

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

January 20, 2021

The Finance and Personnel Committee of Sweetwater Authority held a Regular meeting on Wednesday, January 20, 2021. Pursuant to Governor Newsom's Executive Order N-29-20 and 33-20, this meeting was held via teleconference. Director Preciado called the meeting to order at 4:32 p.m.

1. Call Meeting to Order and Roll Call

Directors Present: Steve Castaneda, Jose Preciado, and Alejandra Sotelo-Solis

Directors Absent: None.

Management, Staff, and Others Present: General Manager Tish Berge, Assistant General Manager Jennifer Sabine. Staff Members: Director of Water Quality Justin Brazil, Administrative Assistant Michael Garcia, Engineering Manager Erick Del Bosque, Director of Finance Rich Stevenson, Engineering Manager Luis Valdez, and Director of Administrative Services Dina Yorba.

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 Items to be Added, Withdrawn, or Reordered in the Agenda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 – Arthur Schiele

Director Castaneda made a motion, seconded by Director Sotelo-Solis, that the Finance and Personnel Committee recommend the Governing Board approve the one-time adjustment in the amount of \$1,589.28 to the account of Arthur Schiele and that future quarterly one-time adjustment reports include information on staff's efforts to notify customer and address high use. The motion carried unanimously.

B. Consideration of Report on Providing Hard Copies of Board Agenda Packets to Citizens Advisory Committee Members and Alternates

Mike Sampsel submitted written comments regarding the costs associated with providing hard copy agenda packets to CAC members and alternates, which were read onto the record by the Acting Secretary pursuant to the Authority's established process for public comments.

Director Sotelo-Solis made a motion, seconded by Director Castaneda, that the Finance and Personnel Committee recommend the Governing Board direct staff to continue to provide the option of mailing agenda packets to CAC members/alternates at no cost to the recipient and bring back revisions to Policy 522 as appropriate. The motion carried unanimously.

C. Strategic Plan Reporting – Bi-annual Detailed Work Plan Status Report

Director Sotelo-Solis made a motion, seconded by Director Preciado, that the Finance and Personnel Committee recommend the Governing Board approve the Bi-annual Detailed Work Plan Status Report with changes as noted in the document and addition of next actions on recommendations from the developer survey. The motion carried unanimously.

D. Review of Board Policies and Procedures (501 through 509)

The Finance and Personnel Committee requested that this item be brought back with proposals from Director Preciado for modifications to Policy 507 agendaized for discussion.

5. Directors' Comments

Director Sotelo-Solis reported that Director Mona Rios' appointment to the Sweetwater Authority Board had been reaffirmed by the National City Council.

Director Castaneda thanked Director Sotelo-Solis for her leadership on promoting vaccines for COVID-19.

Director Preciado expressed his sentiments about Inauguration Day and expressed his desire for civility in civic discourse.

6. Next Meeting Date: Wednesday, February 3, 2021 at 4:30 p.m.

7. Adjournment

With no further business before the Committee, Director Preciado adjourned the meeting at 5:35 p.m.