



**RECLAMATION DISTRICT NO. 1000
BOARD OF TRUSTEES MEETING**

**DECEMBER 9, 2022
MEETING MINUTES**

In compliance with CA Assembly Bill 361, members of the Board of Trustees and members of the public participated in this meeting by teleconference. Present were Board President Thomas (Thom) M. Gilbert; Vice President Elena Lee Reeder; Trustee Nick Avdis; Trustee Jagtेशwar (Jag) Bains; Trustee Thomas (Tom) Barandas; Trustee Edwin Perez; Trustee Thomas (Tom) W. Smith; General Co-Counsel Rebecca Smith; General Co-Counsel Scott Shapiro; General Manager Kevin King; Operations Manager Gabe Holleman; Administrative Services Manager Joleen Gutierrez; Administrative Assistant Christina Forehand.

1. PRELIMINARY

1.1. Call Meeting to Order

Board President Thomas M. Gilbert called the December 9, 2022 Board Meeting to order.

1.2. Roll Call

ASM Gutierrez called the roll.

Trustees Present: Gilbert, Lee Reeder, Avdis, Bains, Barandas, Perez, Smith

Trustees Absent: None

1.3. Approval of Agenda

MOVED/SECOND: Barandas/Lee Reeder

AYES: Trustees Gilbert, Lee Reeder, Avdis, Bains, Barandas, Perez, Smith

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: The motion to approve the December 9, 2022 Board Meeting Agenda is approved.

1.4. Pledge of Allegiance

Board President Thomas W. Gilbert led the Pledge of Allegiance.

1.5. Oath of Office – Trustees Jag Bains, Elena Lee Reeder, Edwin Perez

Board President Thomas M. Gilbert administered the Oath of Office for the swearing-in of Trustee Jag Bains, Trustee Elena Lee Reeder, and Trustee Edwin Perez.

GM King congratulated and welcomed all trustees. He announced it was a historic District

election this year with a record number of votes cast and candidates.

Trustee Smith inquired about the election vote tally and whether the vote count is posted on the RD1000 website. GM King made known that AA Forehand sent a link through Zoom chat and that he would distribute the link to all trustees.

1.6. Election of Board President and Vice President

Nominations for Board President

Board President Gilbert opened the floor for Board President nominations. He then nominated Elena Lee Reeder for Board President; making this nomination historic, as she is the first woman in the history of the district to receive this nomination. Elena Lee Reeder accepted the nomination.

MOVED/SECOND: Trustee Avdis/Trustee Bains

AYES: Trustees Gilbert, Lee Reeder, Avdis, Bains, Barandas, Perez, Smith

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: The motion to approve Elena Lee Reeder as Board President is approved.

In a historic action, Elena Lee Reeder will serve as the first woman Board President in the history of RD1000.

Nominations for Board Vice President

General Manager King asked for nominations for Board Vice President. Trustee Lee Reeder nominated Thomas M. Gilbert for Board Vice President. Trustee Avdis seconded the nomination.

MOVED/SECOND: Trustee Lee Reeder/ Trustee Avdis

AYES: Trustees Gilbert, Lee Reeder, Avdis, Bains, Barandas, Perez, Smith

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: The motion to approve Thom Gilbert as Vice President is approved.

1.7. Designation of Board Secretary

General Manager King stated the Board Secretary is selected annually. Joleen Gutierrez currently serves in this role and GM recommends she continues to fill this role unless any changes are desired. No changes were desired.

MOVED/SECOND: Trustee Gilbert/Trustee Avdis

AYES: Trustee Gilbert, Lee Reeder, Avdis, Bains, Barandas, Perez, Smith

NOES: None

ABSENT: None

ABSTAIN: None

ACTION: The motion to designate Joleen Gutierrez as the Board Secretary is approved.

- 1.8. Conflict of Interest (*Any Agenda items that might be a conflict of interest to any Trustee should be identified at this time by the Trustee involved*)

There were no conflicts of interest identified by the Trustees.

