

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

October 7, 2020

The Finance and Personnel Committee of Sweetwater Authority held a Regular meeting on Wednesday, October 7, 2020. Pursuant to Governor Newsom's Executive Order N-29-20 and 33-20, this meeting was held via teleconference. Director Sotelo-Solis called the meeting to order at 4:35 p.m.

1. Call Meeting to Order and Roll Call

Directors Present: José F. Cerda, 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: Program Analyst Clay Clifton, Administrative Assistant Michael Garcia, Customer Service Manager Gregg Harpenau-Parks, Director of Finance Rich Stevenson, 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 Items to be Added, Withdrawn, or Reordered in the Agenda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 was none.

4. Action Agenda

A. Customer Fine Dispute – 2931 Sylvia Street, Bonita, CA (Item Requested by Director Martinez)

Director Preciado made a motion, seconded by Director Cerda, that the Finance and Personnel Committee recommend the Governing Board reject the customer's request to waive the penalty assessed for tampering with and unauthorized use of an Authority meter. The motion carried unanimously.

B. Consideration of Lease Agreement for Payment Kiosk

Mike Sampsel submitted written comments regarding the payment kiosk and its relation to staffing, 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 Cerda, that the Finance and Personnel Committee recommend the Governing Board approve a three (3) year leasing contract with CityBase for a payment kiosk if it includes an early termination

clause without penalty and asked staff to return this item to the Committee for further consideration prior it going to the Board. The motion carried unanimously.

C. Update of the Emergency Response and Recovery Plan (Information Item)

No action is required by the Governing Board.

5. Directors' Comments

Director Cerda commented on the positive feedback he has been receiving regarding Sweetwater Authority while canvassing his district.

Director Sotelo-Solis thanked staff for their work putting the agenda together.

6. Next Meeting Date: Wednesday, October 21, 2020 at 4:30 p.m.

7. Adjournment

With no further business before the Committee, Director Sotelo-Solis adjourned the meeting at 5:30 p.m.