

May 19, 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, May 19, 2017. In attendance were Trustee Holloway, Trustee Redway, Trustee Pavão, Trustee Shah and Trustee Johns. Trustee Holloway presided. Also present from the District were General Manager (GM) Tim Kerr, Field Supervisor Ross Kawamura, Legal Counsel David Aladjem and Office Manager Malane Chapman. No 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 Approval of Consent Agenda Items:* On a motion by Trustee Shah seconded by Trustee Pavão, the Board unanimously approved Items 2a) Minutes of Regular Meeting on April 14, 2017, 2c) District Financial Reports: Statement of Operations (March 2017) and Cash Flow Report, and 2d) Correspondence: None.

*Item No. 2b Approval of Report of Investment Transactions March 2017 (City Pool, LAIP, River City) and Treasurer's Certification:* Trustee Shah asked about the return on investment for the City Pool A versus LAIF accounts. Following explanation by staff and on a motion by Trustee Shah seconded by Trustee Pavão, the Board unanimously approved the item.

*Item No. 3 Accounts Payable and General Fund Expenses (April 2017):* Trustee Redway requested clarification regarding payments to Sunbelt and Sacramento Revenue. On a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved payments on the Schedule of Accounts Payable (April 2017) of \$73,119.72 and General Fund Expenses of \$80,824.08 (total aggregate sum \$153,943.80).

*Item No. 4 MBK Engineers LAR Erosion Inspection:* GM Kerr provided a review of the Erosion Inspection Report noting that there were no flood events or erosion in the year preceding the inspection. He said that the inspection mainly observed damage from human activities on levees including recreation, pedestrian traffic, and encampments. On a motion by Trustee Redway seconded by Trustee Pavão, the Board unanimously approved the item.

*Item No. 5 WSP Scope of Work – Assessment Services:* Following explanations by staff and on a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved this item with the condition that Staff work with SAFCA to consider future joint assessments and that the Staff Report indicate assessment calculation work became exceeding complicated in recent years.

*Item No. 6 Administrative Staff Reports:*

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

- General Manager's April Meeting Summary;
- SAFCA O&M Agreement for North Area Streams: ;
- Hydrologic Conditions: Folsom Lake is 84% full with an outflow of 9,718 cfs. The gauge at the I Street Bridge shows a water surface elevation of 18 feet above sea level;
- Next Board Meeting is scheduled for June 9, 2017.

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

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

- Board Tour of District Facilities;
- Summer Gathering for Board and Staff: Planning the event to take place either July 22 or July 23 at Capital Bowl in West Sacramento;
- New Copier: New copier was installed on May 11;
- New Website: New District website went live on May 12;
- Electronic Board Packets: Packets will be available on the website and hardcopies will be provided at the meeting.

*Item No. 7 Operations and Maintenance Staff Reports:*

a) *Field Supervisor Ross Kawamura reported on:*

- Crew activities including tree removal at Cal Expo, slope work at La Riviera, mowing and building up a portion of the levee.

*Item No. 8 Questions and Comments by Trustees:* Trustee Shah thanked the Trustees and Staff for being flexible with scheduling the May meeting.

*Item No 9 and 10 Tour of District Facilities/Adjourn:* There being no further business requiring action by the Board, the meeting was adjourned to a tour of District levees and facilities by Trustee Holloway at 12:06 p.m.

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**American River Flood Control District  
Staff Report**

**Investment Transactions Summary; April 2017**

**LAIF:**

- On April 13, 2017 an interest payment was deposited in the amount of \$1,451.99.

**City Pool A**

- Accrued Interest Receivable for the month of April was \$9256.62.
- As of April 30, 2017 the balance of Interest Receivable in this account was \$81,007.33.

Interest Receivable is accrued and transferred to the Cash Balance at the discretion of the City.

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**River City Bank:**

- Total amount of Accounts Payable cleared during the month of April was \$197,510.40
- On April 30, 2017 a monthly interest payment was deposited in the amount of \$147.97.

### Balance and Transactions

Account		LAIF	City Pool A	River City Bank
Beginning Balance	4/1/17	\$758,957.19	\$7,167,066.57	\$777,079.91
<b>Transactions</b>				
LAIF Interest	4/13/17	1,451.99		
City Pool A Interest **	4/30/17		9,256.62	
River City Bank Interest	4/30/17			147.97
Accounts Payable (cleared)				(197,510.40)
<b>Ending Balance:</b>	<b>4/30/17</b>	<b>\$760,409.18</b>	<b>\$7,167,066.57</b>	<b>\$579,717.48</b>

\*\*City Pool A Interest is accrued and deposited in the account at the discretion of the City.

### Interest

Date:	May 2016	June 2016	July 2016	Aug 2016
LAIF	0.53	0.58	0.59	0.62
City Pool A	1.24	1.20	1.25	1.24
River City Bank	0.20	0.20	0.20	0.20
Date:	Sept 2016	Oct 2016	Nov 2016	Dec 2016
LAIF	0.63	0.65	0.65	0.65
City Pool A	1.34	1.22	1.32	1.17
River City Bank	0.17	0.25	0.25	0.16
Date:	Jan 2017	Feb 2017	Mar 2017	<b>Apr 2017</b>
LAIF	0.75	0.75	0.82	<b>0.88</b>
City Pool A	1.39	1.58	1.47	<b>1.56</b>
River City Bank	0.19	0.25	0.25	<b>0.25</b>

**Local Agency Investment Fund**  
**P.O. Box 942809**  
**Sacramento, CA 94209-0001**  
**(916) 653-3001**

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
May 12, 2017

AMERICAN RIVER FLOOD CONTROL DISTRICT

DISTRICT ENGINEER/MANAGER  
165 COMMERCE CIRCLE, SUITE D  
SACRAMENTO, CA 95815

[PMIA Average Monthly Yields](#)

**Account Number:**  
90-34-002

[Tran Type Definitions](#)

April 2017 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
4/14/2017	4/13/2017	QRD	1533535	SYSTEM	1,451.99

**Account Summary**

Total Deposit:	1,451.99	Beginning Balance:	758,957.19
Total Withdrawal:	0.00	Ending Balance:	760,409.18

# AMERICAN RIVER FLOOD CONTROL DISTRICT

## MONTHLY REVIEW – APRIL 2017

### STRATEGY

The ARFCD funds are invested in the City of Sacramento’s Pool A investment fund. The Fund is invested pursuant to the objectives and requirements set forth in the City’s investment policy. The three objectives of the investment policy, in order of priority, are (1) the preservation of capital by the investment in safe instruments, (2) the liquidity needs of the City and pool participants so such parties will have access to cash when they need it, and (3) the maximizing of current income while remaining consistent with the other more important objectives. The City’s investment policy incorporates applicable provisions of state law including, among other things, the prudent person standard and California Code Section 53601 pertaining to eligible investments.

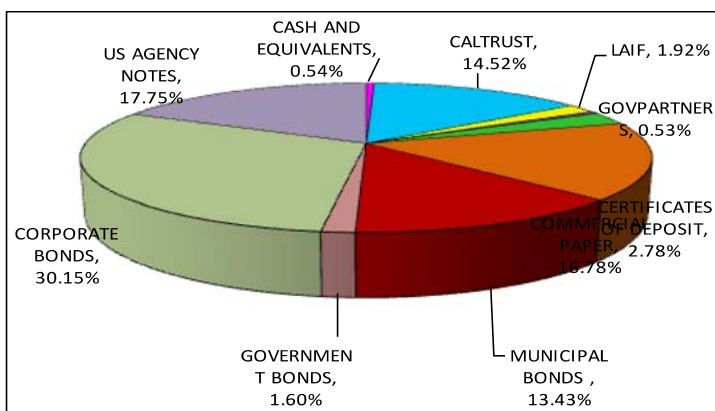
### PORTFOLIO STATISTICS

Portfolio’s Beginning Balance	7,238,817
Contributions	0
Withdrawals	0
Interest Earned	9,257
Month-End Market Value	7,248,074

### PERFORMANCE

Earned Interest Yield for the Month	1.56%
Laif Rate of Return (book value)	0.88%
90 Day T-Bill	0.77%
Federal Funds	0.89%

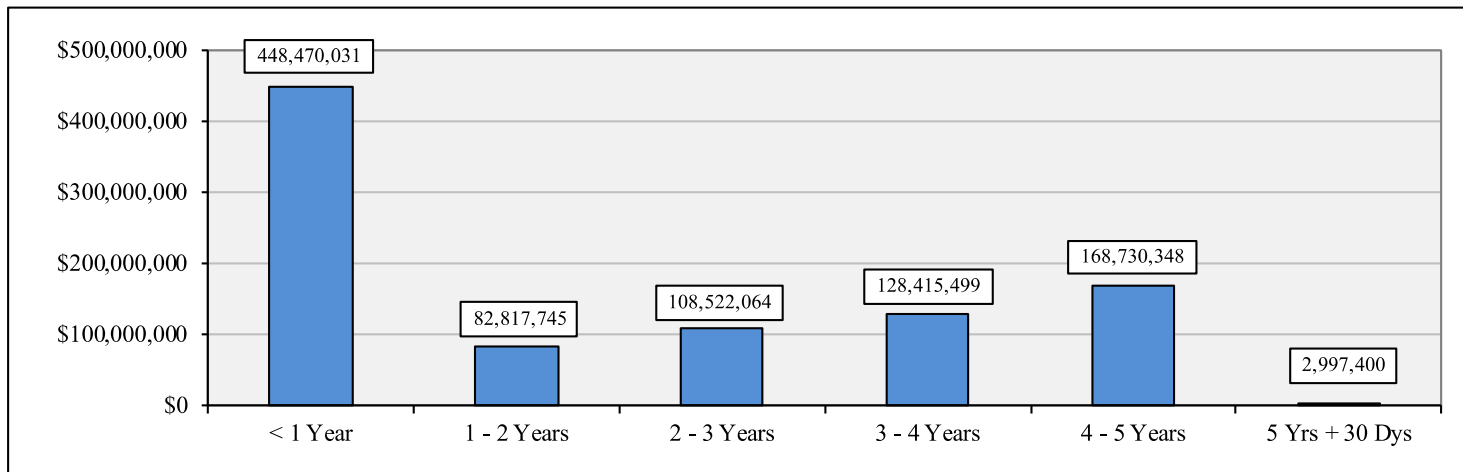
### POOL A BY ASSET CLASS



### POOL A MATURITY SCHEDULE

Maturity	Market Value	%
< 1 Year	448,470,031	47.71%
1 - 2 Years	82,817,745	8.81%
2 - 3 Years	108,522,064	11.55%
3 - 4 Years	128,415,499	13.66%
4 - 5 Years	168,730,348	17.95%
5 Yrs + 30 Dys	2,997,400	0.32%
Total	939,953,087	100.00%

Investment Description	Portfolio at Cost	Yield at Month End
CASH AND EQUIVALENTS	0.54%	0.01%
CALTRUST	14.52%	1.12%
LAIF	1.92%	0.88%
GOVPARTNERS	0.53%	0.86%
CERTIFICATES OF DEPOSIT	2.78%	2.06%
COMMERCIAL PAPER	16.78%	1.15%
MUNICIPAL BONDS	13.43%	1.79%
GOVERNMENT BONDS	1.60%	1.90%
CORPORATE BONDS	30.15%	1.86%
US AGENCY NOTES	17.75%	1.41%



