

December 14, 2018  
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, December 14, 2018. In attendance were Trustee Holloway, Trustee Johns, Trustee Redway, Trustee Shah and Trustee Vander Werf. Trustee Holloway presided. Also present from the District were General Manager (GM) Tim Kerr, Superintendent Ross Kawamura, Legal Counsel David Aladjem and Office Manager Malane Chapman. Mr. Robert Merritt was present from Robert Merritt, CPA and Councilmember Eric Guerra, District 6 was present. Fourteen 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 Oath of Office for Newly Elected and Re-Elected Trustees for 2019:* Councilmember Guerra administered the Oath of Office for Trustee Holloway, Trustee Johns and Trustee Vander Werf.

*Item No. 3 Election of Officers of the Board of Trustees for 2019:* On a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved the 2019 Officers of the Board of Trustees: President: Trustee Holloway; Vice President: Trustee Shah; Secretary: Trustee Johns; Assistant Secretary: Office Manager Chapman; Treasurer: Trustee Vander Werf and Assistant Treasurer: General Manager Kerr.

*Item No. 4 Election and Appointments of District Representative to Associated Organizations for 2019:* On a motion by Trustee Shah seconded by Trustee Johns, the Board unanimously approved the 2019 District Representative to Associated Organizations for 2019: SAFCA Board of Directors (two): Trustee Holloway and Trustee Shah; SAFCA Board of Directors-Alternates (two): Trustee Johns and Trustee Vander Werf; JPIA Director: Trustee Johns; JPIA Alternate Director: Trustee Vander Werf and GM Kerr; CCVFCO Director: GM Kerr and LAFCo: Trustee Johns

*Item No. 5 Make Personnel Assignments to Existing Standing/Ad Hoc Committees for 2019:* Policy Committee name change to Policy/Government Affairs. On a motion by Trustee Redway seconded by Trustee Johns, the Board unanimously approved the Personnel Assignments to Existing Standing/Ad Hoc Committees for 2019 and Policy Committee name change. Policy/Government Affairs: Trustee Johns, Trustee Redway and GM Kerr; Finance Committee: Trustee Shah, Trustee Vander Werf and GM Kerr; Personnel and Benefits Committee: Trustee Redway, Trustee Holloway and GM Kerr; Newsletter Committee: Trustee Johns, Trustee Vander Werf and GM Kerr and Clerk of the Board: Office Manager Chapman.

*Item No. 6 Approval of Consent Agenda Items:* On a motion by Trustee Shah seconded by Trustee Johns, the Board unanimously approved Items 6a) Minutes of Regular Meeting on November 9, 2018, 6b) Approval of Report of Investment Transactions October 2018 (City Pool, LAIF, River City) and Treasurer's Certification, 6c) District Financial Reports: Statement of

Operations (November 2018) and Cash Flow Report, 6d) Resolution 2018-10: Delegation of Authority to Act in an Emergency, 6e) Resolution 2018-11: CEQA Exemption for the Program of Routine Maintenance for Calendar Year 2019 and 6f) Correspondence: None.

*Item No. 7 Accounts Payable and General Fund Expenses (November 2018):* Trustee Shah inquired about payments to Target Specialty Products and Teichert & Son, Inc. Trustee Redway inquired about payment to Globalstar. Following explanation by staff and on a motion by Trustee Shah seconded by Trustee Vander Werf, the Board unanimously approved payments on the Schedule of Accounts Payable (November 2018) of \$76,426.85 and General Fund Expenses of \$70,234.95 (total aggregate sum \$146,661.80).

*Item No. 8 Endorsement of CA Central Valley Flood Board Permit: (Applicant: Caltrans, Description: American River Scour Mitigation):* Following explanations by staff and on a motion by Trustee Johns seconded by Trustee Redway, the Board unanimously approved GM's recommendation to endorse the permit application from Caltrans.

*Item 9 Administrative Staff Reports:*

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

- General Manager's November Meeting Summary: Central Valley Regional Water Quality Control Board – Steelhead Creek Clean-up Coordination meetings were discussed;
- Mead & Hunt Engineering Services – Pipe Inspections;
- District Staffing – New Hire;
- Hydrologic Conditions: Folsom Lake is 33% full, with an outflow of 2,000 cfs and the gauge at the I Street Bridge shows 6.0 feet above sea level;
- Next Board Meeting: January 11, 2019 with Ethics training following the February 8, 2019 Board meeting for those who need to complete.

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

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

- Newsletter: Should have a couple rough draft articles to present to the committee in the next month;
- Fiscal Year 2017-2018 Audit: Richardson & Company was in the office December 6 and 7, 2018 completing the audit fieldwork.

*Item No. 10 Operations and Maintenance Staff Reports:*

a) *Superintendent Ross Kawamura reported on:*

- Sheriff's Work Program: Contract cost is \$800 a bus per day (9:00am – 12:00pm) to assist with the trash pickup. Trustee Holloway suggested contacting Regional Sanitation for reimbursement of costs;
- Crew activities including rodent abatement, annual tree trimming, vegetation management, restoring gates at Magpie Creek and camp cleanup.

*Item No. 11 Questions and Comments by Trustees:* Trustee Holloway welcomed Trustee Vander Werf to the Board. Trustee Vander Werf request the Board discuss audio recording of meetings at the January Board meeting.

*Item No. 12 and 13 Holiday Staff and Board Gathering:* There being no further business requiring action by the Board, the meeting was adjourned to the Holiday Gathering by Trustee Holloway at 11:47 a.m. The Trustees met socially with District Staff and Consultants until 1:00 p.m.

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

DRAFT

**American River Flood Control District  
Staff Report**

**Investment Transactions Summary; November 2018**

**LAIF:**

- There were no transactions in this account during the month of September.

**City Pool A**

- Accrued Interest Receivable for the month of November was \$15,293.69.
- As of November 30, 2018, the balance of Interest Receivable in this account was \$75,341.76.

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

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**River City Bank Money Market:**

- On November 7, 2018, a transfer was sent to River City Bank Checking in the amount of \$241,589.63.
- On November 30, 2018, a monthly interest payment was deposited in the amount of \$670.69.

**River City Bank Checking:**

- On November 7, 2018, a transfer was received from River City Bank Money Market in the amount of \$241,589.63.
- On November 30, 2018, a monthly interest payment was deposited in the amount of \$9.70.
- Total amount of Accounts Payable cleared during the month of November was \$251,434.59.

