



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

**MINUTES**

**January 17, 2023 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, Bob Matteoli, Gwynne Pratt, and David Ross

Staff Present:

General Manager	Alan Gardner
Office Manager	Victoria Hoppe
Field Manager	Mike Jenner
Certified Public Accountant	Robert Merritt
District Engineer	Alan Driscoll
Associate District Engineer	Brian Gach
Assistant Legal Counsel	Schuyler Campbell

A quorum of the Board was present.

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

Director Ross made a motion to adopt the agenda. The motion was seconded by Director Dolk. 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 Chair. Comments will be accepted via teleconference and in writing.

(0:13 minute)

President Saunders called for public comment. Seeing no one come forward, President Saunders closed 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.

(0:05 minutes)

**Item 5.A: Approval of Minutes of the December 05, 2022 Regular Meeting**

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

President Saunders called for public comment. Seeing no one come forward, he closed public comment.

Director Ross made a motion to adopt Consent Calendar. 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:**

**Item 8.A: Bartle Wells Associates Draft 218 Presentation and Workshop**

(0:08 minutes)

Staff and consultants presented the staff report, accompanied by a PowerPoint, and fielded questions from the Board.

President Saunders called for public comment.

Carol Rose requested a copy of the PowerPoint presentation.

Seeing no further comment, President Saunders closed public comment.

General Manager Gardner stated a future presentation would be scheduled.

**Item 8.B: Budget to Actuals**

(1:05 minutes)

Certified Public Accountant Robert Merritt presented the staff report and fielded questions from the Board.

President Saunders called for public comment. Seeing no one come forward, President Saunders closed public comment.

**Item 8.C: Discuss and Review Municipal Services Review (MSR) Prepared and Adopted by LAFCO**

(1:12 minutes)

General Manager Gardner and LAFCO Executive Officer Jose Henriquez presented and fielded questions from the Board.

Director Matteoli read a prepared statement of his review of LAFCO's MSR.

President Saunders called for public comment.

Carol Rose suggested taking cautious measures and actions to reach a common goal.

Seeing no further comment, President Saunders closed public comment.

**Item 8.D: Verbal Report Update on DPMWD / SSWD 2x2**

(1:57 minutes)

President Saunders and Director Dolk provided an update on the 2x2 meetings.

President Saunders called for public comment.

Carol Rose requested the Directors do their due diligence.

Seeing no further comment, President Saunders closed public comment.

Consensus was met by the Board supporting continuing discussions.

**Item 8.E: Memorandum of Understanding (MOU) with Sacramento Suburban Water District (SSWD) for Public Relations Firm for Consolidation Considerations**

(2:18 minutes)

General Manager Gardner presented the staff report and requested amending the MOU by removing the last paragraph in Section 7. He fielded questions from the Board.

President Saunders called for public comment.

Carol Rose expressed concern with the timing of this adoption.

Seeing no further comment, President Saunders closed public comment.

Director Ross made a motion authorizing the General Manager to sign the Memorandum of Understanding and remove Section 7. The motion was seconded by Director Pratt. The motion was approved on a 4 Yes/1 No (Matteoli) roll call vote.

**Item 8.F: Well #9 and Well #2 Cost estimates by Forsgren and Potential Approvals of Engineering Cost for Each Project and/or Direction to Staff**

(2:49 minutes)

General Manager Gardner, District Engineer Driscoll, and Associate Engineer Gach presented the staff report and fielded questions from the Board.

President Saunders called for public comment.

Roy Wilson requested clarification on requested repairs for Well #2 and Well #9 and the interties to determine water production.

Trish Harrington asked for clarification on the cost for the wells.

Seeing no further comment, President Saunders closed public comment.

General Manager Gardner and District Engineer Driscoll responded to inquiry from public comment.

Director Ross made a motion authorizing the General Manager to sign the task orders. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No roll call vote.

**Item 8.G      President Saunders Announces his Appointments to the Following External Committees**

(3:13 minutes)

President Saunders made the following appointments:

Organizations

- American Water Works Association (AWWA) – Director Dolk
- Association of California Water Agencies (ACWA) – Director Dolk
- Association of California Water Agencies (ACWA) Agriculture – Director Matteoli
- Association of California Water Agencies (ACWA) Groundwater – Director Matteoli
- California Special Districts Association (CSDA) – Director Ross
- California Rural Water Authority (CRWA) – Director Ross
- Joint Powers Insurance (JPIA) – Director Saunders
- Regional Water Authority (RWA) – Director Pratt
- Sacramento Groundwater Authority (SGA) – Director Matteoli and Director Pratt as the backup
- Water Forum – Director Pratt

All Directors accepted their appointments.

**9.      FIELD REPORT:** Verbal report

**Item 9.A:      Field Report on Current and Upcoming Project**

(3:15 minutes)

Board received and filed the written staff report.

**10. GENERAL MANAGER'S COMMENTS:** Verbal report

**Item 10.A:** Update on Meeting Location(s)

**Item 10.B:** Update on Filling Positions (Open O&M Tech position(s) has been reposted)

**Item 10.C:** Credit Card Rewards – 1.0% on all Commercial Card spending. Rebates are calculated annually and are sent out &/or credited to the account on January 31.

(3:16 minutes)

General Manager Gardner provided a report on agenda items and an update on general District matters.

President Saunders called for public comment.

Roy Wilson inquired about the interties

Carol Rose stated the Board should consider returning to one meeting a month.

Seeing no further comment, President Saunders closed public comment.

General Manager Gardner responded to inquiry from public comment.

**11. CLOSED SESSION:**

**Item 11.A: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code § 54956.9 Havener v. Del Paso Manor Water District, Sacramento Superior Court Case No. 34-2020-00278525**

(3:27 minutes)

President Saunders called for public comment. Seeing no one come forward, President Saunders closed public comment.

President Saunders recessed the open session and convened the closed session at 9:30 p.m. The open session reconvened at 10:03 p.m.

General Counsel Ebrahimi reported direction was provided to President Saunders on how to proceed on the matter.

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

(4:04 minutes)

President Saunders addressed the monthly meeting and agenda review process.

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

(4:06 minutes)

Director Dolk reported on the replacement of LAIF Funds.

**14. CLOSED SESSION:**

There were no Closed Session items to consider.

**15. ADJOURNMENT:** Next Regular Board of Directors meeting is scheduled for February 06, 2023

Director Pratt made a motion to adjourn. Director Dolk seconded the motion. There being no further business, the Board of Directors meeting adjourned at 10:08 p.m.

APPROVAL:

ATTEST:

\_\_\_\_\_  
Ryan Saunders, President of the Board

  
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Norma I. Alley, MMC, Clerk of the Board

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