City of Sacramento  
 CASH LEDGER  
*American River Flood Control District*  
 From 04-01-17 To 04-30-17

Item #2b

**All Cash Accounts**

Trade Date	Settle Date	Tran Code	Quantity	Security	Amount	Cash Balance
<b>Pool A Interest Receivable</b>						
04-01-17				Beginning Balance		71,750.71
04-30-17	04-30-17	in		Pool A Cash	9,256.62	81,007.33
				Apr 2017 estimated Pool A interest	9,256.62	
04-30-17				Ending Balance		81,007.33
<b>Pool A Cash</b>						
04-01-17				Beginning Balance		7,167,066.57
04-30-17				Ending Balance		7,167,066.57



# River City Bank

WWW.RIVERCITYBANK.COM

PO Box 15247, Sacramento, CA 95851-0247

Return Service Requested

## CHECKING



00000023-0000353-0001-0008-MIMR8007370430172777

Last statement: March 31, 2017  
 This statement: April 30, 2017  
 Total days in statement period: 30

AMERICAN RIVER FLOOD CONTROL DISTRICT  
 185 COMMERCE CIRCLE  
 SACRAMENTO CA 95815-4233

Page 1  
 0811090736  
 ( 43)

Direct inquiries to:  
 916-567-2836

### Business Interest Checking

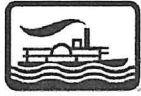
Account number	0811090736	Beginning balance	\$-0.42
Enclosures	43	Total additions	197,510.40
Low balance	\$0.00	Total subtractions	197,509.98
Average balance	\$-0.03	Ending balance	\$ .00
Avg collected balance	\$0		

### CHECKS

Number	Date	Amount	Number	Date	Amount
5794	04-03	100.99	5839	04-21	568.17
5795	04-03	355.60	5840	04-20	279.75
5811 *	04-06	50.00	5841	04-24	871.54
5819 *	04-25	665.43	5842	04-25	368.64
5820	04-21	107.93	5843	04-21	214.88
5822 *	04-24	152.77	5844	04-19	1,474.32
5823	04-28	11.20	5845	04-25	12,250.00
5824	04-24	566.29	5846	04-28	1,800.00
5825	04-26	675.26	5847	04-21	11,134.91
5826	04-26	188.46	5849 *	04-24	24,477.00
5827	04-24	2,152.04	5850	04-24	49.50
5828	04-21	350.00	5851	04-21	854.57
5829	04-21	5,400.00	5852	04-25	573.86
5830	04-24	170.27	5853	04-27	142.11
5831	04-24	84.23	5854	04-25	988.31
5832	04-24	78.70	5855	04-26	357.74
5833	04-24	975.00	5856	04-25	378.35
5834	04-25	316.00	5857	04-24	5,162.00
5835	04-25	249.52	5858	04-27	823.48
5836	04-24	95.81	5859	04-21	24,976.26
5837	04-24	1,647.13	5860	04-21	9,041.85
5838	04-25	1,344.25			

\* Skip in check sequence





# River City Bank

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Item #2b

**CHECKING**



AMERICAN RIVER FLOOD CONTROL DISTRICT  
April 30, 2017

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0811090736

## DEBITS

Date	Description	Subtractions
04-04	' ACH Withdrawal CALPERS 3100 100000014780957	639.22
04-04	' ACH Withdrawal CALPERS 1900 100000014936411	850.00
04-04	' ACH Withdrawal CALPERS 3100 100000014777992	3,375.47
04-05	' ACH Withdrawal HEALTH EQUITY INC HealthEqui 170405 38415	150.00
04-10	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170410 946000047	428.93
04-14	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170414 946000047	27,003.39
04-24	' ACH Withdrawal CALPERS 3100 100000014780957	532.69
04-24	' ACH Withdrawal CALPERS 3100 100000014777992	3,098.93
04-25	' ACH Withdrawal HEALTH EQUITY INC HealthEqui 170425 38415	152.95
04-27	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170427 946000047	6.00
04-27	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170427 946000047	7.50
04-27	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170427 946000047	428.90
04-28	' ACH Withdrawal CALPERS 1900 100000014950172	400.00
04-28	' ACH Withdrawal CALPERS 3100 100000014780957	532.69
04-28	' ACH Withdrawal CALPERS 1900 100000014950161	850.00
04-28	' ACH Withdrawal CALPERS 1900 100000014950180	1,250.00
04-28	' ACH Withdrawal CALPERS 3100 100000014777992	3,098.93
04-28	' ACH Withdrawal CALPERS 1900 100000014935897	2,523.07

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# River City Bank

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**CHECKING**



AMERICAN RIVER FLOOD CONTROL DISTRICT  
April 30, 2017

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0811090736

Date	Description	Subtractions
04-28	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 170428 946000047	39,657.19

## CREDITS

Date	Description	Additions
04-03	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	457.01
04-04	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	4,864.69
04-05	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	150.00
04-06	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	50.00
04-10	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	428.93
04-14	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	27,003.39
04-19	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	1,474.32
04-20	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	279.75
04-21	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	52,648.57
04-24	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	40,113.90
04-25	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	17,287.31
04-26	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	1,221.46
04-27	' Automatic Transfer TRANSFER FROM DEPOSIT SYSTEM ACCOUNT XXXXXX0952	1,407.99





# River City Bank

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PO Box 15247, Sacramento, CA 95851-0247

Return Service Requested

**REPURCHASE**



00004238-0016117-0001-0002-MIMR8007370430172774

AMERICAN RIVER FLOOD CONTROL DISTRICT  
 185 COMMERCE CIRCLE  
 SACRAMENTO CA 95815-4233

Last statement: March 31, 2017  
 This statement: April 30, 2017  
 Total days in statement period: 30

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 0811100952  
 ( 0)

Direct inquiries to:  
 916-567-2836

## Business Int Checking Plus

Account number	0811100952	Beginning balance	\$777,079.91
Low balance	\$579,569.51	Total additions	147.97
Average balance	\$720,038.49	Total subtractions	197,510.40
Avg collected balance	\$720,038	Ending balance	\$579,717.48

### DEBITS

Date	Description	Subtractions
04-03	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	457.01
04-04	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	4,864.69
04-05	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	150.00
04-06	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	50.00
04-10	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	428.93
04-14	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	27,003.39
04-19	' Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	1,474.32





# River City Bank

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Return Service Requested

**REPURCHASE**



AMERICAN RIVER FLOOD CONTROL DISTRICT  
April 30, 2017

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0811100952

Date	Description	Subtractions
04-20	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	279.75
04-21	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	52,648.57
04-24	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	40,113.90
04-25	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	17,287.31
04-26	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	1,221.46
04-27	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	1,407.99
04-28	Automatic Transfer TRANSFER TO DEPOSIT SYSTEM ACCOUNT XXXXXX0736	50,123.08

**CREDITS**

Date	Description	Additions
04-30	Interest Credit	147.97

**DAILY BALANCES**

Date	Amount	Date	Amount	Date	Amount
03-31	777,079.91	04-14	744,125.89	04-26	631,100.58
04-03	776,622.90	04-19	742,651.57	04-27	629,692.59
04-04	771,758.21	04-20	742,371.82	04-28	579,569.51
04-05	771,608.21	04-21	689,723.25	04-30	579,717.48
04-06	771,558.21	04-24	649,609.35		
04-10	771,129.28	04-25	632,322.04		

**INTEREST INFORMATION**

Annual percentage yield earned	0.25%
Interest-bearing days	30
Average balance for APY	\$720,038.49
Interest earned	\$147.97



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**River City Bank**

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**REPURCHASE**



AMERICAN RIVER FLOOD CONTROL DISTRICT  
April 30, 2017

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0811100952

**OVERDRAFT/RETURN ITEM FEES**

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**CERTIFICATION**

The American River Flood Control District's investment portfolio [] is [ is not] in compliance with the District's Financial Management Investments Plan.

The District's investment portfolio is not in compliance in the following respects:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A cash flow analysis confirms that the District [ is] [ is not] expected to be able to meet its expenditure requirements for the next six months.

The District's cash is insufficient to meet obligations for the next six months as a result of the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attached hereto are the most recent statements of accounts of the following District accounts:

- LAIF Account, State Treasurer's Office      **Dated April 2017**
- Investment Pool A Account, City of Sacramento **Dated April 2017**
- District Checking Account, River City Bank      **Dated April 2017**
- District Repurchase Account, River City Bank      **Dated April 2017**

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_

**Cyril Shah, District Treasurer**

**American River Flood Control District**  
**Statement of Operations**  
**July 1, 2016 to May 31, 2017 (Eleven Months Ending of Fiscal Year 2016-2017)**  
**For Internal Use Only**

	Year to Date July 1, 2016 to May 31, 2017	Budget	Percent of Budget
<b>Revenues</b>			
Benefit assessment	\$ 1,284,180	\$ 1,385,000	92.72%
Consolidated capital assessment	650,000	650,000	100.00%
Interest	86,671	75,000	115.56%
O & M agreements	-	225,000	0.00%
Reserve fund transfers	-	-	Not budgeted
Miscellaneous	3,961	-	Not budgeted
<b>Total Revenues</b>	<b>\$ 2,024,812</b>	<b>\$ 2,335,000</b>	<b>86.72%</b>
<b>M &amp; O Expenses</b>			
Salaries and wages	\$ 652,433	\$ 675,000	96.66%
Payroll tax expense	47,041	54,000	87.11%
Pension expense	115,924	119,536	96.98%
Compensation insurance	27,083	33,750	80.25%
Medical/dental/vision	167,417	116,265	144.00%
Fuel/oil reimbursement	17,277	30,000	57.59%
Equipment rental	1,355	6,500	20.85%
Equipment repairs/parts	40,929	40,000	102.32%
Equipment purchases (< \$1,000)	-	500	0.00%
Shop supplies	8,274	12,000	68.95%
Levee maint. (supp. & material)	17,325	17,000	101.91%
Levee maint. chemicals	22,356	10,000	223.56%
Levee maint. services	71,874	34,000	211.39%
Rodent abatement (supplies & materials)	3,132	10,000	31.32%
Employee uniforms	1,401	7,000	20.01%
Staff training	3,259	15,000	21.73%
Miscellaneous	1,311	2,000	65.55%
Small tools & equipment	2,868	3,000	95.60%
Emergency preparedness program	76,948	20,000	384.74%
Engineering services	18,075	8,000	225.94%
Encroachment remediation	-	15,000	0.00%
<b>Total M &amp; O Expenses</b>	<b>\$ 1,296,282</b>	<b>\$ 1,228,551</b>	<b>105.51%</b>
<b>Administration Expenses</b>			
Board of trustees compensation	\$ 6,568	\$ 7,900	83.14%
Trustee expenses	1,590	1,750	90.86%
Accounting services	12,250	15,000	81.67%
Legal services (general)	30,367	50,000	60.73%
Utilities	24,526	25,000	98.10%
Telephone	13,574	12,500	108.59%
Retiree benefits	110,863	115,000	96.40%
Office equipment/furniture	1,945	10,000	19.45%
Office supplies	1,414	2,000	70.70%
Auto allowance	6,490	7,100	91.41%
Parking reimbursement	31	150	20.67%
General office expense	9,019	13,000	69.38%
Technology and software	3,787	17,000	22.28%
Dues and associations	20,631	25,000	82.52%
Property and liability insurance	26,838	30,000	89.46%
Conference/workshop/seminar	-	1,500	0.00%
Public relations/information	29,102	35,000	83.15%
Miscellaneous	3,100	5,000	62.00%
Employee morale/wellness	156	1,500	10.40%
Election expenses	1,669	81,826	2.04%
Investment fees	10,785	13,000	82.96%
Community services	1,000	1,500	66.67%
Bookkeeping services	11,943	12,000	99.53%
Property taxes	1,597	3,000	53.23%
Building maintenance	4,765	17,000	28.03%
County Dtech fees for DLMS	24,477	24,477	100.00%
County assessment fees (non cash)	-	21,000	0.00%
<b>Total Administration Expenses</b>	<b>\$ 358,487</b>	<b>\$ 548,203</b>	<b>65.39%</b>
<b>Special Projects Expenses</b>			
Engineering studies/survey studies	\$ -	\$ 15,000	0.00%
Levee standards compliance	-	100,000	0.00%
Small capital projects	-	50,000	0.00%
<b>Total Special Project Expenses</b>	<b>\$ -</b>	<b>\$ 165,000</b>	<b>0.00%</b>
<b>Capital Outlay</b>			
Property acquisition	\$ 500	\$ -	Not budgeted
Equipment purchases (over \$1,000)	106,131	54,000	196.54%
<b>Total Capital Outlay</b>	<b>\$ 106,631</b>	<b>\$ 54,000</b>	
<b>Capital Outlay: District Headquarters Build-Out</b>			
Building improvements/maintenance	\$ 5,063	\$ 60,000	8.44%
La Riviera improvements/maintenance	9,323	20,000	46.62%
	<b>\$ 14,386</b>	<b>\$ 80,000</b>	

**Note: Amounts above are not audited**

The above information is current through the last day of the previous month's bank activity.

