



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

MINUTES

**January 09, 2024 6:00 PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

1. CALL TO ORDER:

President Saunders called the meeting to order at 6:01 p.m.

2. ROLL CALL:

Directors Present: President Ryan Saunders, Carl Dolk, Bob Matteoli, Gwynne Pratt, and David Ross

Staff Present: General Manager Adam Coyan
Office Manager Victoria Hoppe
Field Supervisor Mike Jenner
Certified Public Accountant Robert Merritt
Assistant Legal Counsel Lauren Bernadette

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 vote.

4. PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA 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.

(6:02 pm)

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.

(6:03 pm)

Request was made for Item 5.B to be discussed and considered separately.

Item 5.A: Approval of Minutes of the December 05, 2023 Regular Meeting

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

Director Matteoli abstained from the vote due to not being at the meeting.

Director Dolk made a motion to approve the Consent Calendar Item 5.A. The motion was seconded by Director Pratt. The motion was approved on a 4 Yes/0 No/1 Abstain (Matteoli) vote.

Item 5.B: Approval of Warrants and Payroll

Directors requested clarification on expenses. Staff fielded the inquiries.

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

Director Ross made a motion to approve the Consent Calendar Item 5.B. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No 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

(6:09 pm)

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

President Saunders called for public comment.

Carol Rose suggested only sending reminder letters to customers in arrears and begin the process now.

Marcy supported Carol Rose's suggestion.

Seeing no further comments, President Saunders closed public comment.

Directors inquired regarding shut off procedures and policies. Assistant General Counsel Bernadette spoke to policy, procedure, and legislation regarding shut off process and policies.

Item 8.B: Sacramento Suburban Water District Intertie Maintenance Agreement

(6:27 pm)

General Manager Coyan presented the staff report, recommended approval of the resolution, and fielded questions by the Board.

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

Director Ross made a motion to approve Resolution 24-0109. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No vote.

Item 8.C: Informational Presentation by Jerry Legg with California Cooperative Liquid Assets Securities System

(6:33 pm)

California Cooperative Liquid Assets Securities System Representative Jeff Legg presented.

General inquiry and discussion commenced amongst the Board, staff and presenter.

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

The Board directed staff to prepare a resolution to join the California CLASS for discussion and consideration at a future meeting. The Board requested a discussion, on a future agenda, regarding forming an ad hoc committee.

9. FIELD REPORT: Verbal report

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

(6:53 pm)

Field Supervisor Jenner summarized the staff report and fielded inquires from the Board.

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

10. DIRECTOR REPORT ON COMMITTEE MEETINGS: Verbal report
Each Board Member will have 5 minutes to report out on all associated committees

Item 10.A: Director Dolk
American Water Works Association (AWWA)
Association of California Water Agencies (ACWA)

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

Association of California Water Agencies (ACWA) Groundwater
Sacramento Groundwater Authority (SGA)

Item 10.C: Director Ross

California Rural Water Authority (CRWA)
California Special Districts Association (CSDA)

Item 10.D: Director Saunders

Joint Powers Insurance (JPIA)

Item 10.E: Director Pratt

Regional Water Authority (RWA)
Water Forum

(6:58 pm)

Directors provided brief reports on committee meetings they attended or would attend at future meetings.

11. GENERAL MANAGERS COMMENTS: Verbal report

(7:04 pm)

General Manager Coyan provided an update on general District matters.

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

General Manager Coyan fielded inquiry from public comments.

12. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Gov. Code section 54957:
General Manager

This item was heard out of order.

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

(7:11 pm)

There were no Director comments.

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

(7:11 pm)

Director Matteoli requested a discussion regarding accessory dwelling units (ADUs). Support was provided by all Directors.

Director Dolk requested a discussion regarding impact fees. Support was provided by all Directors.

12. CLOSED SESSION:

1. Public Employee Performance Evaluation pursuant to Gov. Code section 54957:
General Manager

This item was heard out of order.

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

President Saunders recessed the open session and convened the closed session at 7:15 p.m.

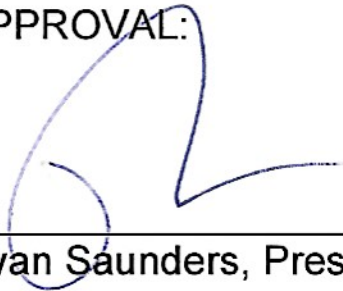
The open session reconvened at 8:41 p.m.

President Saunders reported there was no reportable action and the Board is pleased with the General Manager's performance.

15. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for October 16, 2023

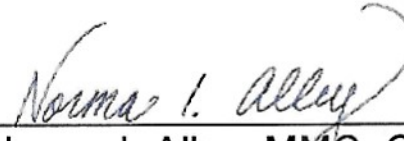
Director Ross made a motion to adjourn. Director Pratt seconded the motion. There being no further business, the Board of Directors meeting adjourned at 8:42 p.m.

APPROVAL:



Ryan Saunders, President of the Board

ATTEST:



Norma I. Alley, MMC, Clerk of the Board