

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

**January 22, 2025, 5:00 p.m.  
Sweetwater Authority  
505 Garrett Avenue  
Chula Vista, CA 91910**

Directors Present: Steve Castaneda, Elizabeth Cox, Manny Delgado, Hector Martinez, Paulina Martinez-Perez, Ron Morrison, and Ditas Yamane

Staff Present: General Manager Carlos Quintero, Assistant General Manager Roberto Yano, Legal Counsel Nick Norvell, Board Secretary Ligia Hoffman, Records Management Specialist Gloria Achutegui, Director of Water Quality Justin Brazil, Director of Engineering and Operations Erick Del Bosque, and Director of Finance Rich Stevenson

Others Present: Yaily Gonzalez and Lauren Magnuson of The Water Conservation Garden, Jenny Windle of JPW, Emily Routman, and Ed Woodruff,

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**1. Call Meeting to Order and Roll Call**

Chair Delgado called the meeting to order at 5:01 p.m.

**2. Pledge of Allegiance to the Flag**

**3. Opportunity for Public Comment**

There were none

**4. Chair's Presentation**

**4.1 Comments from the Public Regarding Agency Staff**

**ACTION CALENDAR AGENDA**

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 Items to be Added, Withdrawn, or Reordered on the Agenda**

There were none.

**6. Approval of Minutes - Regular Board Meeting of January 8, 2025**

**Motion by:** Director Martinez

**Seconded by:** Director Castaneda

that the Governing Board approve the Minutes of the January 8, 2025 Regular Board meeting.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

**7. Consent Calendar Items**

Director Castaneda recused himself from consideration of Agenda Item 7.1 due to his contract with Sempra Energy, parent company of SDG&E, which Director Castaneda disclosed on the record.

Director Cox pulled items 7.2, 7.4, 7.5, 7.6, and 7.9 for discussion.

**Motion by:** Director Yamane

**Seconded by:** Director Martinez

that the Governing Board approve Consent Calendar Items 7.1, 7.3, 7.7, and 7.8, with Director Castaneda's noted recusal on Item 7.1.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

**7.1 Approval of San Diego Gas & Electric Demands and Warrants – November and December 2024**

**7.3 FY 2025-26 Budget Calendar (Information Item)**

(Finance and Administration Committee Meeting of January 6, 2025)

Recommendation: No action was required by the Governing Board.

**7.7 Consideration to Authorize the General Manager to Execute On-call Emergency and General Construction Services Contracts with Basile Construction, Inc. and Palm Engineering, Inc. (Engineering and Communications Committee Meeting of January 13, 2025)**

Recommendation: Authorize the General Manager to execute On-call Emergency and General Construction Services contracts with Basile Construction, Inc. and Palm Engineering, Inc., with each contract having a one-year duration and a not-to-exceed cost of \$100,000.

- 7.8 Development Services Update – August 15, 2024 through December 31, 2024 (Revised)** (Engineering and Communications Committee Meeting of January 13, 2025)  
Recommendation: No action was required by the Governing Board.

**Items Pulled from Consent Calendar**

- 7.2 Approval of Demands and Warrants (excludes the San Diego Gas & Electric Demands and Warrants) - November and December 2024**

**Motion by:** Director Castaneda  
**Seconded by:** Director Martinez-Perez

that the Governing Board approve Item 7.2 - Approval of Demands and Warrants (excludes the San Diego Gas & Electric Demands and Warrants) – November and December 2024.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

- 7.4 Review of Board Policies and Procedures (Policies 501 through 509)** (Finance and Administration Committee Meeting of January 6, 2025)  
Recommendation: Approve Board Policies 501 through 509 as presented.

**Motion by:** Director Cox  
**Seconded by:** Director Yamane

that the Governing Board approve Policies 501 through 509 as presented.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

- 7.5 Consideration to Approve the FY 2024-25 ACWA/JPIA Auto and General Liability Program Insurance Premium** (Finance and Administration Committee Meeting of January 6, 2025)  
Recommendation: Approve the FY 2024-25 ACWA/JPIA Auto and General Liability Program Insurance Premium.

**Motion by:** Director Cox  
**Seconded by:** Director Martinez

that the Governing Board approve the FY 2024-25 ACWA/JPIA Auto and General Liability Program Insurance Premium.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

**7.6 Update on Capital Improvement Plan Program – First and Second Quarters of FY 2024-25** (Engineering and Communications Committee Meeting of January 13, 2025)

Recommendation: No action was required by the Governing Board.

Director Cox highlighted efficiencies listed on the memo.

**7.9 Consideration to Amend JPW Communications Agreement for an Additional \$183,000 Resulting in a Not-to-exceed Amount of \$258,000** (Legislative Affairs and Communications Committee Meeting of January 16, 2025)

Recommendation: Approve an amendment to the JPW Communications agreement for an additional \$183,000, resulting in a not-to-exceed amount of \$258,000.

**Motion by:** Director Castaneda

**Seconded by:** Director Delgado

that the Governing Board approve an amendment to the JPW Communications agreement for an additional \$183,000, resulting in a not-to-exceed amount of \$258,000.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

**Action and Discussion Items**

**8. Consideration to Approve Changes to the One-time Adjustments to Customer's Water Bills Policy**

(Finance and Administration Committee Meeting of January 6, 2025)

Recommendation: Approve changes to the One-time Adjustments to Customer's Water Bills Policy as presented.