**American River Flood Control District  
Investment Transaction Report  
November 2018**

Item 2b

**Balance and Transactions**

Account		LAIF	City Pool A	River City Bank Money Market	River City Bank Checking
Beginning Balance	11/1/18	\$447,349.17	\$7,933,300.92	\$634,481.01	\$30,245.82
<b>Transactions</b>					
City Pool A Interest	11/30/18		15,293.69		
River City Bank Transfer	11/7/18			(241,589.63)	241,589.63
River City Bank Interest	11/30/18			670.69	9.70
Accounts Payable (cleared)					(251,434.59)
<b>Ending Balance:</b>	<b>11/30/18</b>	<b>\$447,349.17</b>	<b>\$7,933,300.92</b>	<b>\$393,562.07</b>	<b>\$20,410.56</b>

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

**Interest**

Date:	Dec 2017	Jan 2018	Feb 2018	Mar 2018
LAIF	1.24	1.35	1.41	1.52
City Pool A	1.71	1.65	2.01	1.71
River City Bank Money Market	0.08	0.08	0.08	0.08
River City Bank Checking	0.00	0.00	0.00	0.00
Date:	Apr 2018	May 2018	June 2018	July 2018
LAIF	1.66	1.73	1.85	1.94
City Pool A	1.97	2.08	2.12	2.12
River City Bank Money Market	0.08	0.1	0.10	0.99
River City Bank Checking	0.00	0.00	0.00	0.00
Date:	Aug 2018	Sep 2018	Oct 2018	Nov 2018
LAIF	2.00	2.06	2.14	<b>2.21</b>
City Pool A	2.20	2.89	2.27	<b>2.33</b>
River City Bank Money Market	1.65	1.73	1.79	<b>1.87</b>
River City Bank Checking	0.06	0.06	0.08	<b>0.09</b>

**American River  
Flood Control  
District**

## AMERICAN RIVER FLOOD CONTROL DISTRICT

### MONTHLY REVIEW – NOVEMBER 2018

#### 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.

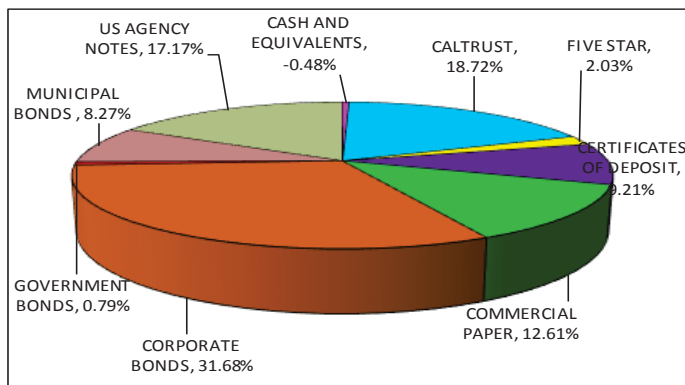
#### PORTFOLIO STATISTICS

Portfolio’s Beginning Balance	7,993,349
Contributions	0
Withdrawals	0
Interest Earned	15,294
Month-End Market Value	8,008,643

#### PERFORMANCE

Earned Interest Yield for the Month	2.33%
Laif Rate of Return (book value)	2.21%
90 Day T-Bill	1.77%
Federal Funds	1.69%

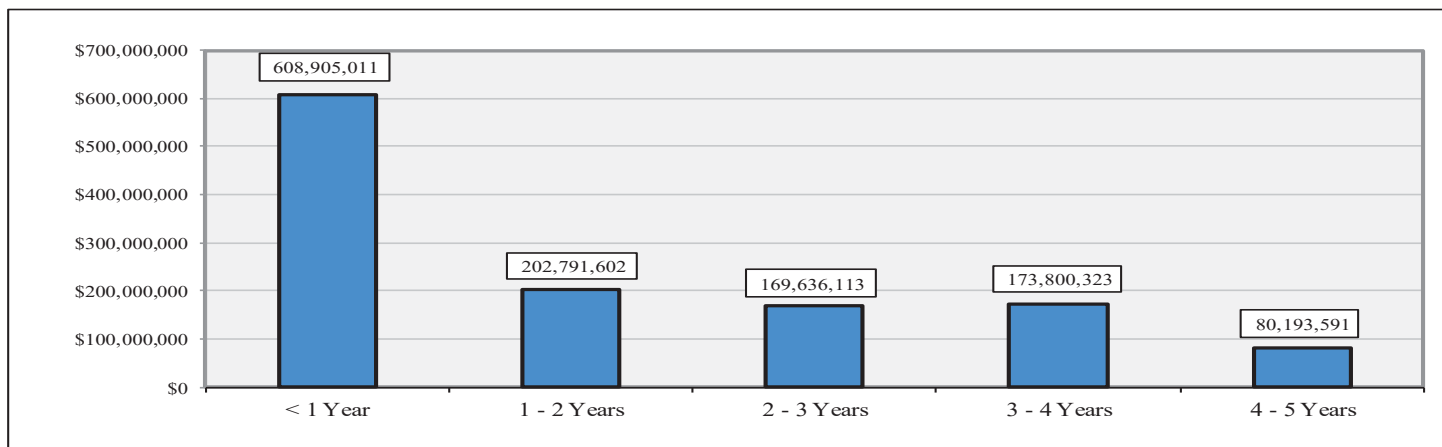
#### POOL A BY ASSET CLASS



#### POOL A MATURITY SCHEDULE

Maturity	Market Value	%
< 1 Year	608,905,011	49.29%
1 - 2 Years	202,791,602	16.42%
2 - 3 Years	169,636,113	13.73%
3 - 4 Years	173,800,323	14.07%
4 - 5 Years	80,193,591	6.49%
<b>Total</b>	<b>1,235,326,640</b>	<b>100.00%</b>

Investment Description	Portfolio at Cost	Yield at Month End
CASH AND EQUIVALENTS	-0.48%	1.12%
CALTRUST	18.72%	2.22%
FIVE STAR	2.03%	2.21%
CERTIFICATES OF DEPOSIT	9.21%	2.57%
COMMERCIAL PAPER	12.61%	2.66%
CORPORATE BONDS	31.68%	2.40%
GOVERNMENT BONDS	0.79%	1.90%
MUNICIPAL BONDS	8.27%	2.20%
US AGENCY NOTES	17.17%	2.30%



City of Sacramento  
 CASH LEDGER  
**American River Flood Control District**  
*From 11-01-18 To 11-30-18*

Item 2b

**All Cash Accounts**

Trade Date	Settle Date	Tran Code	Quantity	Security	Amount	Cash Balance
<b>Pool A Interest Receivable</b>						
11-01-18				Beginning Balance		60,048.07
11-30-18	11-30-18	in		Pool A Cash	15,293.69	75,341.76
				Nov 2018 estimated Pool A interest		
					15,293.69	
11-30-18				Ending Balance		75,341.76
<b>Pool A Cash</b>						
11-01-18				Beginning Balance		7,933,300.92
11-30-18				Ending Balance		7,933,300.92



**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)  
December 03,  
2018

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](#)

November 2018 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	447,349.17
Total Withdrawal:	0.00	Ending Balance:	447,349.17



# River City Bank

WWW.RIVERCITYBANK.COM  
PO Box 15247, Sacramento, CA 95851-0247  
Return Service Requested

Item 2b



Last statement: October 31, 2018  
This statement: November 30, 2018  
Total days in statement period: 30

AMERICAN RIVER FLOOD CONTROL DISTRICT  
C/O ROBERT MERRITT, CPA  
4000 MAGNOLIA HILLS DR  
EL DORADO HILLS CA 95762-6561

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0811100952  
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Direct inquiries to:  
916-567-2836

## Public Fund Money Market

Account number	0811100952	Beginning balance	\$634,481.01
Low balance	\$392,891.38	Total additions	670.69
Average balance	\$441,209.31	Total subtractions	241,589.63
Avg collected balance	\$441,209	Ending balance	\$393,562.07
Interest paid year to date	\$5,850.19		

