

**SWEETWATER AUTHORITY GOVERNING BOARD  
MINUTES OF THE REGULAR MEETING**

**January 27, 2021**

The Governing Board of Sweetwater Authority held a Regular meeting on Wednesday, January 27, 2021. Pursuant to Governor Newsom's Executive Orders N-29-20 and 33-20, this meeting was held via teleconference. Chair Martinez called the meeting to order at 6:00 p.m.

*(\*Note: After calling the meeting to order, Chair Martinez established for the record that all Directors were able to hear the proceedings, that all members of the Board were able to hear the Directors participating by teleconference clearly, and that all votes would be taken by a roll call vote pursuant to the provisions of the Brown Act. Chair Martinez further established for the record the process by which public comments would be received by the Board, which process was also described in the Agenda for the meeting.)*

- **Roll Call**

Directors Present: \*Josie Calderon-Scott (6:03 p.m.), Steve Castaneda, Hector Martinez, Paulina Martinez-Perez, Jose Preciado, Mona Rios, and \*Alejandra Sotelo-Solis (6:05 p.m.)

Directors Absent: None.

Management, Staff, and Others Present: General Manager Tish Berge, Assistant General Manager Jennifer Sabine, Legal Counsel Paula de Sousa, and Board Secretary Ligia Perez. Staff Members: Director of Water Quality Justin Brazil, Engineering Manager Erick Del Bosque, Biologist Pete Famolaro, Administrative Assistant Michael Garcia, Information Systems Manager Kevin Kasner, Director of Engineering Ron Mosher, Public Affairs Manager Leslie Payne, Director of Distribution Greg Snyder, Director of Finance Rich Stevenson, and Director of Administrative Services Dina Yorba. Others Present: Hong Sae of MISAC and Pilar Montesdeoca.

- **Call Meeting to Order and Roll Call**

- **Pledge of Allegiance to the Flag**

*(Note: Director Calderon-Scott entered the meeting at 6:03 p.m.)*

- **Opportunity for Public Comment** (Government Code Section 54954.3)

Pilar Montesdeoca commented on her high water bill and request an adjustment.

*(Note: Director Sotelo-Solis entered the meeting at 6:05 p.m.)*

- **Chair’s Presentation**

- A. Municipal Information Systems Association of California Award for Excellence in Information Technology Practices
- B. Comments from the Public Regarding Agency Staff

### **ACTION CALENDAR AGENDA**

1. Items to be Added, Withdrawn, or Reordered on the Agenda  
There was none.

2. Approval of Minutes

- A. Special Meeting of January 12, 2021
- B. Regular Meeting of January 13, 2021

**Director Castaneda made a motion, seconded by Director Rios, that the Governing Board approve the minutes of the Special Meeting of January 12, 2021, and the Regular Meeting of January 13, 2021. The motion carried unanimously.**

### **Consent Calendar Items**

**Director Castaneda recused himself from consideration of Agenda Item 3 (approval of San Diego Gas & Electric Demands and Warrants – check numbers 154732 and 154790) due to his contract with Sempra Energy, parent company of SDG&E, which Director Castaneda disclosed on the record.**

**Director Preciado made a motion, seconded by Director Calderon-Scott, that the Governing Board approve the consent calendar. The motion carried unanimously.**

3. Approval of San Diego Gas & Electric Demands and Warrants – Check numbers 154732 and 154790
4. Approval of Demands and Warrants – December 2020
5. Consideration of One-time Adjustment to Customer Water Bill – Arthur Schiele (Finance and Personnel Committee 1/20/21)  
Recommendation: Approve the one-time adjustment in the amount of \$1,589.28; and that future Quarterly One-time Adjustment reports include information on staff’s efforts to notify customer and address high use.
6. Consideration of Report on Providing Hard Copies of Board Agenda Packets to Citizens Advisory Committee Members and Alternates (Finance and Personnel Committee Meeting of 1/20/21)  
Recommendation: 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.

7. Consideration to Approve Change Order No. 1 to Ortiz Corporation under the FY 2020-21 Pipeline Replacement Program and Douglas Street Interconnection Improvements (Operations Committee Meetings of 1/20/21)  
Recommendation: Approve Change Order No. 1 in the amount of \$288,986.27 with a 60-calendar day extension to the Contract Time, and authorize the General Manager to execute the Change Order.

