

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

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The Board of Directors of the Del Paso Manor Water District held its regular meeting at the District office located at 1817 Maryal Drive, Suite 300, Sacramento, California on April 2, 2018 at 7:30PM.

President Allen called the meeting to order. Director Elmore, Director Matteoli, and Director Wilson were present; Vice President Saunders was absent due to a planned vacation. Also present were Attorney Adam Brown, Manager Debra Sedwick, Field Manager Rich Bolton, and Office Administrator Lori Hensley. There were several residents and members of the public also present.

**PLEDGE OF ALLEGIANCE:**

President Allen led the Pledge of Allegiance.

President Allen informed the Board and public that there were no outbreaks of E. Coli or threats to the District's quality of water as published on social media today; he requested that Field Manager Bolton provide a report. Field Manager Bolton reported that back in September 2017, the District tested present for E. Coli at one well. All follow up samples tested absent. An investigation determined that it was caused by a sampling error. He further reported that another well that has tested positive for 1,2,3-Trichloropropane at 18 parts per trillion has not produced water into the distribution system for several few years. The valve into the distribution system for that well has been shut off and the well is offline.

**PUBLIC COMMENT:**

Resident Trish Harrington questioned why the public comment was at the beginning of the meeting instead of the end? Resident Carl Dolk handed out the bill summary for AB 2491 and briefly described the bill requesting Board members support it as individuals.

**CONSENT CALENDAR:**

The minutes of March 5, 2018 were requested to be pulled by resident Trish Harrington.

The minutes of March 16, 2018 were requested to be pulled by resident Trish Harrington.

The payments of March invoices were requested to be pulled by resident Trish Harrington.

Upon motion by Director Matteoli, seconded by Director Wilson, the minutes of March 20, 2018 were approved as presented by the following roll call vote:

Ayes: Allen, Elmore, Matteoli, and Wilson

Noes: None

Abstain/Absent: Saunders

4.1 Minutes – March 5, 2018: Resident Trish Harrington would like the word “disappointed” to be changed to “outraged” in the Public Comments section. Director Wilson made a motion to approve the minutes with the amendment of the word disappointed changed to outraged. The motion was seconded by Director Elmore. The motion did not carry with the following roll call vote:

Ayes: Elmore and Wilson  
 Nones: Allen and Matteoli  
 Abstain/Absent: Saunders

4.2 Minutes - March 16, 2018: Resident Trish Harrington asked for the attorney’s statement that was referenced in his report. Attorney Brown responded that he provided it to Manager Sedwick, it was circulated to each Board member and it is available to the public as a public records request. Upon motion by Director Elmore, seconded by Director Matteoli, the minutes of March 16, 2018 were approved as presented by the following roll call vote:

Ayes: Allen, Elmore, Matteoli, and Wilson  
 Noes: None  
 Abstain/Absent: Saunders

4.4 Approval for payment for March invoices: Resident Trish Harrington asked to have them uploaded to the website as part of the Board packet. Director Wilson requested again that the list be made available as part of the Board packet. Manager Sedwick explained again that the report is not usually prepared until the day of the meeting. The Board discussed staff preparation of the list, when it is available and that the list is also part of the minutes. President Allen, Director Matteoli and Director Elmore concurred that the current policy of having the list available prior to the meeting, which is also when the Board gets the list, is sufficient since there is not an abundance of checks drawn each month. Upon motion by Director Matteoli, seconded by Director Elmore, the Board voted to pay the March invoices by the following roll call vote:

Ayes: Allen, Elmore, Matteoli, and Wilson  
 Noes: None  
 Abstain/Absent: Saunders

<u>CHECKS DRAWN</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
Primetax Service Charge 3/5	EFT	268.13
AT&T 3/5	8654	219.96
Lubrication Engineers 3/5	8655	576.14
AT&T 3/7	8656	206.57
US Postal Service 3/14	8657	754.82
Primetax - Payroll 3/15	EFT	9019.74
Primetax - Payroll Taxes 3/15	EFT	4942.05
AT&T 3/20	8658	55.00
PERS/Health 3/29	EFT	7268.01
PERS/Retirement 3/29	EFT	4483.68
Primetax - Payroll 3/29	EFT	11415.33
Primetax - Payroll Taxes 3/29	EFT	5436.68
ACWA/JPIA -Property Program 3/29	8659	2249.00
ACWA/JPIA 3/29	8660	620.60
Voya Financial	8661	1800.00
One Print Source & Graphics	8662	301.54
Aqua Sierra Controls, Inc.	8663	502.00
Bartle Wells Associates	8664	5174.11
Hill Rivkins Brown & Associates	8665	2950.00