Data has been verified by the bookkeeper and physical copies of checks have not been reviewed or received and some checks may not have cleared the bank account.



AMERICAN RIVER FLOOD CONTROL DISTRICT  
Cash Flow Report  
July 2016 through June 2017

## Cash Flow Report

Maintenance and Operations Expense	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL
500 · Salary/Wages	56,125.60	55,843.98	64,572.72	51,676.92	55,344.62	85,408.20	39,148.62	68,542.02	60,405.92	55,555.52	61,597.66	25,212.18	679,433.96
501 · Payroll Taxes	4,360.70	4,167.93	4,855.19	2,907.79	3,506.69	5,201.50	3,733.64	5,735.65	4,687.87	4,316.85	4,750.57	1,924.72	50,149.10
502 · Pension	10,310.75	9,630.47	10,815.06	8,771.15	13,687.31	10,303.44	12,142.32	8,141.99	10,608.60	13,781.00	7,789.14	4,513.99	120,495.22
503 · Compensation Insurance	8,484.00	0.00	0.00	9,236.16	0.00	0.00	8,805.00	0.00	0.00	9,041.85	0.00	0.00	35,567.01
504 · Medical/Dental/Vision	16,646.34	14,389.90	14,109.90	12,455.01	44.00	28,507.35	15,922.82	15,546.15	15,546.15	15,546.15	15,546.15	0.00	164,259.92
508 · Fuel/Oil	1,320.90	2,987.36	1,317.95	1,781.85	930.82	1,277.39	1,070.32	2,388.89	2,462.97	2,213.42	1,985.68	0.00	19,737.55
509 · Equipment Rental	0.00	0.00	0.00	0.00	0.00	901.95	0.00	0.00	0.00	0.00	452.56	0.00	1,354.51
510 · Equipment Purchase(< \$1000)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511 · Equipment Repair/Parts	7,172.68	3,366.56	3,972.04	13,573.14	573.00	2,001.65	4,454.30	3,203.27	3,142.31	6,118.19	611.71	0.00	48,188.85
512 · Shop Supplies	754.61	1,476.69	431.12	0.00	945.98	1,944.01	371.50	660.53	601.09	511.60	1,628.37	0.00	9,325.50
514 · Levee Maint(Supplies&Materi	1,988.31	1,344.37	3,534.23	5,255.20	2,762.51	(27.37)	775.95	512.67	168.87	69.28	2,312.16	0.00	18,696.18
515 · Levee Maintenance Services	549.25	1,182.21	3,160.05	3,840.00	9,945.40	973.39	11,331.88	112.00	5,810.00	9,009.50	21,774.20	0.00	67,687.88
516 · Employee Uniforms	402.61	0.00	0.00	0.00	893.53	105.15	0.00	0.00	0.00	0.00	0.00	0.00	1,401.29
518 · Staff Training	210.00	532.63	350.00	52.00	832.52	908.75	0.00	0.00	240.00	0.00	1,130.00	0.00	4,255.90
519 · Miscellaneous O&M	250.00	0.00	0.00	0.00	1,061.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,311.00
521 · Small Tools & Equip(<\$500)	0.00	759.50	0.00	0.00	462.67	91.95	219.31	0.00	280.75	1,054.03	0.00	0.00	2,868.21
523 · Levee Maint. (Chemicals)	14.62	2,952.97	0.00	0.00	17,206.57	0.00	2,692.44	0.00	0.00	0.00	0.00	0.00	22,866.60
525 · Emergency Preparedness Pro	0.00	8,400.00	0.00	0.00	157.50	1,928.75	1,597.22	7,883.70	54,748.29	1,680.70	0.00	0.00	76,396.16
530 · Encroachment Remediation N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
532 · Rodent Abatement	107.76	172.91	568.44	345.44	769.99	1,129.29	0.00	77.92	68.00	0.00	0.00	0.00	3,239.75
605 · Engineering Services	0.00	0.00	0.00	0.00	8,171.25	5,442.00	0.00	170.00	3,639.20	279.75	372.50	0.00	18,074.70
615 · Survey Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
616 · Environmental Services/Studie	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total M&amp;O Expense</b>	<b>108,698.13</b>	<b>107,207.48</b>	<b>107,686.70</b>	<b>109,894.66</b>	<b>117,295.36</b>	<b>146,097.40</b>	<b>102,265.32</b>	<b>112,974.79</b>	<b>162,410.02</b>	<b>119,177.84</b>	<b>119,950.70</b>	<b>31,650.89</b>	<b>1,345,309.29</b>

Administrative Expenses	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL
505 · Telephone	1,733.26	2,364.63	1,341.34	1,532.36	1,476.56	1,482.08	1,128.68	1,872.80	675.26	1,718.93	1,349.46	0.00	16,675.36
506 · Utility Charges	2,857.61	2,312.88	1,282.40	3,544.46	847.60	3,569.88	704.71	2,880.25	2,358.91	2,472.21	3,499.50	0.00	26,330.41
507 · Office/Shop Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
513 · Office Supplies	489.07	127.74	185.26	124.41	490.77	120.56	154.42	0.00	0.00	368.64	0.00	0.00	2,060.87
517 · Auto Allowance	550.00	550.00	550.00	550.00	550.00	825.00	275.00	550.00	550.00	550.00	550.00	275.00	6,325.00
520 · Retiree Benefits	9,129.24	9,129.24	9,129.24	5,850.93	0.00	18,277.23	9,430.11	9,430.11	9,430.11	9,430.11	9,430.11	0.00	98,666.43
522 · Office Equipment/Furniture	0.00	112.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,944.55	0.00	2,056.79
526 · Mileage/Parking Reimburse	0.00	0.00	0.00	0.00	25.00	0.00	0.00	25.89	0.00	0.00	0.00	0.00	50.89
527 · General Office Expense	1,385.67	1,434.25	816.65	150.81	1,217.56	1,506.32	621.02	1,041.18	853.16	562.97	949.47	0.00	10,539.06
529 · Pre-funding Retiree Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
531 · Technology & Software	408.73	9.99	920.32	495.98	2,049.99	130.38	9.99	9.99	234.23	9.99	9.99	0.00	4,289.58
600 · Board of Trustees Compensal	950.00	475.00	475.00	475.00	380.00	855.00	380.00	475.00	760.00	760.00	475.00	0.00	6,460.00
601 · Trustee Expenses	457.74	65.45	95.03	0.00	73.52	329.66	(31.01)	449.36	263.44	130.72	96.73	0.00	1,930.64
602 · Accounting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,250.00	0.00	0.00	12,250.00
603 · Legal Fees (General)	7,630.50	7,160.50	3,131.56	2,098.00	3,296.27	3,930.00	4,876.00	2,946.00	2,566.50	975.00	6,547.50	0.00	45,157.83
604 · Flood Litigation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606 · Legislative Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
607 · Dues and Assoc. Expenses	0.00	0.00	5,549.00	297.00	6,146.00	0.00	0.00	180.00	8,740.00	0.00	0.00	0.00	20,912.00
608 · Insurance Premiums	0.00	0.00	0.00	22,238.00	0.00	0.00	0.00	0.00	4,504.00	0.00	0.00	0.00	26,742.00
609 · Conference /Workshops/Semi	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610 · Public Relations Information	0.00	0.00	0.00	0.00	0.00	2,500.00	2,175.00	0.00	12,724.00	11,703.08	0.00	0.00	29,102.08
611 · Election Expenses	0.00	0.00	0.00	0.00	0.00	1,669.00	0.00	0.00	0.00	0.00	0.00	0.00	1,669.00
612 · District Annexations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
613 · Community Services	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00

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614 · Miscellaneous Admin	2,474.74	192.90	829.15	250.20	304.78	205.70	471.45	174.71	291.87	179.95	165.20	0.00	5,540.65
617 · Investment Fees	0.00	3,506.00	0.00	0.00	3,584.00	0.00	0.00	3,595.00	0.00	0.00	3,606.00	0.00	14,291.00
618 · Property Tax	0.00	0.00	0.00	0.00	1,597.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,597.20
619 · Building Maintenance	0.00	434.38	0.00	359.98	0.00	1,525.00	0.00	0.00	0.00	0.00	0.00	0.00	2,319.36
620 · Bookkeeping Services	562.50	975.00	600.00	1,087.50	1,350.00	2,737.50	0.00	600.00	1,405.00	1,800.00	2,362.50	0.00	13,480.00
621 · County Assessment Fees	0.00	0.00	0.00	0.00	0.00	0.00	11.00	0.00	0.00	0.00	11.00	0.00	22.00
622 · County DTech Fees for DLMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,477.00	0.00	0.00	24,477.00
623 · Employee Morale/Wellness	302.12	(360.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155.98	0.00	0.00	98.10
<b>Total Administrative</b>	<b>28,931.18</b>	<b>28,490.20</b>	<b>24,904.95</b>	<b>39,054.63</b>	<b>23,389.25</b>	<b>39,663.31</b>	<b>21,206.37</b>	<b>24,230.29</b>	<b>45,356.48</b>	<b>67,544.58</b>	<b>30,997.01</b>	<b>275.00</b>	<b>374,043.25</b>

Special Projects Expenses	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL
702 · Engineering/Survey Studies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
703 · Encroachment Remediation S	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
704 · Vegetation Management	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
705 · Small Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
707 · Levee Standards Compliance	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
<b>Total Special Projects</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>

Capital Outlay: Flood Control	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL
700 · Bank Protection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
701 · Magpie Creek	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
706 · Property Acquisition	7,967.75	135.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,102.82
709 · Equipment Purchase (> \$1000)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Capital Outlay: Flood Control</b>	<b>7,967.75</b>	<b>135.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,102.82</b>