### DEBITS

Date	Description	Subtractions
11-07	Cash Mgmt Trsfr Dr REF 3111118L FUNDS TRANSFER TO DEP XXXXX0736 FROM OCTOBER EXPENSES NOVEMBER PAYROLL	241,589.63

### CREDITS

Date	Description	Additions
11-30	Interest Credit	670.69

### DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
10-31	634,481.01	11-07	392,891.38	11-30	393,562.07

### INTEREST INFORMATION

Annual percentage yield earned	1.87%
Interest-bearing days	30
Average balance for APY	\$441,209.31
Interest earned	\$670.69

AMERICAN RIVER FLOOD CONTROL DISTRICT  
November 30, 2018

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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

CHECKS OUTSTANDING						CHECKBOOK RECONCILIATION		
DATE OR #	AMOUNT	DATE OR #	AMOUNT	DATE OR #	AMOUNT			
						ENTER	BALANCE THIS STATEMENT	\$
						ADD	RECENT DEPOSITS (NOT CREDITED ON THIS STATEMENT)	
							<b>SUBTOTAL</b>	\$
						SUBTRACT	TOTAL CHECKS OUTSTANDING	\$
							<b>BALANCE</b>	\$
<b>TOTAL</b>								\$

**BALANCE** should agree with your checkbook balance after deducting charges and adding credits not shown in your checkbook but included on this statement as follows:  
 Interest-ADD    Overdraft-DEDUCT    Automatic Payment-DEDUCT    Service charge-DEDUCT

- If your checkbook and statement do not balance, have you:
- Accounted for bank charges?
  - Verified additions and subtractions in your checkbook?
  - Compared cancelled checks to check stub?
  - Compared deposit amounts on statement to your checkbook?

PLEASE REPORT ANY ERRORS OR OMISSIONS WITHIN 30 DAYS FROM WHEN WE FIRST SEND OR MAKE THIS STATEMENT AVAILABLE TO YOU. OTHERWISE, THIS STATEMENT WILL BE CONSIDERED CORRECT AND CHECKS GENUINE.

You agree that the time you have to examine your statement and report to us will depend on the circumstances, but you will not, in any circumstance, have a total of more than 30 days from when we first send or make the statement available to you. If you suspect any unauthorized signatures, alterations or forgeries of items in your account statement, you must promptly notify us of the relevant facts within 30 days from when we first send or make this statement available to you. If you fail to notify us within the 30 day period, the Bank may not be responsible for forgeries, alterations or unauthorized checks. For Electronic Funds Transfers on an account used primarily for personal, family or household purposes, see the special section highlighted below.

**IMPORTANT INFORMATION ABOUT YOUR CREDIT ACCOUNT:** We calculate the interest charge on your account by applying the daily periodic rate to the "average daily balance" of your account, including current transactions. To get the "average daily balance" we take the beginning balance of your account each day, add any new advances or other charges, and subtract any payments or credits. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance".

**QuickEquity/QuickLine of Credit - VARIABLE RATE FEATURE:** If your account is a **QuickEquity Line or QuickLine**, it has a variable rate feature. The annual percentage rate can change each monthly billing cycle.

**PAYMENT NOTICE:** A payment is due on your loan. Please remit your payment by the due date to the address listed on this billing statement. Your payment will increase if it is not received by the due date on the statement. If your credit account is set up for automatic payment, it will be made electronically for you. Please note: Saturdays, Sundays, and federal holidays are not business days even if a branch is open on those days and accepts your payment. If your payment is received on a non-business day, or after 3:30 p.m. on a business day, it will be credited as of the next business day. Remit in U.S. Dollars only. Do not send cash through the mail.

**PAYMENT INSTRUCTIONS:** Payments on your bill must be sent with your payment coupon to the address shown on your statement. Delivering your payment without the payment coupon, or at another address, may result in delays in crediting. Payments received after the posted cut-off time if received in person or by mail may be treated as received on the next business day. However, if you have a dispute and want to communicate with us regarding the dispute, send your communications and any payments to the Customer Service Department as indicated below.

**The following notices apply if your account is maintained primarily for personal, family or household purposes.**

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS**

Telephone or write to us at the number or address shown on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number (if any).
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR BILLING STATEMENT**

If you think there is an error on your billing statement, or if you need more information about a transaction on your billing statement, write to us (on a separate sheet) at P.O. Box 15247, Sacramento, CA 95851. We must hear from you no later than 60 days after we sent you the FIRST billing statement on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

In your letter, give us the following information:

- Account information: Your name and account number.
- Describe the error and explain, if you can, why you believe there is an error.
- Dollar amount: The dollar amount of the suspected error.
- If you need information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action against you to collect the amount you question.

**CALIFORNIA CONSUMER CREDIT REPORTING**

As required by law, you are hereby notified that a negative credit report reflecting on your credit may be submitted to a credit reporting agency if you fail to fulfill the terms of your obligations with regard to your deposit account (s) or your credit obligation(s) with the Bank. This may also occur if, in the Bank's judgment, you misuse your account. This may occur whether or not the bank incurs a loss in connection with your account. This report may have already occurred.

**UNCLAIMED PROPERTY - DORMANT CHECKING AND SAVINGS ACCOUNTS**

Checking and savings accounts that have had no activity for two (2) years will be classified as Dormant Accounts, unless the depositor has had contact with us. By law, these accounts will be transferred to the State of California, Controller's Office after three (3) years of inactivity if they are not activated or claimed by the depositor. To reclaim funds transferred to the State, depositors, or their heirs, must request the funds from and present proof of ownership to: State of California, Controller's Office, Division of Unclaimed Property, P.O. Box 942850, Sacramento, CA 94250-5873.



**River City Bank**

WWW.RIVERCITYBANK.COM

PO Box 15247, Sacramento, CA 95851-0247

Return Service Requested

Item 2b



Last statement: October 31, 2018  
This statement: November 30, 2018  
Total days in statement period: 30

AMERICAN RIVER FLOOD CONTROL DISTRICT  
C/O ROBERT MERRITT, CPA  
4000 MAGNOLIA HILLS DR  
EL DORADO HILLS CA 95762-6561

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0811090736  
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Direct inquiries to:  
916-567-2836

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### Public Fund Interest Checking

Account number	0811090736	Beginning balance	\$30,245.82
Enclosures	50	Total additions	241,599.33
Low balance	\$20,402.82	Total subtractions	251,434.59
Average balance	\$129,318.81	Ending balance	\$20,410.56
Avg collected balance	\$129,318		

