



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

MINUTES

**March 20, 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, Gwynne Pratt, and Bob Matteoli

Directors Absent: David Ross

Staff Present: Acting General Manager Victoria Hoppe
Field Manager Mike Jenner
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 Dolk made a motion to adopt the agenda. The motion was seconded by Director Pratt. The agenda was adopted on a 4 Yes/0 No/1 Absent (Ross) 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.

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

(0:03 minutes)

Request was made for all items to be discussed and considered separately.

Item 5.A: Approval of Minutes of the February 21, 2023 Regular Meeting

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

Director Pratt noted she would abstain from voting due to her absence at the meeting.

Director Dolk made a motion to adopt item 5.A. The motion was seconded by Director Matteoli. The motion was approved on a 3 Yes/0 No/1 Abstain (Pratt) /1 Absent (Ross) vote.

Item 5.B: Approval of Warrants and Payroll

Director Dolk requested clarification regarding charges on the Bartle Wells Associate invoice and requested deferring costs and future payments until the Board receives a report back. Acting District Manager fielded questions and the Board discussed the merits of deferring payment.

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

Director Dolk made a motion to adopt item 5.B, apart from deferring payment to Bartle Wells. The motion was seconded by Director Matteoli. The motion was approved on a 4 Yes/0 No/1 Absent (Ross) 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: Budget to Actuals
(0:09 minutes)

President Saunders called for public comment.

Roy Wilson expressed concern for the bottom line, questioned election costs, and requested a report on engineering costs.

Seeing no further comments, President Saunders closed public comment.

Staff fielded inquiries from public comments.

Item 8.B: Request for Nomination – Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Executive Committee Membership

(0:18 minutes)

Discussion commenced amongst the Board on historical support.

President Saunders called for public comment.

Roy Wilson provided historical perspective.

Seeing no further comment, President Saunders closed public comment.

Director Matteoli made a motion to approve a resolution endorsing Mr. Wheaton and direct staff to prepare a nomination letter. The motion was seconded by Director Pratt. The motion was approved on a 4 Yes/0 No/1 Absent (Ross) vote.

Item 8.C: Review and Discuss Contracting with a Staffing Agency for Temporary Office Assistance on an “as needed” Basis

(0:25 minutes)

Acting General Manager Hoppe provided the staff report, noting staff’s preference was Express Employment Professionals, and fielded questions from the Board.

Director Matteoli noted more information on recruitment and expectation for length of term of the interim before supporting the contract.

President Saunders called for public comment.

Carol Rose expressed concern for the Acting General Manager’s salary being the same as the General Manager’s.

Roy Wilson noted support for the temporary help and expressed concern with the Acting General Manager’s qualifications for the position.

Seeing no further comment, President Saunders closed public comment.

Assistant Legal Counsel fielded inquiries from public comments.

Director Pratt made a motion to move forward with the Acting General Manager to hire a temporary employee from an agency of her choice. The motion was seconded by Director Dolk. The motion was approved on a 3 Yes/1 No (Matteoli)/1 Absent (Ross) vote.

9. FIELD REPORT: Verbal report

(0:43 minutes)

Field Manager Jenner provided a brief report on current projects.

10. DIRECTORS REPORT ON COMMITTEE MEETINGS: Verbal report

Item 10.A: Water Forum (*Pratt*) – Verbal update from February meeting(s)
(0:44 minutes)

Director Pratt provided a brief report on the RWA and Water Forum meetings.

President Saunders called for public comment.

Roy Wilson inquired regarding the reports from other Directors.

Seeing no further comments, President Saunders closed public comment.

President Saunders stated other Director's reports will be at the first meeting of the month.

11. GENERAL MANAGER'S COMMENTS: Verbal report

Item 11.A: Update on Senate Bill 552 checklist (CalWARN and monitoring system for groundwater levels)

Item 11.B: Update on on-call status for District Operators

Item 11.C: Multi Factor Authentication (MFA) for Board dedicated email accounts

Item 11.D: Update on the Proposition 218 Process

Item 11.E: Update on Tripepi Smith (PR Firm) and Flashvote

Item 11.F: RPPG Update

Item 11.G: Update on O&M Tech II and Field Supervisor Job Openings

Item 11.H: District office will be closed on 3/31 for César Chávez Day

(0:59 minutes)

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

President Saunders called for public comment.

Trish Harrington inquired about Board approval for Prop 218 timeline.

Carol Rose inquired regarding the Fair Political Practices Commission's Form 700.

Roy Wilson inquired regarding RPPG expectations of how much grant money they can obtain, Prop 218 process and Board approvals, and addressing Well 2 requirements.

Seeing no further comments, President Saunders closed public comment.

Staff fielded inquiries from public comment.

12. CLOSED SESSION:

There were no Closed Session items to consider.

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

(1:26 minutes)

Director Dolk inquired if legal fees were reconciled, requested discussion on aging and delinquent accounts, and suggested deferring Well 2 until after Prop 218 process.

Director Matteoli stated he supported investing in Well 2, 4, and 7.

President Saunders spoke to waiting until Director Ross returned to discuss the General Manager recruitment and expectations, noted there will be a presentation from Bartle Wells at a future meeting, and noted future considerations of cancelling the first meetings of the month if there is a lack of agenda items.

President Saunders appointed Director Dolk and himself to serve on an ad hoc committee to prepare the 2023/2024 Fiscal Year Budget.

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

(1:41 minutes)

Director Dolk requested a report and discussion on the 2010 CIP funding and LAIF funds.

15. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for April 03, 2023

Director Matteoli made a motion to adjourn. Director Dolk seconded the motion. There being no further business, the Board of Directors meeting adjourned at 7:44 p.m.

APPROVAL:

ATTEST:

Ryan Saunders, President of the Board



Norma I. Alley, MMC, Clerk of the Board

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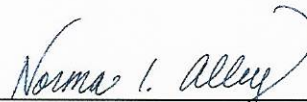
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