



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

**FRIDAY, MARCH 12, 2021  
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 Thom Gilbert; Vice President Elena Lee Reeder; Trustee Nick Avdis; Trustee Jag Bains; Trustee Tom Barandas; Trustee Debra G. Jones; General Manager Kevin King; Co-General Counsel Rebecca Smith; Co-General Counsel Scott Shapiro; Administrative Services Manager Joleen Gutierrez; Operations Manager Gabriel Holleman; Administrative Assistant Christina Forehand; and District Engineering Consultant Scott Brown from Larsen Wurzel attended the meeting.

**1. PRELIMINARY**

1. Call Meeting to Order  
Board President Gilbert called the meeting to order.
2. Roll Call  
ASM Gutierrez called the roll and established a quorum.
3. Approval of Agenda  
GM King made known that Trustee Avdis joined the meeting.  
GM Kevin King requested a change to the Agenda. Item 5.4 on the Consent Calendar Budget to Actual Report will need a minor adjustment due to a transposed line-item number. The administrative team will address this issue during the Consent Calendar.

**MOTION/SECOND:** Trustee Nick Avdis/Trustee Debra G. Jones

**AYES:** Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Gilbert, Trustee Jones, Trustee Lee Reeder

**NOES:** None

**ACTION:** Motion to approve Agenda as modified is approved

4. Pledge of Allegiance  
Trustee Lee Reeder led the Pledge of Allegiance.
5. 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 disclosed by the Trustees.

**2. PRESENTATIONS**

There were no presentations 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 February 2021 Board Meeting.**

General Manager, Kevin King, included a copy of his General Manager's Report in the March 12, 2021 Board Packet. GM King provided an update on the FMAP grant. The District is in the final approval stage with DWR and should go out to advertise/go out to bid for vegetation removal and make equipment purchases. The District should receive approximately \$870,000. GM King also shared that he keeps an eye on bills at the federal level and may submit for funding opportunities if the legislative bills are approved.

GM King gave an update on the Natomas Basin Hydraulic Model. The City, County, and RD1000 are working with counsel to finalize a cost-share agreement with each agency covering \$127k each. The City and County Board and Council plan to take this item up in April 2021.

GM King reported staff had invoiced the City of Sacramento for the Greenbriar Development for \$1.375 million. GM King will make sure that all costs are accounted for correctly and reimbursed accordingly.

General Manager King added by the end of March; he will issue an RFQ for the indirect cost allocation plan, which looks at overhead and administrative costs that the District can apply to grant reimbursement projects and work done for others. Hopefully, by the end of next year, the District will have a fully loaded labor rate.

#### **4.2 OPERATIONS MANAGER'S REPORT: Update on activities since the February 2021 Board Meeting.**

GM King introduced Operations Manager, Gabe Holleman, to the Board.

A copy of the Operations Manager Report was included in the March 12, 2021 Board Packet. There were no questions or comments.

#### **4.3 DISTRICT COUNSEL'S REPORT: Update on activities since the February 2021 Board Meeting.**

Co-General Counsel Rebecca Smith updated the Board on her activities since February. She reports helping GM King with prepping for the board applicant review process. GM King reminded the Board that March 19 is the current deadline for applications, and the Board will make the appointment at the April Board meeting.

### **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.*

GM King requested to have Consent Calendar Item 5.4 pulled from the consent calendar for discussion.

GM King requested a motion to approve Consent Calendar Items 5.1, 5.2, and 5.3.

**MOVED/SECONDED:** Trustee Barandas/Trustee Lee Reeder

**AYES:** Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Gilbert, Trustee Jones, Trustee Lee Reeder

**NOES:** None

**ACTION:** Motion to approve Consent Calendar Items 5.1, 5.2, 5.3 is approved.

ASM Gutierrez explained a correction is needed to Item 5.4 – Budget to Actual Report. On page 33 of the Board Packet, under Capital Expenses, 3<sup>rd</sup> line – Capital Office Facility Repair \$100K should be under Capital Facilities, which is the line below. An internal correction has already been made.

GM King requested a motion to approve Item 5.4 with the change mentioned above.

**MOVED/SECONDED:** Trustee Barandas/Trustee Lee Reeder

**AYES:** Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Gilbert, Trustee Jones, Trustee Lee Reeder

**NOES:** None

**ACTION:** Motion to approve Item 5.4 with correction is approved.

5.1 APPROVAL OF MINUTES: Approval of Minutes from February 12, 2021 Regular Board Meeting.

5.2 TREASURER'S REPORT: Approve Treasurer's Report for February 2021.

5.3 EXPENDITURE REPORT: Review and Accept Report for February 2021.

5.4 BUDGET TO ACTUAL REPORT: Review and Accept Report for February 2021.

## **6 SCHEDULED ITEMS**

6.1 PROFESSIONAL SERVICES AGREEMENT: Review and Consider Authorizing the General Manager to Execute a Professional Services Agreement with NBS for Phase 2 of Comprehensive Financial Plan.

General Manager Kevin King stated this item is in regard to approving a Professional Services Agreement with NBS to initiate Phase 2 of the District's Comprehensive Financial Plan. In this phase, potential rates will be considered. GM King plans to engage the community once we complete Phase 2.1 and determine whether a fee or assessment is the best course of action.

