



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

**February 06, 2023 6:00 PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

The Del Paso Manor Water District Board of Directors meeting will be conducted virtually pursuant to the provisions of Assembly Bill 361 amending the Ralph M. Brown Act and Government Code Section 54953(e) and without compliance with Section 54953(b)(3) related to conducting public meetings during the COVID-19 pandemic based on the current State recommendations on social distancing.

Note: Given the state of emergency regarding the threat of COVID-19, the meeting will be held via teleconference only. Members of the public may call into the teleconference to participate. The District will also accept written public comment letters that are emailed to dpmwdclerk@delpasomanorwd.org. Please include the specific agenda item and date of the meeting in the subject line of your email.

We encourage Board members and participants to join the teleconference 15 minutes early. Due to high call volumes, we ask that Board members and participants retry calling in if there is a busy signal or if you cannot successfully connect to the meeting when you call in.

Teleconference Information:

Join Zoom Meeting Link:

<https://us06web.zoom.us/j/97737667936?pwd=NnBxVmswRnRrZXVSVGhZbWd2b0FFUT09>

Meeting ID: 977 3766 7936 Passcode: 473630

Dial By Phone

US (SAN JOSE) +1 669 900 6833

US (TACOMA) +1 253 215 8782

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

President: Saunders
Directors: Dolk
 Matteoli
 Pratt
 Ross

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

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 Chair. Comments will be accepted via teleconference and in writing.

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.

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.**

Recommendation: Adopt Resolution pursuant to GC Section 54952(b) and Assembly Bill 361.

Attch: Resolution No. 23-0206-01

Item 5.B: **Approval of Minutes of the December 19, 2022 Regular Meeting**

Recommendation: Approve minutes of the December 19, 2022 regular meeting.

Item 5.C: **Approval of Minutes of the January 17, 2023 Regular Meeting**

Recommendation: Approve minutes of the January 17, 2023 regular meeting.

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

Recommendation: Approval of Warrants and Payroll.

Attch: January 2023 Warrants Approved/Paid
February 2023 Warrants for Approval
Board of Directors Compensation Summary (January 2023)

6. PUBLIC HEARING:

Item 6.A: An Ordinance of the Board of Directors of the Del Paso Manor Water District Adopting District Policy Number 3240 Establishing a Procedure for Ratepayer Objections to Proposed Water Rates

Recommendation: Adopt Ordinance 23-0206-02

Attch: Staff Report
Ordinance 22-1219

7. OLD BUSINESS:

8. NEW BUSINESS:

Item 8.A: Amending the District Organization Chart and the Field Supervisor Job Description and Approving a District Budget Amendment for one field staff from Operation and Maintenance Technician II to Field Supervisor; Authorizing the General Manager to recruit and hire a Field Supervisor

Recommendation: Staff recommends approval of the updated job description for Field Supervisor, updated Organization Chart, and budget amendment to hire the third field staff at Field Supervisor to the District staff.

Attch: Staff Report
Resolution No. 22-0405-2
Revised Field Supervisor Job Description
October 17, 2022 Board Approved Salary Schedule
Updated Organizational Chart
LAFCO Letter Re: Staff Hiring at DPMWD
Resolution No. 23-0206-02
Resolution No. 22-0206-03

Item 8.B: Authorize the Purchase of a Half Ton Single Cab Truck, in an Amount Not to Exceed \$60,000

Recommendation: Authorize purchase of a truck up to the lesser of \$55,000 plus tax, or \$60,000, with the understanding that staff will endeavor to find an appropriate used vehicle as a first choice.

Attch: Staff Report
AB 552 Checklist
Resolution 23-0206-04

Item 8.C: Consideration of Three Public Relations Firms for Public Communication and Outreach Pursuant to the District's Proposition 218 Process

Recommendation: Staff makes no recommendation. The Board may consider the attached promotional materials and direct staff accordingly.

Attch: Staff Report
Proposal from KP Public Affairs
Proposal from Tripepi Smith
Proposal from Lucy & Company

Item 8.D: Resolution No. 23-0206-05 Declaring Insufficient Funds to Install Water Metering Devices

Recommendation: Adopt Resolution 23-0206-06, declaring insufficient funds to install individual water meters.

Attch: Staff Report
Resolution 23-0206-05

9. FIELD REPORT: Verbal report

Item 9.A: Field Report on Current and Upcoming Projects

Attch: January 2023 Field Report

10. DIRECTOR REPORT ON COMMITTEE MEETINGS: Verbal report

Item 10.A: American Water Works Association (AWWA) (*Dolk*)
American Water Works Association (AWWA) (*Dolk*)

Item 10.B: Association of California Water Agencies (ACWA) Agriculture (*Matteoli*)
Association of California Water Agencies (ACWA) Groundwater (*Matteoli*)

Item 10.C: California Rural Water Authority (CRWA) (*Ross*)
California Special Districts Association (CSDA) (*Ross*)

Item 10.D: Joint Powers Insurance (JPIA) (*Saunders*)

Item 10.E: Regional Water Authority (RWA) (*Matteoli / Pratt*)

Item 10.F: Sacramento Groundwater Authority (SGA) (*Pratt*)

Item 10.G: Water Forum (*Pratt*)

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

Item 11.A: Revision to the District office in prep for in-house meetings

Item 11.B: Update on engineering Well 2 & 9

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

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

14. **CLOSED SESSION:**

15. **ADJOURNMENT:** Next Regular Board of Directors meeting is scheduled for February 21, 2023

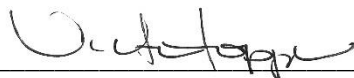
CERTIFICATION OF POSTING:

I, Victoria Hoppe, Office Manager of the Del Paso Manor Water District, do hereby declare under penalty of perjury that the foregoing agenda for the Regular meeting of the Board of Directors has been posted at the administrative office, and District website of the District and at least 72 hours prior to the meeting date.

Date Posted: February 03, 2023

Time posted: 4:00 P.M.

Signature: _____



Office Manager
Del Paso Manor Water District

OTHER IMPORTANT INFORMATION

The Board will discuss all items on its agenda, and may take action on any of those items, including information items and continued items. The Board may also discuss other items that do not appear on its agenda but will not act on those items unless action is urgent, and a resolution is passed by two-thirds (2/3) vote declaring the need for action arose after posting of the agenda.

This agenda has been prepared and posted in compliance with the provisions of the Ralph M. Brown Act, and specifically the provisions of Sections 54954.2 and 54954.3 of the Government Code. Board action may occur on any identified agenda item. Any member of the public may address the Board on any identified agenda item of interest after board discussion has ended on that item, and if there is a motion, before the vote is taken. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker.

PUBLIC COMMENTS: If you would prefer to submit public comments in writing, please email your comments to dpmwdclerk@delpasomanorwd.org no later than 12:00pm the day of the meeting. If you are commenting on a specific agenda item, or items, please state the agenda item number(s) in the subject line of the email. All

comments received via email will be provided to the Board in writing and included as part of the record of the meeting.

DISABLED OR SPECIAL NEEDS ACCOMMODATION:



In compliance with the Americans with Disabilities Act, Del Paso Manor Water District encourages those with disabilities to participate fully in the public hearing process. If you have a special need in order to allow you to attend or participate in our public meeting and public hearing processes, including receiving notices, agendas, and other writings in appropriate alternative formats, please contact our office at (916) 487-0419 at least 72 hours in advance of the public meeting or hearing you wish to attend so that we may make every reasonable effort to accommodate you.