



**REGULAR MEETING OF THE BOARD OF DIRECTORS  
DEL PASO MANOR WATER DISTRICT**

**MINUTES**

**October 03, 2022, 6:00 PM  
1817 Maryal Drive, Suite 300, Sacramento 95864**

**1. CALL TO ORDER:**

President Saunders called the meeting to order at 6:00 p.m.

**2. ROLL CALL:**

Directors Present: President Ryan Saunders, Carl Dolk, Osmar Macias, Bob Matteoli and Gwynne Pratt

Staff Present:

General Manager	Alan Gardner
Office Manager	Victoria Hoppe
Field Manager	Mike Jenner
General Counsel	Mona Ebrahimi
Assistant Legal Counsel	Schuyler Campbell
District Engineer	Alan Driscoll
Managing Engineer	Brian Gach

A quorum of the Board was present.

**3. ADOPTION OF AGENDA:** Members may pull an item from the agenda.

Director Dolk made a motion to adopt the agenda. The motion was seconded by Director Matteoli. The agenda was adopted on a 5 Yes/0 No roll call vote.

**4. PUBLIC COMMENTS:** The Board of Directors welcomes participation at these meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the public, California law prohibits the Board from acting on any matter which is not on the posted agenda, unless the members determines that it is an emergency or other situation specified in Government Code Section 54954.2. Public comments are limited to five (5) minutes per individual. Please make your comments directly to the DPMWD President. Comments will be accepted via teleconference and in writing.

(0:02 minutes)

President Saunders called for public comment.

Trish Harrington spoke to website updates, accounts at Wells Fargo, Kings Way Apartments, Well #2, Renne, fixed asset property list, and public relations firm announcement.

Roy Wilson spoke to commercial meters, Well #2, interties, and Prop 218.

Seeing no further comment, he closed the public comment.

**5. CONSENT CALENDAR:** All items under Consent Calendar will be considered together by one action of the Board, any Member or members of the public may request that an item be removed and considered separately.

(0:08 minutes)

A request was made for Item 5.C to be discussed and considered separately.

**Item 5.A:** A Resolution of the Board of Directors of the Del Paso Manor Water District and on behalf of Commissions and Committees created by the Board of Directors pursuant to Government Code section 54952(b) authorizing the Board's continued use of teleconference meetings in compliance with Assembly Bill 361 to continue to allow members of the public to safely participate in local government meetings.

**Item 5.B:** Approval of Minutes of the September 6, 2022 Meeting

President Saunders called for public comment.

Carol Rose spoke against the resolution.

Trish Harrington spoke against the resolution.

Seeing no further comment, President Saunders closed the public comment.

Director Pratt made a motion to adopt Consent Calendar Items 5.A and 5.B. The motion was seconded by Director Matteoli. The motion was approved on a 5 Yes/0 No roll call vote.

**Item 5.C:** Approval of Warrants and Payroll

(0:14 minutes)

Discussion commenced amongst the Board and request was made to correct yellow highlighting for the future Chevrolet vehicle and correct the meeting date of September 5 to September 6.

President Saunders called for public comment.

Trish Harrington spoke regarding the cost of the accomplishment letter.

Seeing no further comment, President Saunders closed the public comment.

Director Macias made a motion to adopt Consent Calendar Item 5.C, as amended. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No roll call vote.

**6. PUBLIC HEARING:**

There were no Public Hearing items to consider.

**7. OLD BUSINESS:**

There were no Old Business items to consider.

**8. NEW BUSINESS:**

(0:19 minutes)

**Item 8.A: Presentation by Forsgren and Associates on the Capital Improvement Projects (CIP) For Consideration to be included in the Proposition 218 Rate Study; Approval and/or Direction by the Board of Directors to Finalize List of Improvements for Rate Analysis**

General Manager Alan Gardner, District Engineer Alan Driscoll and Managing Engineer Brian Gach provided a summary of the written report, requested corrections to the estimates by removing the cost of 2D-2, and fielded questions from the Board.

President Saunders called for public comment.

Trish Harrington inquired on presentation material.

Roy Wilson inquired on presentation material and estimated costs.

Carol Rose spoke on her public records request for surveys of wells.

Seeing no further comment, President Saunders closed the public comment.

Director Matteoli made a motion to approve the list of improvements for rate analysis, correcting the estimates, as read into the record, removing the cost of 2D-2. The motion was seconded by Director Macias. The motion was approved on a 5 Yes/0 No roll call vote.

**9. FIELD REPORT:** Verbal report

(1:29 minutes)

Field Manager Mike Jenner summarized the written staff report.

President Saunders called for public comment.

Heather H inquired about submitting a water waste report and spoke in favor of a rate increase and water meters.

Roy Wilson inquired about the completion time for the interties.

Seeing no further comment, President Saunders closed the public comment.

Field Manager Mike Jenner fielded the inquiries from the public.

**10. CLOSED SESSION:**

There were no Closed Session items to consider.

**11. GENERAL MANAGERS COMMENTS:** Verbal report

(1:36 minutes)

**Item 11.A: Update and District Attorney's Closure of Brown Act Complaint**

**Item 11.B: Update on Status of District Vehicles**

**Item 11.C: Update on JPIA Reinspection**

**Item 11.D: State Inspection is scheduled for October 5, 2022**

General Counsel Mona Ebrahimi provided a brief report on Item 11.A.

General Manager Alan Gardner provided a brief report on Items 11.B, 11.C, and 11.D; provided an update on District matters; and fielded questions from the Board.

President Saunders called for public comment.

Trish Harrington inquired about expenditures and notice of the September 27 Special Meeting.

Carol Rose inquired about the disposal of the old pick-up truck.

General Manager Alan Gardner fielded the inquiries from the public.

**12. DIRECTORS COMMENTS:** Verbal information, non-action comments.

(1:56 minutes)

Director Matteoli, Director Pratt, and President Saunders provided brief comments.

**13. FUTURE AGENDA REQUESTS:** Directors can suggest topics they would like on future agendas

(2:01 minutes)

Director Macias requested discussion regarding the Board's stipend be on the October 17 Agenda.

General Counsel Mona Ebrahimi requested her annual performance review be on a future agenda.

**14. ADJOURNMENT:** Next Regular Board of Directors meeting is scheduled for October 17, 2022

Director Matteoli made a motion to adjourn. Director Pratt seconded the motion. There being no further business, the Board of Directors meeting adjourned at 8:04 p.m.

APPROVAL:

ATTEST:


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Ryan Saunders, President of the Board

  
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Norma I. Alley, MMC, Clerk of the Board

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