreement with Carollo Engineers, Inc., and authorize the General Manager to execute the agreement.
- CC-19. Consider Adopting Resolution No. 03-2026 and Resolution No. 04-2026 Designating an Authorized Representative to Execute Applications and Documents for the State Water Resources Control Board's (SWRCB) Drinking Water State Revolving Fund (DWSRF) for the Palm and Sylvan Well Relocation Projects (A)
 - Recommendation:
Adopt Resolution No. 03-2026 and Resolution No. 04-2026 designating the General Manager or designee as the authorized representative to file the Financial Assistance Application and execute any related documents, including a financial assistance agreement, that are necessary to secure funding from the SWRCB's DWSRF for the completion of the Project.
- CC-20. Discussion and Possible Action to Amend the Contract for Design, Testing, and Construction Management Services for the Ella Way Well Project (A)
 - Recommendation:
Approve a contract amendment with Water Systems Consulting, Inc. for the Ella Way Well Project in the amount of \$133,579.00 for a total Project budget of \$914,957.00.

ACTION:

Director Riehle moved, and Vice President Wheaton seconded a motion to approve the Consent Calendar.

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

PRESENTATIONS:

P-1. Assembly Bill (AB) 1572 Regulatory Update (I/D)

PUBLIC HEARINGS:

None.

STUDY SESSION:

S-1. 2025 Strategic Plan Update and 2026 Strategic Plan Preview (I/D)

BUSINESS:

B-1. Discussion and Possible Action to Approve an Agreement with Lafleur Engineering, Inc. for the Greenback Lane – Birdcage Street to Burich Avenue Water Main Project (A)

ACTION:

Vice President Wheaton moved, and Director Riehle seconded a motion to accept the bid of LaFleur Engineering, Inc. in the amount of \$987,337.00 and establish a contingency fund in the amount of \$98,733.70 (10%), for a total amount of \$1,086,070.70; and authorize the General Manager to execute an agreement with LaFleur Engineering, Inc.

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. Customer Advisory Committee (Riehle/Conzelmann).
- D-10. Other Reports.

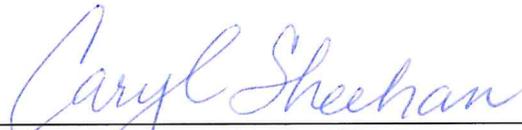
ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 8:27 p.m.

APPROVED:



BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District



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