

SWEETWATER AUTHORITY

Finance and Administration Committee

January 6, 2025



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

RECOMMENDATION

Staff seeks direction from the Governing Board.

OVERVIEW

Annually, the Board reviews and updates all of its Policies and Procedures to ensure that they are relevant, accurately reflect current and/or preferred practice, and include all legal requirements. Management will present the policies to the Board in batches so that the Board can carefully review the policies and make any changes. The General Manager and Legal Counsel reviewed the policies, and a summary of the recommended changes are as follows:

POLICY	ADDITIONS/MODIFICATIONS/COMMENTS
501 through 503 and 509	No recommended changes
504	Recommended change: clarification language
505	Recommended change: clarification language
506	Recommended change: removed Irrigation District and added Water to reflect name change, and added clarification language for members appointed by the Mayor of National City
507	Recommended change: clarification language
508	Recommended change: removed Irrigation District and added Water to reflect name change

FISCAL IMPACT

Fiscal impact is limited to cost incurred for legal counsel review.

OPTIONS

1. Recommend changes to Policies 501 through 509 for Board review and consideration.
2. Approve recommended changes to Policies 501 through 509 as presented.
3. Make no changes to Policies 501 through 509.

Staff Contact:

Carlos Quintero, General Manager

Ligia Hoffman, Board Secretary

SUPPORTING INFORMATION

Attachments

Board Policies 501 through 509

Strategic Plan

Governing Board Policy 503, Adoption/Amendment of Policies and Procedures, establishes guidelines to adopt and amend policies and procedures in the Policies and Procedures Manual of the Governing Board of Sweetwater Authority and calls for the periodic review of the existing policies and procedures.

Past Board Actions

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| June 12, 2024 | The Governing Board adopted Resolution 24-08, Approving the Budget for FY 2024-25, and adopted Resolution 24-09, Approving Updated Financial Policies (Board Policy 517). |
| April 24, 2024 | The Governing Board approved Board Policies 601 through 608 as presented. |
| March 13, 2024 | The Governing Board approved the proposed change to Policy 510, with no changes to policies 511 through 516 and 518 through 520. |
| January 29, 2024 | The Governing Board approved Board Policies 501 through 509 as presented. |