Capital Outlay: District Headquarters Build-Out	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL
901 · Construction Management	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
902 · Architect/Building Design	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
903 · General Construction Contrac	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
904 · Permitting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
905 · Legal Fees District Headqtrs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Capital Outlay: District Headqu:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Income	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL
120 · Benefit Assessment	0.00	29,741.83	0.00	0.00	0.00	30,057.04	739,552.85	0.00	0.00	0.00	544,743.62	0.00	1,344,095.34
122 · SAFCA CAD4	0.00	0.00	650,000.00	0.00	(5,276.00)	0.00	(48.60)	0.00	0.00	0.00	0.00	0.00	644,675.40
123 · Interest	12.11	31.65	43.45	159.97	124.12	64.09	74.66	211.05	194.44	147.97	172.96	0.00	1,236.47
124 · O&M Agreements	0.00	0.00	0.00	0.00	0.00	0.00	226,839.60	0.00	0.00	0.00	0.00	0.00	226,839.60
126 · Miscellaneous Income	612.50	0.00	0.00	0.00	0.00	0.00	3,547.50	0.00	0.00	0.00	0.00	0.00	4,160.00
<b>Total Income</b>	<b>624.61</b>	<b>29,773.48</b>	<b>650,043.45</b>	<b>159.97</b>	<b>(5,151.88)</b>	<b>30,121.13</b>	<b>969,966.01</b>	<b>211.05</b>	<b>194.44</b>	<b>147.97</b>	<b>544,916.58</b>	<b>0.00</b>	<b>2,221,006.81</b>

Fund Balance

District Operations Fund	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17
Beginning Balance	2,294,495.71	1,157,491.01	1,051,566.81	1,569,018.61	1,419,729.29	1,273,892.80	1,118,253.22	1,964,747.54	1,827,753.51	1,620,181.45	1,433,607.00	1,827,575.87
Income	624.61	29,773.48	650,043.45	159.97	(5,151.88)	30,121.13	969,966.01	211.05	194.44	147.97	544,916.58	0.00
Expenses	1,137,629.31	135,697.68	132,591.65	149,449.29	140,684.61	185,760.71	123,471.69	137,205.08	207,766.50	186,722.42	150,947.71	31,925.89
Ending Balance	1,157,491.01	1,051,566.81	1,569,018.61	1,419,729.29	1,273,892.80	1,118,253.22	1,964,747.54	1,827,753.51	1,620,181.45	1,433,607.00	1,827,575.87	1,795,649.98

Capital Outlay Reserve Fund	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17
Beginning Balance	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00

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<b>Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00	1,065,000.00
<b>Retiree Health Benefit Reserve Fund</b>													
<b>Beginning Balance</b>	1,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00
<b>Income</b>	1,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00	2,443,558.00
<b>Flood Emergency Response Reserve Fund</b>													
<b>Beginning Balance</b>	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
<b>Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
<b>Emergency Repair Reserve Fund</b>													
<b>Beginning Balance</b>	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
<b>Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
<b>Total Balance</b>	7,666,049.01	7,560,124.81	8,077,576.61	7,928,287.29	7,782,450.80	7,626,811.22	8,473,305.54	8,336,311.51	8,128,739.45	7,942,165.00	8,336,133.87	8,304,207.98	

# AMERICAN RIVER FLOOD CONTROL DISTRICT

## Credit Card Policy

### **Summary**

The American River Flood Control District seeks to establish a concise policy regarding the use of District credit cards. This policy serves to clarify the appropriate personnel authorized to use District credit cards and identifies the process to obtain permission for use of a District credit card.

### **Authorized Users**

The California Department of General Services VISA Cal-Card is issued to the General Manager only. District credit cards are not permitted to be issued to Board members. Field operations staff and administration staff may use the Home Depot and Office Depot credit cards for emergency repair supplies and other work related purchases with the prior approval of the General Manager.

### **Use of District Credit Cards**

Cash advances are prohibited. Personal usage of a District credit card is not allowed. If personal expenses are charged to a District credit card unintentionally, those expenses must be reimbursed to the District within ten days of discovery.

Please see Appendix A for a detailed description of the process required to use a District Credit Card.

### **Account Reconciliation**

Receipts for all purchases must be turned in to the Office Manager immediately following a purchase for reconciliation against the monthly credit bill. The General Manager is responsible for verifying all transactions on credit accounts.

**AMERICAN RIVER FLOOD CONTROL DISTRICT**

## Credit Card Policy

**APPENDIX A**

This appendix describes the detailed process required for District personnel to use a District credit card:

1. The employee requests approval from a supervisor to create a purchase order for a necessary item.
2. The purchase order is checked out by filling in the purchase information on the purchase order check out sheet. This sheet is located in the front of the purchase order binder kept on the Field Supervisor's desk.
3. The purchase order form is completed by the employee.
4. The employee requests that the General Manager approve the purchase order.
5. Upon approval of the purchase order by the General Manager, the employee requests that the Office Manager issue the appropriate credit card. The Office Manager keeps all proprietary credit cards in the Office Manager's lock box. The DGS VISA Cal-Card is kept by the General Manager.
6. The employee makes the necessary purchase with the credit card and keeps the receipt.
7. The employee returns immediately to the office and gives the credit card and receipt to the Office Manager.
8. The Office Manager locks the credit card in the Office Manager's lockbox.
9. The Office Manager compares the receipt with the purchase order and compares the receipt with the monthly credit card bill.
10. The General Manager then verifies all items on receipts and then reconciles the receipts with each monthly credit card bill prior to submittal of the Accounts Payable ledger to the Board of Trustees.

## **American River Flood Control District Reserve Fund Policy**

### **Summary**

The American River Flood Control District Board of Trustees adopted Resolution 2003-05 in June 2003 to establish a Flood Emergency Response Fund, an Emergency Repair Reserve Fund, and a Capital Outlay Reserve Fund. Any funds not included in the three reserve funds were held in the District's undesignated Operations and Maintenance Fund. In December 2007 the Board directed staff to establish a Retiree Health Benefit Reserve Fund, and adopted Resolution 2008-03 to create this fund. The allocation among District funds shall be reviewed on an annual basis when adopting the budget for each fiscal year. The following sections summarize the fund descriptions and uses.

The structure of investment accounts for individual reserve funds is shown in Appendix A.

### **Flood Emergency Response Fund**

The District has agreements with local contractors to respond with materials, equipment and labor during a flood emergency on a 24-hour/7-day a week basis. As the "first responder" to a flood emergency, the District must be prepared to underwrite the costs for an initial flood fight without assistance from other local agencies, the State or Federal governments. In 2003, the District prepared a hypothetical flood scenario which estimated the District's costs for a flood emergency response could be approximately \$1 million. This estimate anticipates the Corp of Engineers assumes control of the flood fight at the most critical sites after two days while the District continues operations at less critical sites.

The Flood Emergency Response Fund may be used, but is not limited to the following:

- Purchase and deployment of materials for flood fighting
- Purchase of flood fight equipment and vehicles
- Overtime for District staff
- Supplemental staff from outside agencies
- Rental of equipment and vehicles for use during a flood emergency response
- Payment to contractors for labor, equipment and materials
- Construction observation services to monitor contractor's activities and prepare records of work done including labor, equipment and materials
- Retention of consultants or other experts to assist the District in evaluating its facilities, recommending an emergency action or otherwise managing the flood emergency response
- Use of California Conservation Corps or Department of Forestry and Fire Protection workforce to prepare for a flood such as filling sandbags and/or actually conducting a flood fight
- Payment for the care (food and shelter) of volunteers and/or paid flood responders
- Services rendered to document flood damages and prepare damage reports or other records necessary to request federal and state disaster assistance funds

- Any other purpose as approved by the Board of Trustees

Since the District's Flood Emergency Reserve Fund was established, Hurricane Katrina demonstrated the need for higher funding levels to carry out effective emergency response measures in a major flood event. The District shall strive to maintain a high level of funding as in its Flood Emergency Reserve Fund. The target funding level for this reserve fund is between \$1 million and \$2 million.

### **Emergency Repair Fund**

Following a flood, interim repairs to damaged or breached levees are necessary to strengthen the system before more complete repairs can be made at the end of flood season. In addition, the District would be responsible for the local cost share of permanent repairs conducted by the Corps of Engineers under Public Law 84-99. The local cost share for levee repairs following a major flood was estimated to be between \$600,000 and \$1,000,000 in 2003. Levee repair unit costs have grown in recent years due to the large number of critical erosion repair projects leading to a higher demand for materials in addition to higher fuel costs.

The Emergency Repair Fund may be used for, but is not limited to the following:

- Labor, equipment and materials to repair damaged levees or other District facilities
- Equipment rental by District staff needed for repairs
- Consulting services including legal, environmental, design, survey, geotechnical and construction management
- Services needed to conduct damage survey assessments to submit for federal and state disaster assistance.
- Management and consultant services needed to negotiate an agreement with Corps of Engineers and then managing the work thereafter
- Any other purpose as approved by the Board of Trustees.

The target funding level for this reserve fund is between \$1 million and \$2 million.

### **Capital Outlay Fund**

The District may undertake capital improvement projects to repair damaged levees, improve the reliability of the system and/or increase the District's ability to monitor the system and respond in a flood emergency. In the recent past, the majority of the capital improvements have been erosion protection placed on levee and riverbank slopes. High velocity flows during floods which scour the river banks and levee slopes are responsible for the damage. Along the American River, the flows are regulated by Folsom Dam. Construction of the Folsom Dam auxiliary spillway will provide additional overall flood protection, however it will also result in moderate flood releases more often and for longer durations which will potentially increase erosion damage on the levees. Erosion also affects the river's banks, and if not arrested, will eventually begin erosion of the levee itself. Currently significant bank protection work has been done along the American River primarily by the Corps of Engineers, the Reclamation Board, and the Sacramento Area Flood Control Agency. The District may undertake smaller

erosion repair projects on its own at sites that are not included in the federal bank protection program.

The Capital Outlay Fund may be used for, but is not limited to the following:

- Staff time to plan, design and manage various capital improvement projects
- Consulting services including real estate, environmental, design, survey, geotechnical and construction management associated with capital improvement projects
- Preparation of environmental documents, construction documents and all securing all required permits.
- Securing all easements and rights of way necessary to implement the project
- Relocation of any utility which conflicts with the proposed project
- All construction costs associated with the project
- Required environmental mitigation
- Any other purpose as approved by the Board

The target funding level for this reserve fund is between \$1 million and \$2 million.

### **Retiree Health Benefit Reserve Fund**

In 2007, the District commissioned an actuarial study to determine its liability for retiree health benefits to comply with the Government Accounting Standards Board Rules 43 and 45. The Board of Trustees is reviewing options for establishing a trust fund for this purpose. In the interim, the Board directed staff to set aside the Annual Required Contribution in a Retiree Health Benefit Reserve Fund. This reserve fund may be reallocated to other uses such as flood emergency response until the Board formally approves enrolling in a trust fund to be used for retiree health benefits. The target funding level for this reserve fund shall be based on recommendations from an actuarial study to be performed every three years.





Investment Policy  
American River Flood Control District

Purpose

This policy statement governs the prudent management and investment of the funds of American River Flood Control District, Sacramento, California.

Objective

District funds in excess of short-term expenses for operations, administrative, and special project costs will be invested in accounts which provide a revenue return and maintain, in priority: first, the safety; second, the liquidity of the assets; and third, the rate of return.

