



**Closed Session Meeting – October 17, 2016, 6:00 p.m.  
 Regular Board Meeting – October 17, 2016, 7:00 p.m.**

**Carmichael Water District Board Room  
 7837 Fair Oaks Boulevard  
 Carmichael, CA 95608**

**MINUTES**

**The Board of Directors of the Carmichael Water District met in Regular Session this 17th day of October at 7:00 p.m. at the District Office located at 7837 Fair Oaks Boulevard, Carmichael.**

**ATTENDANCE:**

- Directors:** Mark Emmerson, John Wallace, Ron Greenwood, Paul Selsky
- Staff:** Steve Nugent, Lynette Moreno, Chris Nelson, Laura McManigal, Lori Kalisiak, Debbie Martin, Shelby Kalisiak
- Guest:** Ingrid Shepline and Bob Simons with Richardson & Company, LLC.
- Public:** Five (5) members of the public

**CLOSED SESSION:**

**The Board of Directors held a Closed Session at 6:00 p.m. for the purpose of a Public Employee performance evaluation involving the General Manager under Government Code section 54954.5(e) and 54957.**

**CALL TO ORDER: President Wallace called the regular meeting to order at 7:00 p.m.**

President Wallace stated that the Board of Directors met in closed session and completed the General Manager’s evaluation. No other action was taken.

**FY 2015-2016 Annual District Audit Presentation performed by Richardson & Company.**

Annual Audit was presented by Ingrid Shepline and Bob Simons.  
 Discussed with Directors and Staff.

**ACTION ITEM #7 brought forward.**

- 7. FY 2015-2016 Annual District Audit has been performed by Richardson & Company, LLC. Richardson & Company’s report to the Board regarding internal controls is provided for the Board’s consideration.**

Management Staff recommends that the FY 2015-2016 District Audit be accepted by the Board of Directors.

M/S Emmerson / Greenwood to approve the FY 2015-2016 Annual District Audit as recommended.

Discussion

Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>

**Board Totals:** Ayes: **4** Nays: **0** Absent: **1** Abstain: **0**

**Passed Unanimously:** Yes

**DISTRICT REPORTS:**

1. **General Manager’s Written Report.**

Discussed with Board

2. **District Activity Written Report Presented by the Assistant General Manager.**

Discussed with Board

**PUBLIC COMMENT:**

3. **Public Comment.**

No Comments

**CONSENT CALENDAR:**

Consent Calendar items are expected to be routine and non-controversial, to be acted on by the Board in one motion. Should any Board member, staff member, or interested person request discussion on an item, the Board will consider the item separate from the Consent Calendar.

4. **Minutes for the Regular Board Meeting – September 19, 2016.**

5. **Paid Expenditures Report – September 2016.**

6. **Investment Transaction Report – September 2016.**

M/S Greenwood / Emmerson to approve the Consent Calendar as recommended.

Discussion

Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>

**Board Totals:**      **Ayes:**     **Nays:**     **Absent:**     **Abstain:**

**Passed Unanimously:**    **Yes**

**ACTION CALENDAR:**

8. **Reserve Funding from Capacity Agreement Payment.**

The Finance Committee recommends that the Board of Directors approves funding of Capital Fund Reserves upon receipt of \$1,000,000.00 Capacity Agreement Payment from AR to the following reserve fund accounts:

1. Water Treatment Plant (WTP) Replacement Reserve - \$250,000.00
2. Capital Replacement Reserve - \$750,000.00

M/S Emmerson / Wallace to approve as recommended.

Discussion

Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>

**Board Totals:**      **Ayes:**     **Nays:**     **Absent:**     **Abstain:**

**Passed Unanimously:**    **Yes**

**9. Regular Adoption of the Published Pay/Salary Bands – FY 2016-2017. Updated Financial Services Classification Series.**

The Finance Committee recommends that the Board of Directors approves the adoption of the published pay schedules that were effective July 1, 2016 and August 18, 2016 including new Financial Services classification series.

M/S Emmerson / Greenwood to approve as recommended.

Discussion

Ron Greenwood	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
John Wallace	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input checked="" type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Roy Leidy	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input checked="" type="checkbox"/>	Abstain	<input type="checkbox"/>
<b>Board Totals:</b>	<b>Ayes:</b>	<b>4</b>	<b>Nays:</b>	<b>0</b>	<b>Absent:</b>	<b>1</b>	<b>Abstain:</b>	<b>0</b>

**Passed Unanimously:** Yes

**STAFF REPORTS/INFORMATION:**

- 10. **Resolution 11142016-1 – A Resolution Amending the District’s Board Policy Manual.**  
Discussed with Board
- 11. **Resolution 11142016-2 – A Resolution Amending the District’s Policy Manual.**  
Discussed with Board
- 12. **Resolution 11142016-3 – A Resolution Amending the District’s Regulation Manual.**  
Discussed with Board
- 13. **Executive Order B-37-16 Long Term Water Conservation.**  
Discussed with Board
- 14. **Director’s Expense Reimbursement Summary for September.**

**GENERAL CORRESPONDENCE/INFORMATION:**

- 15. **News Articles.**  
Discussed with Board  
Peggy Berry Commented
- 16. **Director’s Written and/or Oral Reports.**
  - Director Emmerson:**
    - a. California-Oregon Transmission Project
  - Director Wallace:**
    - b. Sacramento Groundwater Authority Meeting
  - Director Selsky:** No Report
  - Director Greenwood:**
    - a. Carmichael Creek Neighborhood Association – Meet the Candidates
  - Director Leidy:** Absent

**CALENDARS AND COMMITTEES:**

- 17. **Meetings Calendars:**
  - a. **2016 Board Meeting Calendar.**
  - b. **Meeting/Conference Calendar – November.**
  - c. **Meeting/Conference Calendar – December.**
- 18. **Board Representatives Committees Assignments.**

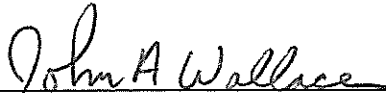
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**ADJOURNMENT:** The regular meeting was adjourned at: 8:40 p.m.

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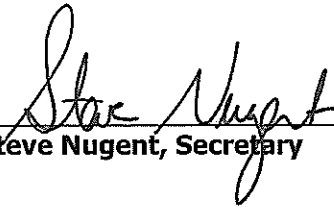
**The next meeting of the Board of Directors will be a Regular Board Meeting held on:  
Monday, November 14, 2016 at 7:00 p.m.**

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**John Wallace, President**



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**Steve Nugent, Secretary**