

April 14, 2017
Sacramento, California

The Board of Trustees of the American River Flood Control District met in regular session in its office at 185 Commerce Circle, Sacramento, CA at 11:00 a.m. on Friday, , April 14, 2017. In attendance were Trustee Holloway, Trustee Redway and Trustee Pavão. Trustee Shah was absent. Trustee Holloway presided. Also present from the District were General Manager (GM) Tim Kerr, Superintendent Richard Marck, Field Supervisor Ross Kawamura, Legal Counsel David Aladjem and Office Manager Malane Chapman. Mr. Robert Merritt was present from Robert Merritt, CPA. and Ms. Ingrid Sheipline, CPA. was present from Richardson & Company LLP. Two members of the public were present.

Item No. 1 Public Comments on Non-Agenda Items: There were no comments on non-agenda items from members of the public.

Item No. 2 Appointment of New Board Member: Trustee Holloway spoke to the quality of both applicants. He asked the Board to deliberate on which candidate they would select. On a motion by Trustee Redway seconded by Trustee Pavão, the Board appointed Steven T. Johns to the American River Flood Control District Board of Trustees.

Roll Call Vote:

Trustee Holloway	AYE
Trustee Redway	AYE
Trustee Pavão	AYE

Item No. 3 Oath of Office for New Board Appointed Trustee: Trustee Holloway administered the Oath of Office for Trustee Johns.

Item No. 4 Make Personnel Assignments to Existing Standing/Ad-Hoc Committees for 2017: The Board reviewed the current Committee Assignments and made the following changes:

- Brian F. Holloway – Removed from Policy
- Steven T. Johns – Added to Policy
- Bettina C. Redway – Removed from Newsletter
- Steven T. Johns – Added to Newsletter
- William J. Pavão – Removed as Director, LAFCO Special District Advisory Committee
- Steven T. Johns – Added as Director, LAFCO Special District Advisory Committee
- Bettina C. Redway – Added as Alternate Director SAFCA

Item No. 5 Approval of Consent Agenda Items: On a motion by Trustee Pavão seconded by Trustee Redway, the Board unanimously approved Items 5a) Minutes of

Regular Meeting on March 10, 2017, 5b) Minutes of Special Meeting on March 23, 2017, 5c) Minutes of Special Meeting on April 6, 2017 and 5f) Correspondence: None.

Item No. 5d) Approval of Report of Investment Transactions February 2017 (City Pool, LAIF, River City) and Treasurer's Certification: Trustee Pavão asked about the balance at River City. Following explanation by staff and on a motion by Trustee Pavão seconded by Trustee Johns, the Board unanimously approved the item.

Item No. 5e) District Financial Reports: Statement of Operations (March 2017) and Cash Flow Report: Trustee Redway requested clarification regarding Levee Maintenance Chemicals and Employee Benefits. Following explanation by staff and on a motion by Trustee Pavão seconded by Trustee Johns, the Board unanimously approved the item.

Item No. 6 Accounts Payable and General Fund Expenses (March 2017): Trustee Pavão requested clarification regarding payments to California Conservation Corp and West Coast Arborists. Trustee Holloway requested clarification on the credit to AT&T Analog. On a motion by Trustee Redway seconded by Trustee Pavão, the Board unanimously approved payments on the Schedule of Accounts Payable (March 2017) of \$110,771.31 and General Fund Expenses of \$81,903.02 (total aggregate sum \$192,674.33).

Item No. 7 Designation of Surplus Equipment: 2001 GMC Pickup Truck: Following explanations by the staff and on a motion by Trustee Pavão seconded by Trustee Johns, the Board unanimously approved this item.

Item No. 8 Final FY 2015-16 Audit: The Board reviewed the final audit. Trustee Redway asked about Note E – Pension Plans and GASB 68. Trustee Holloway asked for clarification about Note D – Long-Term Liabilities. Following explanation by Ms. Sheipline and on a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved the final audit.

Item No. 9 Naming of the District Facilities: The Board discussed naming of the District Facilities or Boardroom after Karolyn W. Simon. After discussion with Legal Counsel Aladjem and on a motion by Trustee Pavão seconded by Trustee Redway, the Board unanimously approved naming the Boardroom the Karolyn W. Simon Boardroom.

Item No. 10 Presentation to Retiring Employee

- *Resolution 2017-04: Recognizing and Commending Richard Marck on the Occasion of His Retirement:* GM Kerr read the resolution to the Board and staff honoring Mr. Marck for his 26 years of service to the District. Mr. Aladjem read a letter to Mr. Marck for making the District and Sacramento a much better place.

Trustee Holloway expressed appreciation to Richard Marck for his dedication and length of service noting he will be missed. On a motion by Trustee Redway seconded by Trustee Pavão, the Board approved the resolution. Ayes: Trustee Holloway, Trustee Pavão, Trustee Redway and Trustee Johns.

Item No. 11 Administrative Staff Reports:

a) *General Manager Tim Kerr reported on the following:*

- General Manager's March Meeting Summary: Glenbrook West Apartments Site Visit, Beaver Damage, and City/Maintenance Area 9/ARFCD System Wide Improvement Framework meetings were discussed;
- District Policy for Stairs on Levees: GM Kerr discussed various elements to consider for levee stairs;
- Email Security Alert: GM Kerr briefed the Board on a fraudulent email that was sent to River City Bank and steps the District has taken to prevent further emails;
- Hydrologic Conditions: Folsom Lake is 69% full with an outflow of 10,000 cfs. The gauge at the I Street Bridge shows a water surface elevation of 23 feet above sea level;
- Next Board Meeting is scheduled for May 12, 2017.

b) *Legal Counsel David Aladjem had nothing further to report.*

c) *Office Manager Malane Chapman reported on the following:*

- CSDA Board Secretary/Clerk Conference: The CSDA Board Secretary Conference will be held in Anaheim on October 22, 23 and 24. Office Manager Chapman expressed interest in attending the conference for networking and continuing education opportunities. The Board directed GM Kerr to register Ms. Chapman for the conference and to attribute the costs to staff training;
- Board Tour of District Facilities: Date has been set for May 12 following the Board meeting;
- Summer Gathering for Board and Staff: Activities such as bowling and bocce ball were discussed;
- New Copy Machine for District: Office Manager Chapman briefed the Board on the status of the current copy machine. After discussing the pros and cons of leasing versus purchasing, the Board directed Staff to lease a new copier.

Item No. 12 Operations and Maintenance Staff Reports:

a) *Field Supervisor Ross Kawamura reported on:*

- Crew activities including tree removal, mowing and building up a portion of the levee.

Item No. 13 Questions and Comments by Trustees: Trustee Redway asked that the General Fund and Account Payable be printed on 8 ½ x 11 or 11 x 14 sized paper. Trustee Redway also suggested looking at electronic Board packets.

Item No. 14 Adjourn: There being no further business requiring action by the Board, the meeting was adjourned by Trustee Holloway at 1:08 p.m.

Attest:

Secretary

President

DRAFT