### CHECKS

Number	Date	Amount	Number	Date	Amount
6593	11-01	5,653.00	6691	11-19	943.00
6637 *	11-01	171.68	6692	11-20	564.00
6671 *	11-19	856.16	6693	11-15	1,288.97
6672	11-09	146.87	6694	11-20	966.56
6673	11-13	160.21	6695	11-20	57.73
6674	11-30	8,400.00	6696	11-16	1,195.40
6675	11-20	685.49	6697	11-19	68.07
6676	11-20	9,450.00	6698	11-19	17,000.00
6677	11-19	26,221.40	6699	11-23	84.18
6678	11-21	46.60	6701 *	11-15	168.24
6679	11-16	203.38	6702	11-19	31.24
6680	11-20	686.13	6703	11-19	2,150.00
6681	11-20	740.85	6704	11-26	201.49
6682	11-21	74.01	6705	11-19	1,162.50
6683	11-16	1,144.80	6706	11-29	1,125.00
6684	11-16	909.69	6708 *	11-20	882.09
6685	11-16	350.00	6709	11-21	2,043.00
6686	11-23	6,740.00	6710	11-16	851.09
6687	11-29	103.46	6711	11-20	956.40
6688	11-21	73,824.94	6712	11-16	172.11
6689	11-20	92.00	6713	11-19	200.00
6690	11-19	5,539.11	6715 *	11-19	1,721.39

AMERICAN RIVER FLOOD CONTROL DISTRICT  
November 30, 2018

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Number	Date	Amount	Number	Date	Amount
6716	11-21	182.81	6720	11-20	4,355.96
6717	11-23	190.26	6721	11-19	1,435.67
6718	11-20	395.49	* Skip in check sequence		
6719	11-20	249.19			

## DEBITS

Date	Description	Subtractions
11-02	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 181102 946000047	228.08
11-07	' ACH Withdrawal CALPERS 3100 100000015421509	1,445.11
11-07	' ACH Withdrawal CALPERS 1900 100000015480178	2,596.34
11-07	' ACH Withdrawal CALPERS 3100 100000015421476	3,059.18
11-07	' ACH Withdrawal CALPERS 1900 100000015478604	4,322.61
11-08	' ACH Withdrawal HEALTHEQUITY INC HealthEqui 181108	152.95
11-15	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 181115 946000047	24,745.80
11-16	' ACH Withdrawal HEALTHEQUITY INC HealthEqui 181116	150.00
11-16	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 181116 946000047	321.68
11-16	' ACH Withdrawal CALPERS 3100 100000015456719	1,055.21
11-16	' ACH Withdrawal CALPERS 1900 100000015497757	2,561.23
11-16	' ACH Withdrawal CALPERS 3100 100000015456681	2,954.26
11-30	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 181130 946000047	173.77
11-30	' ACH Withdrawal INTUIT PAYROLL S QUICKBOOKS 181130 946000047	24,824.79
11-30	' Service Charge ADDITIONAL DEBITS	1.96

AMERICAN RIVER FLOOD CONTROL DISTRICT  
November 30, 2018

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**CREDITS**

Date	Description	Additions
11-07	Cash Mgmt Trsfr Cr REF 3111118L FUNDS TRANSFER FRMDEP XXXXX0952 FROM OCTOBER EXPENSES NOVEMBER PAYROLL	241,589.63
11-30	Interest Credit	9.70

**DAILY BALANCES**

Date	Amount	Date	Amount	Date	Amount
10-31	30,245.82	11-13	253,899.42	11-23	55,231.33
11-01	24,421.14	11-15	227,696.41	11-26	55,029.84
11-02	24,193.06	11-16	215,827.56	11-29	53,801.38
11-07	254,359.45	11-19	158,499.02	11-30	20,410.56
11-08	254,206.50	11-20	138,417.13		
11-09	254,059.63	11-21	62,245.77		

**INTEREST INFORMATION**

Annual percentage yield earned	0.09%
Interest-bearing days	30
Average balance for APY	\$129,318.81
Interest earned	\$9.70

**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 November 2018**
- Investment Pool A Account, City of Sacramento      **Dated November 2018**
- District Checking Account, River City Bank      **Dated November 2018**
- District Repurchase Account, River City Bank      **Dated November 2018**

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_  
Rachelanne Vander Werf, District Treasurer



American River Flood Control District  
Statement of Operations  
July 1, 2018 to December 31, 2018 (Six Months Ending of Fiscal 2019)  
For Internal Use Only

	Year to Date July 1, 2018 to December 31, 2018	Budget	Percent of Budget
<b>Revenues</b>			
Benefit assessment	\$ (188)	\$ 1,429,793	-0.01%
Consolidated capital assessment	-	980,000	0.00%
Interest	83,705	77,267	108.33%
O & M agreements	-	231,801	0.00%
Miscellaneous	6,020	-	Not budgeted
<b>Total Revenues</b>	<u>89,537</u>	<u>2,718,861</u>	3.29%
<b>M &amp; O Expenses</b>			
Salaries and wages	339,573	730,938	46.46%
Payroll tax expense	24,020	58,475	41.08%
Pension expense	71,111	132,418	53.70%
Compensation insurance	8,827	36,547	24.15%
Medical/dental/vision	103,925	211,112	49.23%
Fuel/oil reimbursement	13,952	30,000	46.51%
Equipment rental	27,080	20,000	135.40%
Equipment repairs/parts	9,681	40,000	24.20%
Equipment purchases (< \$5,000)	9,946	15,000	66.31%
Shop supplies	6,060	12,000	50.50%
Levee maint. (supp. & material)	20,098	10,000	200.98%
Levee maint. chemicals	9,398	20,000	46.99%
Levee maint. services	34,177	60,000	56.96%
Rodent abatement (supplies & materials)	2,833	10,000	28.33%
Employee uniforms	307	5,000	6.14%
Staff training	2,113	10,000	21.13%
Miscellaneous	1,251	2,000	62.55%
Small tools & equipment	3,502	6,000	58.37%
Emergency preparedness program	9,432	15,000	62.88%
Engineering services	3,125	20,000	15.63%
Encroachment remediation	-	15,000	0.00%
Test urban camp cleanup	-	100,000	0.00%
Environmental services/studies	846	-	Not budgeted
<b>Total M &amp; O Expenses</b>	<u>701,257</u>	<u>1,559,490</u>	44.97%
<b>Administration Expenses</b>			
Board of trustees compensation	2,496	7,600	32.84%
Trustee expenses	993	1,750	56.74%
Accounting services	2,750	15,000	18.33%
Legal services (general)	6,100	50,000	12.20%
Utilities	15,268	35,000	43.62%
Telephone	7,417	18,000	41.21%
Retiree benefits	77,099	135,650	56.84%
Office equipment/furniture	-	7,500	0.00%
Office supplies	-	2,000	0.00%
Auto allowance	3,533	6,600	53.53%
Parking reimbursement	-	500	0.00%
General office expense	4,888	13,000	37.60%
Technology and software	2,195	10,000	21.95%
Dues and associations	22,071	25,000	88.28%
Property and liability insurance	23,906	30,000	79.69%
Conference/workshop/seminar	-	3,000	0.00%
Public relations/information	-	30,000	0.00%
Miscellaneous	1,154	5,000	23.08%
Employee morale/wellness	208	2,000	10.40%
Investment fees	3,967	15,000	26.45%
Community services	-	1,500	0.00%
Bookkeeping services	2,588	14,000	18.49%
Property taxes	1,737	3,000	57.90%
Building maintenance	10,674	10,000	106.74%
County Dtech fees for DLMS	11,836	40,000	29.59%
Election expense	-	96,819	0.00%
Interest expense	177	-	Not budgeted
<b>Total Administration Expenses</b>	<u>201,057</u>	<u>577,919</u>	34.79%
<b>Special Projects Expenses</b>			
Engineering studies/survey studies	-	15,000	0.00%
Levee standards compliance	71,163	100,000	71.16%
Small capital projects	30,618	50,000	61.24%
<b>Total Special Project Expenses</b>	<u>101,781</u>	<u>165,000</u>	61.69%
<b>Capital Outlay</b>			
Equipment purchases (over \$5,000)	73,825	93,000	79.38%
<b>Total Capital Outlay</b>	<u>73,825</u>	<u>93,000</u>	
<b>Capital Outlay: District Headquarters</b>			
Building improvements/maintenance	30,503	40,000	76.26%
La Riviera improvements/maintenance	4,322	10,000	43.22%
	<u>34,825</u>	<u>50,000</u>	

