



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

**December 7, 2021 6:30 PM  
1817 Maryal Drive, Suite 300, Sacramento 95864**

The Del Paso Manor Water District Board of Directors meeting will be conducted virtually pursuant to the provisions of Assembly Bill 361 amending the Ralph M. Brown Act and Government Code Section 54953(e) and without compliance with Section 54953(b)(3) related to conducting public meetings during the COVID-19 pandemic based on the current State recommendations on social distancing.

**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 to participate.**

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:**

**Join Zoom Meeting Link:**

**<https://zoom.us/j/97737667936?pwd=NnBxVm5wRnRrZXVSVGhZbWd2b0FFUT09>**

**Meeting ID: 977 3766 7936      Passcode: 473630**

**Dial By Phone  
US (SAN JOSE) +1 669 900 6833  
US (TACOMA) +1 253 215 8782**

**A G E N D A**

**1. CALL TO ORDER:**

**2. ROLL CALL:**

**Chairman:**            Saunders  
**Directors:**            Dolk  
                              Macias  
                              Matteoli  
                              Pratt

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

**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.

**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.

**Item 5.A:** Approval of Minutes of the November 18, 2021 meeting.

**Recommendation:** Approved minutes of the November 18, 2021 meeting.

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

**Recommendation:** Approval of Warrants and Payroll.

**Item 5.C:** A Resolution of the Board of Directors of the Del Paso Manor Water District and on behalf of Commissions and Committees created by the Board of Directors pursuant to Government Code section 54952(b) authorizing the Board's continued use of teleconference meetings in compliance with Assembly Bill 361 to continue to allow members of the public to safely participate in local government meetings.

**Recommendation:** Adopt Resolution pursuant to GC Section 54952(b) and Assembly Bill 361.

**6. PUBLIC HEARING:**

**7. NEW BUSINESS:**

**Item 7.A:** A Resolution approving an Individual At-Will Employment Agreement with Alan Gardner for the position of General Manager and authorizing the

President of the Board of Directors to execute the agreement on behalf of the Del Paso Manor Water District.

**Recommendation:** Adopt Resolution for Employment Agreement with Alan Gardner as General Manager and authorize the President of the Board of Directors to execute the agreement on behalf of the Del Paso Manor Water District.

**Supporting Documents Included:**

1. General Manager Contract for Approval
2. 10/06/2021 Original General Manager Contract
3. Contract, Forms and Annual Goals for Past General Manager from 11/2008 – 05/2019

**Item 7.B:** Discussion of the below RFQ for a District Engineer.

**Recommendation:** Staff Requests that the Board of Directors Authorize Staff to Publish the Attached Request for Proposals for Engineering Services. Staff will return to the Board for final approval and execution of a contract following the close of the RFP process.

**Supporting Documents Included:**

1. Proposed Request for Proposals

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

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


**10. ADJOURNMENT:** Next Regular Board of Directors meeting is scheduled for January 4th, 2022

**CERTIFICATION OF POSTING:**

I, Victoria Hoppe, Secretary for Board of Directors of the Del Paso Manor Water District, do hereby declare under penalty of perjury that the foregoing agenda for the Regular meeting of the Board of Directors has been posted at the administrative office, and District website of the District and at least 72 hours prior to the meeting date.

Date Posted: \_December 3, 2021

Time posted: 6:30 p.m.

Signature:   
Secretary of the Board of Directors  
Del Paso Manor Water District

### **OTHER IMPORTANT INFORMATION**

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.

**PUBLIC COMMENTS:** If you would prefer to submit public comments in writing, please email your comments to [Victoria@delpasomanorwd.org](mailto:Victoria@delpasomanorwd.org) if you are commenting on a specific agenda item, or items, please state the agenda item number(s) in the subject line of the email. All comments received via email will be provided to the Board in writing and included as part of the record of the meeting.

### **DISABLED OR SPECIAL NEEDS ACCOMODATION:**



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