### **Action and Discussion Items**

8. Strategic Plan Reporting – Bi-annual Detailed Work Plan Status Report (Finance and Personnel Committee and Operations Committee Meetings of 1/20/21)  
Finance and Personnel Committee Recommendation: 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.  
Operations Committee Recommendation: Approve the Bi-annual Detailed Work Plan Status Report with changes noted in the document and maintain a running record of all changes to the Work Plan.

**Director Sotelo-Solis made a motion, seconded by Director Preciado, that the Governing Board approve the Bi-annual Detailed Work Plan Status Report with changes as noted in the document, addition of next actions on recommendations from the developer survey; and maintain a running record of all changes to the Work Plan. The motion carried unanimously.**

9. Provide Input on SCADA Integrator Selection Process (Operations Committee Meetings of 1/20/21)  
Recommendation: Direct staff to issue the Request for Qualifications and have the Statements of Qualifications evaluated by the Consultant Selection Committee for recommendation to the Governing Board.

**Director Sotelo-Solis made a motion, seconded by Director Martinez-Perez, that the Governing Board direct staff to issue the Request for Qualifications and have the Statements of Qualifications evaluated by the Consultant Selection Committee for recommendation to the Governing Board. The motion carried unanimously.**

10. Old and Unfinished Business

Consideration of Appointment of Nominees to the Citizens Advisory Committee

**Director Rios made a motion, seconded by Director Castaneda, that the Governing Board approve the Director nominations; Cesar Fernandez as the Member for Division 2; Beatrice Fernandez as Member for Division 4, Michael Sampsel as Member and Dave Schlesinger as Alternate for Division 5; and Aida Castaneda as Alternate for National City. The motion carried unanimously.**

11. New Business

A. Consideration of Citizens Advisory Committee and Board Training on Diversity and Inclusion/Unconscious Bias

**Director Preciado made a motion, seconded by Director Martinez-Perez, that the Governing Board approve to provide a virtual group training to the Governing Board and the Citizen Advisory Committee (CAC); provide online training for Board or CAC members unable to attend the group training; and approve per diem for Board members. The motion carried unanimously.**

- B. Calendar Year 2020 SDCWA Water Purchases (Item Requested by Director Martinez) (No Enclosure)

**Director Sotelo-Solis made a motion, seconded by Director Castaneda, that the Governing Board direct staff to agendize discussion of best practices of water transfers and water purchases for a future Board meeting. The motion carried unanimously.**

12. Approval of Directors' Attendance at Meetings and Future Agenda Items

- A. Per diem approval for Director Castaneda's meeting with Legal Counsel – January 21, 2021
- B. Per diem approval for Directors Martinez-Perez and Rios attendance at Onboarding sessions with the General Manager and Department Heads scheduled through July 2021
- C. Council of Water Utilities Virtual Meeting, – Monday, February 1, 2021, 8:00 a.m. – Guest Speaker: E. Joaquin Esquivel, Chairman of the State Water Resources Control Board
- D. Per diem approval for Directors who wish to attend the CalDesal Virtual Annual Conference – February 10-11, 2021
- E. Per diem approval for Directors who wish to attend the Urban Water Institute Spring Virtual Conference – February 17-18, 2021 (*Note: Conference registration closes 2/12/21*)

**Director Preciado made a motion, seconded by Director Martinez-Perez, that the Governing Board approve per diems for Agenda Items 12 A through 12 E. The motion carried unanimously.**

## **REPORTS AND INFORMATIONAL ITEMS**

13. COVID-19 Pandemic Delayed Revenue Balance Dashboard
14. Committee Minutes
15. Informational Reports
- Monthly Financials – December 2020
  - Quarterly Consultant Report – Second Quarter FY 2020-21
  - Quarterly Capital Projects Report – Second Quarter FY 2020-21
  - Quarterly Performance Measurement Report – Second Quarter FY 2020-21

- Quarterly Report on Communications Plan Metrics – Second Quarter FY 2020-21
- Quarterly Report of One-time Water Bill Adjustments – Second Quarter FY 2020-21
- Quarterly Report of Directors’ Expenses – Second Quarter FY 2020-21
- Quarterly Vendor Agreement Listing – Second Quarter FY 2020-21