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 2018 through June 2019

Cash Flow Report

Maintenance and Operations Expens	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL
500 - Salary/Wages	54,173.03	58,087.91	61,528.70	54,969.50	57,035.35	81,246.01	0.00	0.00	0.00	0.00	0.00	0.00	367,040.50
501 - Payroll Taxes	4,173.85	4,482.27	4,754.48	3,861.68	3,503.40	5,807.05	0.00	0.00	0.00	0.00	0.00	0.00	26,582.73
502 - Pension	12,673.06	12,483.57	11,913.77	7,394.26	15,652.21	10,969.24	0.00	0.00	0.00	0.00	0.00	0.00	71,086.11
503 - Compensation Insurance	8,751.70	0.00	0.00	8,827.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,579.03
504 - Medical/Dental/Vision	15,339.13	15,339.13	15,339.13	15,339.13	15,339.13	14,142.28	0.00	0.00	0.00	0.00	0.00	0.00	90,837.93
508 - Fuel/Oil	3,476.23	2,162.66	1,590.25	5,507.45	1,195.40	3,496.29	0.00	0.00	0.00	0.00	0.00	0.00	17,428.28
509 - Equipment Rental	0.00	1,420.71	7,838.74	6,966.92	7,685.31	3,053.15	0.00	0.00	0.00	0.00	0.00	0.00	26,964.83
510 - Equipment Purchase(< \$5000	6,452.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,452.49
511 - Equipment Repair/Parts	7,863.87	1,711.15	2,395.66	983.92	790.74	1,256.86	0.00	0.00	0.00	0.00	0.00	0.00	15,002.20
512 - Shop Supplies	694.04	564.90	735.07	809.91	2,053.06	2,037.41	0.00	0.00	0.00	0.00	0.00	0.00	6,894.39
514 - Levee Maint(Supplies&Materi	628.17	0.00	3,409.94	2,744.97	295.52	12,921.63	0.00	0.00	0.00	0.00	0.00	0.00	20,000.23
515 - Levee Maintenance Services	0.00	1,373.85	5,148.34	6,842.33	20,564.54	696.25	126.00	0.00	0.00	0.00	0.00	0.00	34,751.31
516 - Employee Uniforms	4,896.47	0.00	0.00	0.00	0.00	306.80	0.00	0.00	0.00	0.00	0.00	0.00	5,203.27
518 - Staff Training	350.00	0.00	52.39	119.14	63.63	711.56	0.00	0.00	0.00	0.00	0.00	0.00	1,296.72
519 - Miscellaneous O&M	0.00	0.00	0.00	0.00	1,125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,125.00
521 - Small Tools & Equip	0.00	0.00	3,545.50	746.66	1,940.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,232.60
523 - Levee Maint. (Chemicals)	0.00	0.00	0.00	0.00	0.00	9,397.77	0.00	0.00	0.00	0.00	0.00	0.00	9,397.77
525 - Emergency Preparedness Pr	0.00	0.00	0.00	0.00	8,400.00	1,031.61	0.00	0.00	0.00	0.00	0.00	0.00	9,431.61
530 - Encroachment Remediation I	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	404.83	0.00	0.00	0.00	2,587.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,992.46
605 - Engineering 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
615 - Survey Services	187.23	154.01	234.76	154.01	148.66	313.93	0.00	0.00	0.00	0.00	0.00	0.00	1,192.60
616 - Environmental Services/Studi	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>120,064.10</b>	<b>97,780.16</b>	<b>118,486.73</b>	<b>115,267.21</b>	<b>138,380.02</b>	<b>147,387.84</b>	<b>126.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>737,492.06</b>

Administrative Expenses	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL
505 - Telephone	1,057.50	1,083.40	1,418.71	1,335.95	1,285.00	2,696.87	0.00	0.00	0.00	0.00	0.00	0.00	8,877.43
506 - Utility Charges	2,494.07	2,891.72	3,455.51	3,121.87	2,938.77	2,845.25	0.00	0.00	0.00	0.00	0.00	0.00	17,747.19
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	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
517 - Auto Allowance	550.00	550.00	550.00	550.00	550.00	825.00	0.00	0.00	0.00	0.00	0.00	0.00	3,575.00
520 - Retiree Benefits	11,300.68	11,300.68	11,300.68	10,045.45	10,882.27	10,968.74	0.00	0.00	0.00	0.00	0.00	0.00	65,798.50
522 - Office Equipment/Furniture	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
526 - Mileage/Parking Reimburse	0.00	0.00	0.00	116.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.63
527 - General Office Expense	760.67	936.58	1,531.21	843.08	1,054.71	1,142.84	0.00	0.00	0.00	0.00	0.00	0.00	6,269.09
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	389.89	730.24	259.99	484.94	259.99	259.99	0.00	0.00	0.00	0.00	0.00	0.00	2,385.04
600 - Board of Trustees Compensa	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
601 - Trustee Expenses	285.00	380.00	475.00	380.00	285.00	475.00	0.00	0.00	0.00	0.00	0.00	0.00	2,280.00
602 - Accounting Services	82.41	33.70	28.46	177.93	296.99	462.35	0.00	0.00	0.00	0.00	0.00	0.00	1,081.84
603 - Legal Fees (General)	0.00	0.00	0.00	0.00	0.00	2,050.00	0.00	0.00	0.00	0.00	0.00	0.00	2,050.00
604 - Flood Litigation	5,646.68	5,689.00	866.59	656.00	943.00	3,634.36	0.00	0.00	0.00	0.00	0.00	0.00	17,435.63
606 - Legislative Services	1,079.00	302.00	0.00	0.00	0.00	2,823.25	0.00	0.00	0.00	0.00	0.00	0.00	4,204.25
607 - Dues and Assoc. Expenses	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
608 - Insurance Premiums	0.00	0.00	5,653.00	180.00	16,476.00	90.00	0.00	0.00	0.00	0.00	0.00	0.00	22,399.00
609 - Conference /Workshops/Sem	0.00	0.00	0.00	20,857.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,857.00
610 - Public Relations Information	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
611 - Election Expenses	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
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
614 - Miscellaneous Admin	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
617 - Investment Fees	0.00	0.00	0.00	0.00	564.00	282.00	0.00	0.00	0.00	0.00	0.00	0.00	846.00
618 - Property Tax	3,682.00	3,716.00	0.00	0.00	3,967.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,365.00
619 - Building Maintenance	0.00	0.00	0.00	0.00	1,659.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,659.54
620 - Bookkeeping 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
621 - County Assessment Fees	787.50	975.00	450.00	600.00	1,162.50	375.00	0.00	0.00	0.00	0.00	0.00	0.00	4,350.00
622 - County DTEch Fees for DLMS	0.00	189.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	189.91
623 - Employee Morale/Wellness	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

