

MINUTES OF THE CITIZENS' ASSESSMENT DISTRICT ADVISORY COMMITTEE
SUTTER BUTTE FLOOD CONTROL AGENCY
REGULAR MEETING OF
May 23, 2012

The Citizens' Assessment District Advisory Committee (CADAC) of the Sutter Butte Flood Control Agency (SBFCA) conducted a regular meeting at 12 p.m. on May 23, 2012, in the conference room of the Yuba-Sutter Economic Development Center, 1227 Bridge Street, Suite C, Yuba City, California.

MEMBERS PRESENT:

Jon Munger, Chair	Steve Scriven
Elaine Miles	Sandi Fredrickson
Roberta Fletcher	Sandy Watson

SBFCA STAFF PRESENT: Sarah Modeste, Agency Administrator

REGULAR MEETING

APPROVAL OF April 18, 2012 CADAC MEETING MINUTES

Steve Scriven motioned to approve the April 18, 2012 CADAC meeting minutes with the deletion of the duplicate Debra Gaylord name; the motion was seconded by Elaine Miles and approved by those present.

**REPORT FROM JONATHAN BARTH, YUBA CITY UNIFIED SCHOOL DISTRICT ASSISTANT SUPERINTENDENT
FO BUSINESS SERVICES, ON HIS REVIEW OF THE COMPLETED SBFCA ANNUAL AUDIT**

Jonathan Barth was unable to attend the meeting, so Steve Scriven provided Mr. Barth's update. Mr. Scriven stated that Mr. Barth did not find anything out of the ordinary in the audit reports, and everything was moved and transferred according to the rules. Mr. Barth told Mr. Scriven that he was satisfied with the findings.

Roberta Fletcher stated that she would like "effectiveness of internal agency controls" included in future audits. Elaine Miles agreed.

REVIEW ANNUAL CADAC REPORT TO THE SBFCA BOARD

Roberta Fletcher developed the report and provided a draft to Jon Munger for review. Mr. Munger stated that the draft was acceptable and met the charter requirements. The group made minor wordsmith updates to the report. The report will be presented to the SBFCA Board at its June 13, 2012 Board meeting.

Sandi Fredrickson moved to approve the report that included the minor edits. Sandy Watson seconded the motion, and it was approved by those present.

SET THE AGENDA FOR THE NEXT MEETING (MAY 23, 2012)

The committee agreed to include the following items on the September 25, 2012 meeting agenda:

- Approval of the May 25, 2012 CADAC minutes
- Introduction of the SBFCA Director of Engineering

- During the discussion of including this item on the next CADAC meeting agenda, the group discussed the hiring process of the Director of Engineering. Jon Munger provided a brief overview of the Agency's hiring process. Elaine Miles stated that she is concerned with the salary amount for the Director of Engineering given that the Executive Director received a salary increase.

Roberta Fletcher stated that she was concerned about the high rates the consultants are making, and that SBFCA was not their only employer. She stated that she would like to see SBFCA cut costs.

Steve Scriven agreed with Ms. Fletcher, and added that it is important that the Agency do the correct work now instead of having to redo something at a higher cost later. He stated that the Agency cannot control if the consultants have more than one project.

Mr. Munger added that the SBFCA Board has stated that it is important that local firms work on the project, and some of the sub-consultants are local. He added that more will likely be added once construction begins. He stated that the Director of Engineering position is not a new position, it is back-filling a position that was already approved and budgeted for by the SBFCA Board.

The group discussed the cost/benefit of employees vs. consultants, and ultimately determined that it was important that the group closely watch the Agency's budget.

- Right-of-way Update
- Central Valley Flood Protection Plan Update
- Set the agenda for the next meeting (August 15, 2012)

ADJOURNMENT

The meeting was adjourned at 12:45 p.m.