2. PRESENTATIONS

No presentations were scheduled.

3. PUBLIC COMMENT (NON-AGENDA ITEMS)

Any person desiring to speak on a matter which is not scheduled on this agenda may do so under the Public Comments section. Speaker times are limited to three (3) minutes per person on any matter within RD 1000's jurisdiction, not on the Agenda.

Commentor

Former Trustee Debra G. Jones congratulated Jag Bains and Elena Lee Reeder on their return to the Board. She also congratulated and welcomed Edwin Perez on his election to the Board. She wished everyone much success.

4. INFORMATIONAL ITEMS

- 4.1. GENERAL MANAGER'S REPORT: Update on activities since the November 2022 Board Meeting.
A copy of the General Manager's Report was included in the December 9, 2022 Board packet.
There we no questions or comments.

- 4.2. OPERATIONS MANAGER'S REPORT: Update on activities since the Nov. 2022 Board Meeting.

A copy of the Operations Manager's Report was included in the December 9, 2022 Board packet.

GM King made known that the District continues to receive calls about homeless encampment cleanup work and shared that the district is moving forward in its cleanup coordination efforts with the County. The next cleanup will occur in mid-December. GM King acknowledged operations staff for continued efforts toward cleanups.

- 4.3. DISTRICT COUNSEL'S REPORT: Update on activities since the November 2022 Board Meeting.

Counsel provided a verbal report of activities since the November 2022 Board meeting. Counsel spent time on housing issues, the district's election, and the stormwater ballot.

5. CONSENT CALENDAR

The Board considers all Consent Calendar items to be routine and will adopt them in one motion. There will be no discussion on these items before the Board votes on the motion, unless Trustees, staff or the public request specific items be discussed and/or removed from the Consent Calendar.

Trustee Perez requested a correction to his name on Item 5.6, Resolution 2022-12-02. Trustee Gilbert requested his name to appear as Thomas M. Gilbert. Trustee Smith requested his name to appear as Thomas W. Smith. All changes were accepted.

MOVED/SECOND: Trustee Avdis/Trustee Smith

AYES: Trustee Gilbert, Lee Reeder, Avdis, Bains, Barandas, Perez, Smith

NOES: None.

ABSENT: None.

ABSTAIN: None.

ACTION: A Motion to approve Consent Calendar Items 5.1 through 5.6 with recommended changes is approved.

5.1. APPROVAL OF MINUTES: Approval of Minutes from the November 18, 2022 Board Meeting.

5.2. TREASURER'S REPORT: Approve Treasurer's Report for November 2022.

5.3. EXPENDITURE REPORT: Review and Accept Report for November 2022.

5.4. BUDGET TO ACTUAL REPORT: Review and Accept Report for November 2022.

5.5. ASSEMBLY BILL 361: Review and Consider Adoption of Resolution No. 2022-12-01 - Proclaiming a Local Emergency, Ratifying the Covid-19 State of Emergency, and Authorizing Remote Teleconference Meetings of Reclamation District No. 1000 Pursuant to The Ralph M. Brown Act.

5.6. BANKING AUTHORIZATION: Review and Consider Adoption of Resolution No. 2022-12-02 Authorizing Officers and Trustees as Signatories to the Operations and Maintenance Funds Held by Sacramento County Treasurer.

6. SCHEDULED ITEMS

6.1. AUDITED FINANCIAL STATEMENTS: Review and Receive the Audited Financial Statements for Year End June 30, 2022.

General Manager Kevin King presented the FYE June 30, 2022 Audited Financial Statements and introduced Auditor Ingrid Sheipline, from Richardson & Company, to provide highlights of the audit.