AMERICAN RIVER FLOOD CONTROL DISTRICT  
Cash Flow Report  
July 2018 through June 2019

<b>Total Administrative</b>	28,115.40	28,778.23	25,989.15	39,348.85	42,324.77	28,930.65	0.00	0.00	0.00	0.00	0.00	0.00	193,487.05
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Special Projects Expenses	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	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 &	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Special Projects</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

Capital Outlay: Flood Control	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	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	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
709 - Equipment Purchase (> \$500)	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>	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

Income	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL
120 - Benefit Assessment	0.00	39,740.55	0.00	0.00	0.00	25,521.99	0.00	0.00	0.00	0.00	0.00	0.00	65,262.54
122 - SAFCA CAD4	780,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	780,000.00
123 - Interest	3,107.73	1,480.93	1,244.38	3,463.58	680.39	488.29	0.00	0.00	0.00	0.00	0.00	0.00	10,465.30
124 - O&M Agreements	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
126 - Miscellaneous Income	0.00	224.62	160.00	5,760.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,144.62
<b>Total Income</b>	783,107.73	41,446.10	1,404.38	9,223.58	680.39	26,010.28	0.00	0.00	0.00	0.00	0.00	0.00	861,872.46

**Fund Balance**

District Operations Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<b>Beginning Balance</b>	2,294,495.71	1,929,423.94	1,844,311.65	1,701,240.15	1,555,847.67	1,375,823.27	1,225,515.06	0.00	0.00	0.00	0.00	0.00
<b>Income</b>	783,107.73	41,446.10	1,404.38	9,223.58	680.39	26,010.28	0.00	0.00	0.00	0.00	0.00	0.00
<b>Expenses</b>	1,148,179.50	126,558.39	144,475.88	154,616.06	180,704.79	176,318.49	126.00	0.00	0.00	0.00	0.00	0.00
<b>Ending Balance</b>	1,929,423.94	1,844,311.65	1,701,240.15	1,555,847.67	1,375,823.27	1,225,515.06	1,225,389.06	0.00	0.00	0.00	0.00	0.00

Capital Outlay Reserve Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<b>Beginning 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	0.00	0.00	0.00	0.00	0.00
<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
<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
<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	0.00	0.00	0.00	0.00	0.00

Retiree Health Benefit Reserve Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<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	0.00	0.00	0.00	0.00	0.00
<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
<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
<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	0.00	0.00	0.00	0.00	0.00

Flood Emergency Response Reserve Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<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	0.00	0.00	0.00	0.00	0.00
<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
<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
<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	0.00	0.00	0.00	0.00	0.00

Emergency Repair Reserve Fund	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18
<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	0.00	0.00	0.00	0.00	0.00
<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
<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
<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	0.00	0.00	0.00	0.00	0.00

<b>Total Balance</b>	8,437,981.94	8,352,869.65	8,209,798.15	8,064,405.67	7,884,381.27	7,734,073.06	7,733,947.06	0.00	0.00	0.00	0.00	0.00
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**Invoices Paid**

	DATE	AMOUNT	CHECK #
Costco (Trustees and General Office Expense)	12/13/18	164.13	6725
Texas West BBQ (Trustees)	12/14/18	308.11	6726
HSA (Employee)	12/14/18	\$150.00	EFT
HSA (Miscellaneous Admin)	12/14/18	\$2.95	EFT
Quickbooks (Employees)	12/14/18	\$29.25	EFT
Quickbooks (Trustees)	12/17/18	\$16.25	EFT
Sacramento County Clerk Recorder (Miscellaneous Admin)	12/21/18	\$40.00	6772
Verizon Wireless (Telephone)	12/24/18	\$801.02	6773
Kelley, Lucas (Employee Uniforms)	12/26/18	\$306.80	6774
Quickbooks (Employees)	12/31/18	\$29.25	EFT
City of Sacramento (Levee Maintenance Services)	1/3/19	\$126.00	6775
	<b>Total</b>	<b>\$1,973.76</b>	

**Trustee Compensation**

	DATE	GROSS	NET	CHK#
<b>12/14/18 Board Meeting</b>				
Holloway, Brian F	12/21/18	\$95.00	\$86.78	Direct Dep
Johns, Steven T	12/21/18	\$95.00	\$86.79	Direct Dep
Redway, Bettina C	12/21/18	\$95.00	\$86.78	Direct Dep
Shah, Cyril A	12/21/18	\$95.00	\$86.78	Direct Dep
Vander Werf, Rachelanne	12/21/18	\$95.00	\$86.78	Direct Dep
	<b>Total</b>	<b>\$475.00</b>	<b>\$433.91</b>	

**Trustee Taxes**

	DATE	AMOUNT	CHK#
<b>12/14/18 Board Meeting</b>			
Federal Tax Payment	12/20/18	\$0.00	EFT
CA Withholding & SDI	12/20/18	\$4.75	EFT
CA UI & ETT	12/20/18	\$8.58	EFT
	<b>Total</b>	<b>\$13.33</b>	

**Payroll Summary**

	DATE	GROSS	NET	CHK#
<b>PP ending 12/15/18</b>				
Malane Chapman	12/16/18	2900.80	1874.12	Direct Dep
Elvin Diaz	12/16/18	1967.20	1447.51	Direct Dep
David Diaz	12/16/18	2085.60	1248.95	Direct Dep
Gilberto Gutierrez	12/16/18	2340.80	1489.07	Direct Dep
Ross Kawamura	12/16/18	4035.98	2310.52	Direct Dep
Lucas Kelley	12/16/18	1600.00	1251.49	Direct Dep
Tim Kerr	12/16/18	7077.17	5630.14	Direct Dep
Erich Quiring	12/16/18	2085.60	1408.89	Direct Dep
Jose Ramirez	12/16/18	2340.80	1685.49	Direct Dep
<b>PP ending 12/31/18</b>				
Malane Chapman	1/1/19	3190.88	2060.16	Direct Dep
Elvin Diaz	1/1/19	2163.92	1588.96	Direct Dep
David Diaz	1/1/19	2294.16	1400.71	Direct Dep
Gilberto Gutierrez	1/1/19	2574.88	1623.04	Direct Dep
Ross Kawamura	1/1/19	4035.98	2310.53	Direct Dep
Lucas Kelley	1/1/19	1760.00	1368.09	Direct Dep
Tim Kerr	1/1/19	7077.17	5112.43	Direct Dep
Erich Quiring	1/1/19	2294.16	1528.39	Direct Dep
Jose Ramirez	1/1/19	2574.88	1850.76	Direct Dep
	<b>Total</b>	<b>\$51,825.10</b>	<b>\$37,189.25</b>	

**Employee & Relief GM Taxes**

	DATE	AMOUNT	CHK#
<b>PP ending 12/15/18</b>			
Federal Tax Payment	12/15/18	\$5,592.70	EFT
CA Withholding & SDI	12/15/18	\$1,107.19	EFT
CA UI & ETT	12/15/18	\$28.80	EFT
<b>PP ending 12/31/18</b>			
Federal Tax Payment	1/1/19	\$2,629.00	EFT
CA Withholding & SDI	1/1/19	\$1,305.60	EFT
CA UI & ETT	1/1/19	\$391.92	EFT
	<b>Total</b>	<b>\$11,055.21</b>	