Policy

The District's General Manager will implement the investment policy with the review and approval of the District's Treasurer and Board of Trustees (Board).

The General Manager and Office Manager will:

- a. Receive and deposit all revenues
- b. Make deposits, withdrawals, and transfers of District funds among its various accounts
- c. Submit a monthly list of accounts payable for review and approval by the Board
- d. Submit a monthly statement of expenses and revenues to the Board
- e. Submit monthly statements to the Board for the District's accounts with banks, the Local Agency Investment Fund (LAIF) administered by the California State Treasurer's Office, the City of Sacramento Investment Pool A (City Pool A), and to the extent that District funds are invested in other instruments, the items of information required by Government Code section 53646
- f. Submit a monthly certification for the District Treasurer's signature that states whether the District's investments are in compliance with this statement of investment policy
- g. Submit an annual report summarizing investment performance as part of the annual budget review
- h. Submit the investment policy for the Board's review annually at a public meeting. The Board may recommend changes or that the existing investment policy remain in place.

District funds will be deposited as follows:

- a. One or more checking accounts
- b. One or more interest paying accounts with an FDIC insured institution
- c. Investment accounts with the Local Agency Investment Fund (LAIF) of the State Treasurer's Office
- d. Investment accounts with the City of Sacramento Investment Pool A
- e. One or more investment instruments consistent with the objective of this investment policy and approved by the Board.

The checking account will be used for payment of monthly accounts payable approved by the Board, payroll, payroll taxes, and miscellaneous administrative expenses of the District. The balance in the checking account will be sufficient to pay short-term obligations. This account will be used for the initial deposit of District assessment and revenues for District contract services to others prior to transfer to the District investment accounts.

The LAIF and City Pool A accounts will be the District's principal investment instruments. The operation of these accounts will be in accordance with the rules established by the State Treasurer and the City Treasurer's Office. Up to 100 percent of the District's funds in excess of short-term obligations may be deposited in these accounts.

As approved by the Board all other investments of the District will be made as opportunity occurs for increased yield, but consistent with the primary objective of safety and secondary objective of liquidity.

District funds not invested with LAIF or City Pool A may be invested with state or federal banks or savings and loan institutions, or in government securities and debt obligations that carry the full faith and credit of the governmental agency.

District funds will not be invested in stocks, bonds, real estate investment properties, commodity futures, currency futures, or options contracts, except as such investments may be made by LAIF or City Pool A.

All District investments will be insured or collateralized as required by law and the District Treasurer may request certification or evidence of such insurance or collateral.

Income from all District investments is considered general revenue of the District and may be allocated by the Board to any legitimate and legal purpose of the District.

The revenues and expenditures of the District will be accounted for in accordance with generally accepted accounting practices within designated funds established by the Board, as follows:

- a. The Operations and Maintenance Reserve Fund (including administrative and contingency expenses)
- b. The Capital Outlay Reserve Fund (for general capital expenses of the District)
- c. The Emergency Flood Fight Reserve Fund (for short-term expenses of emergency flood fight activities, including contractors employed during emergencies)
- d. The Emergency Repair Reserve Fund (for unplanned, unexpected, short-term repairs for damages sustained during flood emergencies)
- e. The Retiree Health Benefit Reserve Fund (for post employment benefits as required by the Government Accounting Standards Board Rules 43 and 45)
- f. Any other funds which the Board may establish

The Board may allocate revenues from any source to any of the District accounts or transfer funds from one account to another as required for the prudent management of the District and implementation of its programs.

Depositories having custody of District funds will provide monthly activity statements and written confirmation of all deposits, transfers, and other transactions.

The District will not use brokers or dealers in placing investments.

**American River Flood Control District****Resolution No. 2017-05****LEVYING A BENEFIT ASSESSMENT  
ESTABLISHING THE RATES THEREOF  
AND  
REQUESTING COLLECTION OF BENEFIT ASSESSMENTS**

**WHEREAS**, the Board of Trustees of American River Flood Control District is authorized under various sections of the American River Flood Control District Act, as amended, to levy an assessment upon property in benefit zones within said District, to be apportioned in accordance with prescribed and adopted percentages for said zones, to carry out the objectives and purposes of said Act and to pay costs and expenses of maintaining, operating, extending, and repairing facilities, works, and improvements of said District for the ensuing fiscal year; and

**WHEREAS**, pursuant to Sections 17(a), 17(b), and 18 of said Act, as amended, the District is further authorized and empowered to elect to have its assessments collected by the County of Sacramento; and

**WHEREAS**, the Board of Trustees of District has previously divided the District into zones of benefit (Zones A through C), which zones are designated on a map or plat of the District filed in the office of said Board of Trustees, a copy of which has been previously provided to the Auditor of the County of Sacramento; and

**WHEREAS**, no ballot or election is required under Article XIID of the California Constitution, since assessment rates are not being increased for the FY 2017-18 assessment; and

**WHEREAS**, the Board has duly considered the matter of the amount of funds for the stated purposes, each and all of them, and being fully advised;

**NOW THEREFORE BE IT RESOLVED** as follows:

1. There be and is hereby levied upon and against the lands within the American River Flood Control District a benefit assessment equal in rate to the rate previously established by the County Auditor-Controller for FY 1996-97 for each benefit zone (Zone A, Zone B, and Zone C) and land use category established by the above referenced Water Code sections.
2. For each benefit assessment Zone within the District the assessment rate shall be as follows:
  - Zone A: 15.5456 for each benefit product (same as FY 96-97)
  - Zone B: 15.1251 for each benefit product (same as FY 96-97)
  - Zone C: 4.9696 for each benefit product (same as FY 96-97)

3. The Board of Trustees of District hereby elects to have the District's assessments collected by the County of Sacramento pursuant to Sections 17(a), 17(b), and 18 of the said District Act, as amended; said assessments to be collected at the same time and manner and subject to the same penalties and interest for delinquencies as shall apply to the taxes collected by the County.
4. The Secretary of the Board is hereby authorized and directed to transmit a certified copy of this Resolution to the Auditor, Municipal Services Agency and County Executive of the County of Sacramento immediately upon adoption with the request that the County Municipal Services Agency compute and impose upon the respective Zones this District's benefit assessment, based on the above prescribed rates.

**PASSED AND UNANIMOUSLY ADOPTED** this 9th day of June, 2017.

ATTEST:

\_\_\_\_\_  
President  
Board of Trustees

\_\_\_\_\_  
Secretary  
Board of Trustees



**California Special  
Districts Association**  
*Districts Stronger Together*

## **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

### **2017 BOARD ELECTIONS**

#### **MAIL BALLOT INFORMATION**

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat C, **unless otherwise noted on the actual ballot**, and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 4, 2017**.

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association**  
**Attn: 2017 Board Elections**  
**1112 I Street, Suite 200**  
**Sacramento, CA 95814**

Please contact Beth Hummel at 877.924.2732 or [bethh@csla.net](mailto:bethh@csla.net) with any questions.



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Peter J Kampa

District/Company: Saddle Creek Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Pete has served on the CSDA Board since 1998 and on each of its committees. He currently serves on the finance and professional development committees. He is an instructor for the CSDA Leadership Academy, present regularly at the GM Leadership Conference and Annual Conference, and attends other CSDA training continuously. He also serves on the Public Works Task force for CSDA.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

He has served on the ACWA and Mountain Counties Water Resources Association Legislative Committee and Delta Plan task forces.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Tuolumne County Chamber of Commerce

4. List civic organization involvement:

None at this time as he is 100% dedicated to special districts at this time.

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**



Candidate's Statement  
CSDA Board of Directors

I have proudly served on the Board of Directors for the California Special Districts Association (CSDA) since 1998, and I respectfully request your vote as I seek re-election for Region 2, Seat C this year. Since 1994 and while serving on the CSDA Board of Directors, I have also served as General Manager for community services districts throughout California providing diverse services including water, wastewater, park and recreation, fire protection, road maintenance, solid waste, ambulance, library, street lighting and snow removal. In addition to providing special district management consulting services throughout the state, I currently manage three community services districts, two of which are located in Region 2.

Each of the districts I have managed are located in rural areas with their associated infrastructure, funding, and staffing challenges which are a part of life with special districts. I believe my background and experience provides an excellent tool kit from which to draw as a Board member of CSDA.

As your CSDA Board representative, I feel I have contributed greatly to the successes of the CSDA organization, through solid support for CSDA management and by informing Board decisions with decades of experience on the Board and within the industry. I believe strongly in the CSDA staff and will ensure that they have the direction and resources to provide the highest level of services to special districts of all sizes and types.

I have been active in the expansion of "affiliated" CSDA Chapters; spearheaded and assisted in the creation of the Gold Country CSDA Chapter. I understand the budgetary and operational needs of small districts and intend to dedicate significant effort to maintain solid small district representation by CSDA.

The Saddle Creek Community Services District Board of Directors unanimously supports and directs my active involvement in CSDA.



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Scott Holbeck

District/Company: Aspen Area Recreation Park District

Title: Director (A&D)

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: 19 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Have attended numerous events, classes, otherwise

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

In Addition to Aid I, City of Aspen Recreation Oversight Comm. Hec, Summit County advisory committees.

4. List civic organization involvement:

Aspen Exchange Club, Chamber of Commerce -

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

**Candidate Statement from Scott Holbrook, Board Member with the Auburn Area Recreation and Park District (19 years)**

I wanted to give a little glimpse as to my record and passions. I am a husband, father, small business owner and long-time member of the Auburn Area Recreation and Park District (ARD). I am passionate about making my community the best possible place to live and raise a family.

I am proud of my tenure at ARD, be it the overcoming of a corrupt and ugly situation that involved board, staff, the Placer County Grand Jury and District Attorney, the fiscal and other policies that have allowed us to remain fiscally strong throughout some very tough times (and setting us up for the future), or my work developing some of the biggest and most enjoyed community events in the area.

I believe in the Special District concept, and have worked hard to fight for it and represent it well. I have continually worked to increase my knowledge, be it with CSDA activities or other venues. I look forward to the opportunity of keeping the CSDA strong and pertinent, working to be a valuable member of the board, supporting advocacy for individual districts, and maintaining a strong voice in legislative matters, be they locally, state-wide or nationally.

Feel free to reach out - I would be happy to address any questions or concerns. In the meantime, I thank you for your consideration and support of my candidacy. And as always, keep smilin'.



