



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

MINUTES

**April 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:

Acting General Manager	Victoria Hoppe
Field Manager	Mike Jenner
Certified Public Accountant	Robert Merritt
District Engineer	Alan Driscoll
Consulting 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 Matteoli. The agenda was adopted on a 5 Yes/0 No 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.

(0:01 minute)

President Saunders called for public comment.

Roy Wilson requested an update on the 2x2 discussions and an update on the Prop 218 impacts.

Trish Harrington requested documentation regarding Prop 218 and employee handbook on the District website, update on the Oregon State Bar payment, update on delinquent accounts, and inquired if District property was returned from the previous District Manager.

Seeing no further comments, President Saunders closed public comment.

President Saunders fielded public comment inquires.

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 March 06, 2023 Regular Meeting

President Saunders noted the votes needed to be changed to 3 Yes and 2 Absent.

President Saunders called for public comment.

Trish Harrington requested her comments reflect a statement regarding expenditures for Well 7 and concerns regarding adjacent parking lot.

Seeing to further comment, President Saunders closed public comment.

Director Pratt made a motion to approve the minutes, as amended. The motion was seconded by Director Dolk. The motion was approved on a 5 Yes/0 No vote.

Item 5.B: Approval of Warrants and Payroll

Director Dolk requested payment to Bartle Wells be withheld and requested a correction on the invoice. President Saunders stated Bartle Wells would be present at the next meeting.

President Saunders noted the payroll numbers are higher due to a severance payment.

President Saunders called for public testimony.

Trish Harrington questioned several payments.

Seeing no further comments, President Saunders closed public comment.

President Saunders and staff fielded public comment inquiries.

Director Dolk made a motion to approve the Warrants and Payroll, with the exception of deferring payment to Bartle Wells until the Board receives a report back. The motion was seconded by Director Pratt. The motion was approved on a 4 Yes/1 No (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

(0:20 minutes)

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

President Saunders called for public comment.

Trish Harrington expressed concern the District can not sustain current expenditures at current rate.

Roy Wilson inquired about obtaining the permit for discharge.

Seeing no further comments, President Saunders closed public comment.

President Saunders and staff fielded public comment inquires.

Item 8.B: Forsgren Presentation on Status of Current Projects

(0:36 minutes)

District Engineer Driscoll and Consulting Engineer presented and fielded questions from the Board.

President Saunders called for public comment.

Trish Harrington presented several inquiries from the presentation.

Roy Wilson presented several inquiries from the presentation.

Carol Rose presented inquiries from the presentation.

Seeing no further comments, President Saunders closed public comment.

President Saunders and staff fielded public comment inquiries.

Item 8.C: General Manager Recruitment

(1:20 minutes)

General discussion commenced amongst the Board.

President Saunders called for public comment.

Trish Harrington provided general suggestions for recruitment and suggested merging with Sac Suburban.

Carol Rose provided general suggestions for recruitment.

Roy Wilson provided general suggestions for recruitment.

Seeing no further comments, President Saunders closed public comment.

President Saunders appointed Director Matteoli and Director Ross to serve on an Ad Hoc committee and provide a recommendation at the next Board meeting.

Item 8.D: Request for Funds Transfer from LAIF Account to Bank of the West Revenue Account

(1:52 minutes)

Acting General Manager Hoppe and Certified Public Accountant Merritt presented the staff report and fielded questions from the Board.

President Saunders called for public comment.

Roy Wilson provided general public comment.

Trish Harrington provided general public comment.

Seeing no further comments, President Saunders closed public comment.

Director Ross made a motion to approve Resolution No. 23-0417-01 authorizing a transfer of funds, not to exceed \$500,000, from the LAIF account to Bank of the West Revenue Account. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No vote.

Item 8.E: Transfer of Financial Institution and Online Viewing Access for General Manager and/or District CPA

(0:02 minutes)

Acting District Manager presented the staff report and fielded questions from the Board.

President Saunders called for public comment.

Trish Harrington provided general public comment.

Carol Rose provided general public comment.

Seeing no further comments, President Saunders closed public comment.

President Saunders appointed Director Dolk and Director Ross to serve on an Ad Hoc committee and provide a recommendation at a future meeting, date uncertain.

President Saunders called a break at 8:27 p.m. The meeting reconvened at 8:41 p.m.

Item 8.F: Advance Engineering Payment for Well 9 Emergency Power Backup Generator Project

(2:41 minutes)

Acting General Manager Hoppe presented the staff report.

Director Ross expressed concern with contractual obligations and cost commitments once payment is made.

President Saunders called for public comment.

Roy Wilson provided general public comment.

Seeing no further comments, President Saunders closed public comment.

General discussion commenced amongst the Board.

Board directed staff to do more research on the contractual obligations and report back at a future meeting.

9. FIELD REPORT: Verbal report

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

(3:03 minutes)

Field Manager Jenner summarized his staff report and fielded questions 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 (*Pratt*)

(3:07 minutes)

Directors provided brief reports on committee meetings they attended.

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

11. GENERAL MANAGERS COMMENTS: Verbal report

- Item 11.A:** Election payment
 - Item 11.B:** Update on on-call status for District Operators
 - Item 11.C:** Multi Factor Authentication (MFA) for Board Members
 - Item 11.D:** Rate Payer Contact Update Form
 - Item 11.E:** Update on SB 552 Checklist
- (3:14 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 provided general public comments.

Roy Wilson provided general public comments.

Seeing no further comments, President Saunders closed public comment.

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

(3:26 minutes)

Director Dolk inquired if a lien could be placed on property tax rolls for delinquent water bills and requested a future agenda item regarding LAIF Funds for further discussion. Assistant Legal Counsel Campbell provided clarity on placing a lien on property tax rolls.

Director Matteoli asked for clarification regarding CIP funds being paid for Prop 218.

President Saunders reported the District was in compliance with paying the Acting District Manager at the rate the District is as there is no existing policy and it is in uniform to general good business practice.

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

(3:32 minutes)

Director Dolk requested presentations on Area D water and the intended expenditures for the approved 2010 CIP funds.

Director Matteoli requested presentations from the grant writers and consultant assisting with the 2x2 merger discussions.

Support was provided for all matters to be on a future agenda.

14. CLOSED SESSION:

There were no Closed Session items to consider.

15. ADJOURNMENT: Next Regular Board of Directors meeting is scheduled for May 01, 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 9:42 p.m.

APPROVAL:

ATTEST:

Ryan Saunders, President of the Board



Norma I. Alley, MMC, Clerk of the Board

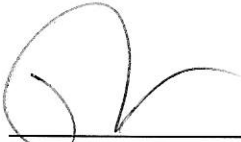
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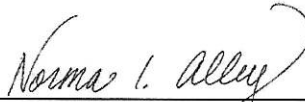
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