

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

The Board of Directors of the Del Paso Manor Water District held its regular meeting at the District office located at 1817 Maryal Drive, Suite 300, Sacramento, California on July 3, 2017 at 7:30PM.

President Allen called the meeting to order. All Board members were present. Also present were Manager Debra Sedwick, Field Manager Rich Bolton, and Office Administrator Lori Hensley. Also in attendance Alan Driscoll with Forsgren Associates. There were several residents and members of the public also present. Attorney Adam Brown attended via teleconference due to a family emergency.

PUBLIC HEARING OPEN TO HEAR COMMENTS ON THE PROPOSED BUDGET FOR FISCAL YEAR 2017-2018:

Manager Sedwick gave a brief overview of the budget. Five members of the public commented on the budget. One voiced concern about hiring a PR firm; the others asked for clarifications.

CLOSE PUBLIC HEARING:

There being no other comments to the Board, President Allen closed the Public Hearing.

BOARD DISCUSSION AND ACTION ON THE PROPOSED BUDGET FOR FISCAL YEAR 2017-2018:

Manager Sedwick gave a review and highlighted several areas that Board members had requested clarification on. Those areas included staff salaries, conservation, repairs & maintenance, lab, OPEB and professional dues both for the current year and projected. She also discussed the revenue and the concern that revenues are not meeting expenses; she discussed the idea of proceeding with a rate increase to meet “operation” expense first while investigating options for infrastructure replacement after. Following much discussion, all Directors agreed it is a very lean budget. Upon motion by Vice President Saunders, seconded by Director Clohossey, the Board approved the proposed budget for fiscal year 2017-2018 as presented by the following roll call vote:

Ayes: Allen, Clohossey, Matteoli, Saunders, and Wilson
Noes: None
Abstain/Absent: None

APPROVAL OF MINUTES:

Upon motion by Vice President Saunders, seconded by Director Wilson, the Board voted to approve the minutes of June 5, 2017 as corrected by the following vote:

Ayes: Allen, Clohossey, Matteoli, Saunders, and Wilson
Noes: None
Abstain/Absent: None

REPORT FROM FIELD MANAGER CONCERNING:

June field matters:

1. The District field staff responded to fifteen leaks this month. Fourteen were service lines related that required the assistance of the District. One required a new tap due to the proximity to a swimming pool. During the taping process, the forty year plus tapping tool broke and had to be replaced. The other was a main line leak which is still pending on Watson Street.
2. Field staff also performed twenty-seven Underground Service Alerts and six service line locations throughout the month.
3. There were two separate power outages during the month which kept the field staff busy. One was caused by a transformer being blown and the other by a tree falling on the power lines.
4. El Camino High School had the groundbreaking ceremony for the new Performing Arts Building. Field staff met with the contractor and the final plans for the building are to come.
5. Del Paso Manor Elementary School installed two new portables. Staff will be meeting with the contractor later this week.
6. The annual inspection was performed on all of the District's fire extinguishers.
7. Field staff replaced the pump, valves, and cooling line on the swamp cooler at Well #8.

REPORT FROM MANAGER CONCERNING:

June operational matters:

1. The District was notified that California Rural Water Association received grant funds to provide energy audits for small utilities; Manager Sedwick submitted our records for an energy audit to be completed, free of charge.
2. Manager Sedwick received a letter from Total Compensation Systems informing the District that CalPERS no longer provides pension plan information needed for GASB 68 disclosures and they will provide that service for an additional \$950.00. Manager Sedwick contacted Larry Bain to see if this will be needed; Larry does the calculations as part of his audit, which is included in his audit cost.
3. The Public Health Goal for perchlorate was lowered from six parts per billion to one part per billion. The State Water Resource Control Board- Division of Drinking Water is gathering information to determine if the maximum contaminant level should also be lowered. This will be watched closely and Manager Sedwick will keep the Board updated.
4. The SWRCB made another emergency rule establishing a schedule of fees to recover costs to administer reporting requirements of groundwater extraction and activities associated with the Sustainable Groundwater Management Act (SGMA).

5. Back at the December 2016 meeting, the Board nominated Manager Sedwick to the Drinking Water Operator Certification Advisory Committee. Manager Sedwick was just informed this month that she was not appointed. Manager Sedwick thanked the Board for their nomination.

6. As reported last month, the House of Representatives took initial action on USDA's funding bill which included funding for all USDA Water Initiatives but some at lower levels to eliminate USDA funding that duplicates EPA's. Approval was approximately \$100 million less in loans and grants, \$500,000 less in Source Water Protection and the same funding levels for Circuit riders and Wastewater Technicians; this will still need to go to the Senate. Manager Sedwick will continue to monitor and keep the Board apprised.

7. Manager Sedwick attended the RWA Executive meeting to have input on the Strategic Plan update. Manager Sedwick also met with Vice President Saunders during the month to go over a few items to assure DPMWD's ideas and interests are being presented. There was also discussion to include a Delta workshop at the July RWA Board meeting; it is listed in "Upcoming Meetings".

8. The Water Forum Successor Effort meeting had two presentations. One on fisheries and one on Sacramento County potential wastewater recycling solutions. Unfortunately, both Director Clohossey and Manager Sedwick had other obligations and could not attend.

9. The Del Paso Manor Water District/Carmichael Water District intertie evaluation has been completed. As the meetings progress with Sacramento County Water Agency, the project may be amended to include them in the project; details are being investigated and discussed.