BSK Associates	8666	178.00
Burketts	8667	214.47
California Rural Water Association	8668	740.00
Chevron	8669	376.15
AT&T Wireless	8670	220.13
Crocker & Crocker	8671	5684.50
Cummins Pacific	8672	1324.09
Emigh Hardware	8673	87.55
GM Construction & Developers, Inc.	8674	850.00
Ferguson Waterworks	8675	82.38
Inland Business Systems	8676	183.60
Les Schwab	8677	667.50
John F. Mahaney Company	8678	62.25
Office Depot	8679	37.70
Petty Cash	8680	125.07
US Postal Service	8681	703.59
Sacramento County Utilities	8682	173.22
Sacramento Metropolitan Air Quality Mgmt. District	8683	2078.00
SMUD	8684	6612.59
Sam's Club	8685	272.57
Sierra Chemical Company	8686	184.50
SWRCB-DWOCP	8687	60.00
Streamline	8688	200.00
Tesco Controls, Inc.	8689	618.88
Uinta Holdings, LLC	8690	1985.00
Stericycle Communication Solutions	8691	244.31
YP	8692	15.50
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REVIEW AND DISCUSS RATES:

Manager Sedwick reported that Director Wilson requested that the questions and comments that he provided to the Board and Manager last month be discussed. They went through each comment and gave direction to the Manager, sometimes by straw vote, as to what the final report should include. Manager Sedwick will forward the information on to Bartle Wells. The Board then reviewed and discussed the rate alternatives presented at the March 20<sup>th</sup> community meeting. After much discussion, the Board directed Manager Sedwick to work with Bartle Wells on preparing a Proposition 218 notice with a single year increase with six month reserves and the metered base rates be aligned with the AWWA water flow ratio using a 1” as the base at a rate of \$37.80 and the volumetric rate be \$1.39 per hundred cubic feet.

REPORT FROM FIELD MANAGER CONCERNING:

March field matters:

1. The District field staff responded to six leak service calls this month. Five leaks were the responsibility of the homeowner and one was the District’s responsibility. The District leak has been repaired and water restored.
2. Field staff performed 21 Underground Service Alerts and two customer service line location requests.
3. The District experienced a power outage for several hours on March 13<sup>th</sup>, all systems ran as designed.

4. Field staff made repairs to the chemical feed system and rebuilt the injection manifold at Well #8.
5. The District received the results from the first quarter 2018 for 1,2,3-TCP. All wells tested were non-detected. Well #3 was not tested as it was been taken completely offline due to the prior results.

REPORT FROM MANAGER CONCERNING:

March operational matters:

1. The Unimpaired Inflow to Folsom Reservoir for March was 810 acre feet which is considered a Wedge year per the Water Forum Agreement.
2. The Water Reliability Plan continues to move forward.
3. Manager Sedwick attended the RWA Executive meeting. The committee approved bill positions and received sub-committee updates.
4. Manager Sedwick requested the Board President appoint a committee to begin discussions on bond refinancing options. President Allen appointed Director Elmore and himself to the committee.
5. The District reduced our water production for March by 33.2% with a year to date reduction of 23.2% compared to 2013. Compared to 2017, March water production reduced by 5.2% with a year to date reduction of 3.9%.
6. All bacteriological quality samples tested absent for March.
7. There were no water quality complaints for the month of March.

REPORT FROM ATTORNEY CONCERNING:

No report.

REPORT FROM ENGINEER CONCERNING:

No report.

REPORTS ON VARIOUS MEETINGS:

Director Saunders attended the Regional Water Authority meeting and provided a written report to the Directors.

Manager Sedwick attended the RWA Advocacy Program meeting. She highlighted several bills that are of concern. First were AB1668 and SB606 which propose permanent water conservation regulations. The next was SB623 which is the public good charge or water tax for the Safe and Affordable Drinking Water Fund. There is also a budget trailer bill with language consistent with SB623. The RWA is watching this closely. She also discussed a new bill which was introduced in February, AB2370; this bill will require testing for lead in child day care facilities and family day care homes every five years with the burden on the water purveyor. The City of Sacramento is fighting this

bill with the recommendation of making it a part of the business license in order to make it the responsibility of the owner of business to test. Lastly, she reported on AB401 which was the low income assistance bill passed a few years ago in which the State Water Resource Control Board staff were to provide a report and recommendation by the end of February. They missed that date but are working on it and expect it out later in the year. A webinar is being held April 5.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Upcoming meeting(s):

a. None.

2. Reviewed and discussed ACWA's request for financial support for campaign opposing SB 623.

No action was taken.

3. President Allen pulled reviewing and discussing the outreach program from the agenda; due to the time, it will be put on the next Board meeting agenda.

BOARD GENERAL DISCUSSION:

President Allen asked if any directors were planning on attending the ACWA conference. Manager Sedwick stated Director Matteoli was planning on attending the committee meetings which does not require a registration fee, Director Elmore and Director Saunders have not mentioned attending, and Director Wilson will represent the District at the JPIA meeting on Monday which is at no cost but has also requested to sign up for one day of conference to attend the conflict of interest training.

There being no further business to come before the Board, the Board President adjourned the meeting at 10:07PM.

ATTEST:

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Richard K. Allen, President

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Debra Sedwick, Secretary