**Invoices Paid**

	DATE	AMOUNT	CHECK #
Health Equity HSA (Employee Paid)	5/22/17	\$150.00	EFT
Quickbooks (Trustees)	5/25/17	\$16.25	EFT
Quickbooks (Employees)	5/31/17	\$105.00	EFT
Health Equity HSA (Employee Paid)	5/31/17	\$150.00	EFT
Selma Nissan (Equipment Purchase>\$1000)	6/5/17	\$80.00	5902
	<b>Total</b>	<b>\$80.00</b>	

**Trustee Compensation**

	DATE	GROSS	NET	CHK#
<b>5/19/17 Board Meeting</b>				
Brian Holloway	5/26/17	\$95.00	\$86.88	Direct Dep
Steve Johns	5/26/17	\$95.00	\$86.88	Direct Dep
William Pavão	5/26/17	\$95.00	\$86.88	Direct Dep
Bettina Redway	5/26/17	\$95.00	\$86.88	Direct Dep
Cyril Shah	5/26/17	\$95.00	\$86.87	Direct Dep
	<b>Total</b>	<b>\$475.00</b>	<b>\$434.39</b>	

**Trustee Taxes**

	DATE	AMOUNT	CHK#
<b>5/19/17 Board Meeting</b>			
Federal Tax Payment	5/24/17	\$72.66	EFT
CA Withholding & SDI	5/24/17	\$4.28	EFT
CA UI & ETT	5/24/17	\$8.56	EFT
	<b>Total</b>	<b>\$85.50</b>	

**Payroll Summary**

	DATE	GROSS	NET	CHK#
<b>PP ending 5/15/17</b>				
Malane Chapman	5/16/17	2860.00	2012.23	Direct Dep
Elvin Diaz	5/16/17	1940.40	1490.00	Direct Dep
David Diaz	5/16/17	2155.12	1572.52	Direct Dep
Gilberto Gutierrez	5/16/17	2420.00	1916.45	Direct Dep
Ross Kawamura	5/16/17	3062.40	1547.13	Direct Dep
Tim Kerr	5/16/17	6651.54	4832.21	Direct Dep
Erich Quiring	5/16/17	2156.00	1546.81	Direct Dep
Jose Ramirez	5/16/17	2420.00	1759.64	Direct Dep
<b>PP ending 5/31/17</b>				
Malane Chapman	6/1/17	3120.00	2184.39	Direct Dep
Elvin Diaz	6/1/17	2116.80	1601.79	Direct Dep
David Diaz	6/1/17	2351.04	1685.47	Direct Dep
Gilberto Gutierrez	6/1/17	2640.00	2074.96	Direct Dep
Ross Kawamura	6/1/17	3340.80	1747.47	Direct Dep
Tim Kerr	6/1/17	6651.54	4832.19	Direct Dep
Erich Quiring	6/1/17	2352.00	1659.79	Direct Dep
Jose Ramirez	6/1/17	2640.00	1906.01	Direct Dep
	<b>Total</b>	<b>\$48,877.64</b>	<b>\$34,369.06</b>	

**Employee & Relief GM Taxes**

	DATE	AMOUNT	CHK#
<b>PP ending 5/15/17</b>			
Federal Tax Payment	5/16/17	\$6,291.72	EFT
CA Withholding & SDI	5/16/17	\$1,120.51	EFT
CA UI & ETT	5/16/17	\$0.00	EFT
<b>PP ending 5/31/17</b>			
Federal Tax Payment	6/1/17	\$6,807.44	EFT
CA Withholding & SDI	6/1/17	\$1,254.79	EFT
CA UI & ETT	6/1/17	\$0.00	EFT
	<b>Total</b>	<b>\$15,474.46</b>	

**Employee Pension**

	DATE	AMOUNT	CHK#
<b>PP ending 5/15/17</b>			
PERS Retirement Contribution (Unfunded Liability)	5/16/17	\$2,523.07	EFT
PERS Retirement Contribution	5/16/17	\$3,506.07	EFT
457 Deferred Comp (Employee Paid)	5/16/17	\$1,270.00	EFT
457 District Contribution	5/16/17	\$60.00	EFT
<b>PP ending 5/31/17</b>			
PERS Retirement Contribution	6/1/17	\$3,730.91	EFT
457 Deferred Comp (Employee Paid)	6/1/17	\$1,270.00	EFT
457 District Contribution	6/1/17	\$60.00	EFT
	<b>Total</b>	<b>\$12,420.05</b>	

**Total of Invoices Paid and Payroll \$62,863.46**

**American River Flood Control District  
FY 2017-18 Budget Proposal  
Discussion Draft**

**FY 2017-18 Budget Summary Page**

	2014-15 EOY	2015-16 EOY	2016-17 Budget	2016-17 Estimated to Close	2017-18 Budget Proposed	% Diff.
<b>Income</b>						
ARFCD Benefit Assessment	1,341,128	1,326,664	1,385,000	1,376,561	1,385,000	0%
Consolidated Capital Assessment District	650,000	650,000	650,000	650,000	650,000	0%
O&M Agreements	234,286	224,000	225,000	229,285	225,000	0%
Interest	69,795	69,923	75,000	77,273	75,000	0%
Reserve Fund Transfers	238,575	295,000	-	-	-	n/a
Miscellaneous	23,372	4,850	-	4,449	3,500	0%
<b>Total Budgeted Income</b>	<b>2,557,156</b>	<b>2,570,437</b>	<b>2,335,000</b>	<b>2,337,568</b>	<b>2,338,500</b>	<b>0%</b>
<b>Expense</b>						
Operations and Maintenance	1,240,470	1,271,172	1,228,551	1,376,899	1,307,624	6%
Administration	471,611	383,951	548,203	414,665	522,647	-5%
Special Projects	60,915	75,216	165,000	64,968	165,000	0%
Capital Outlay: Flood Control	139,740	275,212	54,000	105,597	-	-100%
Capital Outlay: District Facilities	706,464	346,864	80,000	-	50,000	-38%
Retiree Health Benefits	-	-	-	-	-	0%
Emergency Repair	-	-	-	-	-	0%
Flood Emergency Response	-	-	-	-	-	0%
Reserve Fund Transfers	-	-	-	375,439	293,229	n/a
<b>Total Budgeted Expenses</b>	<b>2,619,200</b>	<b>2,352,415</b>	<b>2,075,754</b>	<b>2,337,568</b>	<b>2,338,500</b>	<b>12.66%</b>

(0) (0)

**Estimated Reserve Fund Balances**

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
Capital Outlay Reserve	1,500,000	1,100,000	1,270,000	1,270,000
Retiree Health Benefit Reserve	1,443,558	1,443,558	2,443,558	2,736,787
Emergency Repair Reserve	1,500,000	1,500,000	1,500,000	1,500,000
Flood Emergency Response Reserve	1,500,000	1,500,000	1,500,000	1,500,000
<b>Total Reserves Estimated Ending Balance</b>	<b>5,943,558</b>	<b>5,543,558</b>	<b>6,713,558</b>	<b>7,006,787</b>

Lastest actuarial study shows UAAL at \$3,584,662; new study due Fall 2017

	2014-15 EOY	2015-16 EOY	2016-17 Budget	2016-17 Estimated to Close	2017-18 Budget Proposed	% Diff.	Notes
<b>Income</b>							
ARFCD Benefit Assessment	1,341,128	1,326,664	1,385,000	1,376,561	1,385,000	0%	Zone A, Zone B, and Zone C
Consolidated Capital Assessment District	650,000	650,000	650,000	650,000	650,000	0%	Collected and Disbursed by SAFCA
O&M Agreements	234,286	224,000	225,000	229,285	225,000	0%	Maintenance of North Area Creeks and Mayhew Levees for SAFCA
Interest	69,795	69,923	75,000	77,273	75,000	0%	River City Bank, City Pool A, LAIF
Reserve Fund Transfers	238,575	295,000	-	375,439	293,229	n/a	
Miscellaneous	23,372	4,850	-	4,449	3,500	0%	Surplus equipment disposals, recycling, etc.
<b>Total Income</b>	<b>2,557,156</b>	<b>2,570,437</b>	<b>2,335,000</b>	<b>2,713,007</b>	<b>2,631,729</b>	<b>13%</b>	

**American River Flood Control District  
FY 2017-18 Budget Proposal  
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	2014-15 EOY	2015-16 EOY	2016-17 Budget	2016-17 Estimated to Close	2017-18 Budget Proposed	% Diff.	Notes
<b>Operations and Maintenance Expense</b>							
Salary/Wages	671,874	707,038	675,000	713,682	664,645	-2%	assumes 3% increase
Payroll Taxes	51,013	52,876	54,000	57,095	53,172	-2%	8% of Salary/Wages
Pension	127,442	135,286	119,536	130,962	124,602	4%	PERS Classic-EO 8.88%, PEPRA-EO 6.555% + Unfunded Liability \$25k, PERS EPMC 7%, 457 Cont.
Compensation Insurance	30,695	24,156	33,750	35,684	33,232	-2%	5% of Comp
Medical/Dental/Vision	183,198	183,506	116,265	177,959	189,474	63%	Prior 3 years average 6% increase
Fuel & Oil	30,175	19,873	30,000	22,428	30,000	0%	
Equipment Rental	5,320	246	6,500	902	6,500	0%	
Equipment Repair/Parts	31,326	36,067	40,000	34,008	40,000	0%	
Equipment Purchase (less than \$5,000)	-	-	500	-	5,000	900%	Increased from <\$1000 to <\$5000
Shop Supplies	5,600	11,633	12,000	9,017	12,000	0%	
Levee Maintenance (Supplies & Materials)	10,571	4,002	17,000	16,384	17,000	0%	
Levee Maintenance (Chemicals)	4,127	11,213	10,000	22,867	20,000	100%	
Levee Maintenance (Services)	30,575	28,168	34,000	45,913	34,000	0%	Contract with CCC for 2 weeks
Rodent Abatement (Supplies & Materials)	7,653	6,108	10,000	5,000	10,000	0%	
Employee Uniforms	4,576	3,811	7,000	1,401	5,000	-29%	
Staff Training	2,714	10,103	15,000	5,000	15,000	0%	
Miscellaneous	1,207	1,262	2,000	1,500	2,000	0%	
Small Tools and Equipment	1,596	1,826	3,000	3,000	3,000	0%	
Emergency Preparedness and Response	20,101	11,672	20,000	76,396	20,000	0%	January-February storms, added "and response"
Engineering Services	5,108	6,727	8,000	17,702	8,000	0%	
Environmental Services/Studies	-	-	-	-	-	0%	
Survey Services	-	-	-	-	-	0%	
Encroachment Remediation	15,599	15,599	15,000	-	15,000	0%	SB 753 activities
<b>Total Operations and Maintenance</b>	<b>1,240,470</b>	<b>1,271,172</b>	<b>1,228,551</b>	<b>1,376,899</b>	<b>1,307,624</b>	<b>6%</b>	
<b>Special Projects Expense</b>							
Engineering Studies/Survey Studies	-	-	15,000	-	15,000	0%	Design Work
Levee Standards Compliance	5,000	-	100,000	-	100,000	0%	Accreditation/SWIF
Encroachment Remediation	-	-	-	-	-	0%	
Vegetation Management	665	-	-	-	-	0%	
Small Capital Projects	55,250	75,216	50,000	64,968	50,000	0%	
<b>Total Special Projects Expense</b>	<b>60,915</b>	<b>75,216</b>	<b>165,000</b>	<b>64,968</b>	<b>165,000</b>	<b>0%</b>	

