



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

**July 10, 2020
MEETING MINUTES**

In light of COVID-19 and in Compliance with CA Executive Orders N-25-20 and N-29-20 members of the Board of Trustees and members of the public participated in this meeting by teleconference. This meeting was recorded without objection. Present were: Board President Jeff Smith; Vice President Chris Burns; Trustee David Christophel; Trustee Elena Lee Reeder; Trustee Jag Bains; Trustee Thom Gilbert; Nick Avdis; General Manager Kevin King; Co-General Counsel Rebecca Smith; General Counsel Scott Shapiro; District Superintendent Don Caldwell and Administrative Assistant Christina Forehand. District Engineering Consultant Scott Brown from Larsen Wurzel also attended the meeting. Trustee Nick Avdis arrived after roll call at 8:04 a.m.

1. PRELIMINARY

1.1. Call Meeting to Order

President Smith called the meeting to order.

1.2. Roll Call

Administrative Assistant Christina Forehand called the roll.

1.3. Approval of Agenda

MOVED/SECONDED: Trustee Burns/Trustee Gilbert

AYES: Trustee Christophel, Trustee Lee Reeder, Trustee Smith, Trustee Bains, Trustee Burns, Trustee Gilbert, Trustee Avdis

NOES: None.

ACTION: A motion to approve the July 10, 2020 Board meeting is approved

1.4. Pledge of Allegiance

All recite the Pledge of Allegiance.

1.5. Conflict of Interest

No conflicts of interest were identified.

2. PRESENTATIONS

2.1. No presentations were scheduled.

3. PUBLIC COMMENT (NON-AGENDA ITEMS)

There were no public comments.

4. INFORMATIONAL ITEMS

4.1. [GENERAL MANAGER'S REPORT: Update on activities since the June 2020 Board Meeting.](#)

General Manager Kevin King provided a verbal overview of his activities during June 2020.

GM King reported that the District had received the signed FMAP agreement and is anticipating disbursement of 684k in grant funds soon. He also made known that FMAP grant funding for the fiscal year 2021 had been approved in the state budget and should be awarded in January 2021, earlier than prior grant funding awards. However, going forward, due to the state budget shortfall, the District cannot assume grant funding would be available in future years.

GM King reported a Capital Improvement Plan (CIP) update, and adoption of the CIP plan would be moved to the August board meeting to allow trustees more time to review the CIP reported provided at the June Board Meeting and provide comments.

Trustee Lee Reeder requested that GM King provide a written General Manager's Report going for future Board Meetings.

Trustee Burns inquired about the District's new safety practices to address the current COVID-19 pandemic with the reopening of the District Office to the public. He also asked if staff had been provided with a memo addressing safety measures and if any staff would be working remotely going forward. GM King informed the Board that staff had received a memo regarding the best practices to reduce COVID-19 exposure and that the office staff has created a sanitation station in the reception area so that everyone can safely engage with the public as required. All staff will also be required to wear masks while working.

4.2. [SUPERINTENDENT'S REPORT: Update on activities since the June 2020 Board Meeting.](#)

A copy of the Superintendent's Report for June 2020 was included in the July 10, 2020 Board Packet.

4.3. [DISTRICT COUNSEL'S REPORT: Update on activities since the June 2020 Board Meeting.](#)

Co-Counsel Rebecca Smith gave a verbal report of her District related activities during June 2020. There were no comments or questions.

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.

Consent Calendar Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7 were approved in one motion.

MOVED/SECONDED: Trustee Burns/Trustee Avdis

AYES: Trustee Christophel, Trustee Lee Reeder, Trustee Smith, Trustee Avdis, Trustee Burns, Trustee Gilbert, Trustee Bains

NOES: None.

ACTION: A motion to approve Consent Calendar Items 5.1, 5.2, 5.3, 5.4, and 5.5 is approved.

5.1. **APPROVAL OF MINUTES:** Approval of Minutes from June 12, 2020 Regular Board Meeting.

ACTION: Approved

5.2. **TREASURER'S REPORT:** Approve Treasurer's Report for June 2020.

ACTION: Approved

5.3. **EXPENDITURE REPORT:** Review and Accept Report for June 2020.

ACTION: Approved

5.4. **BUDGET TO ACTUAL REPORT:** Review and Accept Report for June 2020.

ACTION: Approved

5.5. **WARRANT FOR FUND TRANSFER:** Review and Consider Approval of Warrant for Transferring Funds between Investment Accounts.