Overall, it is the Auditor's opinion that RD1000 staff follow accounting rules and apply them correctly. Auditor recommendations were general manager signoffs on the payroll register, completing purchase orders in full, and developing a District purchasing policy. Development of a purchase policy has been assigned to the Finance Committee to work on in the second quarter of 2023, with plans to bring the policy to the Board by the next fiscal year.

GM King stated the Finance Committee had already reviewed The District's FYE June 30, 2022 Audit and recommended the Board review and receive the statements. Trustee discussed issues concerning payroll approvals and district purchasing policies as noted by the auditor.

MOVED/SECOND: Trustee Lee Reeder/Trustee Barandas

AYES: Trustee Gilbert, Lee Reeder, Bains, Barandas, Perez, Smith

NOES: None

ABSENT: Trustee Avdis

ABSTAIN: None

ACTION: The motion to review and receive the Audited Financial Statements for Year End June 30, 2022 is approved.

6.2. PROPOSITION 218: Review and Consider Adoption of Resolution 2022-12-03 Approving Procedures for Proposition 218 Election.

Counsel Rebecca Smith explained the importance of having a resolution in place that outlines procedures for the District's proposed Prop 218 Stormwater Service Fee. She made known that Proposition 218 (The Right to Vote on Taxes Act) and the California Constitution fail to provide many planning details about how the ballot process should be conducted. Resolution 2022-12-03 sets forth clarity on this process and the resolution has been created using the California League of Cities model Prop 218 procedures for agencies to adopt and rely upon in their consideration of proposed fees and assessments.

Correction to dates: Resolution 2022-12-03, page 2, #2 Mailed notice of Fee Ballot; and page 2, #5 Return of Ballots. Both dates should be changed to March 10, 2023.

Trustee Perez asked about balloting and the requirement for the measure to pass. Counsel Smith stated that only a majority of returned ballots are needed for the measure to pass. GM King confirmed that a majority equivalent to 50% plus one returned responses is needed to approve the measure.

There were no public comments on this item.

MOVED/SECOND: Trustee Gilbert/Trustee Bains

AYES: Trustee Gilbert, Lee Reeder, Bains, Barandas, Perez, Smith

NOES: None

ABSENT: Avdis

ABSTAIN: None

ACTION: The motion to approve Resolution 2022-12-03 adopting Proposition 218 procedures for our 2023 Stormwater Fee Balloting Process is approved.

6.3. RECOGNITION OF SERVICE: Review and Consider Adoption of Resolution No. 2022-12-04 Recognizing Sacramento City Council Member & Sacramento Area Flood Control Agency Board of Director, Angelique Ashby, for Service to the Community.

Angelique Ashby was unable to attend the meeting to receive her Recognition of Service. There were no comments made.

MOVED/SECOND: Trustee Lee Reeder/Trustee Barandas

AYES: Trustee Gilbert, Lee Reeder, Bains, Barandas, Perez, Smith

NOES:

ABSENT: Trustee Avdis

ABSTAIN:

ACTION: The motion to adopt Resolution No. 2022-12-04 is approved.

7. BOARD OF TRUSTEE’S COMMENTS/REPORTS

GM King made known that Board Committee assignments will be announced in January. Board President Lee Reeder will make committee assignments.

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Gilbert & Lee Reeder) November 30, 2022

7.1.2. RD 1000 Committees No Meetings Since Last Board Meeting

- Finance Committee (Gilbert, Bains & Burns)
- Legal Committee (Avdis, Barandas, & Gilbert)
- Operations Committee (Bains, Barandas & Burns)
- Personnel Committee (Bains, Barandas & Smith)
- Urbanization Committee (Lee Reeder, Burns & Smith)

8. CLOSED SESSION

No Closed Session Items

9. ADJOURN

MOVED/SECOND: Trustee Barandas/Trustee Lee Reeder

AYES: None.

NOES: None.

ABSENT: Trustee Avdis

ABSTAIN: None.

ACTION: A motion to adjourn the December 9, 2022 Board Meeting is approved.