**American River Flood Control District  
FY 2017-18 Budget Proposal  
Discussion Draft**

**Administration Expense**

	2014-15 EOY	2015-16 EOY	2016-17 Budget	2016-17 Estimated to Close	2017-18 Budget Proposed	% Diff.	Notes
Board of Trustees Compensation	6,818	5,755	7,900	6,935	7,900	0%	
Trustee Expenses	1,525	1,420	1,750	2,014	1,750	0%	
Accounting Services	12,915	12,840	15,000	12,250	15,000	0%	
Legal Services (General)	59,325	32,830	50,000	42,471	50,000	0%	
Utilities	17,937	22,520	25,000	27,775	25,000	0%	
Telephone/Internet	8,311	14,359	12,500	15,326	12,500	0%	
Retiree Benefits	43,391	45,369	115,000	109,938	135,270	18%	Appx \$11,272/mo
Office/Shop Lease	75,552	22,115	-	-	-		
Office Equipment/Furniture	5,719	35,189	10,000	2,056	10,000	0%	Computers/Furniture
Office Supplies	1,075	1,744	2,000	2,500	2,000	0%	
Auto Allowance	7,100	7,099	7,100	6,600	7,100	0%	
Parking & Mileage Reimbursement	104	71	150	51	150	0%	
General Office Expense	11,437	12,667	13,000	12,750	13,000	0%	
Technology and Software	3,615	6,897	17,000	6,950	17,000	0%	
Legislative Services	-	-	-	-	-	0%	
Dues and Association Expenses	24,052	19,790	25,000	26,938	25,000	0%	
Property & Liability Insurance Premiums	27,765	26,995	30,000	26,742	30,000	0%	
Conference/Workshop/Seminar	165	-	1,500	-	1,500	0%	
Public Relations/Information	31,228	29,670	35,000	29,102	35,000	0%	Annual Newsletter, Spring Letter
Miscellaneous	1,858	4,638	5,000	5,500	5,000	0%	
Employee Morale/Wellness	-	631	1,500	98	1,500	0%	
Election Expenses	78,367	-	81,826	-	-	n/a	
District Annexations	-	-	-	-	-	0%	
Investment Fees	12,307	9,453	13,000	14,380	13,000	0%	
Community Services	1,064	1,553	1,500	1,500	1,500	0%	
Bookkeeping	7,163	11,138	12,000	13,517	12,000	0%	
Property Taxes	2,866	1,609	3,000	1,609	3,000	0%	Direct Levy
Building Maintenance	9,262	12,458	17,000	2,500	17,000	0%	
DLMS Fees and Services	-	24,477	24,477	24,477	60,477	147%	Renamed to include WSP Services
County Assessment Fees	20,690	20,664	21,000	20,686	21,000	0%	Appx 1.5% of Benefit Assessment
<b>Total Administration</b>	<b>471,611</b>	<b>383,951</b>	<b>548,203</b>	<b>414,665</b>	<b>522,647</b>	<b>-5%</b>	



**American River Flood Control District  
 FY 2017-18 Budget Proposal  
 Discussion Draft**

	2014-15 EOY	2015-16 EOY	2016-17 Budget	2016-17 Estimated to Close	2017-18 Budget Proposed	% Diff.	Notes
<b>Capital Outlay: Flood Control</b>							
Bank Protection	-	-	-	-	-	n/a	
Magpie Creek	-	-	-	-	-	n/a	
Property Acquisition	2,900	76,490	-	500	-	0%	
Equipment Purchase (over \$5,000)	136,840	198,722	54,000	105,097	-	-100%	Increased from >\$1000 to >\$5000
Miscellaneous	-	-	-	-	-		
<b>Total Capital Outlay: Flood Control</b>	<b>139,740</b>	<b>275,212</b>	<b>54,000</b>	<b>105,597</b>	<b>-</b>	<b>-100%</b>	
<b>Capital Outlay: District Facilities</b>							
Building Improvements/Maintenance	-	-	60,000	-	20,000		New Category, capitalized expenditures for building
La Riviera Improvements/Maintenance	-	-	20,000	-	30,000		
Construction Management	66,419	33,658	-	-	-		
Architect/Building Design	72,476	2,800	-	-	-		
General Construction Contractors	534,626	310,406	-	-	-		
Permitting	16,994	-	-	-	-		
Legal Fees	15,949	-	-	-	-		
<b>Total Capital Outlay: District Facilities</b>	<b>706,464</b>	<b>346,864</b>	<b>80,000</b>	<b>-</b>	<b>50,000</b>		
<b>Retiree Health Benefit Expense</b>							
Retiree Health Benefit Expense	-	-	-	-	-		
<b>Total Retiree Health Benefit Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Emergency Repair Expense</b>							
Emergency Repair Expense	-	-	-	-	-		
<b>Total Emergency Repair Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Flood Emergency Response Expense</b>							
Flood Fight Expenses	-	-	-	-	-		
Flood Litigation	-	-	-	-	-		
<b>Total Flood Emergency Response Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Total Budgeted Expenses</b>	<b>2,619,200</b>	<b>2,352,415</b>	<b>2,075,754</b>	<b>1,962,129</b>	<b>2,045,271</b>		

**American River Flood Control District  
5-year Budget Projection**

**5-year Budget Projection Summary Page**

	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	
<b>Income</b>						
ARFCD Benefit Assessment	1,385,000	1,426,862	1,448,265	1,469,989	1,492,039	
Consolidated Capital Assessment District	650,000	800,000	800,000	800,000	800,000	
O&M Agreements	225,000	228,375	231,801	235,278	238,807	
Interest	75,000	76,125	77,267	78,426	79,602	
Reserve Fund Transfers	-	-	-	-	-	
Miscellaneous	3,500	-	-	-	-	
<b>Total Budgeted Income</b>	<b>2,338,500</b>	<b>2,531,362</b>	<b>2,557,333</b>	<b>2,583,693</b>	<b>2,610,448</b>	
<b>Expense</b>						
Operations and Maintenance	1,307,624	1,369,202	1,409,570	1,452,406	1,497,928	
Administration	522,647	622,259	564,225	679,111	622,367	
Special Projects	165,000	205,000	205,000	205,000	205,000	
Capital Outlay: Flood Control	-	150,000	205,000	84,000	125,000	
Capital Outlay: District Headquarters	50,000	40,000	40,000	40,000	40,000	
Retiree Health Benefits	-	-	-	-	-	
Emergency Repair	-	-	-	-	-	
Flood Emergency Response	-	-	-	-	-	
Reserve Fund Transfers	293,229	144,924	133,560	123,198	36,607	
<b>Total Budgeted Expenses</b>	<b>2,338,500</b>	<b>2,531,384</b>	<b>2,557,355</b>	<b>2,583,716</b>	<b>2,526,901</b>	
<b>Difference</b>	<b>(0)</b>	<b>(22)</b>	<b>(23)</b>	<b>(23)</b>	<b>(0)</b>	
<b>Estimated Reserve Fund Balances</b>						
Capital Outlay Reserve	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Retiree Health Benefit Reserve	293,229	438,153	571,713	694,911	731,518	
Emergency Repair Reserve	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Flood Emergency Response Reserve	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
<b>Total Reserves Estimated Ending Balance</b>	<b>4,793,229</b>	<b>4,938,153</b>	<b>5,071,713</b>	<b>5,194,911</b>	<b>5,231,518</b>	
<b>Income</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>% Increase (Escalation Factor)</b>
ARFCD Benefit Assessment	1,385,000	1,426,862	1,448,265	1,469,989	1,492,039	1.5%
Consolidated Capital Assessment District	650,000	800,000	800,000	800,000	800,000	0.0%
O&M Agreements	225,000	228,375	231,801	235,278	238,807	1.5%
Interest	75,000	76,125	77,267	78,426	79,602	1.5%
Reserve Fund Transfers	293,229	144,924	-	-	-	
Miscellaneous	3,500	-	-	-	-	
<b>Total Income</b>	<b>2,631,729</b>	<b>2,676,286</b>	<b>2,557,333</b>	<b>2,583,693</b>	<b>2,610,448</b>	

**American River Flood Control District  
5-year Budget Projection**

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	% Increase (Escalation Factor)
<b>Operations and Maintenance Expense</b>						
Salary/Wages	664,645	695,402	705,833	716,421	727,167	1.5%
Payroll Taxes	53,172	53,969	54,779	55,600	56,434	1.5%
Pension	124,602	127,094	129,636	132,229	134,873	2.0%
Compensation Insurance	33,232	33,731	34,237	34,750	35,271	1.5%
Medical/Dental/Vision	189,474	208,421	229,263	252,189	277,408	10.0%
Fuel & Oil	30,000	30,900	31,827	32,782	33,765	3.0%
Equipment Rental	6,500	6,695	6,896	7,103	7,316	3.0%
Equipment Repair/Parts	40,000	41,200	42,436	43,709	45,020	3.0%
Equipment Purchase (less than \$5,000)	5,000	5,000	5,000	5,000	5,000	0.0%
Shop Supplies	12,000	12,360	12,731	13,113	13,506	3.0%
Levee Maintenance (Supplies & Materials)	17,000	17,510	18,035	18,576	19,134	3.0%
Levee Maintenance (Chemicals)	20,000	20,600	21,218	21,855	22,510	3.0%
Levee Maintenance (Services)	34,000	35,020	36,071	37,153	38,267	3.0%
Rodent Abatement (Supplies & Materials)	10,000	10,300	10,609	10,927	11,255	3.0%
Employee Uniforms	5,000	7,000	7,000	7,000	7,000	0.0%
Staff Training	15,000	5,000	5,000	5,000	5,000	0.0%
Miscellaneous	2,000	2,000	2,000	2,000	2,000	0.0%
Small Tools and Equipment	3,000	2,000	2,000	2,000	2,000	0.0%
Emergency Preparedness	20,000	25,000	25,000	25,000	25,000	0.0%
Engineering Services	8,000	15,000	15,000	15,000	15,000	0.0%
Environmental Services/Studies	-	-	-	-	-	0.0%
Survey Services	-	-	-	-	-	0.0%
Encroachment Remediation	15,000	15,000	15,000	15,000	15,000	0.0%
<b>Total Operations and Maintenance</b>	<b>1,307,624</b>	<b>1,369,202</b>	<b>1,409,570</b>	<b>1,452,406</b>	<b>1,497,928</b>	
<b>Special Projects Expense</b>						
Engineering Studies/Survey Studies	15,000	15,000	15,000	15,000	15,000	0.0%
Levee Standards Compliance	100,000	140,000	140,000	140,000	140,000	0.0%
Encroachment Remediation	-	-	-	-	-	0.0%
Vegetation Management	-	-	-	-	-	0.0%
Small Capital Projects	50,000	50,000	50,000	50,000	50,000	0.0%
<b>Total Special Projects Expense</b>	<b>165,000</b>	<b>205,000</b>	<b>205,000</b>	<b>205,000</b>	<b>205,000</b>	

**American River Flood Control District  
5-year Budget Projection**

	<b>FY 2017-18</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>% Increase (Escalation Factor)</b>
<b>Administration Expense</b>						
Board of Trustees Compensation	7,900	8,137	8,381	8,633	8,892	3.0%
Trustee Expenses	1,750	1,803	1,857	1,912	1,970	3.0%
Accounting Services	15,000	15,450	15,914	16,391	16,883	3.0%
Legal Services (General)	50,000	51,500	53,045	54,636	56,275	3.0%
Utilities	25,000	25,750	26,523	27,318	28,138	3.0%
Telephone/Internet	12,500	12,875	13,261	13,659	14,069	3.0%
Retiree Benefits	135,270	148,797	163,677	180,044	198,049	10.0%
Office/Shop Lease	-	-	-	-	-	n/a
Office Equipment/Furniture	10,000	10,300	10,609	10,927	11,255	3.0%
Office Supplies	2,000	2,060	2,122	2,185	2,251	3.0%
Auto Allowance	7,100	7,100	7,100	7,100	7,100	0.0%
Parking & Mileage Reimbursement	150	150	150	150	150	0.0%
General Office Expense	13,000	13,390	13,792	14,205	14,632	3.0%
Technology and Software	17,000	8,000	8,240	8,487	8,742	3.0%
Legislative Services	-	-	-	-	-	0.0%
Dues and Association Expenses	25,000	25,750	26,523	27,318	28,138	3.0%
Property & Liability Insurance Premiums	30,000	30,900	31,827	32,782	33,765	3.0%
Conference/Workshop/Seminar	1,500	1,545	1,591	1,639	1,688	3.0%
Public Relations/Information	35,000	36,050	37,132	38,245	39,393	3.0%
Miscellaneous	5,000	5,150	5,305	5,464	5,628	3.0%
Employee Morale/Wellness	1,500	1,500	1,500	1,500	1,500	0.0%
Election Expenses	-	84,281	-	86,809	-	3.0%
District Annexations	-	-	-	-	-	0.0%
Investment Fees	13,000	13,390	13,792	14,205	14,632	3.0%
Community Services	1,500	1,500	1,500	1,500	1,500	0.0%
Bookkeeping	12,000	12,360	12,731	13,113	13,506	3.0%
Property Taxes	3,000	3,090	3,183	3,278	3,377	3.0%
Building Maintenance	17,000	17,510	18,035	18,576	19,134	3.0%
County D/Tech Fees for DLMS	60,477	62,291	64,160	66,085	68,067	3.0%
County Assessment Fees	21,000	21,630	22,279	22,947	23,636	3.0%
<b>Total Administration</b>	<b>522,647</b>	<b>622,259</b>	<b>564,225</b>	<b>679,111</b>	<b>622,367</b>	