ACTION: Approved

5.6. **AUTHORIZATION TO INVEST IN LOCAL AGENCY INVESTMENT FUND:** Review and Consider Adoption of Resolution No. 2020-07-01 Authorizing Officers to Invest District Funds in the Local Agency Investment Fund.

ACTION: Approved

5.7. **REVIEW AND CONSIDER APPROVAL OF NOTICE OF EXEMPTION:** Review and Consider Adoption of Resolution No. 2020-07-02 Approving Notice of Exemption under the California Environmental Quality Act for Routine Maintenance 2020/2021.

ACTION: Approved

6. SCHEDULED ITEMS

6.1. **PUBLIC HEARING – ADOPTION OF FISCAL YEAR 2020/2021 OPERATION AND MAINTENANCE ASSESSMENT:** Review and Consider Adoption of Resolution No. 2020-07-03 Authorizing Levying of Operations and Maintenance Assessment for Fiscal Year 2020/2021.

A copy of the Notice of Public Hearing was provided in the Board Packet as well as a copy of the Assessment Engineer's Report was provided to the Trustees as reference. Trustee Smith inquired as to why the total assessment was different than the total of assessed parcels multiplied by the adopted

assessment rate. Trustee Burns stated that the variance is likely due to the assessment rate varying between different types of properties; agricultural land is assessed at a different rate than residential properties.

There were no public comments.

MOVED/SECONDED: Trustee Avdis/Trustee Christophel

AYES: Trustee Christophel, Trustee Lee Reeder, Trustee Smith, Trustee Avdis, Trustee Burns, Trustee Gilbert, Trustee Bains

NOES: None.

ACTION: A motion to adopt Resolution No. 2020-07-03 Authorizing Levying of Operations and Maintenance Assessment for Fiscal year 2020/2021 is approved.

6.2. [CERTIFICATION OF LEGAL PROCESS FOR SPECIAL ASSESSMENT: Review and Consider Adoption of Resolution No. 2020-07-04 Certifying to the County of Sutter the Validity of the Legal Process Used to Place Direct Charges \(Special Assessment\) on the Secured Tax Roll for Fiscal Year 2020/2021.](#)

There were no public comments.

MOVED/SECONDED: Trustee Burns/Trustee Lee Reeder

AYES: Trustee Christophel, Trustee Lee Reeder, Trustee Smith, Trustee Avdis, Trustee Burns, Trustee Gilbert, Trustee Bains

NOES: None.

ACTION: A motion to adopt Resolution 2020-07-04 Certifying to the County of Sutter the Validity of the Legal Process Used to Place Direct Charges (Special Assessment) on the Secured Tax Roll for Fiscal Year 2020/2021 is approved.

6.3. [NOTICE OF 2020 GENERAL DISTRICT ELECTION: Review and Consider Adoption of Resolution No. 2020-07-05 Noticing the 2020 General District Election.](#)

Co-Counsel Smith made known that due to the complexity of the District's voting structure, the County is not able to consolidate our election with the statewide ballot. Also, to comply with the California Voter Rights Act, the District is now required to hold its election on the same day as the statewide election. The Governor's Executive Order N-64-20 also requires RD1000 to distribute a mail-in ballot to voters within the District and offer an in-person polling location.

Trustees expressed concern that the adopted 2020/2021 Election budget may not adequately cover the costs should the election proceed forward. Trustee Burns informed the Board that the District may be able to apply for assistance in funding for the election due to the state mandate requiring mail-in ballots and costs associated with counting such votes.

There were no public comments.

MOVED/SECONDED: Trustee Christophel/Trustee Burns

AYES: Trustee Christophel, Trustee Lee Reeder, Trustee Smith, Trustee Burns, Trustee Gilbert, Trustee Avdis, Trustee Bains

NOES: None.

ACTION: A motion to adopt Resolution No. 2020-07-05, Noticing the 2020 General District Election is approved.

7. BOARD OF TRUSTEE'S COMMENTS/REPORTS

7.1. BOARD ACTIVITY UPDATES:

7.1.1. RD 1000 Committee Meetings Since Last Board Meeting

- Executive Committee (Smith & Burns) July 1, 2020

8. CLOSED SESSION

8.1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9 (one case).

9. RECONVENE TO OPEN SESSION

9.1. No action was taken.

10. ADJOURN

Meeting adjourned.