Trustee Avdis commented that he supports Phase 2.1 work, but Phase 2.2 will need a more robust discussion. Once the District decides on a path (assessment or fee), he would like public outreach to be a comprehensive package – a team and not a single consultant. He would like lots of opportunities for public and stakeholder input. He would like to come back and refine Phase 2.2 after Phase 2.1 has been decided.

GM King assured Trustee Avdis that he is interested in using a local outreach consultant with technical support provided by NBS. The intent is to have a local outreach firm who is familiar with the key stakeholders in our community. Within the next two months, outreach consultant advertising will begin to help us arrive at a solid budgetary number for this additional effort, which is outside the scope of NBS' proposal. GM King requested the Board approve the NBS proposal as it stands, come back to the Board to decide on a fee or assessment, and then set up a schedule once the rate has been set in place. Approving the proposal, as is, leaves an option to

modify 2.2 with the help of NBS as needed without having to undergo a new agreement process. GM King will come back to the Board for approval of 2.1 (decide fee or agreement) and ask for direction to move forward with 2.2 and release the work order to NBS.

Trustee Avdis is comfortable moving forward with this understanding.

Trustee Lee Reeder inquired about a 30% increase in NBS's Phase 2.1 estimate from May 2020. GM King explained that the difference is largely NBS analyzing the fee and assessment, developing pros and cons, and determining the best path forward. Trustee Lee Reeder requested to take part in outreach when the District reaches that point. GM King will start working on an outreach RFQ and gathering a list for RFQ solicitation. He suggests the Urbanization Committee is the appropriate committee for review and welcomes the Board's input for potential public outreach firms.

Trustee Jones agrees with Trustee Avdis' concern and Trustee Lee Reeder's comments. She asked if we need to modify some language clarifying Task 7 (Outreach Coordination). GM King added we would issue a District agreement and modify Task 7. Our contract language will override NBS'.

Trustee Jones made a motion to approve this item with the caveat's modification to modify Task 7 in the contract language.

Trustee Lee Reeder asked for clarification on whether the Board is only approving 2.1.

GM King announced staff would entertain a motion to approve the professional services agreement with NBS for Phase 2 as proposed. He stipulated that staff would modify the language to ensure the outreach coordination is precise with NBS in the final agreement. The Board would be authorizing GM King to execute the Professional Service Agreement with that modification.

GM King further stated that if approved, staff will return to the Board at a stopping point after Phase 2.1 before initiating and releasing work on Phase 2.2 with NBS. The Board will be asked to decide a path forward after Phase 2.1, after which staff will release work for Phase 2.2 and give direction to NBS. GM King will not proceed with releasing the work on Phase 2.2 until the Board votes and decides on Phase 2.1.

Trustee Jones withdrew her original motion and supported the staff recommendation above made by GM King.

There were no public comments.

**MOTION/SECOND:** Trustee Jones/Trustee Avdis

**AYES:** Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Gilbert, Trustee Jones, Trustee Lee Reeder

**NOES:** None

**ACTION:** Staff will modify the language to ensure the outreach coordination is precise with NBS in our final agreement. The Board is authorizing GM King to execute the Professional Service Agreement with that modification. Once approved, staff will return to the Board at a stopping point after 2.1 before initiating and releasing work on 2.2 with NBS. GM King would not proceed with releasing the work on 2.2 until the Board votes and decides on 2.1 and directs him to move forward.

## **7 BOARD OF TRUSTEE'S COMMENTS/REPORTS**

### **7.1 BOARD ACTIVITY UPDATES:**

- 7.1.1 RD 1000 Committee Meetings Since Last Board Meeting
  - 7.1.1.1 Executive Committee (Gilbert & Lee Reeder) March 3, 2021
- 7.1.2 RD 1000 Committees No Meetings Since Last Board Meeting
  - 7.1.2.1 Finance Committee (Gilbert & Bains)
  - 7.1.2.2 Legal Committee (Avdis, Barandas & Lee Reeder)
  - 7.1.2.3 Operations Committee (Bains & Barandas)
  - 7.1.2.4 Personnel Committee (Jones, Bains & Barandas)
  - 7.1.2.5 Urbanization Committee (Lee-Reeder, Avdis & Jones)

## **8 CLOSED SESSION**

8.1 PERSONNEL EVALUATION: Pursuant to Government Code § 54957, hold annual personnel evaluation of the General Manager. The Board will appraise and comment upon the performance of the General Manager. If any substantial changes in duties, compensation, or benefits are to be considered or proposed, they will be considered in an open session.

## **9 RECONVENE TO OPEN SESSION**

9.1 Report from Closed Session.

Co-General Counsel Scott Shapiro reported out the Board discussed the item in a closed session and gave procedural direction to general counsel; counsel will schedule another closed session for the next board meeting.

## **10 ADJOURN**

**MOTION/SECOND:** Trustee Jones/Trustee Avdis

**AYES:** Trustee Avdis, Trustee Bains, Trustee Barandas, Trustee Gilbert, Trustee Jones, Trustee Lee Reeder

**NOES:** None

**ACTION:** The meeting is adjourned.