10. The District reduced our water production for June by 25.4%, compared to 2013; the year to date reduction compared to 2013 was 30.2%.

11. All bacteriological quality samples tested absent for June.

12. There was one complaint of "foggy water" on Barbarell. Upon investigation, field staff determined the problem was air in the line.

13. The District received three letters this month. Due to the length and content, Manager Sedwick will not read them; however, she wanted the record show that they have been received and delivered to each Board member.

REPORT FROM ATTORNEY CONCERNING:

Adam Brown reported he is preparing for a Board workshop to review the Brown Act.

REPORT FROM ENGINEER CONCERNING:

No Report.

REPORTS ON VARIOUS MEETING(S):

President Allen attended the Sacramento Groundwater Authority meeting. An update of the Sustainable Groundwater Management Act was given by John Woodling. Rob Swartz gave the Groundwater Management Program update.

President Allen, Director Matteoli, and Manager Sedwick, as the DPMWD/CWD Pipeline Committee, met to discuss the intertie with Carmichael Water District. They also discussed the amount of water the District would need. They directed Manager Sedwick to meet with Carmichael Water District to discuss availability and general terms.

OLD BUSINESS:

Manager Sedwick gave legislative/regulatory updates to the Board. She highlighted three bills. The author of SB623 has said a public goods charge will be added to the bill; the amount is not known at this time. The State Water Resource Control Board will be having a workshop/hearing on July 10th in Sacramento to discuss the options they are exploring to meet the requirements of “AB401 Statewide Low Income Water Rate Assistance Program” that was passed in 2015. AB746 which is a Lead in Drinking Water Bill has passed the Assembly and is in the Senate; this bill places the testing responsibility on the school rather than the water districts. Manager Sedwick will continue to monitor and keep the Board apprised.

NEW BUSINESS:

1. Upcoming meeting(s):

- a. RWA’s Bay-Delta Workshop, July 13, 2017, location TBD.

2. The Board reviewed and discussed the California Special Districts Association 2017 Seat C Board elections. Upon motion by Director Wilson and seconded, the Board voted for Peter J. Kampa, the incumbent, for CSDA Seat C by the following roll call vote:

Ayes: Allen, Clohossey, Matteoli, Saunders, and Wilson
Noes: None
Abstain/Absent: None

3. The Board reviewed and discussed ACWA’s call for nominations for President and Vice President for the 2018-19 terms. No action was taken.

4. The Board reviewed and discussed legal requirements for a public agency website. Manager Sedwick reviewed the companies that she contacted with the approximate cost of set up and maintain/monthly/contract fees involved for each. Director Clohossey would like a separate meeting or presentation. President Allen recommended this item be placed on a future agenda as it is getting late. No action was taken at this time.

5. The Board reviewed and discussed the need for public outreach. After discussion, the Directors would like to put this item on a future agenda. No action was taken at this time.

6. Upon motion by Director Wilson, seconded, and carried, the Board voted to issue checks for payment of the following claims by the following roll call vote:

Ayes: Allen, Clohossey, Matteoli, Saunders, and Wilson
 Noes: None
 Abstain/Absent: None

<u>WATER REVENUE</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
Primetax Service Charge 6/5	EFT	178.21
AT&T 6/13	8383	204.29
Sam's Club 6/13	8384	461.00
Uinta Holdings, LLC (Replacement check for ck.#8279) 6/14	8385	1930.00
Primetax - Payroll 6/15	EFT	8437.34
Primetax - Payroll Taxes 6/15	EFT	5070.41
Tesco Controls, Inc. (Annual Service Contract) 6/19	8386	3650.00
Rawles Engineering (Burrell Court) 6/19	8387	13950.00
PERS/Retirement 6/29	8388	4307.73
Primetax - Payroll 6/30	EFT	10160.94
Primetax - Payroll Taxes 6/30	EFT	5548.95
Forsgren Associates Inc. 6/30	8389	6397.64
ACWA/JPIA Workers Comp 6/30	8390	3816.00
Voya Financial	8391	1200.00
AT&T	8392	182.84
Hill Rivkins Brown & Associates	8393	2730.00
BSK Associates	8394	108.00
Chevron	8395	402.53
AT & T Wireless	8396	219.77
City of Sacramento (January-June 2017)	8397	2711.02
Emigh Hardware	8398	117.88
Forsgren Associates Inc.	8399	14993.05
Ferguson Waterworks	8400	463.11
Inland Business Systems	8401	138.26
Office Depot	8402	86.19
P.G.& E.	8403	8.05
Petty Cash	8404	180.08
SMUD	8405	8039.47
Solon Fire Control	8406	620.81
Sierra Chemical Company	8407	492.00
Debra Sedwick (Reimbursements)	8408	1189.92
Stericycle Communication Solutions	8409	378.83
YP	8410	15.50
		<u>98389.82</u>

PUBLIC COMMENT:

Resident Trish Harrington asked for clarification on three items, which Manager Sedwick and Director Clohossey answered.

Resident Greg Schneider stated if we had a website they would have had access to the budget prior to the meeting.

Resident Marissa Burt enjoyed her talk with Director Matteoli after the last Board meeting and learned a lot. She does not feel the District needs a PR firm, but is willing to sit on an adhoc committee. She would like the District to keep looking for grant funds.

