



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

**MINUTES**

**May 16, 2022, 6:00 PM  
1817 Maryal Drive, Suite 300, Sacramento 95864**

**1. CALL TO ORDER:**

President Saunders called the meeting to order at 6:30 pm.

**2. ROLL CALL:**

Directors Present: President Ryan Saunders, Osmar Macias, Robert Matteoli, Carl Dolk, and Gwynne Pratt

Staff Present:	General Manager	Alan Gardner
	Office Manager	Victoria Hoppe
	Field Manager	Mike Jenner
	Certified Public Accountant	Robert Merritt
	District Engineer	Alan Driscoll
	General Counsel	Mona Ebrahimi

A quorum of the Board was present.

**3. ADOPTION OF AGENDA:** Members may pull an item from the agenda.

(1:20)

There was a motion by Director Pratt to adopt the agenda. Director Dolk seconded the motion. The agenda was adopted on a 5 yes/0 no roll call vote.

**4. CLOSED SESSION:**

(1:28)

**Item 4.A: Public Employee Performance Evaluation pursuant to Gov. Code section 54957(b)(1); General Manager**

Upon call for public comment, no one from the public addressed the Board.

President Saunders recessed the open session and called the closed session to order at 6:04 pm. The open session reconvened at 8:09 pm.

President Saunders reported out on the General Manager and accomplishments.

**5. 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 President. Comments will be accepted via teleconference.

(1:55)

Carol Rose submitted written testimony.

Trish Harrington expressed concern regarding grand jury evaluations and water-mains.

**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.

(1:59)

**Item 6.A: Approval of Minutes of the April 13, 2022 Meeting**

Upon call for public comment, no one from the public addressed the Board.

Director Dolk made a motion to approve the Board meeting minutes of April 13, 2022. Director Pratt seconded the motion. The motion passed on a 5 yes/0 no roll call vote.

**7. PUBLIC HEARING:**

There were no Public Hearing items to consider.

**8. OLD BUSINESS:**

There were no Old Business items to consider.

**9. NEW BUSINESS:**

(2:00)

**Item 9.A: Consideration of Entering into an Agreement with Renne Public Policy Group (RPPG) for Grant Writing Services**

General Manager Alan Gardner and General Council Mona Ebrahimi presented the staff report and fielded questions from the Board.

Sacramento LAFCO Executive Officer Jose Henriquez spoke to Prop 218 and the benefits of grants.

Trish Harrington requested three quotes be obtained.

Carol Rose expressed concern regarding vetting experts and need for a priorities list.

Director Dolk made a motion for the General Manager to enter into a consultant services contract with RPPG for grant writing services, in an amount not to exceed \$36,000; authorized the President of the Board to sign and execute Resolution No. 22-0516-1; and correct the agreement to represent the Del Paso Manor Water District and not a City. Director Macias seconded the motion. The motion passed on a 5 yes/0 no roll call vote.

President Saunders recessed the meeting at 9:10 pm. The meeting reconvened at 9:15 pm.

**Item 9.B:     **Consideration of the Creation of an Administrative Services Manager Position and New Salary Schedule****

General Manager Alan Gardner presented the staff report and fielded questions from the Board.

Carol Rose testified in opposition.

Directors stated focus should be on fulfilling Prop 218 requirements before any additional changes are made in staff pay.

Director Pratt made a motion to approve the recommendation to review the proposed job description for an Administrative Services Manager and associated salary schedule and direct staff to implement change. Motion not seconded. Motion failed for lack of second.

**Item 9.C:     **Consideration of Retention of a Public Relations Firm****

General Manager Alan Gardner presented the staff report and fielded questions from the Board.

Trish Harrington expressed concern regarding monies spent to obtain public relations firm over new salary schedule.

Director Dolk made a motion to proceed with a Request for Proposal for a PR firm. Director Pratt seconded the motion. The motion passed on a 5 yes/0 no roll call vote.

**Item 9.D     **Consideration Of Loan With Lance Holman and/or Alternative Lenders To Provide Bridge Financing For District Infrastructure****

General Manager Alan Gardner and General Council Mona Ebrahimi presented the staff report and fielded questions from the Board.

General direction provided to pursue additional information and report back at a future meeting.

**10. FIELD REPORT:** Verbal report

**Item 10.A. No Report**

No report.

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

(3:51:08)

- Item 11.A:**
- 11.1 Prop. 218 Update
  - 11.2 LAFCO related to Municipal Services Review Update
  - 11.3 Bank of the West Update
  - 11.4 Office Ventilation Update

General Manager Alan Gardner provided the staff report and fielded questions from the Board.

Trish Harrington inquired of rate increases notifications.

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

(4:50:29)

President Saunders requested a review of water conservation plans.

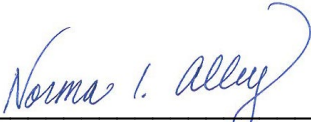
**13. ADJOURNMENT:** Next Regular Board of Directors meeting is tentatively scheduled for June 6, 2022

Director Dolk made a motion to adjourn. Director Macias seconded the motion. There being no further business, the Board of Directors meeting adjourned at 10:29 pm.

APPROVAL:

ATTEST:

\_\_\_\_\_  
Ryan Saunders, President of the Board

  
\_\_\_\_\_  
Norma I. Alley, MMC, Clerk of the Board

**10. FIELD REPORT:** Verbal report

**Item 10.A. No Report**

No report.

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

(3:51:08)

- Item 11.A:**
- 11.1 Prop. 218 Update
  - 11.2 LAFCO related to Municipal Services Review Update
  - 11.3 Bank of the West Update
  - 11.4 Office Ventilation Update

General Manager Alan Gardner provided the staff report and fielded questions from the Board.

Trish Harrington inquired of rate increases notifications.

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

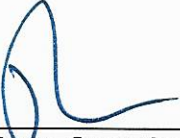
(4:50:29)

President Saunders requested a review of water conservation plans.

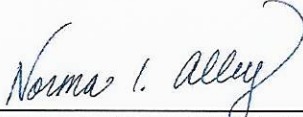
**13. ADJOURNMENT:** Next Regular Board of Directors meeting is tentatively scheduled for June 6, 2022

Director Dolk made a motion to adjourn. Director Macias seconded the motion. There being no further business, the Board of Directors meeting adjourned at 10:29 pm.

APPROVAL:

  
\_\_\_\_\_  
Ryan Saunders, President of the Board

ATTEST:

  
\_\_\_\_\_  
Norma I. Alley, MMC, Clerk of the Board