

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

**February 5, 2024, 4:00 p.m.
Sweetwater Authority
505 Garrett Avenue
Chula Vista, CA 91910**

Directors Present: Manny Delgado, Hector Martinez, and Ditas Yamane

Staff Present: Carlos Quintero, Assistant General Manager Roberto Yano, Assistant Board Secretary Michael Garcia, Customer Service Manager Gregg Harpenau-Parks, Director of Administrative Services Leslie Payne, and Director of Finance Rich Stevenson

Others Present: Karen Henry

1. Call Meeting to Order and Roll Call

Director Martinez called the meeting to order at 4:04 p.m.

ACTION CALENDAR AGENDA

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 Items to be Added, Withdrawn, or Reordered on the Agenda

There were none.

3. Opportunity for Public Comment

Karen Henry commented on public participation at public meetings and responses to questions.

4. Action Agenda

4.1 Consideration to Establish a 12-month Moratorium on Late Fees and Discontinuation of Water Service for Non-Payment for Customers Impacted by Local Flooding

Motion by: Director Yamane

Seconded by: Director Delgado

that the Governing Board establish a 12-month moratorium on late fees and discontinuation of water service for non-payment for customers impacted by local flooding.

Ayes (3): Director Delgado, Director Martinez, and Director Yamane

Motion Carried Unanimously (3 to 0)

4.2 Consideration to Award a Contract for the Purchase of Water Meters

Motion by: Director Delgado

Seconded by: Director Yamane

that the Governing Board award a one-year contract in the amount of \$269,020.00, with option for the General Manager to extend the contract for four (4) additional one-year periods, to Ferguson Waterworks for the purchase of water meters.

Ayes (3): Director Delgado, Director Martinez, and Director Yamane

Motion Carried Unanimously (3 to 0)

4.3 FY 2024-25 Budget Calendar (Information Item)

No action was required by the Committee.

5. Directors' Comments

There were none.

6. Next Meeting Date: March 4, 2024

7. Adjournment

With no further business before the Committee, Director Martinez adjourned the meeting at 4:23 p.m.