



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

**February 06, 2024 6:00 PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

Del Paso Manor Water District encourages the public to participate via teleconference.

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=NnBxVm5wRnRrZXVSVGhZbWd2b0FFUT09>

Meeting ID: 977 3766 7936 Passcode: 473630

Dial By Phone

US (SAN JOSE) +1 669 900 6833

US (TACOMA) +1 253 215 8782

A G E N D A

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. **CLOSED SESSION:**

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

6. **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 6.A: Approval of Minutes of the January 09, 2024 Special Meeting

Recommendation: Approve minutes of the January 09, 2024 special meeting

Attch: January 09, 2024 draft minutes

Item 6.B: Approval of Warrants and Payroll

Recommendation: Approval of warrants and payroll

Attch: January 2024 Warrants Approved/Paid
February 2024 Warrants for Approval
Board of Directors Compensation Summary (January 2024)

7. **PUBLIC HEARING:**

8. **OLD BUSINESS:**

9. **NEW BUSINESS:**

Item 9.A: Budget to Actuals

Recommendation: Review and discuss budget to actuals.

Attch: Budget to Actual Comparison – July 1, 2023 – January 31, 2024

Item 9.B: Informational Update on Finance AdHoc Committee Recommendation

Recommendation: Staff recommends postponing the transfer until the District has a full board.

Attch: Staff Report

Item 9.C: Resolution No. 24-0206-01 Authorizing a Cost-of-Living Increase for all District Staff Except General Manager

Recommendation: Staff recommends approval of an automatic COLA tied to SSI with a not to exceed 4% for all District employees except the General Manager, whose compensation and benefits is determined annually, following a performance review.

Attch: Staff Report
Resolution No. 24-0206-01
Exhibit A – Current Salary Schedule
Exhibit B – Proposed Salary Schedule

Item 9.D: Participation in California Cooperative Liquid Assets Securities System

Recommendation: Staff recommends approving resolution 24-0206-02 authorizing the del paso manor water district to become a participant and purchase shares of beneficial interest issued by the California class from time to time.

Attch: Staff Report
Resolution 24-0206-02 authorizing the del paso manor water district to become a participant and purchase shares of beneficial interest issued by the California class from time to time.
California CLASS Registration Packet

Item 9.E: Consider Proposed First Amendment to the District’s Employment Agreement with General Manager Adam Coyan to Amend Base Salary Rate

Recommendation: The Board recommended this change in closed session and directed the General Counsel to draft this report and the proposed First Amendment to the Employment Agreement with Adam Coyan.

Attch: Staff Report
Exhibit A - Employment Agreement with Adam Coyan, effective July 3, 2023
Exhibit B - Proposed First Amendment to Employment Agreement with Adam Coyan

10. FIELD REPORT:

Item 10.A: Field Report on Current and Upcoming Projects

Attch: January 2024 Field Report

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

Item 11.A: Director Dolk
American Water Works Association (AWWA)
Association of California Water Agencies (ACWA)

Item 11.B: Director Matteoli
Association of California Water Agencies (ACWA) Agriculture
Association of California Water Agencies (ACWA) Groundwater
Sacramento Groundwater Authority (SGA)

Item 11.C: Director Ross
California Rural Water Authority (CRWA)
California Special Districts Association (CSDA)

Item 11.D: Director Saunders
Joint Powers Insurance (JPIA)

Item 11.E: Director Pratt
Regional Water Authority (RWA)
Water Forum

12. GENERAL MANAGER’S COMMENTS:

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

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


15. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for February 06, 2024

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 02, 2024

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.