



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

**May 5, 2020 6:30PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT.

Note: Given the state of emergency regarding the threat of COVID-19, the meeting will be held via teleconference only. Members of the public may call into the 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:

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AGENDA

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.

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 24 hours in advance of the public meeting or hearing you wish to attend so that we may make every reasonable effort to accommodate you.

Call to order and roll call

Pledge of Allegiance

Announcements

Public Comment

(ALL MEMBERS OF THE PUBLIC WILL BE GIVEN THE SAME TIME ALLOTMENT FOR COMMENTS AS NORMALLY ALLOWED FOR MEETINGS SUBJECT TO THE PROVISIONS OF EXECUTIVE ORDER N-29-20)

The Public may address the Board on any items not on the agenda which are within the jurisdiction of the Del Paso Manor Water District Board of Directors. Comments shall be limited to five (5) minutes.

Items for Discussion and/or Action

1. Board Secretary Discussion
 - a. Requirements and available options for Board Secretary
 - b. Discuss and action regarding Board Meeting Recordings on District's Website
 - c. Discuss and possible direction on the format of Minutes
 - d. Appointment of new Board Secretary
2. Discussion regarding Del Paso Mano Water District / Sacramento Suburban Water District Service Agreement
3. Discussion on purchasing approval for Management Consultant

4. COVID-19 Ad Hoc: Discuss and/or action to accept the COVID-19 Committee's recommendation for policies and procedures
 - a. COVID-19 Risk Minimization and Outbreak Response Plan
 - b. Limited Duration Remote Worker Policy
 - c. Limited duration Remote Worker Application
5. Finance Standing Committee
 - a. Discuss 2019-2020 Budget to Actuals
 - b. Update on the progress of the 2018-2019 Audit
 - c. Review, discuss, and/or action to accept the staff recommendation for Billing Software solution to replace the existing system.
6. Discuss and/or action regarding the draft 2020 Master Plan Request For Proposal
7. Action on Resolution 20200501 regarding Policy and Procedure Manual
8. Action on Resolution 20200502 regarding Bond Re-Finance
9. Review and adopt Minutes:
 - a. April 7, 2020 Regular Meeting
 - b. April 10, 2020 Special Meeting
 - c. April 23, 2020 Special Meeting
10. Review and approve Warrants

Director's Meetings and Committees (Per AB 1234)

11. Finance Standing Committee
12. Succession Planning Ad Hoc Committee
13. DPMWD/SSWD 2x2 Ad Hoc
14. Regional Collaboration Study
15. Other Reports – AB 1234

Manager's Report

16. Non Discussion/Action Items

General Counsel’s Report

17. Non Discussion/Action Items

Field Report

18. Status of April Field Matters

Director’s Comments/Staff Statements and Requests

The Board and District staff may ask questions for clarification, and make brief announcements and comments, and Board members may request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda. Comments shall be limited to five (5) minutes.

Closed Session (Closed Session Items are not opened to the public)

- 1. PUBLIC EMPLOYEE APPOINTMENT (GOVERNMENT CODE § 54957(b)(1))
Title: General Manager

Return to Open Session

Adjournment

Upcoming Meetings

Tuesday, June 2, 2020 Regular Board Meeting

I certify that the foregoing agenda for the May 5, 2020 meeting of the Del Paso Manor Water District Board of Directors was posted by May 1, 2020 in a publicly-accessible location at the Del Paso Manor Water District Board office, 1817 Maryal Drive, Suite 300, Sacramento, California, and was freely available to the public.

John Lenahan
Board President
Del Paso Manor Water District