**American River Flood Control District  
5-year Budget Projection**

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	% Increase (Escalation Factor)
<b>Capital Outlay: Flood Control</b>						
Bank Protection	-	-	-	-	-	0.0%
Magpie Creek	-	-	-	-	-	0.0%
Property Acquisition	-	-	-	-	-	0.0%
Equipment Purchase (over \$5,000)	-	150,000	205,000	84,000	125,000	0.0%
Miscellaneous	-	-	-	-	-	0.0%
<b>Total Capital Outlay: Flood Control</b>	<b>-</b>	<b>150,000</b>	<b>205,000</b>	<b>84,000</b>	<b>125,000</b>	
<b>Capital Outlay: District Headquarters</b>						
Building Improvements/Maintenance	20,000	25,000	25,000	25,000	25,000	0.0%
La Riviera Improvements/Maintenance	30,000	15,000	15,000	15,000	15,000	0.0%
Construction Management	-	-	-	-	-	0.0%
Architect/Building Design	-	-	-	-	-	0.0%
General Construction Contractors	-	-	-	-	-	0.0%
Permitting	-	-	-	-	-	0.0%
Legal Fees	-	-	-	-	-	0.0%
<b>Total Capital Outlay: District Headquarters Build-Out</b>	<b>50,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	
<b>Retiree Health Benefit Expense</b>						
Retiree Health Benefit Expense	-	-	-	-	-	0.0%
<b>Total Retiree Health Benefit Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Emergency Repair Expense</b>						
Emergency Repair Expense	-	-	-	-	-	0.0%
<b>Total Emergency Repair Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Flood Emergency Response Expense</b>						
Flood Fight Expenses	-	-	-	-	-	0.0%
Flood Litigation	-	-	-	-	-	0.0%
<b>Total Flood Emergency Response Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Budgeted Expenses</b>	<b>2,045,271</b>	<b>2,386,460</b>	<b>2,423,795</b>	<b>2,460,518</b>	<b>2,490,294</b>	



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**Board of Trustees**  
Brian F. Holloway  
Bettina C. Redway  
Cyril A. Shah  
William J. Pavão  
Steven T. Johns

**Item #7**  
**General Manager**  
Timothy R. Kerr, P.E.

June 9, 2017

Ms. Leslie Gallagher  
Executive Officer  
Central Valley Flood Protection Board  
3310 El Camino Avenue, Ste LL40  
Sacramento, CA 95821

Dear Ms. Gallagher:

The Board of Trustees of the American River Flood Control District requests that you grant emergency permission to the County of Sacramento, Department of Water for its effort to repair a damaged pipeline penetration in the south levee of the American River. District staff has worked closely with the County of Sacramento to investigate and monitor this grave condition in the District's levee since it was first observed in February 2017. It is urgent for the repair work to be conducted prior to the start of next flood season so that our levee can provide the necessary flood protection to our residents.

It is the intent of the District to work closely with the CVFPB and the County of Sacramento to ensure that this work is conducted in a safe and timely manner that meets all State and Federal standards.

Thank you very much for considering this request. If you have any questions or would like to discuss this further, please contact our General Manager, Tim Kerr, at [tkerr@arfcd.org](mailto:tkerr@arfcd.org), or by phone at 916-929-4006.

Sincerely,

Brian Holloway, President  
American River Flood Control District

June 1, 2017

Ms. Leslie Gallagher  
Executive Officer  
Central Valley Flood Protection Board  
3310 El Camino Avenue, Ste LL40  
Sacramento, CA 95821

**RE: D10 Manlove Storm Drain Pump Station – Emergency permission for work**

Dear Ms. Gallagher:

The County of Sacramento, Department of Water Resources (SacDWR) is requesting emergency permission to repair a pipeline penetration in the south levee of the American River. The D10 Manlove Pump Station (Station) and the American River levee suffered distress from February through March of 2017. The Station is located on the south levee of the American River, approximately 1 mile east of the Watt Avenue crossing and west of Waterton Way (Section 7, T8N, R6E, MDB&M, American River Flood Control District, American River, Sacramento County).

The Station discharge pipes consist of one 54” corrugated metal pipe (CMP) gravity drain and three 42” welded steel pipes (WSP) for pumped discharge. Additionally, there is a CMP riser (Riser) with a slide gate for the 54” CMP and a concrete air relief valve chamber (ARV) for the three 42” WSPs. The Riser and ARV are located at the top of levee on the waterside hinge point.

In February, it was found that when the pumps were operating, soil embankment in the vicinity of the Riser and ARV was being removed and caused a sinkhole in the levee slope, presumably by a leak in one or more of the pipes. The pumps were turned off and soil was brought in to backfill the material that was removed. Approximately 15 cubic yards of material was needed to backfill the material that was lost. Use of the pumps was minimized For the remainder of the wet season.

The exact cause of the distress is unknown. It is suspected that there is an issue with the 2-inch drain line between the ARV and the Riser. This is suspected because degradation of the levee was only observed when the pumps were operating. During pump operation, any excess water from the air relief valves should drain through 2-inch pipe from the ARV to the Riser. It is believed that the 2-inch pipe may be damaged, causing the water from the ARV to enter the levee instead of the drain pipe and carry soil embankment as it enters the Riser. This is the most probable way to account for the loss of the 15 cubic yards of soil embankment material.

Emergency permission is requested to allow SacDWR to excavate the pipes, Riser, and ARV, determine the source of the distress that was encountered during the winter months, determine if the cause of the

distress can be repaired or if some or all parts need to be replaced, and then perform the repair and/or replacement. Various drawings and photographs are enclosed that show the magnitude of the excavation and the probable repair effort. <sup>Item #7</sup>

Emergency permission is necessary due to the urgency of determining and resolving the cause of the distress prior to the next flood season. The loss of 15 cubic yards of material greatly reduced the ability of the levee to with remain stable. It was fortunate that when the distress was first noticed, the American River was only flowing at 60,000 cubic feet per second (cfs). Had it occurred when the river was flowing at 80,000 cfs, there possibly could have been a flood fight required to prevent a levee failure. If the design flow of 115,000 cfs had been released, there most likely would have been a flood fight required to prevent a stability levee failure.

SacDWR will continue the process of formally requesting a Central Valley Flood Protection Board permit. A draft permit application is being prepared, and will continue to be prepared as the investigation and corrective action described in this request for emergency permission is carried out.

The American River Flood Control District (ARFCD) is the Local Maintaining Agency (LMA) of this reach of levee. SacDWR has coordinated with ARFCD on this action. The ARFCD management supports the investigation and repair or replacement of the Station pipelines. The ARFCD Board has received numerous briefings on the developments of this situation and will be briefed on the current proposed course of action during their June board meeting. It is anticipated that following the June meeting the board will express their support for this effort as well.

Your attention to this request is appreciated. If you have any questions, please contact Michael Cook at (916) 874-8546. Thank you for your consideration in this matter.

Sincerely,

County



## General Manager's Meeting Summary – May 2017

**5/1: US Army Corps of Engineers North Area Site Visit.** I attended this site visit to show USACE staff and consultants the levees and drainage patterns in the Rio Linda Area. Paul Devereux from RD1000 was also present and he explained some of the history of the development of the levees.

**5/1: SAFCA Agency Staff meeting.** I attended this meeting to coordinate on local flood control topics. Items of discussion included SAFCA's North Area Streams project, water quality investigations in Natomas, and State Department of Fish and Wildlife mowing constraints.

**5/3: DWR Spring Levee Inspection.** Field Supervisor Kawamura and I met with DWR Levee Inspector Max Khashchuk to review items noted in the District's Spring Inspection. Approximately 90% of the items were footpath erosion damage on levee slopes.

**5/4: SAFCA CCAD2 Invoicing meeting.** I attended this meeting to discuss invoicing requirements deemed necessary by SAFCA to obtain future CCAD money. Staff at SAFCA envisioned the District invoicing SAFCA for specific tasks associated with 'exceptional maintenance' referenced in the CCAD Agreement. I indicated that all of the O&M performed by the District fits into this category and there isn't really a way to differentiate items we wouldn't be doing without the CCAD funding.

**5/9: County of Sacramento Pump Station D-10 Repair meeting.** I attended this meeting to help form a strategy for repairing the sinkhole in the levee at County Pump Station D-10. County crews will continue performing video inspections on all of the outfall pipes and the gravity drain riser. SAFCA will contact the Central Valley Flood Protection Board to see if the County can perform the sinkhole earthwork under emergency permission.

**5/15: SAFCA Meeting on the North Sac Streams OMRR&R Agreement.** I met with staff and consultants from SAFCA to begin discussions on the new Operations, Maintenance, Repair, Replacement, and Rehabilitation agreement required for the North Sacramento Streams project. The new agreement is required by the State because the State is issuing grant money to construct the project. The terms of the agreement are more stringent than previous O&M agreements.

**5/15: SAFCA Agency Staff meeting.** I attended this meeting to coordinate on local flood control topics. Items of discussion included SAFCA's North Area Streams project, and District invoicing for CCAD2.

**5/16: US Army Corps of Engineers Levee Tour.** Field Supervisor Kawamura and I met with staff from the USACE that were participating in a levee inspection training class. Approximately 40 students attended from all over the country. Staff from the State Central Valley Flood Protection Board was also present to issue a short briefing.

**5/17: County of Sacramento Pump Station D-10 Repair Site Visit.** I attended this visit to inspect the sinkhole in the levee at County Pump Station D-10.

**5/18: River District Bike Trails meeting.** I attended this meeting with City Parks staff and Tony Bertrand from City Utilities to discuss adding information kiosks to sites along the levee in the River District. I informed the group that the most acceptable spots would likely be widened areas or turnouts so that the kiosks did not impact the already narrow working space for levee maintenance.

**5/19: American River Flood Control District Board of Trustees meeting.** The Board met in regular session. The agenda items included the 2016 Lower American River Erosion Inspection and a Scope of Services for WSP to perform District Assessment work.

**5/23: American River Flood Control District Finance Committee meeting.** The Committee met to review the Investment Policy, Credit Card Policy, Reserve Fund Policy, FY 2017-18 Budget, and FY2017-18 5-Year Plan.