



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

**MINUTES**

**June 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, Carl Dolk, Bob Matteoli, Gwynne Pratt, and David Ross

Staff Present: Acting General Manager Victoria Hoppe  
Field Manager Mike Jenner  
General Counsel Mona Ebrahimi

A quorum of the Board was present.

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

Director Pratt 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. CLOSED SESSION:**

PUBLIC EMPLOYEE APPOINTMENT, pursuant to Government Code section 54957: General Manager

President Saunders called for public comment.

Roy Wilson spoke in favor of the appointment of Adam Coyan.

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

President Saunders recessed the open session and convened the closed session at 6:03 p.m.

The open session reconvened at 6:32 p.m.

President Saunders reported there was no reportable action and discussion will commence under Item 9.A.

**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 Chair. Comments will be accepted via teleconference and in writing.

(0:04 minutes)

President Saunders called for public comment.

Roy Wilson suggested decisions be postponed until the new general manager is on board.

Seeing no further comments, President Saunders closed public comments.

**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 Warrants and Payroll**

(0:07 minutes)

General discussion commenced amongst the Board and staff fielded questions.

President Saunders called for public comment.

Roy Wilson provided general inquiries regarding the matter.

Seeing no further comments, President Saunders closed public comments.

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

**Item 9.A: Appointment of General Manager and Approval of Employment Contract with Adam Coyan**

(0:12 minutes)

General Counsel Ebrahimi presented the staff report and recommended an amendment to the contract Section 2.3.C changing the last sentence to clarify intent of general manager setting salaries.

President Saunders called for public comment.

Trish Harrington provided general inquiry on the matter.

Adam Coyan noted excitement to return to the District and thanked the Board for the appointment.

Seeing no further comments, President Saunders closed public comment.

President Saunders and General Counsel Ebrahimi fielded inquiry from public comment.

President Saunders thanked the Ad Hoc Committee for their hard work.

Director Ross made a motion to appoint Adam Coyan as the General Manager and approve the contract, as amended. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No vote.

**Item 9.B: Renne Public Policy Group (RPPG) Information and Discussion of Pending Small Community Drought Relief Program Grant Application**

(0:20 minutes)

RPPG Representative Jake Whitaker presented and fielded questions from the Board.

President Saunders called for public comment.

Roy Wilson provided general comments and inquiries regarding the presentation.

Seeing no further comments, President Saunders closed public comment.

RPPG Representative Whitaker fielded inquiries from public comment.

**Item 9.C: Renne Public Policy Group (RPPG) Service Agreement**

(0:45 minutes)

President Saunders provided the report and RPPG Representative Jake Whitaker fielded questions from the Board.

President Saunders called for public comment.

Trish Harrington provided general comments regarding the matter.

Roy Wilson provided general comments regarding the matter.

Carol Rose noted she supported approval of the agreement.

Seeing no further comments, President Saunders closed public comment.

Director Dolk made a motion to approve the agreement on a per project basis with an hourly rate component. The motion failed for lack of second.

Director Matteoli made a motion to approve the agreement as recommended in Option/Scenario 2. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No vote.

**Item 9.D: Correction/Adjustment to the 2023/2024 Approved Budget Totals**

(1:19 minutes)

President Saunders provided the report.

President Saunders called for public comment.

Roy Wilson provided general comments and inquiries regarding the matter.

Seeing no further comments, President Saunders closed public comment.

Director Ross made a motion to approve the corrections and adjustments to the 2023/2024 Budget. The motion was seconded by Director Pratt. The motion was approved on a 5 Yes/0 No vote.

**Item 9.E: Update from District Counsel Regarding Pending Items for Legal Review**

(1:26 minutes)

General Counsel Ebrahimi provided the report and fielded questions from the Board.

President Saunders called for public comment.

Carol Rose provided general comments and inquiries regarding the matter.

Trish Harrington provided general comments regarding the matter.

Roy Wilson provided general comments regarding the matter.

Seeing no further comments, President Saunders closed public comment.

General Counsel Ebrahimi fielded inquiries from public comment.

**Item 9.F: Election of Special District Representative and Alternate to Sacramento LAFCo Nominations for Special District Commission**

(2:04 minutes)

President Saunders provided the report.

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

There were no nominations from the Board.

**10. FIELD REPORT:** Verbal report

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

(2:08 minutes)

Field Manager Jenner summarized his staff report and fielded questions from the Board.

President Saunders called for public comment.

Trish Harrington provided general inquiries regarding the report.

Roy Wilson provided general inquiries regarding the report.

Seeing no further comment, President Saunders closed public comment.

Field Manager Jenner fielded inquiries from public comment.

**11. DIRECTOR 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

(2:13 minutes)

Directors provided brief reports on committee meetings they attended.

President Saunders called for public comment.

Carol Rose provided general comments regarding the reports.

Seeing no further comment, President Saunders closed public comment.

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

- Item 12.A:** Director expense reports
- Item 12.B:** 2022/2023 Audit should be finished soon  
(2:35 minutes)

Acting General Manager Hoppe provided a report on agenda items and an update on general District matters.

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

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

There were no Directors Comments.

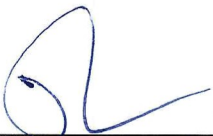
**14. FUTURE AGENDA REQUESTS:** Directors can suggest topics they would like on future agendas  
(2:38 minutes)

Director Matteoli requested a presentation from the Water Forum. Support was provided to be on a future agenda.

**15. ADJOURNMENT:** Next Regular Board of Directors meeting is scheduled for June 19, 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 9:09 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