**Motion by:** Director Martinez

**Seconded by:** Director Cox

that the Governing Board approve changes to the One-time Adjustments to Customer's Water Bills Policy as presented.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

- 9. Consideration to Award a Contract for the Construction of the Bonita Valley Reservoir Control Building Roof Replacement to JNH Construction, Inc.**  
(Engineering and Communications Committee Meeting of January 13, 2025)  
Recommendation: Reject all bids; direct staff to look at other options, including monitoring construction pricing; and bring back to the Board at a later date.

**Motion by:** Director Martinez

**Seconded by:** Director Castaneda

that the Governing Board reject all bids; direct staff to look at other options, including monitoring construction pricing; and bring back to the Board at a later date.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

- 10. Update on Per- and Polyfluoroalkyl Substances (PFAS) Outreach (Information Item)**  
(Legislative Affairs and Communications Committee Meeting of January 16, 2025)  
Recommendation: No action was required by the Governing Board.

Jenny Windle from JPW provided a presentation.

**11. Old and Unfinished Business**

- 11.1 “Update on the Water Conservation Garden,” presented by Lauren Magnuson, Executive Director, The Water Conservation Garden (No Enclosure) (Information Item)**

Lauren Magnuson of The Water Conservation Garden provided a presentation.

- 11.2 Consideration to Approve the FY 2024-25 Water Conservation Garden Authority Contribution Payment**

Emily Routman introduced herself, spoke about her career experience, is a current volunteer at The Water Conservation Garden for the last two years, and her support of the Water Conservation Garden.

Ed Woodruff stated he has been a volunteer at The Water Conservation Garden (Garden) for the last twelve years, spoke about the outreach

efforts, the efforts Lauren has been making at the Garden, and expressed his love for the Garden.

Yaily Gonzalez introduced herself as The Water Conservation Garden Communities Programs Coordinator, spoke on her connection with the Chula Vista community, shared her educational and career journey, and the efforts currently being made to promote the Garden.

**Motion by:** Director Castaneda

**Seconded by:** Director Yamane

that the Governing Board approve the FY 2024-25 Water Conservation Garden Authority contribution payment.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

## 12. New Business

### 12.1 Consideration to Direct the General Manager to Perform a Fire System Infrastructure Assessment

**Motion by:** Director Castaneda

**Seconded by:** Director Yamane

that the Governing Board authorize the General Manager to execute a contract with HDR, Inc. to perform a Fire System Infrastructure Assessment for a not-to-exceed amount of \$73,100, inclusive of an optional task for grant research and submittal assistance, in accordance with its proposal dated January 16, 2025; and approve the transfer of \$73,100 from the FY 2024-25 Budget Capital Contingency Fund to the FY 2024-25 Budget Operating Expense line item Engineering General Consulting.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

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

**Motion by:** Director Yamane

**Seconded by:** Director Martinez-Perez

that the Governing Board approve per diem for Directors for items 13.1 through 13.3.

Ayes (7): Director Castaneda, Director Cox, Director Delgado, Director Martinez, Director Martinez-Perez, Director Morrison, and Director Yamane

**Motion Carried (7 to 0)**

**13.1 Per diem approval for Directors who wish to attend the SCEDC's Elected Officials Reception - January 28, 2025**

**13.2 Per diem approval for Directors who wish to attend the CalDesal 2025 Annual Conference, Temecula - February 5-6, 2025**  
*(Note: Conflict with 2/5/25 Engineering and Operations Committee meeting)*

**13.3 Per diem approval for Directors who wish to attend the GMDA Winter Conference, Temecula - February 25-27, 2025**  
*(Note: Conflicts with 2/26/25 Board meeting)*

**14. Delayed Revenue Balance Dashboard**

**15. Committee Minutes**

**16. Informational Reports**

**16.1 Financial Reports - November and December 2024**

**16.2 Quarterly Water Treatment Chemical Update**

**16.3 Quarterly Performance Measurement Report - Second Quarter FY 2024-25**

**16.5 Quarterly Report on Communications Plan Metrics - Second Quarter FY 2024-25**

**16.4 Quarterly Report of Directors' Expenses - Second Quarter FY 2024-25**

**17. Report of Management**

There was none.

**18. Report of Representatives to the San Diego County Water Authority**

Director Yamane reported that the meeting is tomorrow, and mentioned the appointments to committees that were made.

Director Castaneda spoke about the importance of the County Water Authority's credit rating and its concern about the scheduled rate increases, concern regarding the impacts to districts the rate increases will cause, and the possibility to repeal AB 399.

**19. Reports by Directors on Events Attended**

**19.1 Other Events Attended**

There was none.

**20. Directors' Comments**

Director Cox stated it has been a month she has been on the Board and thanked everyone for allowing her to ask questions, and thanked the Director of Water Quality for the tours of Perdue Plant and Desal Facility, and requested a box be included on memos with the Committee's recommendation.

Director Martinez-Perez recognized Director of Water Quality Justin Brazil and Water Quality Superintendent Giovanni Outlaw for obtaining the Southwest Membrane Operator Association 2024 Distinguished Service Award.

**21. Closed Session – There was none.**

**22. Adjournment**

With no further business before the Board, Chair Delgado adjourned the meeting at 7:53 p.m.

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Manny Delgado, Chair

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Ligia Hoffman, Board Secretary