

**FINANCE AND ADMINISTRATION COMMITTEE  
MINUTES OF THE REGULAR MEETING**

**January 19, 2022**

The Finance and Administration Committee of Sweetwater Authority held a Regular meeting on Wednesday, January 19, 2022. Pursuant to provisions provided for under Assembly Bill 361, this meeting was held via teleconference. Director Castaneda called the meeting to order at 4:30 p.m.

**A. Roll Call**

Directors Present: Steve Castaneda and Jose Preciado.

Directors Absent: Alejandra Sotelo-Solis.

Management, Staff, and Others Present: General Manager Carlos Quintero, Assistant General Manager Jennifer Sabine, and Acting Secretary Michael Garcia. Staff members: Director of Water Quality Justin Brazil, Program Specialist Clay Clifton, Customer Service Manager Gregg Harpenau-Parks, Public Affairs Manager Leslie Payne, and Director of Finance Rich Stevenson.

**2. Items to be Added, Withdrawn, or Reordered in the Agenda**

There were none.

**3. Public Comment** (Government Code Section 54954.3)

There were none.

**4. Action Agenda**

A. Consideration of One-time Adjustment to Customer Water Bill – Palomar Inn

**Director Preciado made a motion, seconded by Director Castaneda, that the Finance and Administration Committee recommend that the Governing Board approve a one-time adjustment to the Palomar Inn's account in the amount of \$2,004.50. The motion carried unanimously, with Director Sotelo-Solis absent.**

B. Review of Proposals for a Financial Audit Firm and Direction on the Final Selection Processes

**Director Preciado made a motion, seconded by Director Castaneda, that the Finance and Administration Committee recommend that the Governing Board award a contract for five consecutive fiscal year audits for a not-to-exceed amount of \$187,871 to The Pun Group, San Diego, CA, staff's top ranked proposal. The motion carried unanimously, with Director Sotelo-Solis absent.**

C. Consideration of Reaffirming Level One of the Water Shortage Contingency Plan

**Director Preciado made a motion, seconded by Director Castaneda, that the Finance and Administration Committee recommend that the Governing Board reaffirm Level 1 of the Water Shortage Contingency Plan. The motion carried unanimously, with Director Sotelo-Solis absent.**

D. Strategic Plan Reporting – Mid-Year Detailed Work Plan Status Report  
(Information Item)

No action was required by the Committee.

**5. Directors' Comments**

There were none.

**6. Next Meeting Date:** Wednesday, February 2, 2022 at 4:30 p.m.

**7. Adjournment**

With no further business before the Committee, Director Castaneda adjourned the meeting at 5:02 p.m.