

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
July 28, 2026

The Special Meeting of the Board of Directors was called to order at 6:01 p.m. by President Sheehan.
Roll was called and present were:

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

Also present were:

Steve Anderson, General Counsel
Mary Elise Conzelmann, Public Affairs Manager
Teresa Highsmith, Employment Practices Counsel
Habib Isaac, IB Consulting, Financial Advisor
Todd Jordan, Director of Operations
Annie Liu, Director of Administrative Services
Brittney Moore, Administrative Services Manager/Chief Board Clerk
Viviana Munoz, Management Technician
Joshua Nelson, Assistant General Counsel
Melissa Pieri, Director of Engineering/District Engineer
Megan Selling, Senior Accountant
Mrunal Shah, BBK Partner
Ben Strange, Accounting Manager
Hilary Straus, General Manager
Andrew Tran, Information Technology Manager

VISITORS:

Julie Beyers, Resident
Amanda Camacho, Resident
Andrew Johnson, Resident
Michael Nishimura, Resident

PLEDGE OF ALLEGIANCE:

President Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

President Sheehan adjourned the meeting to Closed Session at 6:01 p.m.

CLOSED SESSION:

CL-1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Section 54956.9)
CHWD v. San Juan Water District, Sacramento Superior Court,
Case No. 26WM000117

No reportable action.

CL-2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
CHWD v. San Juan Water District, Sacramento Superior Court,
Case No. 24WM000064

No reportable action.

CL-3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Section 54956.8:
Property: Parcel Number 243-0180-002-0000
Agency Negotiators: Steve Anderson, Brian Hensley, Josh
Nelson, Hilary Straus, Annie Liu, Brittney Moore, Missy Pieri, Carlos
Urrutia, Kayleigh Shepard, Todd Jordan, Jace Nunes, Mary Elise
Conzelmann, Greg Snarr
Negotiating Parties: Ashwani Kumar, Teresita Kumar
Under Negotiation: Price and Terms of Payment

No reportable action.

CL-4. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code, section 54957.6
Agency designated representatives: Hilary Straus, General Manager
Teresa Highsmith, Employment Practices Counsel
Annie Liu, Director of Administrative Services
Brittney Moore, Administrative Services Manager/Chief Board Clerk Employee
Organization: Unrepresented Employees

No reportable action.

President Sheehan adjourned the meeting back to open session at 6:50 p.m.

CONSENT CALENDAR:

- C-1. Discussion and Possible Action to Adopt Resolution No. 13-2026 Authorizing and Designating the Citrus Heights Water District's August 19, 2026 Special Meeting as a Regular Meeting (A).

ACTION:

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

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

STUDY SESSION:

S-1. 2027 Budget and Financial Planning Workshop.

The Board provided consensus direction to staff to schedule a Public Hearing in August 2026 to adopt the 2027 Budget; to update the District Reserve Policy and bring it back to the Board in February 2027 for approval; to prepare documentation to pay off the existing bond; and to not increase the 2027 Miscellaneous Fees and Charges Schedule.

BUSINESS:

B-1. Transfer operational surplus for FY 2026 and 2027.

ACTION:

Director Riehle moved and Vice President Wheaton seconded a motion to approve a transfer of operational surplus or \$500,000, whichever is less, from fiscal years 2026 and 2027 to the Meter Replacement Reserve.

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

B-2. Discussion and Possible Action to Adopt Resolution No. 14-2026 Authorizing the General Manager or his designee to Apply for Financing from the California Infrastructure and Economic Development Bank (Ibank) and Sign Related Documents.

ACTION:

Direction Riehle moved and Vice President Wheaton seconded a motion to adopt Resolution No. 14-2026 authorizing the General Manager (or other designated officers) to apply for financing from the California Infrastructure and Economic Development Bank (IBank), and to execute all required application and loan documents, and take all actions necessary to obtain financing for the District's Facilities Modernization & Expansion Project.

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

B-3. Discussion and Possible Action to Adopt Resolution No. 15-2026 Temporarily Suspending the Assessment of Late Payment Penalty Charges for Water Service Accounts.

ACTION:

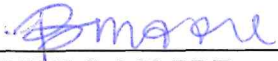
Vice President Wheaton moved and Director Riehle seconded a motion to approve Resolution No. 15-2026 to waive late fees between 8/17/26 to 12/31/26 due to transition to the new utility billing system.

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

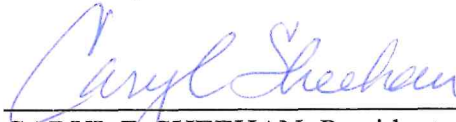
ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 9:08 p.m.

APPROVED:



BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District



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