



## BOARD ACTION

**TO:** Governing Board

**FROM:** Carlos Quintero, General Manager  
Roberto Yano, Assistant General Manager

**DATE:** August 4, 2023

**SUBJECT:** Consideration to Establish a Community Advisory Work Group

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### **SUMMARY**

At its February 8, 2023 meeting, the Governing Board (Board) directed the formation of an Ad Hoc Committee to evaluate the creation of a Community Advisory Work Group as a replacement to the Citizens Advisory Committee. Currently, the Citizens Advisory Committee is not meeting and has several vacancies.

In 2023 the Ad Hoc Committee met monthly during February, March, April, and May. Its recommendation was to establish a Community Advisory Work Group (Work Group) to allow members of the community to meet and discuss a variety of topics and make recommendations to the Board. The Work Group would be limited to residents, ratepayers, property owners, and members of the business community within the Sweetwater Authority service area; however, members from outside of the Sweetwater Authority service area can be invited depending on the topic. The topics to be discuss would be assigned by the Board. Authority staff will assist in the initial outreach effort to the community to encourage participation.

The Work Group will meet as needed to meet within a timeline established by the Board with Authority staff in a facilitator role. After recommendations are provided, a presentation will be made at a Regular meeting of the Board. Given the dynamic make-up of the Work Group, there will be no need for a minimum number of participants (i.e. quorum) or preparation of minutes. Notes will be taken by Authority staff facilitating the discussion, and a list of attendees will be kept.

The Work Group Meetings will take place at the Authority's Administrative office at a time to be determined, but most likely in the late afternoon to maximize opportunity for participation.

Staff is recommending that only one topic be assigned to the Work Group until a recommendation is provided to the Board.

A list of potential topics, includes, but is not limited to:

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1. Recreation opportunities in Sweetwater Reservoir
2. Trail improvements around Loveland Reservoir
3. Floating solar project
4. Reservoir enhancement project
5. Increase outreach for water conservation rebates

### **FISCAL IMPACT**

There is no impact beyond staff time to facilitate the meetings.

### **POLICY /STRATEGIC PLAN**

Strategic Plan Goal 4 – Customer Service, Citizen Engagement and Community Relations (CS) – Provide high-quality customer service based on customer feedback and serve the community through education, outreach, and partnerships.

### **ALTERNATIVES**

1. Establish a Community Advisory Work Group and selects a topic for discussion.
2. Do not establish a Community Advisory Work Group and continue to promote participation in the Citizens Advisory Committee.
3. Other direction as determined by the Governing Board.

### **RECOMMENDATION**

Staff recommends that the Governing Board establish a Community Advisory Work Group and selects a topic for discussion.