**Employee Pension**

	DATE	AMOUNT	CHK#
<b>PP ending 12/15/18</b>			
PERS Retirement Contribution (Unfunded Liability)	11/6/18	\$4,322.61	EFT
PERS Retirement Contribution	12/16/18	\$3,808.64	EFT
457 Deferred Comp (Employee Paid)	12/16/18	\$2,446.12	EFT
457 District Contribution	12/16/18	\$80.00	EFT
<b>PP ending 12/31/18</b>			
PERS Retirement Contribution	1/1/19	\$3,001.98	EFT
457 Deferred Comp (Employee Paid)	1/1/19	\$2,481.23	EFT
457 District Contribution	1/1/19	\$80.00	EFT
	<b>Total</b>	<b>\$16,220.57</b>	

**Total of Invoices Paid and Payroll \$66,886.03**

License #722434  
SBC #: 23419  
DIR# 100000912



10235 Systems Pkwy Ste B  
Sacramento CA 95827  
(916) 386-6003 sales@idc-sac.com

**Company:**  
American River Flood Control D  
185 Commerce Circle.  
Sacramento CA 95815

**Location:**  
185 COMMERCE CIRCLE.  
Sacramento CA 95815

**Proposal #:** 17322  
**Date:** 12/21/2018

**Attn:** Ross Cawamure  
**Phone:** 916-708-7017  
**Email:** ross@arfed.org

**Proposed By:**  
Robert A Vanbuskirk

## Proposal

Remove old door and dispose of @ customer's discretion

Furnish and install (2) Janus International Brand roll-up doors units 8 & 9, model 2500 12'x 12' cut down to fit opening. Includes: continuous 26 gauge galvanized steel sheet curtain, helical torsion spring, counterbalance assembly, 3/16" steel angle mounting brackets, roll formed 12 gauge galvanized 4" deep steel guides, 2" x 1½" steel bottom angle weather-stripping, one coat of siliconized polyester paint finish: (Light Stone on the color chart), electric motor operation, and 15 month warranty.

Furnish and install (3) Liftmaster manufactured commercial grade electric operators, units # 7, 8 & 9, model H751L5. Operator includes: 115 volt, single phase, ¾ horsepower, thermally protected motor, 24 volt step-down control circuitry, positive brake, adjustable clutch, driven limits, manual chain and disconnect for use in event of power loss, (1) 3 button control station, wired constant contact to close, Install (3) external Schlage key controls with stop button (no cylinders) 2 year warranty.

All high & low voltage wire and conduit by others.  
No foot traffic during install of any kind.  
Area must be clear to allow scissor lifts in and around the door opening's.  
Additional charges for down time or after hours work.  
This bid is based upon prevailing wages when on site.

**TOTAL DUE UPON COMPLETION:                   \$17,175.33**

**SPECIAL ORDERED MATERIALS REQUIRE A 50% DEPOSIT AND REMAINING BALANCE IS DUE UPON COMPLETION**

Price is valid for 30 days, subject to field verification.

Total price includes: Furnish, furnish and deliver, or furnish and install, as specified, material and tax.  
(1) one-year warranty unless otherwise stated above, (90 days on repair work)

Totals exclude: engineering, drawings, permits, fees or wiring unless otherwise noted

IDC is a merit shop; this bid is not based upon prevailing wages, unless otherwise specified.

Additional Insured: If Industrial Door is requested to name owner as additional insured on its GL policy an additional \$125.00 will be added to above quote. If a blanket certificate is accepted then there will be no charge.

Service charges: "the undersigned agrees to pay a service charge at the rate of 1.5% per month on all overdue balance after 30 days  
Assignment: Should it become necessary to assign overdue balances to a collection agency or attorney for action, all subsequent collection charges and legal fees shall be paid by the undersigned.

Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_

## American River Flood Control District

### Audio Recording Board Meetings

#### Staff Report

##### Discussion:

A request was made by the Board of Trustees that District staff provide a report on audio recording of District Board meetings. The District currently has a practice of generating and adopting minutes for each Board meeting. District archives contain all minutes dating back to the District's inception in 1928. The practice of creating audio recordings of District Board meetings is assumed to be made in addition to the current practice of adopting formal minutes.

District staff initially contacted other Districts within the California Special District Association's network of administrative staff and researched how other Districts currently record meetings. The results ranged from a District that merely records the meeting to assist in the development of minutes and then deletes the recording to a District that contracts with an audio technology firm for its services. These services include installation of recording and mixing equipment and installation of a software package to manage the recording data and transcribe the recordings into minutes. This more rigorous approach included the following costs:

- |                        |         |
|------------------------|---------|
| 1. Equipment           | \$1,195 |
| 2. Set-up and Training | \$1,495 |
| 3. Software            | \$2,495 |
| 4. Technical Support   | \$ 425  |

For a total price of \$5,610

District staff then looked into a more small-scale solution to obtain legible recordings that could be linked on the District web page. Numerous companies make digital voice recorders designed for recording meetings and lectures. Staff investigated the standard features on the most popular devices and found that the local Best Buy had a suitable model in stock for \$55.

Staff made test recordings in the District Board room with the digital voice recorder in the center of the room and found voices from all corners of the room could be heard clearly on the recording. Staff put the sample recording on the District website with the associated meeting materials and successfully downloaded the file from a remote computer. Storage and file size may become an issue with this approach as a 5-minute recording created a 7-megabyte file. A one-hour meeting could be as much as 80 megabytes to download but staff has not performed that test sample yet.

It appears that audio recording could be successfully accomplished with the small-scale method using the digital voice recorder. This would not replace the formally adopted minutes but would supplement them and allow a different means for the public to gain an understanding of District operations.

Some issues and concerns may need to be considered prior to starting this recording practice:

- Once this begins, is it a 'pilot program' or does it need to continue in perpetuity?
- Do we need to notify guests and the public that a recording is taking place?
- Do we need to reference or explain meeting materials or visual aids for the listening public?
- Will we at some time need to make accommodations for the hearing impaired?
- Do we host the audio files on our website for a limited time or in perpetuity?

**Recommendation:**

The General Manager recommends that the Board of Trustees implement a pilot program to perform audio recording of Board meetings for a period of 6-months and then reassess if the effort is accomplishing the intended goal.





