

**ACTION SUMMARY MINUTES**  
**MINUTES OF THE SPECIAL MEETING OF**  
**THE BOARD OF DIRECTORS OF THE**  
**FRESNO METROPOLITAN FLOOD CONTROL DISTRICT**  
**HELD MONDAY, FEBRUARY 28, 2011**

Pursuant to notice, the Special Meeting of the Board of Directors of the Fresno Metropolitan Flood Control District was held Monday, February 28, 2011 at 10:00 a.m. in the Operations Building of the Fresno Metropolitan Flood Control District at 5469 East Olive Avenue; Fresno, California.

**DIRECTORS PRESENT:** Roy Spina, Chairman  
Jennette Williams, Vice-Chairman (*arriving at 10:10 a.m.*)  
Barbara Goodwin  
Frank Fowler  
Buzz Burleson (*arriving at 10:35 a.m.*)

**DIRECTORS ABSENT:** Kendall Groom  
Mike Rastegar

**STAFF, CONSULTANTS,**  
**OTHERS PRESENT:** Bob Van Wyk, General Manager-Secretary  
Jerry Lakeman, District Engineer  
Alan Hofmann, Assistant District Engineer/Design  
David Pomaville, Administrative Services Manager  
Peter Sanchez, Operations Engineer  
Paul Merrill, Finance Manager  
Esther Schwandt, Clerk to the Board

**PRESIDING:** Director Spina, presiding as Chairman called the meeting to order at 10:00 a.m.

**2. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

**a. Webinar: "Must Have Communication Protocols for Board & Staff"**

As the Webinar was conducted for informational purposes, no action is required by the Board unless specific direction is to be given to staff. The PowerPoint presentation of the Webinar is attached to the Board Packet.

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Director Spina noted at the last evaluation of the General Manager, it was recommended the Chairman review the draft Agenda prior to its finalization; Director Spina stated he has begun reviewing the Agenda as directed. He also stated as was noted in the Webinar presentation that directives to staff from the dais should be at the direction of the full Board either through a consensus or a vote. Director Williams suggested that the Chairman should direct the question as to a consensus and determine whether or not a full vote is required. Director Goodwin also stated that the General Manager should inform the Board if a particular request would involve a considerable amount of staff time and/or costs so that an informed decision can then be made by the Board as to the necessity of a particular request.

**As the Webinar was conducted for informational purposes only, no further action was taken.**

**ADJOURNMENT**

**Adjourned Board Meeting at 12:15 p.m.**

**Motion by: Burleson      Second by: Williams**  
**Ayes: Spina, Williams, Goodwin, Fowler, Burleson**  
**Noes: None**  
**Abstentions: None**  
**Absentees: Groom, Rastegar**

  
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BOB VAN WYK  
GENERAL MANAGER/SECRETARY

  
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DATE