



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

**MINUTES**

**December 05, 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, Gwynne Pratt, and David Ross

Directors Absent: Carl Dolk and Bob Matteoli

Staff Present:

General Manager	Adam Coyan
Office Manager	Victoria Hoppe
Field Manager	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 Ross made a motion to adopt the agenda. The motion was seconded by Director Pratt. The agenda was adopted on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) 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.

(6:01 pm)

President Saunders called for public comment.

Roy Wilson spoke to President Saunders' resignation from the Board.

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.

(6:03 pm)

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

**Item 5.A: Approval of Minutes of the November 07, 2023 Regular Meeting**

President Saunders called for public comment.

Trish Harrington spoke to the minutes.

Roy Wilson spoke to the minutes.

Seeing no further comments, President Saunders closed public comment.

Director Ross made a motion to approve the Consent Calendar Item 5.A amending clarification to public comment regarding merger discussions. The motion was seconded by Director Pratt. The motion was approved on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) vote.

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

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 3 Yes/0 No/2 Absent (Dolk/Matteoli) 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**

(6:10 pm)

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

President Saunders called for public comment.

Trish Harrington provided general inquiry and comments regarding the presentation.

Roy Wilson provided general inquiry and comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

Certified Public Accountant Merritt fielded public comment inquires.

**Item 8.B: Presentation on District Funding Options**

(6:19 pm)

Holman Capital Representative Lance Holman presented, accompanied by a PowerPoint, and fielded questions from the Board.

President Saunders called for public comment.

Carol Rose provided general inquiries and comments regarding the presentation.

Roy Wilson provided general inquiries and comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

**Item 8.C: Total Compensation Systems, Inc. Consulting Services Agreement for GASB 75 Actuarial Valuation Services**

(7:04 pm)

Certified Public Accountant Merritt presented the staff report.

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

President Saunders and staff fielded public comment inquires.

Director Ross made a motion to approve the agreement. The motion was seconded by Director Pratt. The motion was approved on a 3 Yes/0 No/2 Absent (Dolk/Matteoli) vote.

**Item 8.D: Procedure for Filling Vacancy on Board of Directors**

(7:06 pm)

Assistant Legal Counsel Bernadette presented the staff report.

President Saunders called for public comment.

Roy Wilson provided general inquiries and comments regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

Discussion commenced and unanimous consent was met to accept President Saunders' resignation effective February and have the appointment on the March meeting agenda.

**9. FIELD REPORT:** Verbal report

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

(7:36 pm)

Field Manager Jenner summarized the staff report.

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

(7:38 pm)

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

**11. GENERAL MANAGERS COMMENTS:** Verbal report

(7:43 pm)

General Manager Coyan provided an update on general District matters.

President Saunders called for public comment.

Roy Wilson provided general comments regarding the presentation.

Seeing no further comments, President Saunders 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.

(7:45 pm)

Director Ross thanked staff for the aging report.

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

(7:46 pm)

Director Pratt requested a discussion on projects and priorities. 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.

Carol Rose spoke to the Closed Session item and expressed support for General Manager Coyan.

Roy Wilson spoke to the Closed Session item and expressed support for General Manager Coyan.

Seeing no further comments, President Saunders closed the public comment.

President Saunders recessed the open session and convened the closed session at 7:49 pm.

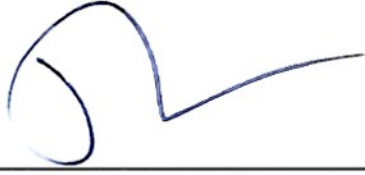
The open session reconvened at 8:16 pm.

President Saunders reported there was no reportable action.

**15. ADJOURNMENT:** Next Regular Board of Directors meeting is scheduled for January 02, 2023

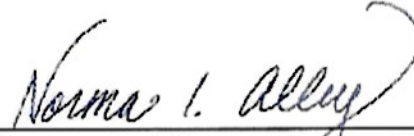
Director Pratt made a motion to adjourn. Director Ross seconded the motion. There being no further business, the Board of Directors meeting adjourned at 8:16 p.m.

APPROVAL:



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Ryan Saunders, President of the Board

ATTEST:



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Norma I. Alley, MMC, Clerk of the Board