16. Report of Management

- Upcoming Community Events (Information Item) (No Enclosures)

General Manager Berge reported on:

- Director Rios and Martinez-Perez received scholarships from the Special District Leadership Foundation to cover the registration fees for governance training and is saving our ratepayers up to \$1,400.
- Senator Bill Dodd introduced two bills to address water access equity. Staff is participating in legislative meetings on these bills in order to understand their potential impact to the Authority. Senator Dodd introduced SB 998 the Water Shutoff Protection act, which the Authority implemented just before the pandemic.
- Previewed the agenda items for the upcoming Special and Regular Board meetings, the Operations Committee, Finance and Personnel Committee, and Consultant Selection Committee meetings.

17. Report of Sweetwater Authority Director to the Water Conservation Garden Authority

Director Castaneda reported on the recent quarterly meeting; the Garden is still open with limited services and continues to apply for grants to support operations.

18. Report of Representatives to the San Diego County Water Authority (SDCWA)

Director Rios commented on the State Water Resources Control Board’s (SWRCB) report and attention of delinquent water bills; media interviews of SDCWA government relations staff; attended a meeting with staff from the Authority, SDCWA, and Supervisor Nora Vargas’ office regarding financial relief; and will assume new role as Vice Chair at the next SDCWA Board meeting.

Director Preciado commented being proud of Director Rios’ new role; he was appointed Chair of the Water Planning and Environment Committee for the next two years, which includes undertaking the 2020 Urban Water Management Plan; spoke on the Integrated Water Management Plan; water storage contingency plan and potential beginning of a new drought cycle for the State of California; Colorado River water priorities; and regional water costs, sales, and purchases.

19. Reports by Directors on Events Attended

- A. Other Events Attended – There was none.

## 20. Directors' Comments

Director Sotelo-Solis commented on the importance of vaccines for COVID-19 and education for residents; and reported on a distribution event providing PPE for agencies and residents.

Director Rios thanked the General Manger and staff for their responsiveness to onboarding the new Directors.

Director Calderon-Scott commented on receiving the vaccine; and is excited and encouraged by the pragmatic discussions regarding smart water transfers and water reliability.

CLOSED SESSION

At 8:19 p.m., Chair Martinez called for a short recess. At 8:28 p.m. the Board convened in closed session for:

## A. Conference with Real Property Negotiators pursuant to Government Code Section 54956.8:

Property: Assessor Parcel Numbers: 521-110-2800  
 Agency Negotiators: Tish Berge, General Manager  
 Jennifer Sabine, Assistant General Manager  
 Ron Mosher, Director of Engineering  
 Negotiating Party: Emil S. Thiefe  
 Under Negotiation: Price and Terms

## B. Conference with Real Property Negotiators pursuant to Government Code Section 54956.8:

Property: Assessor Parcel Number: 521-020-18 and  
 521-020-19  
 Agency Negotiators: Tish Berge, General Manager  
 Jennifer Sabine, Assistant General Manager  
 Ron Mosher, Director of Engineering  
 Negotiating Party: John A. Sindelar  
 Under Negotiation: Price and Terms

## C. Conference with Labor Negotiator pursuant to Government Code Section 54957.6:

Agency Negotiators: Hector Martinez, Chair  
 Paula de Sousa, Legal Counsel  
 Unrepresented Employee: General Manager

There was no need for closed session on item:

D. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9 (d)(1):

United States, et al. ex rel John Hendrix v. J-M Manufacturing Company Inc., and Formosa Plastics Corporation, U.S.A., Case No. ED CV06-00055-GW

There were no minutes taken, and the session was not audio-recorded.

At 9:14 p.m. Legal Counsel declared the meeting to be in open session, with Directors Martinez, Martinez-Perez, Castaneda, and Preciado in attendance. There was no reportable action taken by the Governing Board.

21. Adjournment

With no further business before the Board, Chair Martinez adjourned the meeting at 9:15 p.m.

***APPROVED by Governing Board – February 10, 2021***

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Hector Martinez, Chair

Attest:

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Ligia Perez, Board Secretary