185 Commerce Circle  
Sacramento, CA 95815  
voice (916) 929-4006  
fax (916) 929-4160  
www.arfcd.org

**Board of Trustees**  
Brian F. Holloway  
Cyril A. Shah  
Rachelanne Vander Werf  
Steven T. Johns  
Bettina C. Redway

**General Manager**  
Timothy R. Kerr, P.E.

**DATE:** January 9, 2019

**TO:** Board of Trustees  
American River Flood Control District

**FROM:** Tim Kerr, General Manager

**SUBJECT:** District Outlook for 2019

This purpose of this memo is to provide a description of topics and activities that are a high priority for the General Manager for 2019. These topics are as follows:

1. District Levee Pipe Penetration and Inspection Database
2. City of Sacramento Two Rivers Trail
3. SAFCA CCAD2 Funding
4. Homeless Camp Coordination Best Management Practices
5. District Staffing and Development

**District Levee Pipe Penetration and Inspection Database** – Levee pipe penetrations crossing District levees need to be periodically inspected to determine if they are still structurally sound. Deteriorating pipe conditions may even require rehabilitation or replacement of the pipe. Past inspection efforts by the State and Federal government have broadly documented that pipes exist in District levees but the data was loosely compiled and unverified. State grant money is now available to inspect some levee pipe penetrations and to also research if some 'not found' pipes truly exist. The District has agreements with the State, the City of Sacramento, and Mead and Hunt Engineers to pursue the documentation and inspection of numerous levee pipe penetrations in the

District. This effort should be continued and possibly expanded to include every pipe in District levees so that an accurate, concise, and comprehensive database exists to document the status of these encroachments.

**City of Sacramento Two Rivers Trail** - The City of Sacramento has a strong commitment to complete a bike trail on the south side of the American River connecting Sacramento State University to Downtown. There is currently State grant funding available for the City to pursue a reach of the trail through River Park. The District and GM are committed to promoting an off-crown alternative for this project so that essential District O&M thoroughfare is not obstructed by a pedestrian right-of-way and pedestrians are not unduly placed at risk from dangerous levee O&M equipment. The District has encouraged the City to develop a feasible alternative that keeps the trail alignment off the crown. The District should stay committed to this position and assist the City in pursuing this alternative.

**SAFCA CCAD2 Funding** – The District has an agreement with the Sacramento Area Flood Control Agency to receive funding for operations and maintenance activities from the Capital Consolidated Assessment District. When setting up CCAD, SAFCA envisioned that increased funding would be needed for O&M because the updated and expanded flood control system would require that more stringent O&M standards would need to be followed.

Historically the District received \$600,000 to \$650,000 per year from SAFCA with the understanding that the District was performing enhanced maintenance. In 2016, SAFCA passed a new assessment, CCAD2, that superseded CCAD. The new CCAD2 had more funding available for District O&M but additional reporting was required to obtain the funding. CCAD is no longer in existence but SAFCA has not yet nullified the existing CCAD agreement with the District. Under the terms of the agreement, the District is able to invoice SAFCA for the funding without requiring specific documentation of the work being conducted.

There have been numerous meetings over the last 2-years to determine what new reporting SAFCA requires to obtain the CCAD2 money but nothing substantial has been determined. District staff understands that SAFCA needs appropriate proof that CCAD2 operations and maintenance work is actually being conducted

prior to releasing the funds. District staff is hopeful that implementing a new staff labor timekeeping system will yield work performance reports to satisfy SAFCA's need for work verification. This system will document the hours of staff work performed doing specific O&M activities in each reach of the District. The resulting data could help provide documentation to SAFCA that their CCAD2 O&M funding is being spend appropriately. This continuing topic is of high importance to the GM due to the uncertainty and risk involved in receiving approximately 1/3 of our annual revenue.

**Homeless Camp Coordination Best Management Practices** – Since approximately 2015, District operations have been increasingly affected by the presence of unauthorized camps along the levee system. The campers are ostensibly homeless individuals and the placement of their camps obstructs the ability to perform essential operations and maintenance of the levees. Camps typically include enormous amounts of refuse, debris, belongings and human waste. These materials need to be collected and removed prior to commencing levee work. Loose uncontrolled dogs and unpredictable human behavior are also commonplace.

In the past, the District would address a specific camp obstruction by contacting the local police or County Rangers with a request to relocate the camp to allow us to perform our routine work. Now the camps are so widespread and commonplace, more high-level coordination and scheduling is required. The District is currently working with RD 1000, the City of Sacramento (Parks), Sacramento County Regional Parks, SAFCA, and the Central Valley Regional Water Quality Control Board to begin identification of the various roles, responsibilities, and areas of geographical authority that each agency has in this region. The development of Best Management Practices for coordination, camp removal, and clean-up is being promoted amongst the stakeholders.

**District Staffing and Development** – The District currently has a vacancy in the role of Field Supervisor. This position serves as the assistant to the Superintendent and is the interface to the crew members. It is extremely important that GM staff time and resources be dedicated to filling this vacancy. The Superintendent is currently performing the duties outlined for this position and needs to focus more on his existing responsibilities. Once the position is filled,

the new Field Supervisor will need to commence additional training and acclimation to a leadership role at the District.

Although we recently hired a new employee at the Levee Maintenance Worker, Range A position, it is foreseeable that we could still use another additional employee to better allow us to keep up with the existing workload. A better handle on the workload would enable us to begin scheduling more training and development for the existing employees.

## General Manager's Meeting Summary

December 2018

**12/6-7: Annual On-Site Audit with Richardson, Inc.** Office Manager Chapman and I met with staff from Richardson Inc. to provide materials and background explanations for the audit period of Fiscal Year 2017-2018.

**12/14: American River Flood Control District Board of Trustees meeting.** The Board met in regular session. The agenda items included the Oaths of Office for Trustees Holloway, Johns and Vander Werf, assignment of District Offices, and an encroachment permit for CalTrans Scour Mitigation.

**12/19: Central Valley Flood Control Association Board of Directors meeting.** I attended this meeting to coordinate on regional flood operations and maintenance topics. Items of discussion included the Association's Bylaws, proposed Central Valley Flood Protection Board permit fees, and DWR repair of 2017 flood damage sites.

**12/19: Meeting with SMUD for Reconductor Project.** I met with representatives from SMUD to discuss their upcoming project to install new high-tension transmission lines across the American River and District levees. The work will not directly impact the structure of the levee but the project will block levee access and patrolling for a brief period of time in Winter 2019-20.



# American River Flood Control District

## Board of Trustees Annual Calendar

### 2019

#### January

- 1: Holiday, Office Closed
- \*\* : Newsletter Committee
- 11: Monthly Board Meeting
- 31: Postmark Deadline for W-2

#### February

- 8: Monthly Board Meeting
- 8: Ethics Training
- 18: Holiday, Office Closed

#### March

- 8: Monthly Board Meeting

#### April

- 1: Form 700 Filing Deadline
- 12: Monthly Board Meeting
- 12: Board Tour of District
- 29: Holiday, Office Closed

#### May

- \*\* : Personnel Committee
- \*\* : Finance Committee
- 10: Monthly Board Meeting
- 27: Holiday, Office Closed

#### June

- 14: Monthly Board Meeting

#### July

- 4: Holiday, Office Closed
- 12: Monthly Board Meeting

#### August

- 9: Monthly Board Meeting
- \*\* : Newsletter Committee

#### September

- 2: Holiday, Office Closed
- 13: Monthly Board Meeting

#### October

- 11: Monthly Board Meeting
- 14: Holiday, Office Closed

#### November

- 8: Monthly Board Meeting
- 28: Holiday, Office Closed
- 29: Holiday, Office Closed

#### December

- 13: Monthly Board Meeting
- 13: Holiday Gathering for Board and District Staff
- 25: Holiday, Office Closed

\*\* Indicates dates to be determined.