

Sunnyslope County Water District

Policy & Procedure Committee

A G E N D A

FEBRUARY 7, 2023

SPECIAL MEETING: 10:00 AM

Teleconference & Board Conference Room



3570 Airline Hwy., Hollister, CA

Mission Statement:

“Our Mission is to provide safe, reliable, and high quality water and wastewater services to our customers and all future generations in an environmentally and financially responsible manner.”

PUBLIC ACCESS TO DISTRICT MEETINGS CAN BE OBTAINED THROUGH THE FOLLOWING ACCESS POINTS:

ZOOM MEETING ACCESS LINK

<https://us06web.zoom.us/j/82011618576>

Passcode Not Required

Or Telephone: Dial + 1 (669) 444 9171 and when prompted enter Meeting ID: 820 1161 8576

Passcode Not Required

COVID PROTECTION GUIDELINES

Per the San Benito County meeting guidelines all attendees must comply and wear a face covering if not fully vaccinated. If providing proof of vaccination attendees will not need to wear a face covering. Virtual meeting access will continue to be provided until further determined by the District Board; All attendees must comply with any other rules of procedures/instructions announced by the Board of Directors or as directed by Staff. The meeting will be available through Zoom for those who wish to join remotely. Anyone requiring accommodations may contact the Main Office at (831) 637-4670 a minimum of 24 hrs prior to the start of the meeting.

- A. CALL TO ORDER
- B. ROLL CALL – Director Jerry Buzzetta, Director James Parker
- C. PUBLIC COMMENT – Members of the public may address the Committee on any District business not on the agenda, with a time limit of three minutes per speaker.

District Staff: Drew Lander - General Manager, Barry Kelly - Finance and Human Resources Manager

Regular Session

D. POLICY REVIEW

1. **Review of existing policy 7120:** General Manager will guide committee review of current policy regarding meeting conduct and provide direction for any policy changes. No staff report.
Attachment: Policy 7120 – Meeting Conduct
2. **Review of existing policy Title 3, Article IV – Termination of Water Service:** The State of California has provided additional direction pertaining to service shut off due to non-payment. The General Manager will guide committee review of district policy and discuss any modifications that need to be made and presented to the Board for approval. No staff report.
Attachment: Title 3, Article IV, Water Shut Off Legal Alert
3. **Discuss new customer sign up procedures:** Staff will solicit input from the Committee regarding the process of initiating new account sign ups and renter vs. owner accounts. We currently perform background checks on all customers and take deposits when setting up new customer accounts. No staff report.
Attachment: Copies of District Application and Start/Stop Guidance sheet.

E. ADJOURNMENT

Upon request, Sunnyslope County Water District (SCWD) will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. SCWD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service as soon as possible in advance of the meeting.

Next Regular Board Meeting – February 21, 2023 @ 5:15 p.m., District Office

AGENDA DEADLINE: 12:00 p.m. February 21, 2023